

# Whangarei District Council Meeting

## Agenda

**Date:** Thursday, 23 May, 2024

**Time:** 9:00 am

**Location:** Civic Centre, Te Iwitahi, 9 Rust Avenue

**Elected Members:** His Worship the Mayor Vince Cocurullo  
Cr Gavin Benney  
Cr Nicholas Connop  
Cr Ken Couper  
Cr Jayne Golightly  
Cr Phil Halse  
Cr Deborah Harding  
Cr Patrick Holmes  
Cr Scott McKenzie  
Cr Marie Olsen  
Cr Carol Peters  
Cr Simon Reid  
Cr Phoenix Ruka  
Cr Paul Yovich

For any queries regarding this meeting please contact the Whangarei District Council on (09) 430-4200.

<b>1. Karakia/Prayer</b>	
<b>2. Declarations of Interest / Take Whaipānga</b>	
<b>3. Apologies / Kore Tae Mai</b>	
<b>4. Public Forum / Huihuinga-a-tangata</b>	<b>5</b>
<b>5. Police Report</b>	<b>7</b>
<b>6. Confirmation of Minutes of Previous Meeting of the Whangarei District Council / Whakatau Meneti</b>	
6.1 Minutes Whangarei District Council 24 April 2024	9
6.2 Minutes Whangarei District Council 2 May 2024	19
<b>7. Decision Reports / Whakatau Rīpoata</b>	
7.1 Delegations Review May 2024	27
7.2 2024 LGNZ Membership Renewal	99
7.3 Variation to Procurement Policy - Book Supply Contract	107
<b>8. Information Reports / Ngā Pūrongo Kōrero</b>	
<b>9. Public Excluded Business / Rāhui Tangata</b>	
9.1 Confidential Minutes Whangarei District Council 24 April 2024	
9.2 Confidential Minutes Extra ordinary Council 2 May 2024	
9.3 Poroti Springs Proposed Working Group	
9.4 Transportation Review	

**10. Closure of Meeting / Te katinga o te Hui**

Recommendations contained in the Council agenda may not be the final decision of Council.

Please refer to Council minutes for final resolution.



## 4 Public Forum

**Meeting:** Whangarei District Council  
**Date of meeting:** 23 May 2024  
**Reporting officer:** Carolyne Brindle (Senior Democracy Advisor)

### 1 Purpose / Te Kaupapa

To afford members of the community an opportunity to speak to Council and to report on matters raised at public forums where appropriate.

### 2 Summary

Standing Orders allow for a period of up to 30 minutes to be set aside for a public forum at the commencement of each monthly council meeting.

The time allowed for each speaker is 5 minutes.

Members of the public who wish to participate should send a written application, setting out the subject matter and the names of the speakers, to the Chief Executive at least 2 clear working days before the day of the meeting.

#### Speakers

No applications to speak had been received at the time of the agenda closure.

#### Response to previous speakers

Speakers	Topic
David Irvin (Chairman Black Ball Maritime Society)	To update Council on planning process for 2024 Whangarei Maritime Festival and discuss new efforts regarding joint GIS mapping project with Northland Inc, Whangarei Maritime Promotion Board and NZ Marine.
<p><i>Response</i></p> <p>Thank you for your presentation on the Whangārei Maritime Festival. It was gratifying to be reminded of the success of last year's event and to hear about the plans for the 2024 festival which seem to be well underway. It is noted with interest that this year's festival will have an educational and economic focus on what Maritime industry brings to Whangārei, this shows the depth of knowledge the Black Ball Yacht Club (BBYC). It is appreciated that the BBYC are willingly sharing their expertise and passion with the Whangārei community as well as with others who will come specially to participate. Congratulations on securing the participation of the Navy and MAF alongside other key members of the Maritime community for the 2024 festival. We are looking forward to attending and have no doubt that the Whangārei Maritime Festival will become a regular and much anticipated event for our region.</p> <p>Thank you</p>	

Robyn Styles	Fluoride - the implantation of fluoride in our water supply.
<p><i>Response</i></p> <p>Council thanks the speaker for their presentation.</p> <p>Council acknowledge there is some public opposition to adding Fluoride to the water supplies and some uncertainty with respect to the legal situation. Council has asked the Director General of Health to delay the implementation of Fluoride until this legal uncertainty has been resolved.</p>	
Janet Atkinson	Kamo – traffic calming and influence of central government over local government.
<p><i>Response</i></p> <p>Council thanks the speaker for their presentation.</p> <p>There are two current traffic calming measures being completed in Kamo which are described on the council website pages below.</p> <p>Kamo Shared path and Traffic Calming around Kamo High School (eastern side of Kamo Road) <a href="https://www.wdc.govt.nz/Council/Projects/Kamo-Shared-Path-Stage-5">https://www.wdc.govt.nz/Council/Projects/Kamo-Shared-Path-Stage-5</a></p> <p>Traffic Calming around Kamo Primary School and Clark Road (western side of Kamo Road) <a href="https://www.wdc.govt.nz/Council/Projects/Clark-Rd-road-improvements">https://www.wdc.govt.nz/Council/Projects/Clark-Rd-road-improvements</a></p> <p>These are measures to improve pedestrian connectivity and slow vehicle speeds around schools and high pedestrian areas in the Kamo community following petitions by Kamo residents.</p> <p>Council confirms that there is no 5G in any of the speed humps/raised platforms.</p>	

## 5 Police Report

**Meeting:** Whangarei District Council  
**Date of meeting:** 23 May 2024  
**Reporting officer:** Simon Weston (Chief Executive)

### 1 Purpose

To update council on Police activities.

### 2 Recommendation

That Council note the report.

### 3 Background

Area Commander Maria Nordstrom (New Zealand Police), will update council on Police activities over the last quarter.

### 4 Significance and engagement

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via Agenda publication on the website.





## Item 6.1

### Whangarei District Council Meeting Minutes

**Date:** Wednesday, 24 April, 2024

**Time:** 9:00 a.m.

**Location:** Civic Centre, Te Iwitahi, 9 Rust Avenue

#### In Attendance

**His Worship the Mayor Vince Cocurullo**

**Cr Gavin Benney**

**Cr Nicholas Connop**

**Cr Ken Couper**

**Cr Jayne Golightly (Teams)**

**Cr Phil Halse**

**Cr Deborah Harding**

**Cr Patrick Holmes**

**Cr Marie Olsen**

**Cr Carol Peters**

**Cr Simon Reid**

**Cr Paul Yovich**

#### Not in Attendance

**Cr Scott McKenzie**

**Cr Phoenix Ruka**

#### Scribe

**C Brindle (Senior Democracy Adviser)**

#### Administrative matters

- Meeting livestreamed
- Supplementary reports:
  - Item 4.1 – Public Forum additional speakers
  - Item 6.4.1 – Replacement Attachment 2 including additional maps
  - Item 6.7 – CON21015 Port Road Bridge Widening and Kioreroa Road Intersection Upgrade Contract Variation No 2
- Items 6.6 and 7.1 were brought forward in the order of the agenda.

#### 1. Karakia/Prayer

Cr Benney opened the meeting with a tribute to Northland Police Officer Senior Constable Gail Shepherd recently killed in a car accident.

#### 3. Apologies / Kore Tae Mai

Crs Scott McKenzie and Phoenix Ruka

**Moved By** Cr Gavin Benney

**Seconded By** Cr Ken Couper

That the apologies be sustained.

**Carried**

**4. Public Forum / Huihuinga-a-tangata**

David Irvin (Chairman Black Ball Maritime Society) – Planning process for 2024 Whangarei Maritime Festival and discuss new efforts regarding joint GIS mapping project with Northland Inc, Whangarei Maritime Promotion Board and NZ Marine

Robyn Styles – Fluoride – the implantation of fluoride in our water supply

Janet Atkinson – Kamo – traffic calming and influence of central government over local government.

**5. Confirmation of Minutes of Previous Meeting of the Whangarei District Council / Whakatau Meneti**

**5.1 Minutes Whangarei District Council Meeting held 28 March 2024**

**Moved By** His Worship the Mayor

**Seconded By** Cr Simon Reid

That the minutes of the Whangarei District Council meeting held on Thursday 28 March 2024, having been circulated, be taken as read and now confirmed and adopted as a true and correct record of proceedings of that meeting, subject to Cr Halse's apology for being absent on council business being recorded.

**Carried**

*Items 7.1 and 6.6 were taken after Item 5.1*

*Item 6.1 was taken after Item 5.1.*

**6. Decision Reports / Whakatau Rīpoata**

**6.1 Resignation of Risk and Audit Chairperson**

**Moved By** His Worship the Mayor

**Seconded By** Cr Patrick Holmes

That the Whangarei District Council:

1. Notes the resignation of Richard Briggs from the role of Risk and Audit Chairperson and request the Mayor write a letter of appreciation to Mr Briggs for his service.
2. Notes that the Chief Executive will conduct a contestable process to identify a suitable candidate for the role of Chair of the Risk and Audit Committee.

Amendment

**Moved By** Cr Phil Halse

**Seconded By** Cr Deborah Harding

3. Appoints Cr Patrick Holmes to act as interim Chair whilst the contestable process is being undertaken.

**The amendment was Carried  
and subsequently Carried  
as the substantive Motion**

## **6.2 Psychoactive Substances Policy - Statement of Proposal**

**Moved By** Cr Carol Peters

**Seconded By** Cr Ken Couper

That Council:

1. Adopts the Statement of Proposal (Attachment 1) for public consultation.
2. Determines that a summary of the information contained in the Statement of Proposal is not necessary to enable public understanding of the Proposal.
3. Authorises the Chief Executive to approve any necessary minor drafting or presentation amendments to the Statement of Proposal to correct errors or omissions, or to reflect decisions made by Council at this meeting, prior to final printing and publication.

**Carried**

## **6.3 Easter Sunday Shop Trading Policy - Statement of Proposal**

**Moved By** Cr Carol Peters

**Seconded By** Cr Nicholas Connop

That Council:

1. Adopts the Statement of Proposal (Attachment 1) for public consultation.
2. Determines that a summary of the information contained in the Statement of Proposal is not necessary to enable public understanding of the Proposal.
3. Authorises the Chief Executive to approve any necessary minor drafting or presentation amendments to the Statement of Proposal to correct errors or omissions, or to reflect decisions made by Council at this meeting, prior to final printing and publication.

**Carried**

#### 6.4 Dog Policy and Bylaw - Statement of Proposal

The motion was taken in parts.

**Moved By** Cr Ken Couper

**Seconded By** Cr Nicholas Connop

That Council:

1. Agrees that making a new Dog Management Bylaw is the most appropriate way to address the perceived problem.

**Carried**

And that after resolving 1 above, that Council:

1. Adopts the Statement of Proposal as provided in Attachment 2 of this agenda report for public consultation.
2. Confirms that the proposed Dog Management Bylaw as included in Attachment 2:
  - i. is in the most appropriate form of the bylaw; and
  - ii. does not give rise to any implications under, and is not inconsistent with, the New Zealand Bill of Rights Act 1990.
3. Agrees that a summary of the information contained in the Statement of Proposal is not necessary to assist in public understanding of the Proposal.
4. Approves the consultation plan as provided in Attachment 3 of this agenda report.
5. Authorises the Chief Executive to approve any necessary minor drafting or presentation amendments to the Statement of Proposal to correct errors or omissions, or to reflect decisions made by the Council, prior to final printing and publication.

**Carried**

#### 6.5 Quarry Gardens Slips Update and Budget Request

**Moved By** Cr Marie Olsen

**Seconded By** Cr Carol Peters

That the Council:

1. Notes that the Quarry Gardens has suffered extensive damage because of extreme weather events of February 2023 and that circa \$500,000 unbudgeted slip management has been undertaken since that time to prevent risks to property (café), people and the stream
2. Approves a capital budget of \$450,000 for repairs to the lower slip, totara slip and stream stabilisation works which will reduce risk to

property and visitors as well as reducing operating costs of slip Management.

3. Notes that this budget will be offset by reallocation of budgets from within the Parks and Recreation Activity and can be accommodated within the annual budget – i.e. it will reduce carry overs.
4. Notes that no further work will be undertaken on the Upper Slip as it is considered that this would be an operational budget and does not provide value for money. The risks of the ongoing slip will be managed from a health and safety perspective and overtime the slip material may make its way into the water course.

#### Amendment

**Moved By** Cr Nicholas Connop

**Seconded By** Cr Deborah Harding

1. Notes that the Quarry Gardens has suffered extensive damage because of extreme weather events of February 2023 and that circa \$500,000 unbudgeted slip management has been undertaken since that time to prevent risks to property (café), people and the stream.
2. Approves a capital budget of \$450,000 for repairs to the lower slip, totara slip and stream stabilisation works which will reduce risk to property and visitors as well as reducing operating costs of slip Management.
3. Notes that this budget will be offset by reallocation of budgets from within the Parks and Recreation Activity and can be accommodated within the annual budget – i.e. it will reduce carry overs.
4. Notes that no further work will be undertaken on the Upper Slip at this time, and that the upper slip will be considered through the LTP process regarding engineering works and mitigation of material entering the water course.

*On the amendment being put Cr Halse called for a division:*

	<b>For</b>	<b>Against</b>	<b>Abstain</b>
His Worship the Mayor		X	
Cr Gavin Benney		X	
Cr Nicholas Connop	X		
Cr Ken Couper			X
Cr Jayne Golightly		X	
Cr Phil Halse		X	

Cr Deborah Harding	X		
Cr Patrick Holmes	X		
Cr Marie Olsen		X	
Cr Carol Peters		X	
Cr Simon Reid		X	
Cr Paul Yovich		X	
<b>Results</b>	<b>3</b>	<b>8</b>	<b>1</b>

**The amendment was Lost (3 to 8)**

*On the motion being put Cr Halse called for a division:*

	<b>For</b>	<b>Against</b>	<b>Abstain</b>
His Worship the Mayor	X		
Cr Gavin Benney	X		
Cr Nicholas Connop	X		
Cr Ken Couper		X	
Cr Jayne Golightly	X		
Cr Phil Halse		X	
Cr Deborah Harding	X		
Cr Patrick Holmes	X		
Cr Marie Olsen	X		
Cr Carol Peters	X		
Cr Simon Reid	X		
Cr Paul Yovich	X		
<b>Results</b>	<b>10</b>	<b>2</b>	<b>0</b>

**The Motion was Carried (10 to 2)**

*Cr's McKenzie and Ruka were absent.  
Item 6.6 was taken after Item 7.1.*

## 6.6 Water Supply Fluoridation – Progress Update

**Moved By** Cr Gavin Benney

**Seconded By** His Worship the Mayor

That the Council:

1. Notes the progress to date of the fluoridation equipment installation at the water treatment plants.
2. Request the Mayor and Chief Executive, before the end of April 2024, ask the Ministry of Health to grant an extension to the commissioning dates for fluoridation of water from the Ahuroa, Ruakaka, Whau Valley and Ruddells water treatment plants, as required by the Director-General of Health's July 2022 directive, until 28th February 2025.

**Carried**

### Extra ordinary Business

Subsequent to the agenda being circulated Item 6.7 CON21015 Port Road Bridge Widening & Kioreroa Intersection Upgrade – Contract Variation No 2, was distributed separately but not within the timeframe specified in LGOIMA.

**Moved By** His Worship the Mayor

**Seconded By** Cr Simon Reid

That council consider Item 6.7 CON21015 Port Road Bridge Widening & Kioreroa Intersection Upgrade – Contract Variation No 2, at today's meeting.

**Carried**

## 6.7 CON21015 Port Road Bridge Widening & Kioreroa Road Intersection Upgrade - Contract Variation No.2

**Moved By** His Worship the Mayor

**Seconded By** Cr Nicholas Connop

That the Council

1. Note that the Port Road Bridge Widening and Kioreroa Road Intersection Upgrade Projects have been substantially completed on time and \$575,000 under approved Contract Value for in scope work.
2. Note that as part of the project, additional out-of-scope urgent work has been proactively undertaken to renew other Council Assets whilst the site is available which minimises future disruption, delivers needed renewals and efficiently deliver the programme.
3. Note that there was no budget in the current year for this out-of-scope work and therefore it is to be treated as Unbudgeted Capex.

Projects signalled in the Draft 2024 LTP can now be removed as they have already been constructed.

4. Agree to retrospectively approve the out-of-scope urgent work as part of Contract 21015 and recognise that this will be unbudgeted capex.
5. Agree to retrospectively approve unbudgeted spend for Urban Intersection Upgrades of \$1,848,287, acknowledging that \$5m of the budget was deferred in the preparation of the 2023/24 Annual Plan under the premise these funds could be 'brought forward' if required.
6. Agree to increase the contract value for the Port Road Bridge Widening and Kioreroa Road Intersection Upgrade (CON21015) by \$501,000.00 to \$14,820,053.22 (Fourteen Million, Eight Hundred and Twenty Thousand, and Fifty Three Dollars and Twenty Two Cents) excluding GST.

**Carried**

*Cr Yovich requested his vote against be recorded.  
Item 7.1 was taken after Item 5.1.*

## 7. Information Reports / Ngā Pūrongo Kōrero

### 7.1 Water Supply Fluoridation – Results of Resident Survey

**Moved By** His Worship the Mayor  
**Seconded By** Cr Nicholas Connop

That the Council notes the information provided.

**Carried**

*Item 6.6 was taken after Item 7.1.*

## 8. Public Excluded Business / Rāhui Tangata

**Moved By** Cr Carol Peters  
**Seconded By** Cr Marie Olsen

That the public be excluded from the following parts of proceedings of this meeting. The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

	<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for passing this resolution</b>
1.1	Confidential Minutes Whangarei District Council	Good reason to withhold information exists under	Section 48(1)(a)



	28 March 2024	Section 7 Local Government Official Information and Meetings Act 1987	
1.2	2023-24 Bad Debt to Write Off		
1.3	Contract Award – Three Mile Bush Reservoir Physical Works		

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public, are as follows:

Item	Grounds	Section
1.1	To protect the privacy of natural persons	Section 7(2)(a)
1.2	To enable Council to carry on without prejudice or disadvantage negotiations (including commercial and industrial negotiations)	Section 7(2)(i)

**Carried**

*A short break was taken from 1.34pm to 1.39pm.*

## **9. Closure of Meeting / Te katinga o te Hui**

Cr Benney closed the meeting by acknowledging the forthcoming Anzac Day, a time of remembrance of the contribution of those men and women who served in military operations and for the many who lost their lives, 'Lest we forget'.

