

Extract from the *Local Government Act 2009*

Chapter 2 Local governments

Part 1 Local governments and their constitution, responsibilities and powers

s13 Responsibilities of local government employees

- (1) All employees of a local government have the same responsibilities, but the chief executive officer has some extra responsibilities.
- (2) All employees have the following responsibilities—
 - (a) implementing the policies and priorities of the local government in a way that promotes—
 - (i) the effective, efficient and economical management of public resources; and
 - (ii) excellence in service delivery; and
 - (iii) continual improvement;
 - (b) carrying out their duties in a way that ensures the local government—
 - (i) discharges its responsibilities under this Act; and
 - (ii) complies with all laws that apply to local governments; and
 - (iii) achieves its corporate plan;
 - (c) providing sound and impartial advice to the local government;
 - (d) carrying out their duties impartially and with integrity;
 - (e) ensuring the employee's personal conduct does not reflect adversely on the reputation of the local government;
 - (f) improving all aspects of the employee's work performance;
 - (g) observing all laws relating to their employment;
 - (h) observing the ethics principles under the Public Sector Ethics Act 1994, section 4;
 - (i) complying with a code of conduct under the Public Sector Ethics Act 1994.
- (3) The chief executive officer has the following extra responsibilities—
 - (a) managing the local government in a way that promotes—
 - (i) the effective, efficient and economical management of public resources; and
 - (ii) excellence in service delivery; and
 - (iii) continual improvement;
 - (b) managing the other local government employees through management practices that—
 - (i) promote equal employment opportunities; and
 - (ii) are responsive to the local government's policies and priorities;
 - (c) establishing and implementing goals and practices in accordance with the policies and priorities of the local government;
 - (d) establishing and implementing practices about access and equity to ensure that members of the community have access to—

- (i) local government programs; and
 - (ii) appropriate avenues for reviewing local government decisions;
- (e) the safe custody of—
 - (i) all records about the proceedings, accounts or transactions of the local government or its committees; and
 - (ii) all documents owned or held by the local government;
- (f) complying with requests from councillors under section 170A—
 - (i) for advice to assist the councillor carry out his or her role as a councillor; or
 - (ii) for information, that the local government has access to, relating to the local government.