

Council i.e. Councillor responsibility [Strategic and/or Policy]	General Manager i.e. Council employee responsibility [Specified and/or Day-to-day operational]
	Authorise a person to enter land for a specific purpose or in general (s. 20A)
Delegate (per s. 22.2) (a) the collection of rates and charges under Part 9; (ab) the postponement of rates and charges; (b) the remission or rebate of rates and charges; (ba) the writing off of any debts owed to the council; (c) the making of grants or the provision of benefits.	Under delegation (per s. 22.2) (a) collect of rates and charges under Part 9; (ab) postpone of rates and charges; (b) remit or rebate of rates and charges; (ba) write off of any debts owed to the council; (c) make grants or provide of benefits.
Per s22.3 – Council cannot delegate (a) borrowing money or other financial accommodation; (b) determining categories of expenses payable to councillors and any member of any committee; (c) establishing council committees, special committees, controlling authorities, single authorities or joint authorities; (d) revising budget or financial estimates of the council; (e) revising the strategic plan and the annual plan of the council; (f) appointing the general manager; (fa) selling, donating, exchanging or other disposal of land or public land; See s.177 also (fb) the decision to exercise any power under section 21(1); (g) making by-laws; (h) making of rates and charges under Part 9; (i) all other prescribed power.	
	Per s. 22 (4) (a) keep a register of any delegation; and (b) make the register available for inspection at a public office.
Establish committees per s. 23	
Establish special committees per s. 24	
	Liaise with the Mayor on the activities of the council and the performance of its functions and exercise of its powers. Per s.27(ba)
	Act as the spokesperson of the council, under delegation of the mayor. Per s.27(2A)(a)
	Make information available to Councillors under s. 28(A)
	Comply with a direction of the council given under s. 28D subsection (8).
	Make a copy of the council's code of conduct available per s. 28T(6)
	Accept and act upon Code of conduct complaints under s. 28V
	Receive and act on resignations made under s. 47
	Receive and act upon Councillor declarations of interest under s. 48

	Receive and act upon notifications of interest made under s. 53
	Maintain and make available a register of Councillor interests per s. 54
	Accept and act upon petitions lodged under s. 57
	Section 60D (4) Ensure the publication of results of an elector poll
	Exercise the functions and powers of general manager as outlined in s. 62
	Appoint and manage Council employees per s. 63
Approve Council Organisational structure/chart	Organise staff reporting structure
	Delegate functions and powers as outlined in section 64.
	Ensure advice to council or council committees is provided by qualified persons s.65(1)
Endorse approved Provider Panels and service level agreements	Obtain legal advice
Prepare a Strategic Plan s.66(1)	
Prepare a Long Term Financial Management Plan s.70(1)	
Prepare a Financial Management Strategy s.70A(1)	
Prepare a Long Term Strategic Asset Management Plan s.70B(1)	
Prepare an Asset Management Policy s.70C(1)	
Prepare an Asset Management Strategy s.70D(1)	
Review the above 6 documents at least every 4 years s.70E(1)	
Prepare an Annual Plan s.71(1)	Make the Annual Plan available s.71(3)
Prepare an Annual Report s.72(1)	
Designate senior positions (for Annual Reporting purposes) s. 72(1)(cd)	
Hold an Annual General Meeting s.72(B)(1)	
	Prepare estimates of the council's revenue and expenditure for each financial year s.82
	Keep records s.83
Establish an Audit Panel s.85(1)	
Sell land for unpaid rates s.137	
Sell, lease, donate, exchange or otherwise dispose of land s.177	