Confirmed this 23<sup>rd</sup> day of May 2024

His Worship the Mayor Vince Cocurullo (Chairperson)



## Item 6.2

### Whangarei District Council Meeting Minutes

**Date:** Thursday, 2 May & Friday 3 May, 2024  
**Time:** 9:00 a.m.  
**Location:** Civic Centre, Te Iwitahi, 9 Rust Avenue

<b>In Attendance</b>	<p><b>His Worship the Mayor Vince Cocurullo</b>  <b>Cr Gavin Benney</b>  <b>Cr Nicholas Connop</b>  <b>Cr Ken Couper</b>  <b>Cr Jayne Golightly</b>  <b>Cr Phil Halse</b>  <b>Cr Deborah Harding</b>  <b>Cr Patrick Holmes</b>  <b>Cr Scott McKenzie</b>  <b>Cr Marie Olsen</b>  <b>Cr Carol Peters</b>  <b>Cr Simon Reid</b>  <b>Cr Phoenix Ruka</b>  <b>Cr Paul Yovich</b></p>
<b>Scribe</b>	<b>C Brindle (Senior Democracy Adviser)</b>

**1. Karakia/Prayer**

Cr Ruka opened the meeting with a karakia/prayer.

**2. Declarations of Interest / Take Whaipānga**

No interests were declared.

**3. Apologies / Kore Tae Mai**

There were no apologies.

**4. Decision Reports / Whakatau Rīpoata**

**4.1 Long Term Plan 2024-34 and Consultations Alongside - Hearings and Submissions**

Subsequent to the agenda being circulated supplementary agenda providing late submissions were distributed.

**Moved By** His Worship the Mayor  
**Seconded By** Cr Nicholas Connop

That the Council:

1. Receive and hear the submissions relating to the Consultation Document for the 2024-34 Long Term Plan, concurrent consultations alongside the Long Term Plan and Fees and charges; and
2. Accepts any submissions identified as having been received after the close of the submission period (up until to the closure of the meeting).

**Carried**

*The submitters who were heard are listed as follows:*

Jonathan Twyman – Water management, council debt (Tabled oral submission)

Roger McLean (Whangarei Youth Music) and Michelle Jones (Sistema)

Tania McInnes

Phil Cullen (Tabled presentation)

David Michael Roughan

Sharlene Morris-Ross – Hikurangi Community Development Coordinator

John Mills

Chris Souness – Souness Developments Limited t/a Nexus Australasia (Tabled information)

Nick Mulligan

Robyn Bigelow – Weed Action Habitat Restoration Trust (Tabled oral submission)

*A tea break was taken from 10.15am to 10.30am, following Robyn Bigelow's submission.*

Alan Agnew

Valerie Monk

Christopher Taplin

Bruce McGregor

Glen McMillan

Jeremy Evans – Capital Delivery Manager, Health New Zealand, Te Whatu Ora

David Colley

Ian Reeves (Tabled presentation)

Graeme Kerr

Fiona Raymond-Paikea – Onerahi Rugby Football Club (Tabled supporting information)

Evelyn Johnson

Scott Fratcher

Helena Gray

*A lunch break was taken from 12.12pm to 1pm following Helena Gray's submission.*

*Cr Golightly did not rejoin the meeting following the lunch break.*

Julie Gregson – Secretary Kaurihohore Cemetery Trust Board

Jules Flight (on behalf of Grant Brown) – Bream Bay Shared Path Group

Sheryl Mai

Alan Palmer – Northland Youth Theatre Trust

Alan Palmer

Tony Clemow

Robin Lieffering

Amanda Bennett – Northland Taitokerau Regional Trails Project

Val Hart – Northland Car Club (Tabled supporting information)

Jan Boyes – Whangarei Heads Citizens Association

Jan Boyes

*Cr Halse left the meeting at 1.36pm following the submission from Alan Palmer.*

*Cr Peters left the meeting at 2.09pm.*

*A tea break was taken from 2.14pm to 2.30pm, following Jan Boye's submission.*

*Cr Peters rejoined the meeting following the tea break.*

### **Resolution to continue beyond six hours**

**Moved By** His Worship the Mayor

**Seconded By** Cr Scott McKenzie

That the meeting continue beyond six hours

**Carried**

Carina Dickson – Habitat for Humanity

Tessa MacKenzie (on behalf of Jonny Wilkinson)

Stuart Spicer (on behalf of Thomas Nance) – Whangarei Quarry Gardens

Greg Innes

Jeremy Kloet (on behalf of Lachie McLean) – Forum North Trust 2013

Angela Stolwerk – Waipu Cycle and Walkway Trust

Norma De Langen – Whangaruru South Residents and Ratepayers Association

David Templeton – Kamo Community Inc

Laurel Belworthy – Whangarei Museum and Heritage Trust T/A Kiwi North  
(Tabled 2024-34 Vision)

Richard Morris

Judy Plain

Jeff Murray – Kainga Ora – Homes and Communities

Barbara Trimmer – Whangarei Theatre Company Inc

Alan Brown – Albany 9 Trust – Trustee 9 Ltd

Jacinda Selman (on behalf of Joanne Verryt and Shane) – Disability Advisory  
Group

Mark Rasmussen

Tim Howard – Northland Urban Rural Mission (Tabled oral submission)

David Robinson

John Williamson

*Jo-Anne Cook-Munro – Federated Farmers of New Zealand, unable to attend  
due to unforeseen circumstances, oral submission received during the  
Hearing was circulated to Elected Members.*

*Cr Halse rejoined the meeting at 3.04pm during Jeremy Kloet's submission.*

Procedural Motion

**Moved By** His Worship the Mayor

**Seconded By** Cr Patrick Holmes

That the meeting be adjourned, to be reconvened at 9am Friday 3 May in the  
Council Chambers.

**Carried**

**THE MEETING ADJOURNED AT 4.23pm AND RECONVENED AT 9AM FRIDAY  
3 MAY 2024 IN THE COUNCIL CHAMBERS.**

## Whangarei District Council Meeting Minutes

**Date:** Friday 3 May, 2024  
**Time:** 9:00 a.m.  
**Location:** Civic Centre, Te Iwitahi, 9 Rust Avenue

<b>In Attendance</b>	<b>His Worship the Mayor Vince Cocurullo</b> <b>Cr Gavin Benney</b> <b>Cr Nicholas Connop</b> <b>Cr Phil Halse</b> <b>Cr Deborah Harding</b> <b>Cr Patrick Holmes</b> <b>Cr Scott McKenzie</b> <b>Cr Marie Olsen</b> <b>Cr Carol Peters</b> <b>Cr Simon Reid</b> <b>Cr Phoenix Ruka</b>
<b>Not In Attendance</b>	<b>Cr Jayne Golightly</b> <b>Cr Ken Couper</b> <b>Cr Paul Yovich</b>
<b>Scribe</b>	<b>C Brindle (Senior Democracy Adviser)</b>

### 1. Karakia/Prayer

Cr Ruka opened the meeting with a karakia/prayer.

### 2. Declarations of Interest / Take Whaipānga

No interests were declared.

### 3. Apologies / Kore Tae Mai

Crs Ken Couper and Paul Yovich

**Moved By** Cr Simon Reid

**Seconded By** Cr Carol Peters

That the apologies be sustained.

**Carried**

### 4. Decision Reports / Whakatau Rīpoata

#### 4.1 Long Term Plan 2024-34 and Consultations Alongside - Hearings and Submissions

Council continued to hear from submitters to the Long Term Plan.

*The submitters who spoke to their submissions are listed below:*

Jodie Rameka and Frankie – Whangarei District Council Youth Advisory Group

Pamela Hodgson (on behalf of Claire Saunders) – Friends of Gomez Miriam Ritchie

Tim Robinson

Peter Peeters

James Coleman – Northland Regional Football

Linda Gardner-Lee

James Hynes (on behalf of Deborah James) – Tikipunga Association Football Club (Tabled supporting information)

Matt Keene

Jan Francis

Colin Dahl and Cr John Blackwell (on behalf of Samuel van Hout – Northland Regional Council

Vicki MacDonald – Northland Athletics and Gymnastics Stadium Trust (Tabled supporting information)

Sean Taylor (on behalf of Dean Yendell) – Tutukaka Boat Ramp Reinstatement Group

Ron Ford – Tutukaka Coast Ratepayers and Residents Association

Tama Jones – Northland Hockey Inc (Tabled oral submission)

Tracey Rissetto – New Zealand Automobile Association Northland Council (Tabled oral submission)

Jade Keswick

Alex Smits

Richard Smith (Tabled oral submission)

Laurel Devenie

Sacha Stevenson

Bridget O'Rourke

Fiona Green – Crime Prevention Coalition (Whangarei)

David Lourie – Bream Bay Coastal Care Trust (Tabled oral submission)

Tony Phipps

Mark Keehn – Otetao Marae

Paul Linton (on behalf of Vaughan Cooper) – Northland Inc

Gray Hopper – Hopper Developments Limited

James Griffin – Parua Bay Residents & Ratepayers.



*Cr Benney left the meeting at 9.30am following Tim Robinson's submission. Cr Benney rejoined the meeting at 10.09am following Jan Francis submission.*

*At tea break was taken from 10.49am to 11.02am follow Tracy Rissetto's submission.*

*Cr Ruka left the meeting at 12.07pm following Tony Phipp's submission.*

## **5. Closure of Meeting / Te katinga o te Hui**

His Worship the Mayor closed the meeting at 12.34pm with a karakia/prayer.

Confirmed this 23<sup>rd</sup> day of May 2024

His Worship the Mayor Vince Cocurullo (Chairperson)



## 7.1 Delegations Policy and Register Review May 2024

<b>Meeting:</b>	Whangarei District Council
<b>Date of meeting:</b>	23 May 2024
<b>Reporting officer:</b>	Georgina Ellis – Business Integrity Administrator Emily Thompson – Manager Democracy and Assurance Charlotte Sutton – Legal Counsel

### 1 Purpose / Te Kaupapa

To adopt the reviewed and revised Delegations Policy and associated Register.

### 2 Recommendation/s / Whakataunga

That the Council:

1. Rescind all previous delegations contained within the Delegations Register adopted on 29 November 2020 and subsequent updates to that delegation register.
2. Adopt the reviewed and updated Delegations Register, for statutory and non-statutory delegations, as provided in Attachment 1 and Attachment 2.
3. Delegates Non-Statutory Financial Authority to Spend up to \$100,000 to the following roles;
  - a. Strategy and Planning Manager (Transportation)
  - b. Capital Works and Procurement Manager (Transportation)
  - c. Manager - ICT
  - d. Manager - Water Services
  - e. Manager - Waste and Drainage
  - f. Manager - Parks and Recreation
  - g. Manager - Infrastructure Capital programmes
  - h. General - Manager People and Capability
4. Delegates Non-Statutory Financial Authority to Spend up to \$50,000 to all previous roles with this delegation and Manager – Strategic Planning
5. Delegates Non-Statutory Financial Authority to Spend up to \$25,000 to all previous roles with this delegation and Team Leader – Development Engineering
6. Delegates Non-Statutory Financial Authority to Spend up to \$10,000 to all previous roles with this delegation and the following roles:
  - a. Corporate Accountant
  - b. Team Leader – Democracy.
7. Delegates Non statutory Financial Authority to Spend up to \$5,000 to all previous roles with this delegation and the following additional roles:
  - a. Team Leader - Customer Experience

- b. Team Leader - Claphams Clocks
- c. Team Leader - PIMS and LIMS
- d. Risk Management Advisor
- e. Community Events Co-ordinator

8. Adopt the updated Delegations Policy as provided in Attachment 3.

### 3 Background / Horopaki

Delegations are a necessary operational requirement to achieve best use of the abilities of elected members and staff to promote efficient and effective decision-making. Delegations stops administrative delays and inefficiencies and provides clear written directions of responsibilities. If we did not have delegations, every decision would need to be referred to Council.

The Council approved Delegations Policy and Delegations Register is managed, maintained by the Democracy and Assurance Department. The register included both statutory and non-statutory delegations and is viewed by all council staff. All changes to the register are overseen and administered by the Delegations Triage Team in line with the approved delegation's policy.

The current delegation register and associated policy was adopted by Council on 29 November 2020. Best practice would expect a review of the delegation register, and it being brought to Council for adoption within 3-5 years.

Whilst some delegations have been updated, or added, in line with the delegation policy since the last full review of the delegation register this was an opportunity to review the delegation register in full and ensure that it remains appropriate.

The delegations register provides appropriate roles with the required authority to make decisions within their operational duties. The Chief Executive is responsible for ensuring that all staff have the adequate skills and knowledge to perform these duties to required level, and that these are properly performed or executed.

### 4 Discussion / Whakawhiti kōrero

The review has involved meeting with the majority of the Department Heads to examine all delegations held by staff in those departments. The delegations to staff within those departments have been reviewed and updated in line with changes to legislation and role titles.

Because of uncertainty around legislative change from Central Government the following departments have not been included in the current review. The delegations within the following areas will be reviewed when legislatively changes are confirmed and passed into law. Any changes that arise as part of the review of these areas will be processed by the operational team via the delegation register change process and will be approved by appropriate parties as determined from the delegation register.

- RMA Consents
- District plan
- Water Services
- Waste and Drainage

The key outcomes of the delegation register and policy review are:

1. Delegations in the register have been reviewed, updated and revised to reflect and provide for:
  - Changes in legislation, since the previous delegation register was adopted in 2020.
  - Ensuring that delegations are fit for purpose to the role and responsibilities
  - Maintenance of role names, departments, and groups
  - Updates of conditions/notes, where appropriate
2. A proposed addition of a New Non-Statutory Delegated Financial Authority of \$100,000 for appropriate Roles. Due to inflation and cost increases and no change in our Non-Statutory Delegations, Managers no longer have the authority to make decisions within their operational duties. This can cause delays in work being approved, invoices paid and inefficiencies that might otherwise occur. The current jump between tiers is \$50,000 to \$250,000, this addition of \$100,000 will better support the operational functions that currently sit with the appropriate roles assigned this delegation.
3. Addition of a new delegation for the manager of District Development to enter into Commercial Leases in line with his Delegated Financial Authority.

In addition to the review of the Delegation Register, the Delegation Policy has been reviewed and updated to provide clarity around the application of Delegated Financial Authority. This includes adding a statement about one up approval and clarifying that clearing of Balances and contract progress payments are outside the DFA as they are operational processes under a contract that has been awarded and approved under appropriate DFA.

#### 4.1 Financial/budget considerations

The addition of a new 'authority to spend up to \$100,000' financial delegation will improve operational efficiencies in areas that have been affected by inflationary increases. The staff who are proposed to have this new delegated financial authority will be able to work within their budget to ensure activities continue.

Through the department review a number of changes to the Delegated Financial Authority were considered and are listed below, including those who are being proposed to hold the new \$100,000 delegation.

Roles where the Delegated Financial Authority has been changed for the proposed Delegation register are shown below.

Role	Current DFA	Proposed DFA
Strategy and Planning Manager (Transportation)	\$50,000	\$100,000
Capital Works and Procurement Manager (Transportation)	No previous delegation	\$100,000
Manager - ICT	\$50,000	\$100,000
Manager - Infrastructure	\$50,000	\$100,000
Manager Water Services	\$50,000	\$100,000

Manager - Waste and Drainage	\$50,000	\$100,000
Manager - Parks and Recreation	\$50,000	\$100,000
Manager - Infrastructure - Capital programmes	\$50,000	\$100,000
General Manager - People and Capability	\$25,000	\$100,000
Manager – Strategic Planning	\$25,000	\$50,000
Team Leader – Development Engineering	\$10,000	\$25,000
Corporate Accountant	\$5,000	\$10,000
Team Leader – Democracy	\$5,000	\$10,000
Team Leader – Customer Experience	No previous delegation	\$5,000
Team leader – Claphams Clocks	No previous delegation	\$5,000
Team Leader - PIMS and LIMS	No previous delegation	\$5,000
Risk Management Advisor	No previous delegation	\$5,000
Community Events Co-ordinator	No previous delegation	\$5,000

*Note: Due to an administration error the role of Manager – Strategic Planner has been omitted from the attachment 2, but will be included in the updated register base on the outcome of this report.*

## 4.2 Risks

Risks related to delegations are monitored via the annual audit of the annual report and will be included in as areas for specific internal audits as required.

## 5 Significance and engagement / Te Hira me te Arawhiti

The decision or matters of this agenda do not trigger the significance criteria outlined in Council's Significance and Engagement policy, and the public will be informed via agenda publication on the website.

