

Report 16.514
Date 1 December 2016
File CCAB-8-879

Committee Council
Author Cr Chris Laidlaw, Council Chair

Committee and advisory body terms of reference and delegations for the 2016-19 triennium

1. Purpose

To adopt the terms of reference for the Council's committee and advisory groups for the 2016-19 triennium, and to delegate statutory powers to the committees.

2. Background and comment

On 29 November 2016 the Council adopted a committee structure for the 2016-19 triennium. This governance structure continues from the one established in the later part of the 2013-16 triennium, with the only significant change being that the Environment Committee and the Sustainable Transport Committee are now both committees of the whole with delegated authority.

I consider that the governance structure resolved by the Council in July 2015 has been working well. Providing the two core business committees of Council with delegated authority will enable Council business to be determined in an effective and timely manner.

3. Communication

No communications are necessary as a result of this report.

4. The decision-making process and significance

The matter requiring decision in this report has been considered by officers against the requirements of Part 6 of the Local Government Act 2002.

4.1 Significance of the decision

I have considered the significance of the matter, taking into account the Council's significance and engagement policy and decision-making guidelines. Due to the procedural nature of this decision it is recommended that the matter be considered to have low significance.

It is not considered that a formal record outlining consideration of the decision-making process is required in this instance.

4.2 Engagement

Due to its procedural nature and low significance of the decision, no engagement on this matter has been undertaken.

5. Recommendations

That the Council:

- 1. **Receives** the report.*
- 2. **Notes** the content of the report.*
- 3. **Adopts** the committee and advisory body terms of reference for the 2016-19 triennium, as detailed in Attachment 1 to this report.*
- 4. **Delegates** statutory powers to committees, as detailed in Attachment 1 to this report.*

Report prepared by:

Cr Chris Laidlaw
Council Chair

Attachment 1: Terms of reference for committees and advisory groups, and delegations for committees: 2016-2019 triennium