## 6 Attachments / Ngā Tāpiritanga

1. Delegations Register – Statutory for adoption
2. Delegation Register – Non-Statutory for adoption
3. Delegations Policy, marked up copy showing tracked changes

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
893					The power to authorise enforcement officers under any statute other than the Local Government Act 2002, the Building Act 2004, the Resource Management Act 1991 and the Dog Control Act 1996 that provides powers to enforcement officers.	Role - Chief Executive
343	<u>Animal Welfare Act 1999</u>			all	All of its responsibilities, duties and powers under this Act except - the power to nominate a member of an animal ethics committee under section 101	Role - Chief Executive
344	<u>Arts Council of New Zealand Toi Aotearoa Act 2014</u>			all	All of its responsibilities, duties and powers under this Act except - a) the allocation of funds to community arts projects b) consenting to a representative of the local authority to be a member of the community arts council under section 18(2) c) making a grant under section 18(2)(b)	Role - Chief Executive
345	<u>Biosecurity Act 1993</u>	Regulations made under this Act		all	All of its responsibilities, duties and powers under this Act and Regulations except - a) the power to set and assess rates b) the power to transfer the performance of an operation under this Act to another local authority	Role - Chief Executive
346	<u>Births, Deaths, Marriages, and Relationships Registration Act 1995</u>			75E	The power to request the Registrar-General to provide a copy of all entries made in the access register in relation to any person.	Role - Chief Executive
347	<u>Births, Deaths, Marriages, and Relationships Registration Act 1995</u>			75E	The power to request the Registrar-General to provide a copy of all entries made in the access register in relation to any person.	Role - Manager - Democracy and Assurance Role - General Manager - Strategy and Democracy Role - Legal Counsel
271	<u>Building Act 2004</u>			102 & 104	Power to issue Compliance Schedules and notify TA.	Role - Senior Building Controls Officer  Role - Manager - Building Control Role - Team Leader - Building Consents Role - Team Leader - Building Inspections Role - Team Leader - Building Approvals and Compliance Role - Senior Building Control Officer - Specialist Role - Building Approvals & Compliance Officer Role - Building Control Officer Responsibility - Council Approved Contractor
272	<u>Building Act 2004</u>			106, 107 & 109	Powers in respect of compliance schedules.	Role - Team Leader - Building Consents  Role - Senior Building Controls Officer Role - Building Control Officer Role - Manager - Building Control Role - Team Leader - Building Inspections Role - Team Leader - Building Approvals and Compliance Role - Senior Building Control Officer - Specialist Role - Building Approvals & Compliance Officer Responsibility - Council Approved Contractor
273	<u>Building Act 2004</u>			111	Power to undertake inspection in relation to Building Warrants of Fitness.	Role - Team Leader - Building Consents  Role - Senior Building Controls Officer Role - Building Control Officer Role - Manager - Building Control Role - Team Leader - Building Inspections Role - Team Leader - Building Approvals and Compliance Role - Senior Building Control Officer - Specialist Role - Building Approvals & Compliance Officer
274	<u>Building Act 2004</u>			112	Powers in relation to alterations to buildings.	Role - Manager - Building Control  Role - Team Leader - Building Consents Role - Senior Building Controls Officer Role - Building Control Officer Role - Team Leader - Building Inspections Role - Team Leader - Building Approvals and Compliance Role - Senior Building Control Officer - Specialist Role - Building Approvals & Compliance Officer Responsibility - Council Approved Contractor

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
275	<b>Building Act 2004</b>			113	Powers in relation to buildings with specified intended lives.	<ul style="list-style-type: none"> <li>Role - Team Leader - Building Consents</li> <li>Role - Senior Building Controls Officer</li> <li>Role - Building Control Officer</li> <li>Role - Manager - Building Control</li> <li>Role - Team Leader - Building Inspections</li> <li>Role - Team Leader - Building Approvals and Compliance</li> <li>Role - Senior Building Control Officer - Specialist</li> <li>Role - Building Approvals &amp; Compliance Officer</li> <li>Responsibility - Council Approved Contractor</li> </ul>
276	<b>Building Act 2004</b>			115, 116, 116A	Powers in relation to Code Compliance extension of life requirements for change of use and subdivision.	<ul style="list-style-type: none"> <li>Role - Team Leader - Building Consents</li> <li>Role - Senior Building Controls Officer</li> <li>Role - Building Control Officer</li> <li>Role - Manager - Building Control</li> <li>Role - Team Leader - Building Inspections</li> <li>Role - Team Leader - Building Approvals and Compliance</li> <li>Role - Senior Building Control Officer - Specialist</li> <li>Role - Building Approvals &amp; Compliance Officer</li> </ul>
277	<b>Building Act 2004</b>			121, 123A, 124, 125	Powers in relation to dangerous, earthquake-prone and unsanitary buildings.	<ul style="list-style-type: none"> <li>Role - Team Leader - Building Consents</li> <li>Role - Senior Building Controls Officer</li> <li>Role - Building Control Officer</li> <li>Role - Manager - Building Control</li> <li>Role - Team Leader - Building Approvals and Compliance</li> <li>Role - Team Leader - Building Inspections</li> <li>Role - Senior Building Control Officer - Specialist</li> <li>Role - Building Approvals &amp; Compliance Officer</li> <li>Role - Support Assistant - Building Inspections</li> <li>Role - Support Assistant - Building Processing</li> </ul>
278	<b>Building Act 2004</b>			126	Power to apply to the District Court for an order to carry out work and give notice to owner	<ul style="list-style-type: none"> <li>Role - General Manager - Planning and Development</li> <li>Role - Team Leader - Building Consents</li> <li>Role - Manager - Building Control</li> <li>Role - Team Leader - Building Approvals and Compliance</li> <li>Role - Team Leader - Building Support</li> <li>Role - Team Leader - Building Inspections</li> </ul>
279	<b>Building Act 2004</b>			130	Power to apply to District Court regarding warrants issued by CEO.	<ul style="list-style-type: none"> <li>Role - Chief Executive</li> <li>Role - General Manager - Planning and Development</li> <li>Role - Manager - Building Control</li> </ul>
280	<b>Building Act 2004</b>			133AA-133AT	Power to determine whether building is earthquake prone	<ul style="list-style-type: none"> <li>Role - Manager - Building Control</li> <li>Role - Team Leader - Building Consents</li> <li>Role - Team Leader - Building Inspections</li> <li>Role - Team Leader - Building Approvals and Compliance</li> <li>Role - Senior Building Controls Officer</li> <li>Role - Building Approvals &amp; Compliance Officer</li> <li>Role - Senior Building Control Officer - Specialist</li> <li>Role - Building Control Officer</li> </ul>
281	<b>Building Act 2004</b>			133AY	Whether to reassess or remake decisions when definition of ultimate capacity or moderate earthquake change	<ul style="list-style-type: none"> <li>Role - Manager - Building Control</li> <li>Role - Team Leader - Building Consents</li> <li>Role - Team Leader - Building Inspections</li> <li>Role - Team Leader - Building Approvals and Compliance</li> <li>Role - Senior Building Control Officer - Specialist</li> <li>Role - Senior Building Controls Officer</li> <li>Role - Building Approvals &amp; Compliance Officer</li> <li>Role - Building Control Officer</li> </ul>



ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
292	<u>Building Act 2004</u>			162C,D	Power to inspect and assess compliance of residential pools	Role - Building Control Officer  Role - Senior Building Controls Officer Role - Team Leader - Building Consents Role - Manager - Building Control Role - Team Leader - Building Approvals and Compliance Role - Team Leader - Building Inspections Role - Senior Building Control Officer - Specialist Role - Building Approvals & Compliance Officer Responsibility - Council Approved Contractor
282	<u>Building Act 2004</u>			164 & 167	Powers in relation to Notices to Fix building works.	Role - Team Leader - Building Consents  Role - Senior Building Controls Officer Role - Building Control Officer Role - Team Leader - Building Approvals and Compliance Role - Manager - Building Control Role - Team Leader - Building Inspections Role - Senior Building Control Officer - Specialist Role - Building Approvals & Compliance Officer
1021	<u>Building Act 2004</u>			177, 180	Power to apply to the Chief Executive of the Ministry for a determination	Role - Manager - Building Control  Role - Team Leader - Building Approvals and Compliance Role - Team Leader - Building Consents Role - Team Leader - Building Inspections
964	<u>Building Act 2004</u>			19	Establishing compliance with the Building Code	Role - Manager - Building Control  Role - Team Leader - Building Consents Role - Team Leader - Building Inspections Role - Senior Building Controls Officer Role - Building Control Officer Role - Senior Building Control Officer - Specialist Responsibility - Council Approved Contractor
283	<u>Building Act 2004</u>			215	Power to apply for accreditation.	Role - General Manager - Planning and Development Role - Manager - Building Control
285	<u>Building Act 2004</u>			220 & 221	Power to apply to the District Court for an order to carry out work and to recover costs.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - Building Control
1026	<u>Building Act 2004</u>			222	Power to carry out inspections and enter land	Role - Manager - Building Control  Role - Team Leader - Building Consents Role - Team Leader - Building Inspections Role - Team Leader - Building Approvals and Compliance Role - Senior Building Control Officer - Specialist Role - Senior Building Controls Officer Role - Building Control Officer Role - Building Approvals & Compliance Officer
286	<u>Building Act 2004</u>			222(4)	Power to appoint officers as warranted authorised officers.	Role - Chief Executive Role - General Manager - Planning and Development
288	<u>Building Act 2004</u>			315	Power to make complaint about Licensed Building Practitioner.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - Building Control
965	<u>Building Act 2004</u>			33	Receive application for Project Information Memorandum	Role - Property Assessment Officer - Commercial and Residential Role - Property Assessment Officer - Residential Role - Property Assessment Co-ordinator
349	<u>Building Act 2004</u>			34	Power to issue a Project Information Memorandum.	Role - Property Assessment Officer - Residential Role - Property Assessment Officer - Commercial and Residential Role - Property Assessment Co-ordinator
250	<u>Building Act 2004</u>			36	Power to issue and attach development contribution notice.	Role - Manager - Infrastructure Planning Role - Property Assessment Officer - Residential Role - Property Assessment Officer - Commercial and Residential Role - Post Approval Officer Role - Team Leader - Development Contributions

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
251	<u>Building Act 2004</u>			37	Power to issue certificate if resource consent required.	Role - Property Assessment Officer - Residential Role - Property Assessment Officer - Commercial and Residential Role - Manager - RMA Consents Role - Team Leader - RMA Consents Role - Property Assessment Co-ordinator
289	<u>Building Act 2004</u>			371B(2)	Power to appoint officers as warranted enforcement officers.	Role - Chief Executive Role - General Manager - Planning and Development
290	<u>Building Act 2004</u>			372	Powers in relation to Infringement Notices.	Role - Manager - Building Control Role - Team Leader - Building Consents Role - Senior Building Controls Officer Role - Building Control Officer Role - Team Leader - Building Approvals and Compliance Role - Team Leader - Building Inspections Role - Senior Building Control Officer - Specialist Role - Building Approvals & Compliance Officer
1022	<u>Building Act 2004</u>			377	The power to file a charging document for an offence under the Building Act 2004	Role - Chief Executive
252	<u>Building Act 2004</u>			38, 39	Power to advise network utility operators and Heritage New Zealand Pouhere Taonga.	Role - Property Assessment Officer - Residential Role - Property Assessment Officer - Commercial and Residential Role - Property Assessment Co-ordinator
1013	<u>Building Act 2004</u>			45A	Power to grant a minor variation	Role - Manager - Building Control  Role - Team Leader - Building Consents Role - Team Leader - Building Inspections Role - Senior Building Controls Officer Role - Building Control Officer Role - Senior Building Control Officer - Specialist Responsibility - Council Approved Contractor
1014	<u>Building Act 2004</u>			45B	Power to approve changes to building consent when relying on plans and specifications with national multiple-use approval	Role - Manager - Building Control  Role - Team Leader - Building Consents Role - Team Leader - Building Inspections Role - Senior Building Controls Officer Role - Building Control Officer Role - Senior Building Control Officer - Specialist Responsibility - Council Approved Contractor
253	<u>Building Act 2004</u>			46	Power to give notice to NZ Fire Service Commission.	Role - Team Leader - Building Consents  Role - Senior Building Controls Officer Role - Building Control Officer Role - Manager - Building Control Role - Team Leader - Building Inspections Role - Team Leader - Building Approvals and Compliance Role - Senior Building Control Officer - Specialist Role - Building Approvals & Compliance Officer Role - Property Assessment Officer - Commercial and Residential Role - Property Assessment Officer - Residential Role - Property Assessment Co-ordinator Responsibility - Council Approved Contractor
254	<u>Building Act 2004</u>			48 & 49	Power to process and grant applications for building consent.  Power to request further information following receipt of application for building consent.	Role - Team Leader - Building Consents  Role - Senior Building Controls Officer Role - Manager - Building Control Role - Team Leader - Building Inspections Role - Senior Building Control Officer - Specialist Role - Building Control Officer Role - Building Approvals & Compliance Officer Responsibility - Council Approved Contractor
255	<u>Building Act 2004</u>			48 & 50	Power to refuse application for building consent.  How the refusal must be undertaken.	Role - Team Leader - Building Consents  Role - Senior Building Controls Officer Role - Manager - Building Control Role - Team Leader - Building Inspections Role - Senior Building Control Officer - Specialist Role - Building Control Officer Responsibility - Council Approved Contractor

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
256	<u>Building Act 2004</u>			51	Power to issue a building consent.	Role - Team Leader - Building Support Role - Support Assistant - Building Processing
257	<u>Building Act 2004</u>			52	Power in relation to lapse of a building consent	Role - Team Leader - Building Consents  Role - Senior Building Controls Officer Role - Manager - Building Control Role - Team Leader - Building Support Role - Team Leader - Building Inspections Role - Senior Building Control Officer - Specialist Role - Building Control Officer Role - Support Assistant - Building Processing
258	<u>Building Act 2004</u>			59	Power to pay building consent levy to MBIE.	Role - General Manager - Planning and Development Role - Manager - Revenue Role - Manager - Building Control Role - General Manager - Corporate Role - Manager - Finance Role - Management Accountant
259	<u>Building Act 2004</u>			62	Power to recover unpaid levies.	Role - General Manager - Corporate Role - General Manager - Planning and Development Role - Manager - Revenue Role - Manager - Finance
260	<u>Building Act 2004</u>			67, 68	Power to grant waivers or modifications.	Role - Team Leader - Building Consents  Role - Senior Building Controls Officer Role - Building Control Officer Role - Manager - Building Control Role - Team Leader - Building Inspections Role - Senior Building Control Officer - Specialist
296	<u>Building Act 2004</u>			67A	Power to grant waiver or modifications in relation to means of restricting access to residential pools	<b>Role - Team Leader - Building Consents</b>  Role - Manager - Building Control Role - Team Leader - Building Approvals and Compliance Role - Team Leader - Building Inspections
1015	<u>Building Act 2004</u>			70	Power to refer part of application for building consent that relates to energy work to the Chief Executive of the Ministry	Role - Manager - Building Control Role - Team Leader - Building Consents Role - Team Leader - Building Inspections Role - Senior Building Controls Officer
261	<u>Building Act 2004</u>			71 to 73	Power in respect of building on land subject to natural hazards.	Role - Team Leader - Building Consents  Role - Senior Building Controls Officer Role - Manager - Building Control Role - Team Leader - Building Inspections Role - Senior Building Control Officer - Specialist Role - Building Control Officer Responsibility - Council Approved Contractor
262	<u>Building Act 2004</u>			74	Power to notify Surveyor-General, Registrar of the Maori Land Court or Registrar General of Land to remove notices relating to natural hazards.	Role - Team Leader - Building Consents  Role - Manager - Building Control Role - Team Leader - Building Inspections
263	<u>Building Act 2004</u>			75 to 77	Powers in respect of building over boundaries.	Role - Team Leader - Building Consents  Role - Senior Building Controls Officer Role - Manager - Building Control Role - Team Leader - Building Inspections Role - Senior Building Control Officer - Specialist Role - Building Control Officer Responsibility - Council Approved Contractor
264	<u>Building Act 2004</u>			83	Power to remove notices imposed under 575-77.	Role - Team Leader - Building Consents  Role - Senior Building Controls Officer Role - Manager - Building Control Role - Team Leader - Building Inspections Role - Senior Building Control Officer - Specialist Role - Building Control Officer
265	<u>Building Act 2004</u>			90	Power to undertake inspections.	Role - Team Leader - Building Consents  Role - Senior Building Controls Officer Role - Building Control Officer Role - Manager - Building Control

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
						Role - Team Leader - Building Inspections Role - Team Leader - Building Approvals and Compliance Role - Senior Building Control Officer - Specialist Role - Building Approvals & Compliance Officer
266	<b>Building Act 2004</b>			91 to 94	Powers to process and approve code compliance certificates.	Role - Team Leader - Building Consents Role - Senior Building Controls Officer Role - Building Control Officer Role - Team Leader - Building Inspections Role - Manager - Building Control Role - Senior Building Control Officer - Specialist
267	<b>Building Act 2004</b>			95	Power to issue Code Compliance Certificates.	Role - Support Assistant - Building Processing
1019	<b>Building Act 2004</b>			91 to 94, 95A	Power to refusal to issue a code of compliance certificate	Role - Manager - Building Control Role - Team Leader - Building Consents Role - Senior Building Controls Officer Role - Building Control Officer Role - Team Leader - Building Inspections Role - Senior Building Control Officer - Specialist
268	<b>Building Act 2004</b>			96 to 98	Powers to process, refuse and approve certificates of acceptance.	Role - Team Leader - Building Consents Role - Senior Building Controls Officer Role - Manager - Building Control Role - Team Leader - Building Inspections Role - Team Leader - Building Approvals and Compliance Role - Senior Building Control Officer - Specialist Role - Building Control Officer
269	<b>Building Act 2004</b>			99	Power to issue Certificates of acceptance.	Role - Support Assistant - Building Processing Role - Senior Building Controls Officer Role - Manager - Building Control Role - Team Leader - Building Approvals and Compliance Role - Team Leader - Building Consents Role - Team Leader - Building Inspections Role - Senior Building Control Officer - Specialist Role - Building Control Officer Role - Building Approvals & Compliance Officer
270	<b>Building Act 2004</b>			96, 98, 99A	Power to refuse application for Certificate of acceptance.	Role - Senior Building Controls Officer Role - Manager - Building Control Role - Team Leader - Building Consents Role - Team Leader - Building Inspections Role - Team Leader - Building Approvals and Compliance Role - Senior Building Control Officer - Specialist Role - Building Control Officer Role - Building Approvals & Compliance Officer
1020	<b>Building Act 2004</b>			96, 98, 99, 99AA	Power to withhold certificate of acceptance	Role - Manager - Building Control Role - Team Leader - Building Consents Role - Team Leader - Building Inspections Role - Team Leader - Building Approvals and Compliance

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
299	<b>Building Act 2004</b>			All	All of its responsibilities, duties and powers under the Building Act 2004, except -  a) Its powers under sections 131 and 132 relating to the adoption or review of policies on dangerous, earthquake prone and insanitary buildings  b) Its power under section 213 to make arrangements for any other building consent authority to perform the Council's functions of a building consent authority  c) Its power under sections 219(1)(a) and 281A to set any fee or charge in relation to a building consent and for the performance of any other function or service under the Act  d) Its powers under sections 233 to 236 to transfer any of its functions, duties or powers under the Act to another territorial authority  e) Its power under sections 233 to 236 to agree to undertake any function, duty or power of any other territorial authority under the Act  f) Its power under section 281B in relation to increasing fees and charges.	Role - Chief Executive
1036	<b>Building Act 2004</b>			all	All of its responsibilities, duties and powers under the Act except - (a) Sections 131 and 132 - The power to adopt, amend or replace Councils policy on dangerous, earthquake prone an insanitary buildings;  (b) Sections 233 - 236 - the power to transfer the functions, duties and powers of a Territorial Authority to another Territorial Authority; and  (c) Section 219 - the setting of fees	Role - Chief Executive
1065	<b>Building Act 2004</b>			s281C	Discretion under section 281C of the Building Act 2004 to waive, or refund, in whole or in part, any fee or charge imposed by Council for a function or service performed under the Building Act.	Role - Chief Executive
1066	<b>Building Act 2004</b>			s281C	Discretion under section 281C of the Building Act 2004 to waive, or refund, in whole or in part, any fee or charge imposed by Council for a function or service performed under the Building Act.	Role - General Manager - Planning and Development Role - Manager - Building Control
1023	<b>Building Act 2004</b>			Schedule 1(2)	Power to grant discretionary exemptions	Role - Manager - Building Control  Role - Team Leader - Building Consents Role - Team Leader - Building Inspections Role - Senior Building Controls Officer Role - Senior Building Control Officer - Specialist Role - Building Control Officer Role - Team Leader - Building Approvals and Compliance
291	<b>Building Act 2004</b>			Schedule 1AA	Powers in relation to notices given under section 124 before the commencement of the Amendment Act	Role - Manager - Building Control  Role - Team Leader - Building Approvals and Compliance Role - Team Leader - Building Consents Role - Team Leader - Building Inspections Role - Senior Building Control Officer - Specialist Role - Senior Building Controls Officer Role - Building Control Officer Role - Building Approvals & Compliance Officer
301	<b>Building Research Levy Act 1969</b>			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive
335	<b>Burial and Cremation Act 1964</b>			10	Exclusive right of burial including sale of cemetery plots and associated administration.	Role - Cemetery and Botanica Manager Role - Kaiarahi Pukenga - Cemetery Operator Role - Cemetery Site Custodian Role - Manager - Parks and Recreation Role - General Manager - Infrastructure

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
336	<u>Burial and Cremation Act 1964</u>			20	Clearing, cleaning, repairing, and tidying any closed or otherwise disused or derelict cemetery or other place of burial.	Role - Cemetery and Botanica Manager Role - Kaiarahi Pukenga - Cemetery Operator Role - Cemetery Site Custodian Role - Manager - Parks and Recreation Role - General Manager - Infrastructure
337	<u>Burial and Cremation Act 1964</u>			21 (2)	Granting of leases for any unused portion of land comprised in a cemetery.	Role - Manager - Parks and Recreation Role - General Manager - Infrastructure
338	<u>Burial and Cremation Act 1964</u>			49	Burial and cremation of poor persons.	Role - Cemetery and Botanica Manager Role - Kaiarahi Pukenga - Cemetery Operator Role - Cemetery Site Custodian Role - Manager - Parks and Recreation Role - General Manager - Infrastructure
334	<u>Burial and Cremation Act 1964</u>			8 & 9	Cemetery Management including powers as to vaults, monuments etc.	Role - Cemetery and Botanica Manager Role - Kaiarahi Pukenga - Cemetery Operator Role - Cemetery Site Custodian Role - Manager - Parks and Recreation Role - General Manager - Infrastructure
339	<u>Burial and Cremation Act 1964</u>	Burial and Cremation (Removal of Monuments and Tablets) Regulations 1967		all	All of its responsibilities, duties and powers under these Regulations	Role - Chief Executive
340	<u>Burial and Cremation Act 1964</u>			all	All of its responsibilities, duties and powers under this Act except - a) naming of cemeteries under section 7 b) making of bylaws under section 16 c) erecting a crematorium under sections 38 and 39 d) making of bylaws under section 40	Role - Chief Executive
302	<u>Civil Aviation Act 1990</u>		Public Places Bylaw 2014;	101	The power to issue consent to operate Remotely Piloted Aircraft Systems (RPAS) over/on land owned or controlled by Council	Role - Chief Executive

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
341	<u>Civil Aviation Act 1990</u>		Civil Aviation Rules (Part 101 Gyrogliders and Parasails, Unmanned Aircraft (including Balloons), Kites, and Rockets Operating Rules)	101.207(i)	The power to issue consent to operate Remotely Piloted Aircraft Systems (RPAS) over/on land owned or controlled by Council	<p>Role - General Manager - Community</p> <p>Role - General Manager - Corporate</p> <p>Role - General Manager - Infrastructure</p> <p>Role - General Manager - Planning and Development</p> <p>Role - General Manager - Strategy and Democracy</p> <p>Role - Manager - Building Control</p> <p>Role - Manager - Business Improvement</p> <p>Role - Manager - Business Support</p> <p>Role - Manager - Communications</p> <p>Role - Manager - Community Development</p> <p>Role - Manager - Customer Services</p> <p>Role - Manager - Democracy and Assurance</p> <p>Role - Manager - District Development</p> <p>Role - Manager - District Plan</p> <p>Role - Manager - Finance</p> <p>Role - Manager - Health and Bylaws</p> <p>Role - Manager - ICT</p> <p>Role - Manager - Infrastructure Planning</p> <p>Role - Manager - Infrastructure Capital Programmes</p> <p>Role - Manager - Libraries</p> <p>Role - Manager - Maori Outcomes</p> <p>Role - Manager - Parks and Recreation</p> <p>Role - Manager - Revenue</p> <p>Role - Manager - RMA Consents</p> <p>Role - Manager - Strategic Planning</p> <p>Role - Manager - Waste and Drainage</p> <p>Role - Manager - Water Services</p> <p>Role - Manager - Venues and Events WHANGAREI</p> <p>Role - Technical Officer</p> <p>Role - Matatau- Technical Officer</p> <p>Role - General Manager - People and Capability</p> <p>Role - Strategy and Planning Manager</p> <p>Role - Manager - Infrastructure Development</p>
304	<u>Civil Defence Emergency Management Act 2002</u>			64	All the duties of a local authority under section 64.	Role - Chief Executive
305	<u>Criminal Procedure Act 2011</u>	Regulations made under this Act		all	All of its responsibilities, duties and powers under this Act and Regulations	Role - Chief Executive
332	<u>Dog Control Act 1996</u>			10	Cancellation of infringement in accordance with policy	<p>Role - General Manager - Planning and Development</p> <p>Role - Manager - Health and Bylaws</p> <p>Role - Bylaw Enforcement Coordinator</p>
306	<u>Dog Control Act 1996</u>			11	Power to authorise officers as warranted Dog Control Officers.	<p>Role - General Manager - Planning and Development</p> <p>Role - Chief Executive</p>
307	<u>Dog Control Act 1996</u>			12	Power to authorise officers dog rangers.	<p>Role - General Manager - Planning and Development</p> <p>Role - Chief Executive</p>
308	<u>Dog Control Act 1996</u>			21	To classify a person as a probationary owner.	<p>Role - General Manager - Planning and Development</p> <p>Role - Manager - Health and Bylaws</p> <p>Role - Bylaw Enforcement Coordinator</p>
311	<u>Dog Control Act 1996</u>			22	To hear and determine objections to the classification of a person as a probationary owner.	Responsibility - Exemptions and Objections Committee
312	<u>Dog Control Act 1996</u>			23A	To require a person classified as a probationary owner to undertake a dog owner education programme or a dog obedience course (or both).	<p>Role - Chief Executive</p> <p>Role - General Manager - Planning and Development</p> <p>Role - Manager - Health and Bylaws</p> <p>Role - Bylaw Enforcement Coordinator</p>
313	<u>Dog Control Act 1996</u>			25	To disqualify a person from being the owner of a dog.	<p>Role - Chief Executive</p> <p>Role - General Manager - Planning and Development</p> <p>Role - Manager - Health and Bylaws</p> <p>Role - Bylaw Enforcement Coordinator</p>
314	<u>Dog Control Act 1996</u>			26	To hear and determine objections to the classification of a person disqualified from owning a dog.	Responsibility - Exemptions and Objections Committee

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
315	<u>Dog Control Act 1996</u>			31	All responsibilities, powers and duties of section 31 except hearing and determining an objection under s31(4).	Role - General Manager - Planning and Development Role - Manager - Health and Bylaws Role - Bylaw Enforcement Coordinator
316	<u>Dog Control Act 1996</u>			32(1)(f), 33	To allow an owner to dispose of a dangerous dog to another person.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - Health and Bylaws Role - Bylaw Enforcement Coordinator
322	<u>Dog Control Act 1996</u>			33 EB	To require the neutering of a menacing dog	Role - General Manager - Planning and Development Role - Manager - Health and Bylaws Role - Bylaw Enforcement Coordinator
318	<u>Dog Control Act 1996</u>			33A & 33C	To classify a dog as menacing.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - Health and Bylaws Role - Bylaw Enforcement Coordinator
319	<u>Dog Control Act 1996</u>			33B	Power to consider objection to classification under Section 33A as a menacing dog.	Responsibility - Exemptions and Objections Committee
320	<u>Dog Control Act 1996</u>			33D	To hear and determine objections to any notice requiring abatement of a barking dog nuisance.	Responsibility - Exemptions and Objections Committee
323	<u>Dog Control Act 1996</u>			33ED	To classify certain dogs as dangerous.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - Health and Bylaws Role - Bylaw Enforcement Coordinator
324	<u>Dog Control Act 1996</u>			39	To refund dog registration fees.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - Health and Bylaws Role - Bylaw Enforcement Coordinator Role - Team leader - Collections Role - Senior Revenue Administrator
330	<u>Dog Control Act 1996</u>		Dog Management Bylaw 2013;	5.4	Power to provide written consent for exemptions.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - Health and Bylaws
326	<u>Dog Control Act 1996</u>			69	Sell, destroy or dispose of dog where owner cannot be identified	Role - General Manager - Planning and Development Role - Manager - Health and Bylaws Role - Bylaw Enforcement Coordinator
327	<u>Dog Control Act 1996</u>			70	Determine return of dog to owner	Role - General Manager - Planning and Development Role - Manager - Health and Bylaws Role - Bylaw Enforcement Coordinator
328	<u>Dog Control Act 1996</u>			71	Power to retain or return a dog to its owner	Role - General Manager - Planning and Development Role - Manager - Health and Bylaws Role - Bylaw Enforcement Coordinator
329	<u>Dog Control Act 1996</u>			71A	Authority to sell, destroy or dispose of dog	Role - General Manager - Planning and Development Role - Manager - Health and Bylaws Role - Bylaw Enforcement Coordinator
331	<u>Dog Control Act 1996</u>		Dog Management Bylaw 2013;	8	Power to require owner or occupier to take action by notice in writing.	Responsibility - Warranted Dog Control Officer
333	<u>Dog Control Act 1996</u>		Dog Management Bylaw 2013;	all	All of its responsibilities, duties and powers under this bylaw, except -  (a) the power to set fees (b) the power to make a decision for which a Council resolution is required (c) the power to hear and decided on any appeal process	Role - Chief Executive



ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
374	<u>Dog Control Act 1996</u>	Regulations made under this Act		all	All of its responsibilities, duties and powers under this Act and Regulations except -  a) making grants under section 6(2)(b)  b) appointing a joint committee under section 7  c) adopting a dog control policy under section 10, and reviewing the dog control policy under section 10AA  d) entering into a written agreement under section 16(2) with another territorial authority in respect of dog control services  e) making dog control bylaws under section 20  f) hearing and determining an objection to a probationary owner classification under section 22  g) terminating a probationary owner classification under section 23  h) hearing and determining an objection to a disqualified owner classification under section 26  i) hearing and determining an objection to a dangerous dog classification under section 31 (4)  j) determining an objection to a menacing dog classification under sections 33B or 33D  k) setting dog control fees under section 37  l) hearing and determining an objection to a barking dog notice under section 55  m) entering into an agreement with another territorial authority for the provision of pound facilities under section 67  n) setting pound fees under section 68	Role - Chief Executive
375	<u>Domestic Violence Act 1955</u>			all	All of its responsibilities, duties and powers under Part 6 of this Act	Role - Chief Executive
376	<u>Domestic Violence Act 1955</u>	Domestic Violence (Public Registers) Regulations 1998		all	All of its responsibilities, duties and powers under these Regulations	Role - Chief Executive
377	<u>Electricity Act 1992</u>			24	Authority to set out reasonable conditions.	Role - General Manager - Northland Transportation Alliance Role - Roading Corridor Management Lead Role - General Manager - Infrastructure Role - Strategy and Planning Manager Role - CAR Specialist
350	<u>Electricity Act 1992</u>			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive
351	<u>Fencing Act 1978</u>			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive
1038	<u>Food Act 2014</u>	Food Regulations 2015			All powers and duties under the Regulation except:  (a) the power to reconsider a verification decision under clause 106 of the Regulations.	Role - Manager - Health and Bylaws  Role - Team Leader - Environmental Health Role - Environmental Health Officer
1039	<u>Food Act 2014</u>				All of the responsibilities, powers and duties under this Act that have been delegated to the Chief Executive.	Role - Manager - Health and Bylaws Role - Team Leader - Environmental Health
1059	<u>Food Act 2014</u>				All of the responsibilities, powers and duties under this Act that have been delegated to the Chief Executive with the exception of powers under section 67(1).	Role - Environmental Health Officer
357	<u>Food Act 2014</u>			all	All of its responsibilities, duties, and powers under this Act, and these regulations except – (a) the decision to combine with 1 or more territorial authorities for the purpose of performing the function of a registration authority under section 173(2) (b) transferring the Council's functions, duties, and powers under section 176 (c) transferring the Council's functions, duties, and powers under section 179 (d) changing or revoking a transfer under section 182 (e) setting fees under section 205.	Role - Chief Executive
358	<u>Food Act 2014</u>	Food Regulation 2015		all	All of its responsibilities, duties and powers under these Regulations	Role - Chief Executive
360	<u>Food Act 2014</u>		Food Businesses Grading Bylaw 2016;	all	All of its responsibilities, duties and powers under this Bylaw except -  (a) the power to set fees (b) the power to make a decision for which a Council resolution is required (c) the power to hear and decided on any appeal process	Role - Chief Executive
370	<u>Freedom Camping Act 2011</u>		Camping in Public Places Bylaw 2017;	11	Power to provide consent to allow for camping in prohibited or restricted areas or where camping is provided for in a Reserve Management Plan	Role - Technical Officer  Role - Manager - Parks and Recreation Role - General Manager - Infrastructure Role - Matatau- Technical Officer
371	<u>Freedom Camping Act 2011</u>		Camping in Public Places Bylaw 2017;	12	Power to temporarily close an area	Role - Manager - Parks and Recreation  Role - General Manager - Infrastructure

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
						Role - Matatau- Technical Officer Role - Technical Officer
369	<u>Freedom Camping Act 2011</u>		Camping in Public Places Bylaw 2017;	all	All of its responsibilities, duties and powers under this bylaw, except -  (a) the power to set fees (b) the power to make a decision for which a Council resolution is required (c) the power to hear and decided on any appeal process	Role - Chief Executive  Role - General Manager - Planning and Development Role - Manager - Health and Bylaws
372	<u>Freedom Camping Act 2011</u>			all	All of its responsibilities, duties and powers under this Act except - a) making bylaws under section 11 b) reviewing bylaws under section 13	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - Health and Bylaws
378	<u>Gambling Act 2003</u>			100	Determination and granting of consents (class 4 gambling venues).	Responsibility - Exemptions and Objections Committee
373	<u>Gambling Act 2003</u>			all	All of its responsibilities, duties and powers under this Act, except: a) granting consent under section 100 (otherwise than in accordance with the Council's policy on class 4 venues)  b) adopting a policy on class 4 venues under sections 101 and 102	Role - Chief Executive Role - General Manager - Planning and Development  Role - Manager - Health and Bylaws
379	<u>Gas Act 1992</u>			25	Authority to set out reasonable conditions.	Role - General Manager - Northland Transportation Alliance Role - Roading Corridor Management Lead Role - General Manager - Infrastructure Role - Strategy and Planning Manager Role - CAR Specialist
380	<u>Gas Act 1992</u>			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive
381	<u>Government Roading Powers Act 1989</u>			all	All of its responsibilities, duties and powers under this Act except -  a) consenting to a delegation made by the New Zealand Transport Agency under section 62(1)  b) surrendering delegated powers and duties under section 63  c) requests to New Zealand Transport Agency under section 81 in respect of motorways	Role - Chief Executive
1055	<u>Hazardous Substances and New Organisms Act 1996</u>			12, 13(3), 100, 102, 103, 103A, 104, 109, 112, 136, 137, 97A(2)	The following functions, duties and powers under this Act:  Powers of Entry for inspection relating to Hazardous Substances Take samples and undertake inspections and remove materials for examination and testing; issues compliance order;  Issuing a compliance Orders; Issue infringement notices; Apply for search warrants; Declare a hazardous substance or new organism emergency; Carry out emergency powers when a hazardous substance or new organism emergency has been declared.  Enforcement of Act in respect of new organisms under the biosecurity Act 1993 Other powers as appropriate under this act.	Responsibility - HSNO Officer
384	<u>Hazardous Substances and New Organisms Act 1996</u>	All Regulations made under this Act		all	All of its responsibilities, duties and powers under this Act and Regulations	Role - Chief Executive
1040	<u>Health Act 1956</u>			128	Power of entry and inspection	Role - Environmental Health Officer
404	<u>Health Act 1956</u>	Camping Ground Regulations 1985		14	To grant exemption from Compliance with certain provisions of the Regulations in respect of camping ground services.	Role - General Manager - Planning and Development Role - Manager - Health and Bylaws Role - Team Leader - Environmental Health Role - Environmental Health Officer
388	<u>Health Act 1956</u>			28(1)	Power to appoint officers as environmental health officers.	Role - General Manager - Planning and Development
402	<u>Health Act 1956</u>	Health (Hairdressers) Regulations 1980		4	To grant exemption from compliance with certain requirements relating to facilities in hairdressing premises.	Role - Environmental Health Officer  Role - Team Leader - Environmental Health Role - General Manager - Planning and Development Role - Manager - Health and Bylaws
390	<u>Health Act 1956</u>			41	To issue and serve cleansing orders	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - Health and Bylaws Role - Team Leader - Environmental Health Role - Environmental Health Officer
394	<u>Health Act 1956</u>			42	To issue certificates and issues and serve repair notices and closing order	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - Health and Bylaws Role - Team Leader - Environmental Health

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
396	<u>Health Act 1956</u>			45	To assess if repairs, alterations or works are carried out satisfactorily and to cancel a closing order.	Role - Chief Executive  Role - General Manager - Planning and Development Role - Manager - Health and Bylaws Role - Team Leader - Environmental Health
397	<u>Health Act 1956</u>			54	To give consent to a person to establish etc.. any offensive trade and to give notice to another local authority of the consent.	Role - Chief Executive  Role - General Manager - Planning and Development Role - Manager - Health and Bylaws Role - Team Leader - Environmental Health Role - Environmental Health Officer
398	<u>Health Act 1956</u>			58	To give consent to establish as stockyard and/or to register or refuse to register a stockyard.	Role - Chief Executive  Role - General Manager - Planning and Development Role - Manager - Health and Bylaws Role - Team Leader - Environmental Health Role - Environmental Health Officer
1041	<u>Health Act 1956</u>			69K, 69L, 69M	To apply for registration as a drinking water supplier, water carrier and to provide information about any associated changes as required under section 69M.	Role - Manager - Water Services
1042	<u>Health Act 1956</u>			69S	To take all practicable steps to ensure that an adequate supply of drinking water is provided to each point of water supply to which drinking water is supplied, and to make decisions about when to restrict or interrupt the provision of drinking water to any point of supply under this section	Role - Manager - Water Services  Role - Operations Engineer - Water Role - Distribution Engineer Role - General Manager - Infrastructure
1043	<u>Health Act 1956</u>			69T	To determine if the Council's ability to maintain an adequate supply of drinking water is or may be at imminent risk for any reason, and to take steps as referred to in this section	Role - Manager - Water Services  Role - General Manager - Infrastructure
1044	<u>Health Act 1956</u>			69U	To take reasonable steps to contribute to the protection of a drinking water source.	Role - Manager - Water Services Role - Operations Engineer - Water
1045	<u>Health Act 1956</u>			69V	To take all practicable steps to comply with drinking water standards.	Role - Manager - Water Services Role - Operations Engineer - Water Role - Distribution Engineer
1046	<u>Health Act 1956</u>			69W	To take reasonable steps to supply wholesome drinking water.	Role - Manager - Water Services Role - Operations Engineer - Water Role - Distribution Engineer
1047	<u>Health Act 1956</u>			69X	To check water quality before connecting to a new water source	Role - Manager - Water Services Role - Operations Engineer - Water
1048	<u>Health Act 1956</u>			69Y	To monitor drinking water to ensure compliance with drinking water standards and assess public health risk.	Role - Manager - Water Services  Role - Operations Engineer - Water Role - Distribution Engineer Role - General Manager - Infrastructure
1049	<u>Health Act 1956</u>			69ZA - 69ZS	To prepare and implement a water safety plan in relation to drinking water supply, to review/renew plans, keep and make available records of plans, to investigate complaints and to take remedial action if standards are breached.	Role - Asset Engineer - Water  Role - Manager - Water Services Role - Operations Engineer - Water Role - Distribution Engineer
1050	<u>Health Act 1956</u>			69ZZP	To make assessments and warn users of self-supplied building water supplies about contamination.	Role - Manager - Water Services Role - Operations Engineer - Water Role - Distribution Engineer Role - Asset Engineer - Water Role - Environmental Health Officer
387	<u>Health Act 1956</u>			69ZZZ	Authority to take action to protect water supplies from risk of back-flow.	Role - Manager - Water Services Role - Distribution Engineer Role - Asset Engineer - Water Role - General Manager - Infrastructure Role - Engineering Officer - Water
355	<u>Health Act 1956</u>	Health (Registration of Premises) Regulations 1966		9	To allow staff to serve notices, revoke registrations and to hear submissions made by the recipient of such notices	Role - Environmental Health Officer  Role - Team Leader - Environmental Health Role - Manager - Health and Bylaws Role - General Manager - Planning and Development

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
386	<u>Health Act 1956</u>	Health (Registration of Premises) Regulations 1966		all	All of its responsibilities, duties and powers under these Regulations, except:  setting fees under Regulation 7.	Role - Chief Executive
389	<u>Health Act 1956</u>			all	All of its responsibilities, duties, and powers under this Act except (a) borrowing money under section 27 otherwise than in accordance with the LTP (b) making bylaws under section 64	Role - Chief Executive
399	<u>Health Act 1956</u>	Health (Burial) Regulations 1946		all	All of its responsibilities, duties and powers under this regulation except: setting fees under regulation 13	Role - Chief Executive
403	<u>Health Act 1956</u>	Health (Hairdressers) Regulations 1980		all	All of its responsibilities, duties, and powers under these Regulations	Role - Chief Executive
405	<u>Health Act 1956</u>	Camping Ground Regulations 1986		all	All of its responsibilities, duties, and powers under these Regulations	Role - Chief Executive
406	<u>Heritage New Zealand Pouhere Taonga Act 2014</u>			all	All of its responsibilities, duties and powers under this Act except - a) making written comments on a draft statement under section 17 b) making a written submission on an application under section 69 c) making contributions to funds of Heritage New Zealand Pouhere Taonga under section 97  d) transferring land to Heritage New Zealand Pouhere Taonga under section 98	Role - Chief Executive
407	<u>Housing Improvement Act 1945</u>	Housing Improvement Regulations 1947		all	All of its responsibilities, duties and powers under this regulation in accordance with clause 22.	Role - Chief Executive
408	<u>Impounding Act 1955</u>			8	To appoint a pound-keeper and rangers.	Role - Chief Executive Role - General Manager - Planning and Development
409	<u>Impounding Act 1955</u>			9	To appoint a deputy pound-keeper.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - Health and Bylaws
410	<u>Impounding Act 1955</u>	Impounding Regulations 1981		all	All of its responsibilities, duties, and powers under these Regulations	Role - Chief Executive
411	<u>Impounding Act 1955</u>			all	All of its responsibilities, duties and powers under this Act and Regulations except - a) setting poundage fees and sustenance charges under section 14 b) declaring, under section 34, that section 33 does not apply to a specified road in the district	Role - Chief Executive
412	<u>Land Drainage Act 1908</u>			all	All of its responsibilities, duties and powers under this Act except - a) the power to subdivide drainage districts under section 16	Role - Chief Executive
414	<u>Land Transport Act 1998</u>	Heavy Motor Vehicle Regulations 1974		12	Authority to provide notice in writing to the New Zealand Transport Agency to declare a road or any specified part thereof to be a road construction zone.	Role - General Manager - Northland Transportation Alliance  Role - Capital Works and Procurement Manager Role - General Manager - Infrastructure Role - Strategy and Planning Manager
997	<u>Land Transport Act 1998</u>		Parking and Traffic Bylaw 2017;	22.1	Authority to issue parking permits.	Role - CSR - Te Iwitahi  Role - CSR - Ruakaka Role - Customer Relations Co-ordinator Role - Team Leader - Service Centres Role - Team Leader - Customer Experience Role - CSR - Contact Centre
998	<u>Land Transport Act 1998</u>		Parking and Traffic Bylaw 2017;	23.1	Authority to issue parking permits.	Role - CSR - Te Iwitahi  Role - CSR - Ruakaka Role - Customer Relations Co-ordinator Role - Team Leader - Service Centres Role - Team Leader - Customer Experience Role - CSR - Contact Centre
999	<u>Land Transport Act 1998</u>		Parking and Traffic Bylaw 2017;	25	Authority to provide permission to place machinery or equipment on roads.	Role - General Manager - Northland Transportation Alliance  Role - Roading Corridor Management Lead Role - CAR Specialist Role - Strategy and Planning Manager
416	<u>Land Transport Act 1998</u>			26	Authority to move parked vehicles from roads that are causing an obstruction or impeding road works.	Role - General Manager - Infrastructure Role - General Manager - Northland Transportation Alliance Role - Capital Works and Procurement Manager Role - Strategy and Planning Manager
417	<u>Land Transport Act 1998</u>			28	Authority to place a waste taker bin or container within a public road corridor.	Role - General Manager - Northland Transportation Alliance Role - Roading Corridor Management Lead Role - General Manager - Infrastructure Role - Strategy and Planning Manager Role - CAR Specialist

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
418	<u>Land Transport Act 1998</u>			29	Authority to provide consent to place a shipping container on a road.	Role - General Manager - Northland Transportation Alliance Role - Roading Corridor Management Lead Role - General Manager - Infrastructure Role - Strategy and Planning Manager Role - CAR Specialist
419	<u>Land Transport Act 1998</u>			31.6	Authority to remove a vehicle without a current permit from a residents parking scheme.	Role - General Manager - Planning and Development Role - Manager Health and Bylaws
420	<u>Land Transport Act 1998</u>			34	Authority to provide consent for the use of a crane etc on roads.	Role - General Manager - Northland Transportation Alliance Role - Roading Corridor Management Lead Role - General Manager - Infrastructure Role - Strategy and Planning Manager Role - CAR Specialist
421	<u>Land Transport Act 1998</u>			38	Authority to provide consent for leaving a mechanically immobilised vehicle on a road.	Role - General Manager - Infrastructure Role - General Manager - Northland Transportation Alliance Role - Strategy and Planning Manager
423	<u>Land Transport Act 1998</u>			44.2	Authority to issue an over 70 parking meter exemption card.	Role - Customer Relations Co-ordinator Role - Team Leader - Service Centres Role - Team Leader - Customer Experience Role - Manager - Customer Services Role - General Manager - Community Role - CSR - Contact Centre Role - CSR - Te Iwitahi Role - CSR - Ruakaka
424	<u>Land Transport Act 1998</u>			44.3	Authority to issue a disabled working parking permit	Role - Customer Relations Co-ordinator Role - Team Leader - Service Centres Role - Team Leader - Customer Experience Role - Manager - Customer Services Role - General Manager - Community Role - CSR - Contact Centre Role - CSR - Te Iwitahi Role - CSR - Ruakaka
415	<u>Land Transport Act 1998</u>			54002	Authority to design, construct, install, operate and maintain traffic control devices.	Role - General Manager - Infrastructure Role General Manager - Northland Transportation Alliance. Role - Strategy and Planning Manager
430	<u>Land Transport Act 1998</u>		Parking and Traffic Bylaw 2017;	all	All of its responsibilities, duties and powers under this bylaw, except -  (a) the power to set fees (b) the power to make a decision for which a Council resolution is required (c) the power to hear and decided on any appeal process	Role - Chief Executive
431	<u>Land Transport Act 1998</u>		Speed Limits Bylaw 2005;	all	All of its responsibilities, duties and powers under this bylaw, except -  (a) the power to set fees (b) the power to make a decision for which a Council resolution is required (c) the power to hear and decided on any appeal process	Role - Chief Executive
433	<u>Land Transport Act 1998</u>	Regulations made under this Act		all	All of its responsibilities, duties and powers under this Act and Regulations and Rules except -  a) the power to direct that any heavy traffic, or any specified kind of heavy traffic may not proceed between any 2 places in accordance with section 16A  b) making bylaws under sections 22AB to 22AD  c) making bylaws setting speed limits and designating urban traffic areas under the Land Transport Rule Setting of Speed Limits 2003	Role - Chief Executive
434	<u>Land Transport Management Act 2003</u>			all	All of its responsibilities, duties and powers under this Act except - a) making submissions when consulted on the regional land transport programme under section 18 b) making submissions when consulted on the declaration of state highways under section 103 c) appointing a person to represent the Council on the regional transport committee under section 105	Role - Chief Executive
440	<u>Litter Act 1979</u>			10 (4)(5)(6)	To hear and determine objections pursuant to Subsection (4)-(6) of this section.	Responsibility - Exemptions and Objections Committee
439	<u>Litter Act 1979</u>			10(1)	To require owners of private property to clear litter from their property, and to issue notices.	Role - Manager Parks and Recreation Role - General Manager - Infrastructure
438	<u>Litter Act 1979</u>			5(1)	Power to appoint litter control officers.	Role - General Manager - Infrastructure
437	<u>Litter Act 1979</u>			all	All of its responsibilities, duties and powers under this Act except - a) hearing objections under section 10 b) making grants under section 11 c) making bylaws under section 12 d) adopting an infringement notice regime under section 13	Role - Chief Executive

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
1017	<u>Local Government (Rating) Act 2002</u>			108	Power to apply to the Maori Land Court to enforce charging order	Role - Manager - Revenue Role - General Manager - Corporate
1018	<u>Local Government (Rating) Act 2002</u>			111	The power to apply to the Maori Land Court for payment of unpaid rates	Role - Manager - Revenue Role - General Manager - Corporate
1029	<u>Local Government (Rating) Act 2002</u>			112	To cancel or discharge enforcement order on Maori freehold land	Role - Manager - Revenue Role - Team Leader - Collections Role - Senior Rates Adviser Role - General Manager - Corporate
1010	<u>Local Government (Rating) Act 2002</u>			114-115	To remit or postpone rates pursuant to Council rates remission and postponement policies	Role - Manager - Revenue  Role - Senior Rates Adviser Role - General Manager - Corporate Role - Team Leader - Rates Administration Role - Team Leader Collections Role - Revenue Adviser
469	<u>Local Government (Rating) Act 2002</u>			135	Authority to sign documents for Court proceedings.	Role - Manager - Revenue Role - General Manager - Corporate
446	<u>Local Government (Rating) Act 2002</u>			27, 31 - 36	To keep and maintain the rating information database.	Role - Manager - Revenue Role - CSR - Te Iwitahi Role - Senior Revenue Administrator Role - Senior Rates Adviser Role - CSR - Ruakaka Role - Collections Officer Role - Rates Administrator Role - Team Leader - Collections Role - Revenue Administrator Role - Accounts Receivable Administrator Role - Manager - Customer Services Role - Team Leader - Customer Experience Role - CSR - Contact Centre Role - General Manager - Corporate Role - Revenue Adviser
447	<u>Local Government (Rating) Act 2002</u>			28	To make available for inspection the rating information database, withholding and removing information as per the owner's request. To charge a reasonable fee for a copy of particulars. To inform owners of the right to withhold certain information.	Role - Manager - Revenue Role - General Manager - Corporate
966	<u>Local Government (Rating) Act 2002</u>			28C	To remove particulars from the rating information database upon request. To notify the owner that particulars have been removed. To restore particulars to the rating information database upon request.	Role - Manager - Revenue Role - Rates Administrator Role - Senior Rates Adviser Role - General Manager - Corporate Role - Team Leader - Collections Role - Team leader - Rates Administration Role - Revenue Adviser
448	<u>Local Government (Rating) Act 2002</u>			29, 38 and 39	To decide whether a ratepayers' objection to the information contained in the rating information database and/or the rates records is valid, to correct the information if necessary and to advise the ratepayer of the decision and correction if one has been made.	Role - Manager - Revenue  Role - Senior Rates Adviser Role - General Manager - Corporate Role - Team leader - Rates Administration Role - Revenue Adviser
969	<u>Local Government (Rating) Act 2002</u>			37	To keep and maintain the rates records	Role - Manager - Revenue Role - Senior Revenue Administrator Role - Senior Rates Adviser Role - Team Leader - Collections Role - Collections Officer Role - Revenue Administrator Role - Team Leader - Rates Administration Role - CSR - Te Iwitahi Role - Team Leader - Customer Experience Role - CSR - Contact Centre Role - Customer Relations Coordinator Role - CSR Ruakaka Role - Manager - Customer Services Role - Team Leader - Service Centres Role - Rates Administrator Role - General Manager - Corporate Role - Revenue Adviser

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
459	<u>Local Government (Rating) Act 2002</u>			40	To correct errors in the rating information database and/or the rates records.	Role - Manager - Revenue Role - Senior Rates Adviser Role - General Manager - Corporate Role - Team leader - Rates Administration Role - Revenue Adviser
970	<u>Local Government (Rating) Act 2002</u>			41	To issue an amended rates assessment. To refund rates if required	Role - Manager - Revenue Role - Senior Rates Adviser Role - General Manager - Corporate Role - Team Leader - Rates Administration Role - Team Leader - Collections Role - Revenue Adviser
1006	<u>Local Government (Rating) Act 2002</u>			41A	To amend rates assessment to give effect to objection to valuation under the Rating Valuations Act 1988	Role - Manager - Revenue  Role - Senior Rates Adviser Role - Team leader - Rates Administration Role - General Manager - Corporate Role - Revenue Adviser
1007	<u>Local Government (Rating) Act 2002</u>			42	To recover additional rates from a ratepayer. To set the interest rate in accordance with this section	Role - General Manager - Corporate Role - Manager - Revenue Role - Team Leader - Rates Administration Role - Senior Rates Adviser Role - Revenue Adviser
1009	<u>Local Government (Rating) Act 2002</u>			44 - 51	To provide for the delivery of rates assessment and rates invoices in accordance with these sections	Role - Manager - Revenue  Role - Senior Rates Adviser Role - Rates Administrator Role - Water Rates Administrator Role - General Manager - Corporate Role - Team Leader - Rates Administration Role - Revenue Adviser
460	<u>Local Government (Rating) Act 2002</u>			52	To accept agreed methods of payments for rates	Role - Manager - Revenue Role - Senior Revenue Administrator Role - Senior Rates Adviser Role - Revenue Support Role - CSR - Te Iwitahi Role - CSR - Ruakaka Role - Team Leader - Collection Role - General Manager - Corporate Role - Revenue Administrator Role - Team Leader - Customer Experience Role - CSR - Contact Centre Role - Customer Relations Coordinator Role - Manager - Customer Services Role - Team Leader Service Centres Role - Revenue Adviser
461	<u>Local Government (Rating) Act 2002</u>			54	Authority not to collect small amounts, up to \$20.00 per annum	Role - Manager - Revenue Role - Senior Rates Adviser Role - Team Leader - Collections Role - General Manager - Corporate Role - Team Leader - Rates Administration Role - Revenue Adviser
1016	<u>Local Government (Rating) Act 2002</u>			58	Power to impose penalties not paid by the due date	Role - Manager - Revenue Role - Team Leader - Collections Role - Senior Rates Adviser Role - Collections Officer Role - Revenue Administrator Role - General Manager - Corporate
462	<u>Local Government (Rating) Act 2002</u>			61	Authority to collect unpaid rates from the owner if ratepayer other than the owner defaults	Role - Manager - Revenue  Role - Team Leader - Collections Role - Revenue Administrator Role - Collections Officer Role - General Manager - Corporate

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
463	<u>Local Government (Rating) Act 2002</u>			62	Authority to collect unpaid rates from persons other than the owner.	Role - Manager - Revenue Role - Team Leader - Collections Role - Revenue Administrator Role - Collections Officer Role - General Manager - Corporate
464	<u>Local Government (Rating) Act 2002</u>			63	Ability to commence legal proceedings for the recovery of rates that are in default.	Role - Manager - Revenue Role - General Manager - Corporate Role - Chief Executive
465	<u>Local Government (Rating) Act 2002</u>			67-76	Commencement of rating sales or lease provisions.	Role - Manager - Revenue Role - General Manager - Corporate Role - Chief Executive
467	<u>Local Government (Rating) Act 2002</u>			77-83	Authority to sell abandoned land.	Role - Manager - Revenue Role - General Manager - Corporate Role - Chief Executive
450	<u>Local Government (Rating) Act 2002</u>			85-90	Authority to administer rate remission and postponement policies.	Role - Manager - Revenue Role - Team Leader - Collections Role - Senior Rates Adviser Role - Rates Administrator Role - Team Leader - Rates Administration Role - General Manager - Corporate Role - Revenue Adviser
1060	<u>Local Government (Rating) Act 2002</u>			90A	The power to write off rates that cannot be recovered	Role - Manager - Revenue Role - General Manager - Corporate
1061	<u>Local Government (Rating) Act 2002</u>			90B	The power to write off rates of deceased owners of Māori freehold land.	Role - Manager - Revenue Role - General Manager - Corporate
1028	<u>Local Government (Rating) Act 2002</u>			92 and 94	To update rating information database for Maori freehold land: owners, agents, court appointee or person actually using the land	Role - Manager - Revenue  Role - Team Leader - Collections Role - Senior Rates Adviser Role - General Manager - Corporate Role - Team Leader - Rates Administration Role - Revenue Adviser
468	<u>Local Government (Rating) Act 2002</u>			99-107	Authority to apply to the Maori Land Court for charging orders for unpaid rates	Role - Manager - Revenue Role - Senior Rates Adviser Role - Team Leader - Collections Role - General Manager - Corporate Role - Revenue Adviser
453	<u>Local Government Act 1974</u>			319	All general powers in respect of roads excluding the stopping of roads as per S319(h) and 342 LGA and the naming of roads as per S319(j) and 319A LGA.	Role - General Manager - Infrastructure  Role General Manager - Northland Transportation Alliance. Role - Strategy and Planning Manager
451	<u>Local Government Act 1974</u>			319B	Allocation of property numbers, compliance with requests from Chief Surveyor and advising the Chief Surveyor.	Role - Manager - Revenue Role - General Manager - Corporate Role - Rates Administrator
457	<u>Local Government Act 1974</u>			327A	Power to authenticate building line restrictions.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Senior Specialist - Resource Consents Role - Post Approval Officer Role - Team Leader - RMA Approvals and Compliance Role - Manager - District Plan Role - Team Leader - RMA Consents
455	<u>Local Government Act 1974</u>			342 & Schedule 10 Clause 11(a),(b),(d)	Authority to temporarily close any road or part of a road to all traffic for infrastructure and/or traffic operations purposes.	Role - General Manager - Northland Transportation Alliance  Role - Roading Corridor Management Lead Role - General Manager - Infrastructure Role - Strategy and Planning Manager Role - CAR Specialist
470	<u>Local Government Act 1974</u>			348	Power to approve creation of right of way.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents Responsibility - Hearings Commissioner



ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
471	<u>Local Government Act 1974</u>			348	Power to decline creation of right of way.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Responsibility - Hearings Commissioner
960	<u>Local Government Act 1974</u>			353	Authority to undertake precautions and actions, and require owners or occupiers of any land to undertake actions to support safety provisions.	Role - General Manager - Planning and Development Role - General Manager - Northland Transportation Alliance Role - General Manager - Infrastructure Role - Strategy and Planning Manager
454	<u>Local Government Act 1974</u>			355	To give notice requiring the removal of overhanging trees.	Role - Manager - Parks and Recreation Role - General Manager - Northland Transportation Alliance Role - Roading Corridor Management Lead Role - CAR Specialist Role - General Manager - Infrastructure Role - Strategy and Planning Manager
452	<u>Local Government Act 1974</u>			356, 356A	Authority to undertake process to remove abandoned vehicles from roads.	Role - Bylaw Enforcement Coordinator Role - General Manager - Infrastructure Role - Strategy Planning Manager Role - Manager - Health and Bylaws
456	<u>Local Government Act 1974</u>			451	Authority to enter into agreement to build over council sewer and storm water assets.	Role - Manager - Waste and Drainage Role - General Manager - Infrastructure
472	<u>Local Government Act 1974</u>			all	All of its responsibilities, duties and powers under this Act except - a) vesting property in a road in the New Zealand Transport Agency under section 316  b) declaring a specified road or part of a specified road to be a pedestrian mall under section 336 and revoking any such declaration  c) making bylaws under section 344(9) relating to swing gates and cattle stops under that section  d) declaring a limited access road under section 346  e) declaring land to be single parcels of land under section 346D  f) declaring any private road or right of way to be a public road under section 349  g) granting consent under section 354 in relation to a cellar or other excavation  h) establishing toll gates and collecting tolls under section 361  i) resolving to construct a private drain through adjoining premises under section 460  j) declaring a private drain to be a public drain under section 462  k) making bylaws under section 517 relating to land drainage works	Role - Chief Executive
505	<u>Local Government Act 2002</u>		Water Supply Bylaw 2012;	1.3.1.	Authority to approve or refuse water supply applications.	Role - Manager - Water Services  Role - Distribution Engineer Role - General Manager - Infrastructure Role - Distribution Technician Role - Engineering Officer - Water
508	<u>Local Government Act 2002</u>		Water Supply Bylaw 2012;	1.3.10	Authority to adjust accounts, provide estimates and establish charges in accordance with the provisions of the bylaw.	Role - Manager - Water Services  Role - General Manager - Infrastructure Role - Senior Water Administrator Role - Manager - Revenue Role - General Manager - Corporate Role - Water Meter Administrator
507	<u>Local Government Act 2002</u>		Water Supply Bylaw 2012;	1.3.5	Increase or decrease water pressure.	Role - Manager - Water Services  Role - General Manager - Infrastructure Role - Distribution Engineer
526	<u>Local Government Act 2002</u>			106	The authority to determine assessments under the Development Contribution Policy.	Role - Team Leader - RMA Approvals and Compliance Role - Manager - RMA Consents Role - General Manager - Planning and Development Role - Team Leader - Development Contributions Role - Manager - Infrastructure planning

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544	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	11	Authority to permit trading in public places.	<p>Role - Customer Relations Co-ordinator</p> <p>Role - Team Leader - Service Centres</p> <p>Role - Manager - Customer Services</p> <p>Role - General Manager - Community</p> <p>Role - Environmental Health Officer</p> <p>Role - Team Leader - Environmental Health</p> <p>Role - Manager - Health and Bylaws</p> <p>Role - General Manager - Planning and Development</p> <p>Role - Manager - Venues and Events WHANGAREI</p> <p>Role - Team Leader - Venues</p> <p>Role - Team Leader - Customer Experience</p> <p>Role - Bylaw Enforcement Coordinator</p> <p>Role - CSR - Contact Centre</p> <p>Role - CSR - Te Iwitahi</p> <p>Role - CSR - Ruakaka</p> <p>Role - Community Events Co-ordinator</p>
510	<u>Local Government Act 2002</u>		Control of Advertising Signs Bylaw 2014;	12	To permit sporting, cultural, public amenity or community event signs to be erected in designated Council sign parks.	<p>Role - Manager - Customer Services</p> <p>Role - Manager - Venues and Events WHANGAREI</p> <p>Role - Team Leader - Customer Experience</p> <p>Role - Customer Relations Co-ordinator</p> <p>Role - Team Leader - Service Centres</p> <p>Role - General Manager - Community</p>
511	<u>Local Government Act 2002</u>		Control of Advertising Signs Bylaw 2014;	13	To permit sporting, cultural, public amenity or community event banners to be erected in the Cameron Street Mall.	<p>Role - Manager - Customer Services</p> <p>Role - Manager Venue and Events WHANGAREI</p> <p>Role - Team Leader - Customer Experience</p> <p>Role - Customer Relations Co-ordinator</p> <p>Role - Team Leader - Service Centres</p> <p>Role - General Manager - Community</p>
545	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	13	Authority to provide consent to display notices.	<p>Role - Manager - Health and Bylaws</p> <p>Role - General Manager - Planning and Development</p> <p>Role - Bylaw Enforcement Coordinator</p>
546	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	14	Authority to permit the exposure for sale of any article whatsoever outside any shop or other business premises.	<p>Role - Bylaw Enforcement Coordinator</p> <p>Role - General Manager - Community</p> <p>Role - Environmental Health Officer</p> <p>Role - Manager - Health and Bylaws</p> <p>Role - General Manager - Planning and Development</p> <p>Role - Manager - Venues and Events WHANGAREI</p> <p>Role - Team Leader - Environmental Health</p> <p>Role - Team Leader - Venues</p> <p>Role - Community Events Co-ordinator</p>
1053	<u>Local Government Act 2002</u>		Alcohol Control Bylaw 2018;	147	<p>All of its responsibilities, duties and powers under this bylaw, except -</p> <p>(a) the power to set fees</p> <p>(b) the power to make a decision for which a Council resolution is required</p> <p>(c) the power to hear and decided on any appeal process</p>	Role - Chief Executive
1054	<u>Local Government Act 2002</u>		Alcohol Control Bylaw 2018;	147	<p>Clause 12.1, 12.2 and 12.3.</p> <p>Authority to issue a consent for the consumption , bringing in and possession of alcohol in a public place within an alcohol control area.</p>	<p>Role - Bylaw Enforcement Coordinator</p> <p>Role - Manager - Health and Bylaws</p>
547	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	15	To permit a building or part of a building to encroach on or project over any road or street or public place	<p>Role - General Manager Infrastructure</p> <p>Role - General Manager - Northland Transportation Alliance</p> <p>Role - Manager - Parks and Recreation</p> <p>Role - Manager - Strategic Planning</p>
529	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	16	To open any public place or footway for the purpose of installing or repairing a private service of any kind whatsoever.	<p>Role - General Manager - Infrastructure</p> <p>Role General Manager - Northland Transportation Alliance</p> <p>Role - Strategy and Planning Manager</p>
524	<u>Local Government Act 2002</u>			167	To return property, or to refuse to return property, seized and impounded under section 164 or section 165 LGA 2002.	<p>Role - General Manager - Planning and Development</p> <p>Role - Manager - Health and Bylaws</p>
525	<u>Local Government Act 2002</u>			168	To dispose of property that has not been returned within six months after it was seized and impounded.	<p>Role - General Manager - Planning and Development</p> <p>Role - Manager - Health and Bylaws</p>

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
516	<u>Local Government Act 2002</u>		Control of Advertising Signs Bylaw 2014;	17	To exempt a sign from this bylaw on such conditions as the considered appropriate.  In making a decision to exempt any sign from the provisions of this bylaw to have regard to:  i. the purpose of the sign ii. the benefits to the community of that sign iii. the potential for proliferation of signs iv. the duration the sign will remain erected v. the effect on amenity in the area of the sign vi. the size of the sign vii. traffic safety	Role - Manager - Health and Bylaws  Role - General Manager - Planning and Development  Role - Manager - Venues and Events WHANGAREI
522	<u>Local Government Act 2002</u>			171	General power of entry.	Responsibility - Warranted RMA Officer Responsibility - Warranted BA Officer Responsibility - Warranted LGA Officer
1024	<u>Local Government Act 2002</u>			171	Power to authorise entry on to land (other than a dwelling house)	Responsibility - Warranted LGA Officer  Responsibility - Warranted BA Officer Responsibility - Warranted RMA Officer
1025	<u>Local Government Act 2002</u>			173	Power to enter land in an emergency	Role - Manager - Building Control  Role - Team Leader - Building Consents Role - Team Leader - Building Inspections Role - Team Leader - Building Approvals and Compliance Role - Senior Building Control Officer - Specialist Role - Senior Building Controls Officer Role - Building Control Officer Role - Building Approvals & Compliance Officer
548	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	18.1	To require the owner to repair or remove a fence abutting a public place within a specified time.	Role - General Manager Infrastructure  Role - General Manager - Northland Transportation Alliance. Role - Matatau - Technical Officer Role - Technical Officer Role - Manager - Parks and Recreation Role - Manager - Waste and Drainage Role - Manager - Water Services Role - Strategy and Planning Manager
549	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	18.2	To require a new fence to be erected.	Role - General Manager Infrastructure  Role - General Manager - Northland Transportation Alliance. Role - Matatau - Technical Officer Role - Technical Officer Role - Manager - Parks and Recreation Role - Manager - Waste and Drainage Role - Manager - Water Services Role - Strategy and Planning Manager
574	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	18.3	To require the owner or occupier of land which has no fence erected along a boundary between that land and a public place, to erect sufficient fence as defined in the Fencing Act 1978.	Role - General Manager Infrastructure  Role - General Manager - Northland Transportation Alliance. Role - Matatau - Technical Officer Role - Technical Officer Role - Manager - Parks and Recreation Role - Manager - Waste and Drainage Role - Manager - Water Services Role - Strategy and Planning Manager
521	<u>Local Government Act 2002</u>			181	Power to authorise construction of works on private land.	Role - General Manager - Infrastructure Role General Manager - Northland Transportation Alliance. Role - Manager - Infrastructure Planning Role - Manager - Infrastructure Capital Programmes Role - Manager - Parks and Recreation Role - Manager - Waste and Drainage Role - Manager - Water Services Role - Strategy and Planning Manager Role - Manager - Infrastructure Development

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523	<u>Local Government Act 2002</u>			181(4)	Authority to enter land to inspect, alter, renew, repair or clean any work constructed under s181.	Responsibility - Warranted RMA Officer  Responsibility - Warranted LGA Officer Responsibility - Warranted BA Officer
575	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	19.a	To permit the erection, construction or placement of any temporary or permanent building, tent or other structure over or across any public place.	Role - Manager - Parks and Recreation  Role - Strategy and Planning Manager Role - General Manager Infrastructure Role - General Manager - Northland Transportation Alliance Role - Matatau - Technical Officer Role - Technical Officer Role - Bylaw Enforcement Coordinator Role - Manager - Venues and Events WHANGAREI Role - Team Leader - Venues
518	<u>Local Government Act 2002</u>			193	Power to restrict water supply.	Role - Manager - Water Services Role - General Manager - Infrastructure
576	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	20	To remove or alter any building, structure or erection which has been erected over any public place.	Responsibility - Warranted LGA Officer
540	<u>Local Government Act 2002</u>		Control of Advertising Signs Bylaw 2014;	21	Power to provide notice in writing to require a sign to be repaired or removed.	Role - Manager - Health and Bylaws   Role - General Manager - Planning and Development Role - Bylaw Enforcement Coordinator
577	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	21.a	To permit the placement of or leaving of on any public place any material without adequate approved lighting or without regard to public safety.	Role - General Manager - Infrastructure  Role - General Manager - Northland Transportation Alliance Role - Matatau - Technical Officer Role - Technical Officer Role - Manager - Parks and Recreation Role - Strategy and Planning Manager
578	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	21.b	To permit the making of any hole or excavation in any public place without adequate barriers being erected and without the installation of approved lighting.	Role - General Manager - Infrastructure  Role - General Manager - Northland Transportation Alliance Role - Matatau - Technical Officer Role - Technical Officer Role - Manager - Parks and Recreation Role - Strategy and Planning Manager
519	<u>Local Government Act 2002</u>			224	Authority to provide written warning regarding wastage of water.	Role - Manager - Water Services Role - General Manager - Infrastructure Role - Distribution Engineer
579	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	23.1	To order the owner of any building to mark the building with a number and renew the number as required.	Role - Manager - Health and Bylaws  Role - General Manager - Northland Transportation Alliance Role - General Manager - Infrastructure Role - General Manager - Planning and Development Role - Strategy and Planning Manager
580	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	24	Authority to provide written consent for flammable materials in public places.	Role - Manager - Health and Bylaws  Role - General Manager - Planning and Development
581	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	25	To permit the planting or removal of or damage to any tree, shrub or flower on any public place.	Role - Manager - Parks and Recreation  Role - General Manager - Northland Transportation Alliance Role - Matatau - Technical Officer Role - Technical Officer Role - General Manager - Infrastructure Role - Strategy and Planning Manager
582	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	26.2	To issue a vehicle crossing permit.	Role - General Manager - Northland Transportation Alliance  Role - Road Safety and Traffic Engineer Lead Role - General Manager - Infrastructure Role - Strategy and Planning Manager Role - Graduate Engineer Role - Senior Road Safety and Traffic Engineer

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
583	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	27	To require the owner within a reasonable specified time to repair, reconstruct, or construct any work where surface water discharges onto any street or public place.	Role - General Manager Infrastructure Role - General Manager - Northland Transportation Alliance Role - Matatau - Technical Officer Role - Technical Officer Role - Manager - Parks and Recreation Role - Manager - Waste and Drainage Role - Manager - Water Services Role - Strategy and Planning Manager
584	<u>Local Government Act 2002</u>			28.6	To provide consent to ride, drive or lead a horse on Ruakaka Beach between a point adjacent to Karawai Street and the Ruakaka River mouth.	Role - Manager - Health and Bylaws Role - General Manager - Planning and Development Role - Bylaw Enforcement Coordinator
503	<u>Local Government Act 2002</u>		Wastewater Bylaw 2014;	3.2	Restrict discharges from swimming pools and spa pools	Role - General Manager - Infrastructure Role - Manager - Waste and Drainage
541	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	3.c	Authority to permit the display or offer for sale any good, service or product on any mall, footpath or public place.	Role - Customer Relations Co-ordinator Role - Team Leader - Service Centres Role - Manager - Customer Services Role - General Manager - Community Role - Environmental Health Officer Role - Team Leader - Environmental Health Role - Manager - Health and Bylaws Role - General Manager - Planning and Development Role - Team Leader - Venues Role - Team Leader - Customer Experience Role - Bylaw Enforcement Coordinator Role - Manager - Venues and Events WHANGAREI Role - CSR - Contact Centre Role - CSR - Te Iwitahi Role - CSR - Ruakaka
585	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	30	To operate or drive any vehicle on any sports field, turf and garden areas of parks.  To use any park, sports field or reserve at a time when public use of such park, sports field or reserve has been closed. Use any sports field or park or reserve for any organised sports or activities. To land any aircraft on any park or reserve. To possess any poison or trap used for pest control or set any such poison or trap in a park or reserve.	Role - Technical Officer Role - Manager - Parks and Recreation Role - General Manager - Infrastructure Role - Matatau - Technical Officer Role - Sport Development Officer Role - General Manager - Community
530	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	31	To remove any stone, shingle, sand, boulders, silt, mud or other material from any beach.	Role - Manager - Parks and Recreation Role - Matatau - Technical Officer Role - Technical Officer Role - General Manager - Infrastructure
586	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	32.2	Authority to provide written consent for one or more activities of 32.2a-32.2j and withdraw any consent issued.	Role - Customer Relations Co-ordinator Role - Team Leader - Service Centres Role - Manager - Customer Services Role - General Manager - Community Role - Manager - Venues and Events WHANGAREI
359	<u>Local Government Act 2002</u>		Food Businesses Grading Bylaw 2016;	4.2	Power to hear an appeal and confirm, reverse or modify the grading determined.	Responsibility - Exemptions and Objections Committee
500	<u>Local Government Act 2002</u>		Trade Waste Bylaw 2012;	4.2	Processing of application for Trade Waste consent.	Role - Manager - Waste and Drainage Role - Pollution Prevention Officer Role - General Manager - Infrastructure Role - Operations Engineer - Waste and Drainage
504	<u>Local Government Act 2002</u>		Wastewater Bylaw 2014;	4.2	approve additional point of discharge for a premises	Role - General Manager - Infrastructure Role - Manager - Waste and Drainage
361	<u>Local Government Act 2002</u>		Food Businesses Grading Bylaw 2016;	5	Assess an application for re-grading.	Role - Team Leader - Environmental Health Role - Manager - Health and Bylaws Role - General Manager - Planning and Development

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512	<u>Local Government Act 2002</u>		Control of Advertising Signs Bylaw 2014;	5	To erect or display any sign including attaching a sign in any way to a pole, fence, street furniture or other public utility structure in a public place.	<p>Role - General Manager Infrastructure</p> <p>Role - General Manager - Northland Transportation Alliance</p> <p>Role - Matatau - Technical Officer</p> <p>Role - Technical Officer</p> <p>Role - Field Officer</p> <p>Role - Sports Development Officer</p> <p>Role - Manager - Parks and Recreation</p> <p>Role - Manager - Waste and Drainage</p> <p>Role - Manager - Water Services</p> <p>Role - Manager - Venues and Events WHANGAREI</p> <p>Role - Strategy and Planning Manager</p>
538	<u>Local Government Act 2002</u>		Control of Advertising Signs Bylaw 2014;	5	Power to approve a sign in a public place.	<p>Role - Manager - Health and Bylaws</p> <p>Role - General Manager - Infrastructure</p> <p>Role - General Manager - Northland Transportation Alliance</p> <p>Role - Bylaw Enforcement Coordinator</p> <p>Role - General Manager - Planning and Development</p> <p>Role - Strategy and Planning Manager</p>
593	<u>Local Government Act 2002</u>		Control of Vehicles on Beaches Bylaw 2009;	5	Authority to provide written permission for causing impediments to vehicular movements.	<p>Role - General Manager - Planning and Development</p> <p>Role - Bylaw Enforcement Coordinator</p> <p>Role - Manager - Health and Bylaws</p>
498	<u>Local Government Act 2002</u>		Stormwater Management Bylaw 2014;	5.2	Authority to provide written approval for restricted activities.	<p>Role - General Manager - Infrastructure</p> <p>Role - Manager - Waste and Drainage</p>
427	<u>Local Government Act 2002</u>		Control of Vehicles on Beaches Bylaw 2009;	6.2	Authorisation of exemptions	<p>Role - Manager - Health and Bylaws</p> <p>Role - Bylaw Enforcement Coordinator</p> <p>Role - General Manager - Planning and Development</p>
428	<u>Local Government Act 2002</u>		Control of Vehicles on Beaches Bylaw 2009;	6.2	Authorise operational policy for provision of keys for approved keyholders to access Ruakaka Beach through the gate adjacent to the Ruakaka Beach Surf Life Saving Patrol Building	<p>Role - General Manager - Planning and Development</p>
527	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	7	To participate in any procession, or any meeting, gathering or demonstration.	<p>Role - General Manager - Northland Transportation Alliance</p> <p>Role - Roading Corridor Management Lead</p> <p>Role - General Manager - Infrastructure</p> <p>Role - Strategy and Planning Manager</p> <p>Role - CAR Specialist</p>
542	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	8	Authority to provide written consent to distribute notices.	<p>Role - Manager - Health and Bylaws</p> <p>Role - Bylaw Enforcement Coordinator</p> <p>Role - General Manager - Planning and Development</p>
539	<u>Local Government Act 2002</u>		Control of Advertising Signs Bylaw 2014;	9	Power to determine if a sign creates a traffic hazard or a traffic safety issue.	<p>Responsibility - Warranted LGA Officer</p>
543	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	9.b	Authority to permit soliciting subscriptions, collections or donations.	<p>Role - Customer Relations Co-ordinator</p> <p>Role - Team Leader - Service Centres</p> <p>Role - Manager - Customer Services</p> <p>Role - General Manager - Community</p> <p>Role - Team Leader - Customer Experience</p> <p>Role - CSR - Contact Centre</p> <p>Role - CSR - Te Iwitahi</p> <p>Role - CSR - Ruakaka</p>
426	<u>Local Government Act 2002</u>		Control of Vehicles on Beaches Bylaw 2009;	all	<p>All of its responsibilities, duties and powers under this bylaw, except -</p> <p>(a) the power to set fees</p> <p>(b) the power to make a decision for which a Council resolution is required</p> <p>(c) the power to hear and decided on any appeal process</p>	<p>Role - Chief Executive</p>

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
532	<u>Local Government Act 2002</u>		Control of Advertising Signs Bylaw 2014;	all	All of its responsibilities, duties and powers under this bylaw, except -  (a) the power to set fees (b) the power to make a decision for which a Council resolution is required (c) the power to hear and decided on any appeal process	Role - Chief Executive
534	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	all	All of its responsibilities, duties and powers under this bylaw, except -  (a) the power to set fees (b) the power to make a decision for which a Council resolution is required (c) the power to hear and decided on any appeal process	Role - Chief Executive
535	<u>Local Government Act 2002</u>		Animals Bylaw 2017;	all	All of its responsibilities, duties and powers under this bylaw, except -  (a) the power to set fees (b) the power to make a decision for which a Council resolution is required (c) the power to hear and decided on any appeal process	Role - Chief Executive
536	<u>Local Government Act 2002</u>		Control of Advertising Signs Bylaw 2014;	all	All of its responsibilities, duties and powers under this bylaw, except -  (a) the power to set fees (b) the power to make a decision for which a Council resolution is required (c) the power to hear and decided on any appeal process	Role - Chief Executive
537	<u>Local Government Act 2002</u>		Stormwater Management Bylaw 2014;	all	All of its responsibilities, duties and powers under this bylaw, except -  (a) the power to set fees (b) the power to make a decision for which a Council resolution is required (c) the power to hear and decided on any appeal process	Role - Chief Executive
587	<u>Local Government Act 2002</u>			all	All of its responsibilities, duties and powers under this Act except - a) those set out in clause 32(1)(a) to (f) of Schedule 7 b) exempting a small organisation under section 7 c) entering into a triennial agreement under section 15 d) transferring responsibilities under section 17 e) reviewing the delivery of services under section 17A f) establishing a community board under section 49 g) establishing a council controlled organisation under section 56 h) appointing directors to council organisations under section 57 i) agreeing to any statement of intent of a council organisation under Schedule 8 j) adopting assessments of water and other sanitary services under section 125 k) prescribing fees under section 150 l) adopting assessments of water and other sanitary services under section 125 m) reviewing a bylaw under section 160 n) transferring a bylaw-making power under section 161 o) appointing a member under section 249(2) p) making a reorganisation proposal under clause 3 of Schedule 3	Role - Chief Executive
588	<u>Local Government Act 2002</u>		Trade Waste Bylaw 2012;	all	All of its responsibilities, duties and powers under this bylaw, except -  (a) the power to set fees (b) the power to make a decision for which a Council resolution is required (c) the power to hear and decided on any appeal process	Role - Chief Executive
589	<u>Local Government Act 2002</u>		Wastewater Bylaw 2014;	all	All of its responsibilities, duties and powers under this bylaw, except -  (a) the power to set fees (b) the power to make a decision for which a Council resolution is required (c) the power to hear and decided on any appeal process	Role - Chief Executive
590	<u>Local Government Act 2002</u>		Water Supply Bylaw 2012;	all	All of its responsibilities, duties and powers under this bylaw, except -  (a) the power to set fees (b) the power to make a decision for which a Council resolution is required (c) the power to hear and decided on any appeal process	Role - Chief Executive

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
499	<u>Local Government Act 2002</u>		Wastewater Bylaw 2014;	various	All powers, duties and functions that are of an enforcement and inspection nature contained in the bylaw.	Responsibility - Warranted LGA Officer
501	<u>Local Government Act 2002</u>		Stormwater Management Bylaw 2014;	various	All powers, duties and functions that are of an enforcement and inspection nature contained in the bylaw.	Responsibility - Warranted LGA Officer
502	<u>Local Government Act 2002</u>		Trade Waste Bylaw 2012;	various	All powers, duties and functions that are of an enforcement and inspection nature contained in the bylaw.	Responsibility - Warranted LGA Officer
506	<u>Local Government Act 2002</u>		Water Supply Bylaw 2012;	various	Authority to apply any conditions or provisions of the bylaw as it relates to water supply connections, backflow preventers and water meters.	Role - Manager - Water Services Role - Distribution Engineer Role - General Manager - Infrastructure Role - Distribution Technician Role - Engineering Officer - Water
509	<u>Local Government Act 2002</u>		Public Places Bylaw 2014;	Various	Authority to issue permit.	Role - Team Leader - Environmental Health Role - Manager - Health and Bylaws Role - Bylaw Enforcement Coordinator Role - Environmental Health Officer Role - General Manager - Planning and Development
597	<u>Local Government Official Information and Meetings Act 1987</u>			11, 12, 13	Power to make decisions with regards to requests.	Role - General Manager - Corporate Role - General Manager - Community Role - General Manager - Planning and Development Role - General Manager - Strategy and Democracy Role - General Manager - Northland Transportation Alliance Role - General Manager - People and Capability Role - Risk Management Adviser Role - Manager - District Development Role - General Manager - Infrastructure Role - Manager - Infrastructure Planning Role - Manager - Community Development Role - Manager - Customer Services Role - Manager - Libraries Role - Manager - Business Improvement Role - Manager - Communications Role - Manager - Finance Role - Manager - ICT Role - Manager - Revenue Role - Manager - Infrastructure Development Role - Manager - Infrastructure Capital Programmes Role - Manager - Parks and Recreation Role - Manager - Waste and Drainage Role - Manager - Water Services Role - Manager - Building Control Role - Manager - District Plan Role - Manager - Health and Bylaws Role - Manager - RMA Consents Role - Manager - Democracy and Assurance Role - Manager - Maori Outcomes Role - Manager - Strategic Planning Role - Manager - Venues and Events WHANGAREI Role - Manager - Business Support Role - Legal Counsel Role - Strategy and Planning Manager Role - Business Integrity Administrator



ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
598	<u>Local Government Official Information and Meetings Act 1987</u>			15	Power to determine the manner of presenting information and to determine deletions of some information from documents.	<ul style="list-style-type: none"> <li>Role - General Manager - Corporate</li> <li>Role - General Manager - Community</li> <li>Role - General Manager - Planning and Development</li> <li>Role - General Manager - Strategy and Democracy</li> <li>Role - General Manager - People and Capability</li> <li>Role - General Manager - Northland Transportation Alliance</li> <li>Role - Risk Management Adviser</li> <li>Role - Manager - District Development</li> <li>Role - Manager - Infrastructure Planning</li> <li>Role - General Manager - Infrastructure</li> <li>Role - Manager - Community Development</li> <li>Role - Manager - Customer Services</li> <li>Role - Manager - Libraries</li> <li>Role - Manager - Business Improvement</li> <li>Role - Manager - Communications</li> <li>Role - Manager - Finance</li> <li>Role - Manager - ICT</li> <li>Role - Manager - Revenue</li> <li>Role - Manager - Infrastructure Development</li> <li>Role - Manager - Infrastructure Capital Programmes</li> <li>Role - Manager - Parks and Recreation</li> <li>Role - Manager - Waste and Drainage</li> <li>Role - Manager - Water Services</li> <li>Role - Manager - Building Control</li> <li>Role - Manager - District Plan</li> <li>Role - Manager - Health and Bylaws</li> <li>Role - Manager - RMA Consents</li> <li>Role - Manager - Democracy and Assurance</li> <li>Role - Manager - Maori Outcomes</li> <li>Role - Manager - Strategic Planning</li> <li>Role - Manager - Venues and Events WHANGAREI</li> <li>Role - Legal Counsel</li> <li>Role - General Manager - People and Capability</li> <li>Role - Strategy and Planning Manager</li> <li>Role - Business Integrity Administrator</li> </ul>

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
599	<u>Local Government Official Information and Meetings Act 1987</u>			17, 17A, 17B,18	Refusal of requests for information.	Role - General Manager - Corporate Role - General Manager - Community Role - General Manager - Planning and Development Role - General Manager - Strategy and Democracy Role - Risk Management Adviser Role - Manager - District Development Role - Manager - Infrastructure Planning Role - General Manager - Northland Transportation Alliance Role - Manager - Community Development Role - Manager - Customer Services Role - Manager - Libraries Role - Manager - Business Improvement Role - Manager - Communications Role - Manager - Finance Role - Manager - ICT Role - Manager - Revenue Role - Manager - Infrastructure Development Role - Manager - Infrastructure Capital Programmes Role - Manager - Parks and Recreation Role - Manager - Waste and Drainage Role - Manager - Water Services Role - Manager - Building Control Role - Manager - District Plan Role - Manager - Health and Bylaws Role - Manager - RMA Consents Role - Manager - Democracy and Assurance Role - Manager - Maori Outcomes Role - Manager - Strategic Planning Role - Manager - Venues and Events WHANGAREI Role - General Manager - Infrastructure Role - Manager - Business Support Role - Legal Counsel Role - General Manager - People and Capability Role - Strategy and Planning Manager Role - Business Integrity Administrator

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
596	<u>Local Government Official Information and Meetings Act 1987</u>			5	Powers to determine availability and withholding of information including other reasons.	<ul style="list-style-type: none"> <li>Role - General Manager - Northland Transportation Alliance</li> <li>Role - General Manager - Community</li> <li>Role - General Manager - Corporate</li> <li>Role - General Manager - Planning and Development</li> <li>Role - General Manager - Strategy and Democracy</li> <li>Role - Risk Management Adviser</li> <li>Role - Manager - District Development</li> <li>Role - Manager - Infrastructure Planning</li> <li>Role - Manager - Community Development</li> <li>Role - Manager - Customer Services</li> <li>Role - Manager - Libraries</li> <li>Role - Manager - Business Improvement</li> <li>Role - Manager - Communications</li> <li>Role - Manager - Finance</li> <li>Role - Manager - ICT</li> <li>Role - Manager - Revenue</li> <li>Role - Manager - Infrastructure Development</li> <li>Role - Manager - Infrastructure Capital Programmes</li> <li>Role - Manager - Parks and Recreation</li> <li>Role - Manager - Waste and Drainage</li> <li>Role - Manager - Water Services</li> <li>Role - Manager - Building Control</li> <li>Role - Manager - District Plan</li> <li>Role - Manager - Health and Bylaws</li> <li>Role - Manager - RMA Consents</li> <li>Role - Manager - Democracy and Assurance</li> <li>Role - Manager - Maori Outcomes</li> <li>Role - Manager - Strategic Planning</li> <li>Role - Manager - Venues and Events WHANGAREI</li> <li>Role - General Manager - Infrastructure</li> <li>Role - Manager - Business Support</li> <li>Role - Legal Counsel</li> <li>Role - General Manager - People and Capability</li> <li>Role - Strategy and Planning Manager</li> </ul>
601	<u>Local Government Official Information and Meetings Act 1987</u>			All	As set out in section 42, all of its powers under Parts 2 to 5 and s 44A of this Act except any power specified in section 32. Under section 43(1), the Chief Executive is specifically authorised to sub-delegate all or any of these powers.	Role - Chief Executive
600	<u>Local Government Official Information and Meetings Act 1987</u>			S44A	Issue a Land Information Memorandum.	<ul style="list-style-type: none"> <li>Role - Property Assessment Officer - Residential</li> <li>Role - Property Assessment Officer - Commercial and Residential</li> <li>Role - Property Assessment Co-ordinator</li> </ul>
551	<u>Machinery Act 1950</u>	Amusement Devices Regulations 1978		11 and 13	Powers in relation to the inspection and licensing of amusement devices.	<ul style="list-style-type: none"> <li>Role - Manager - Building Control</li> <li>Role - Building Control Officer</li> <li>Role - Team Leader - Building Approvals and Compliance</li> <li>Role - Building Approvals &amp; Compliance Officer</li> </ul>
552	<u>Machinery Act 1950</u>			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive
553	<u>Machinery Act 1950</u>	Amusement Devices Regulations 1978		all	All of its responsibilities, duties and powers under these Regulations	Role - Chief Executive
554	<u>New Zealand Library Association Act 1939</u>			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive
555	<u>Ombudsmen Act 1975</u>			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive
557	<u>Plumbers, Gasfitters, and Drainlayers Act 2006</u>			91	All of its powers under section 91.	Role - Chief Executive
558	<u>Postal Services Act 1998</u>			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
559	<u>Privacy Act 2020</u>			124	All powers, duties and functions of the Act.	<ul style="list-style-type: none"> <li>Role - General Manager - Corporate</li> <li>Role - General Manager - Community</li> <li>Role - General Manager - Infrastructure</li> <li>Role - General Manager - Planning and Development</li> <li>Role - General Manager - Strategy and Democracy</li> <li>Role - General Manager - Northland Transportation Alliance</li> <li>Role - Risk Management Adviser</li> <li>Role - Manager - Infrastructure Planning</li> <li>Role - Manager - Community Development</li> <li>Role - Manager - Customer Services</li> <li>Role - Manager - Libraries</li> <li>Role - Manager - Venues and Events WHANGAREI</li> <li>Role - Manager - Business Improvement</li> <li>Role - Manager - Business Support</li> <li>Role - Manager - Communications</li> <li>Role - Manager - Finance</li> <li>Role - Manager - ICT</li> <li>Role - Manager - Revenue</li> <li>Role - Manager - Infrastructure Development</li> <li>Role - Manager - Infrastructure Capital Programmes</li> <li>Role - Manager - Parks and Recreation</li> <li>Role - Manager - Waste and Drainage</li> <li>Role - Manager - Water Services</li> <li>Role - Manager - Building Control</li> <li>Role - Manager - District Development</li> <li>Role - Manager - District Plan</li> <li>Role - Manager - Health and Bylaws</li> <li>Role - Manager - RMA Consents</li> <li>Role - Manager - Democracy and Assurance</li> <li>Role - Manager - Maori Outcomes</li> <li>Role - Manager - Strategic Planning</li> <li>Role - General Manager - People and Capability</li> <li>Role - Strategy and Planning Manager</li> <li>Role - Legal Counsel</li> </ul>
561	<u>Privacy Act 2020</u>			23	Power to act as Privacy Officer for the purposes of Section 23 of the Act.	<ul style="list-style-type: none"> <li>Role - Legal Counsel</li> <li>Role - Risk Management Adviser</li> </ul>
560	<u>Privacy Act 2020</u>			all	As set out in section 124, all of its powers under this Act. Under section 125, the Chief Executive is specifically authorised to sub-delegate all or any of these powers.	<ul style="list-style-type: none"> <li>Role - Chief Executive</li> <li>Role - Legal Counsel</li> <li>Role - Risk Management Adviser</li> </ul>
562	<u>Protected Disclosures Act 2000</u>			all	All of its responsibilities, duties and powers under this Act.	<ul style="list-style-type: none"> <li>Role - Chief Executive</li> </ul>
565	<u>Public Bodies Lease Act 1969</u>			all	All of its responsibilities, duties and powers under this Act	<ul style="list-style-type: none"> <li>Role - Chief Executive</li> </ul>
563	<u>Public Bodies Lease Act 1969</u>			Various	Authority to renew existing leases with rights of renewal in accordance to the terms and conditions of the lease.	<ul style="list-style-type: none"> <li>Role - Commercial Property Adviser</li> <li>Role - Manager - District Development</li> </ul>
564	<u>Public Bodies Lease Act 1969</u>			Various	Authority to complete rent reviews of existing leases in accordance to the terms and conditions of lease.	<ul style="list-style-type: none"> <li>Role - Commercial Property Adviser</li> <li>Role - Manager - District Development</li> </ul>
566	<u>Public Records Act 2005</u>			17 & 21	Power to retain, transfer and dispose of public records.	<ul style="list-style-type: none"> <li>Role - Team Leader - Information Management</li> <li>Role - General Manager - Corporate</li> <li>Role - Manager - ICT</li> </ul>
567	<u>Public Records Act 2005</u>			all	All of its responsibilities, duties and powers under this Act	<ul style="list-style-type: none"> <li>Role - Chief Executive</li> </ul>
611	<u>Public Works Act 1981</u>			103	To grant easements.	<ul style="list-style-type: none"> <li>Role - Chief Executive</li> </ul>
602	<u>Public Works Act 1981</u>			107/109	Power to execute certificates of grants for land.	<ul style="list-style-type: none"> <li>Role - Chief Executive</li> </ul>

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
612	<u>Public Works Act 1981</u>			110-111A	Provides certain powers of entry onto private land.	Role - Chief Executive
614	<u>Public Works Act 1981</u>			110-111A	Provides certain powers of entry onto private land.	Role - General Manager - Infrastructure
603	<u>Public Works Act 1981</u>			115	Power to sign certificates or notices of discharge.	Role - Chief Executive
570	<u>Public Works Act 1981</u>			116	Authority to provide consent to the Minister to stop a road.	Role - Chief Executive
613	<u>Public Works Act 1981</u>			133, 135 -134	Provide for removal of trees and hedges that interfere with public works.	Role - Chief Executive
615	<u>Public Works Act 1981</u>			133, 135 -134	Provide for removal of trees and hedges that interfere with public works.	Role - General Manager - Infrastructure
571	<u>Public Works Act 1981</u>			19	Power to sign compensation certificates.	Role - Chief Executive
616	<u>Public Works Act 1981</u>			224	Power to merge works with the Crown.	Role - Chief Executive
604	<u>Public Works Act 1981</u>			23(1)(c) and Sch. 1	Power to sign notices of intention to take land for essential work.	Role - Chief Executive
617	<u>Public Works Act 1981</u>			237	Power to approve excavations near public works.	Role - Chief Executive
619	<u>Public Works Act 1981</u>			237	Power to approve excavations near public works.	Role - General Manager - Infrastructure
618	<u>Public Works Act 1981</u>			238	Power to bring action for damage to public work.	Role - Chief Executive
620	<u>Public Works Act 1981</u>			238	Power to bring action for damage to public work.	Role - General Manager - Infrastructure
621	<u>Public Works Act 1981</u>			239	Power to remove and/or dispose of abandoned property from public works land.	Role - Chief Executive
622	<u>Public Works Act 1981</u>			240	Removal Power to commence legal proceedings for the recovery of land from persons holding illegal possessions.	Role - Chief Executive
572	<u>Public Works Act 1981</u>			26	Power to sign requests to take land by proclamation. Power to make a statutory declaration to a company requested to take land by proclamation.	Role - Chief Executive
605	<u>Public Works Act 1981</u>			40 - 44	Provides for land no longer required to be resold.	Role - Chief Executive
606	<u>Public Works Act 1981</u>			45	To grant a lease, tenancy or licence to occupy on land held for a public work	Role - Chief Executive
607	<u>Public Works Act 1981</u>			47	To request a certificate of title for the land held for public work to be in the name of Council	Role - Chief Executive
608	<u>Public Works Act 1981</u>			48	To grant an easement in regard to land held for a public work	Role - Chief Executive
609	<u>Public Works Act 1981</u>			50	To dispose of a public work to the Minister or another local authority	Role - Chief Executive
573	<u>Public Works Act 1981</u>			52	Power to sign requests to Minister of Works and Development to declare that land already held for a public work be held for another public work and power to make a statutory declaration that the Council is authorised by law to undertake work for which it is proposed to set crown land aside.	Role - Chief Executive
610	<u>Public Works Act 1981</u>			60-102	Provide for compensation.	Role - Chief Executive
623	<u>Racing Act 2003</u>			65C	Determination and granting of consents (board venues).	Responsibility - Exemptions and Objections Committee
1012	<u>Rates Rebate Act 1973</u>			13	To take any declarations required for the purposes of the Act	Role - Manager - Revenue Role - Rates Rebate Officer Role - Revenue and Collections Specialist Role - Team Leader - Collections Role - Team Leader - Collections Role - Senior Rates Adviser Role - CSR - Ruakaka Role - CSR - Te Iwitahi Role - Rates Administrator Role - Team Leader - Rates Administration Role - Team Leader - Customer Experience Role - CSR - Contact Centre Role - Customer Relations Coordinator

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
						Role - Manager - Customer Services Role - Team Leader Service Centres Role - Revenue Adviser

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
624	<u>Rates Rebate Act 1973</u>			05-Jul	Authority to grant rates rebates upon the receipt of a satisfactory application.	Role - Rates Administrator Role - Collections Officer Role - Manager - Revenue Role - General Manager - Corporate Role - Rates Rebate Officer Role - Team Leader - Collections Role - Team Leader - Rates Administration Role - Revenue Adviser
1011	<u>Rates Rebate Act 1973</u>			9	To apply to the Secretary for Local Government for refund of rebates granted.	Role - Manager - Revenue Role - Senior Rates Adviser Role - Team Leader - Rates Administration Role - Revenue Adviser Role - Collections Officer Role - Team Leader - Collections
625	<u>Rates Rebate Act 1973</u>			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive
627	<u>Rating Valuations Act 1998</u>			14	Re-adjustment and correction of valuations.	Role - Manager - Revenue Role - General Manager - Corporate Role - Senior Rates Adviser Role - Team Leader - Rates Administration Role - Revenue Adviser
628	<u>Rating Valuations Act 1998</u>			16	Approve or refuse a request for a new valuation	Role - Manager - Revenue Role - General Manager - Corporate Role - Senior Rates Adviser Role - Team Leader - Rates Administration Role - Revenue Adviser
1032	<u>Rating Valuations Act 1998</u>			35	Notification of result of a review	Role - Rates Administrator Role - Senior Rates Adviser Role - Team Leader - Rates Administration Role - Revenue Adviser
1033	<u>Rating Valuations Act 1998</u>			39	To give effect to decisions of Tribunal	Role - Rates Administrator Role - Senior Rates Adviser Role - Team Leader - Rates Administration Role - Revenue Adviser
1034	<u>Rating Valuations Act 1998</u>			41	To provide copies of entries of rolls to the public	Role - Rates Administrator Role - Senior Rates Adviser Role - Team Leader - Rates Administration Role - Revenue Adviser
1035	<u>Rating Valuations Act 1998</u>			42	To maintain and supply information to the valuer general	Role - Rates Administrator Role - Senior Rates Adviser Role - Team Leader - Rates Administration Role - Revenue Adviser
626	<u>Rating Valuations Act 1998</u>			50	All powers , functions and duties under Rating Valuations Act 1988	Role - General Manager - Corporate
1030	<u>Rating Valuations Act 1998</u>			7	To prepare and maintain district valuation roll	Role - Manager - Revenue Role - Senior Rates Adviser Role - Team Leader - Rates Administration Role - Revenue Adviser
1031	<u>Rating Valuations Act 1998</u>			Sep-13	To revise the district valuation roll every 3 years	Role - Manager - Revenue Role - Senior Rates Adviser Role - Team Leader - Rates Administration Role - Revenue Adviser
630	<u>Rating Valuations Act 1998</u>	Rating Valuation Regulations 1998		all	All of its responsibilities, duties and powers under these Regulations	Role - Chief Executive
631	<u>Rating Valuations Act 1998</u>	Rating Valuations (Local Authority Charges) Regulations 1999		all	All of its responsibilities, duties and powers under these Regulations	Role - Chief Executive
632	<u>Rating Valuations Act 1998</u>	Rating Valuations Rules 2008 (Oct 2010 version)		all	All of its responsibilities, duties and powers under these Regulations	Role - Chief Executive
633	<u>Rating Valuations Act 1998</u>			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive
635	<u>Reserves Act 1977</u>			114	Authority to vary, negative, or add to by a memorandum of variation covenants, terms, conditions, and restrictions expressed or implied in any agreement, concession, lease, or licence under this Act.	Role - Chief Executive
639	<u>Reserves Act 1977</u>			114	Authority to vary, negative, or add to by a memorandum of variation covenants, terms, conditions, and restrictions expressed or implied in any agreement, concession, lease, or licence under this Act.	Role - General Manager - Planning and Development

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
						Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Responsibility - Hearings Commissioner Role - Post Approval Officer
634	<u>Reserves Act 1977</u>			8	Power to appoint ranger.	Role - Chief Executive
641	<u>Resource Management Act 1991</u>			10(2)	Power to extend existing use rights.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Senior Specialist - Resource Consents
691	<u>Resource Management Act 1991</u>			100	Power to determine that a hearing is, or is not required.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Senior Specialist - Resource Consents
692	<u>Resource Management Act 1991</u>			101	Power to fix hearing date.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents Role - RMA Planner Role - Planning Assistant - Consents
693	<u>Resource Management Act 1991</u>			102	Power to make a decision to establish a joint hearing.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Senior Specialist - Resource Consents Role - Team Leader - RMA Consents
694	<u>Resource Management Act 1991</u>			103	Power to decide and arrange the holding of combined hearings where two or more applications are made to Council.	Role - General Manager - Planning and Development  Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Senior Specialist - Resource Consents Role - Team Leader - RMA Consents
697	<u>Resource Management Act 1991</u>			104A, 104B, 104C, 106	Power to determine applications for resource consents.	Role - General Manager - Planning and Development  Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents Responsibility - Hearings Commissioner Role - RMA Senior Planner
700	<u>Resource Management Act 1991</u>			109	Power to decide whether any work the subject of a bond or covenant is completed satisfactorily.	Role - General Manager - Planning and Development  Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Senior Specialist - Resource Consents Role - Team Leader - RMA Consents Role - Senior Development Engineering Officer Role - Post Approval Officer
701	<u>Resource Management Act 1991</u>			114(2) (b)	To determine what other authorities and persons are considered appropriate to be notified of a decision on a resource consent application.	Role - General Manager - Planning and Development  Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Senior Specialist - Resource Consents Role - Team Leader - RMA Consents
702	<u>Resource Management Act 1991</u>			124	To permit on application to continue to operate pending determination of an application for a replacement consent as provided for in S124(b).	Role - General Manager - Planning and Development  Role - Manager - RMA Consents



ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
703	<u>Resource Management Act 1991</u>			125	Power to extend the period in which a resource consent lapses.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Responsibility - Hearings Commissioner Role - RMA Planning Specialist Role - Senior Specialist - Resource Consents Role - Team Leader - RMA Consents
988	<u>Resource Management Act 1991</u>			126(1)	Power to cancel unexercised consent.	Role - General Manager - Planning and Development Role - Manager - RMA Consents
706	<u>Resource Management Act 1991</u>			127(1)	Power to change or cancel a consent condition.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Senior Specialist - Resource Consents Role - Team Leader - RMA Consents
707	<u>Resource Management Act 1991</u>			128 to 132	Power to initiate review of condition of resource consent and make a decision on the review.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents
708	<u>Resource Management Act 1991</u>			133A	The authority to correct minor mistakes or defects in resource consent.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Senior Specialist - Resource Consents Role - Team Leader - RMA Consents
710	<u>Resource Management Act 1991</u>			138	Power to accept surrender or part surrender of a resource consent.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents Role - RMA Planner
711	<u>Resource Management Act 1991</u>			139(5)	Power to issue certificate of compliance.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents
712	<u>Resource Management Act 1991</u>			139(8)	Power to refuse to issue certificate of compliance.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents
713	<u>Resource Management Act 1991</u>			139A	To allow staff to issue an existing use certificate.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - RMA Planner Role - Senior Specialist - Resource Consents
714	<u>Resource Management Act 1991</u>			142	Determination to request that the Minister make a direction that a matter is or is part of a proposal of national significance.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - RMA Consents
715	<u>Resource Management Act 1991</u>			145	Lodgement of matters with Environmental Protection Agency (EPA).	Role - Chief Executive
716	<u>Resource Management Act 1991</u>			149B	Supply of information to EPA.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - District Plan Role - Manager - RMA Consents Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents
717	<u>Resource Management Act 1991</u>			149E	Determination to lodge a submission to the EPA on a matter of national importance that has been called in and publicly notified.	Role - Chief Executive  Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - Manager - District Plan
718	<u>Resource Management Act 1991</u>			149W	Implementing Decisions of Board of Enquiry or Environment Court.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents Role - Manager - District Plan
996	<u>Resource Management Act 1991</u>			168A	Determining notice of requirement by territorial authority.	Role - General Manager - Planning and Development

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						Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents
719	<u>Resource Management Act 1991</u>			170	Direction to include requirement in Proposed Plan.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - District Plan Role - Manager - RMA Consents
994	<u>Resource Management Act 1991</u>			171, 181(3)	Power to make recommendation on a requirement for designation or heritage order.	Role - Manager - RMA Consents Role - RMA Planning Specialist Role - General Manager - Planning and Development Role - Senior Specialist - Resource Consents Role - Team Leader - RMA Consents
721	<u>Resource Management Act 1991</u>			174	Power to appeal decision of a requiring authority.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - District Plan Role - Manager - RMA Consents
722	<u>Resource Management Act 1991</u>			175(2), [181(2), 182(2)]	Incorporation of approved designation into District Plan.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - District Plan Role - Kaiarahi Pukenga - Planner Role - Senior Planner Role - District Plan Planner Role - District Plan Senior Planner Role - District Plan Specialist Role - Senior Specialist
723	<u>Resource Management Act 1991</u>			176(1)(b)	Authority to provide written consent as requiring authority.	Role - General Manager - Infrastructure
724	<u>Resource Management Act 1991</u>			176A(2)	Power to waive requirement of an outline plan.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents
726	<u>Resource Management Act 1991</u>			181(3)	Power to approve alteration to designation.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents
727	<u>Resource Management Act 1991</u>			182 (5)	Power to decline to remove a designation.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - Manager - District Plan
728	<u>Resource Management Act 1991</u>			184	Decision on lapsing of designations.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - Manager - District Plan
729	<u>Resource Management Act 1991</u>			198C	Decision on request for direct referral of designations and heritage orders to Environment Court.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Manager - RMA Consents
730	<u>Resource Management Act 1991</u>			221	Power to issue a consent notice.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents Role - Team Leader - RMA Approvals and Compliance Role - Post Approval Officer
731	<u>Resource Management Act 1991</u>			221(3)	Power to vary or cancel condition.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents Role - Post Approval Officer

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732	<u>Resource Management Act 1991</u>			222	Power to issue a completion certificate.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents Role - Post Approval Officer Role - Team Leader - RMA Approvals and Compliance
733	<u>Resource Management Act 1991</u>			223	Power to decline or approve a survey plan.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents Role - Post Approval Officer
734	<u>Resource Management Act 1991</u>			224(c)	Power to act as authorised officer to certify compliance as with specified conditions prior to deposit of survey plan.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents Role - Team Leader - RMA Approvals and Compliance Role - Post Approval Officer
735	<u>Resource Management Act 1991</u>			224(f)	Power to issue a completion certificate confirming that every building or part of a building complies with S116A of the Building Act 2004.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - Manager - Building Control Role - Team leader - Building Consents Role - Post Approval Officer
736	<u>Resource Management Act 1991</u>			226(1) (e)	Power to issue a certificate confirming allotments are in accordance with the provisions of the relevant district plans and statutory documents.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents Role - Team Leader - RMA Approvals and Compliance Role - Post Approval Officer Role - RMA Senior Planner
737	<u>Resource Management Act 1991</u>			227, 240 & 241	Power to cancel prior approvals including amalgamation conditions.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents Role - Team Leader - RMA Approvals and Compliance Role - Post Approval Officer
738	<u>Resource Management Act 1991</u>			234	Power to vary or cancel an esplanade strip.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents
739	<u>Resource Management Act 1991</u>			243	Power to grant, surrender, transfer, vary or cancel easements.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents Role - Team Leader - RMA Approvals and Compliance Role - Post Approval Officer
740	<u>Resource Management Act 1991</u>			292(2)	Amendment or correction of the District Plan as instructed by the Environment Court.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Kaiairahi Pukenga - Planner Role - Senior Planner Role - District Plan Planner Role - District Plan Senior Planner Role - District Plan Specialist Role - Senior Specialist
963	<u>Resource Management Act 1991</u>	National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health 2011		31,43,44, 4 (NES)	Power to issue a contaminated site search (potential)	Role - Property Assessment Co-ordinator  Role - Property Assessment Officer - Commercial and Residential Role - Property Assessment Officer - Residential

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741	<u>Resource Management Act 1991</u>			316	Power to apply for enforcement order.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - Team Leader - RMA Approvals and Compliance
642	<u>Resource Management Act 1991</u>			32	Evaluation of alternatives; benefits and costs.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Kaiarahi Pukenga - Planner Role - Senior Planner Role - District Plan Planner Role - District Plan Senior Planner Role - District Plan Specialist Role - Senior Specialist
742	<u>Resource Management Act 1991</u>			320	Power to apply for interim enforcement order.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - Team Leader - RMA Approvals and Compliance
745	<u>Resource Management Act 1991</u>			325A	Cancel an abatement notice or approve a request for change or cancellation of an abatement notice.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - Team Leader - RMA Approvals and Compliance
747	<u>Resource Management Act 1991</u>			330	Emergency work, power to take preventative or remedial action.	Role - General Manager - Planning and Development Role - General Manager - Infrastructure Role - General Manager - Community Role - General Manager - Corporate Role - Manager - District Development
748	<u>Resource Management Act 1991</u>			332 & 333	Power of entry for inspection survey, collect samples.	Responsibility - Warranted RMA Officer
754	<u>Resource Management Act 1991</u>			336	The power to return or dispose of seized property.	Role - Manager - RMA Consents Role - Manager - Health and Bylaws
995	<u>Resource Management Act 1991</u>			343B(a)	Power to commence proceedings by filing a charging document where a person is alleged to have committed an infringement offence.	Role - Manager - RMA Consents Role - Team Leader - RMA Approvals and Compliance Role - Manager - Health and Bylaws
971	<u>Resource Management Act 1991</u>			34A (1A)	Iwi consultation on appointment of hearing commissioners.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Manager - RMA Consents
760	<u>Resource Management Act 1991</u>			357C (3)(b)	Give appropriate notice to parties.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Senior Specialist - Resource Consents Role - Team Leader - RMA Consents Role - Manager - Health and Bylaws
759	<u>Resource Management Act 1991</u>			357D	Power to decline objections.	Responsibility - Exemptions and Objections Committee
987	<u>Resource Management Act 1991</u>			357D	Power to approve objections	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents
643	<u>Resource Management Act 1991</u>			36(3)	To require additional charges to those fixed in line with Council's cost recovery policy.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Manager - RMA Consents Role - Team Leader - RMA Consents
645	<u>Resource Management Act 1991</u>			36(7)	Ability to not perform an action to which a charge relates, until the charge has been paid in full.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Senior Specialist - Resource Consents Role - Team Leader - RMA Consents
646	<u>Resource Management Act 1991</u>			36AA	Ability to provide a discount on an administrative charge imposed under S36.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents
647	<u>Resource Management Act 1991</u>			36AA	Authority to undertake initial review of objections against discounts imposed (or not imposed).	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents

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648	<u>Resource Management Act 1991</u>			36AA	Authority to determine outcome of objections against discounts imposed (or not imposed).	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Senior Specialist - Resource Consents
649	<u>Resource Management Act 1991</u>			36AA	Authority to determine appeals against decisions on objections.	Role - General Manager - Planning and Development Role - Manager - RMA Consents
650	<u>Resource Management Act 1991</u>			37(1), 37(2) (a) & 37A	Power to waiver and to extend time limits as provided for in the Act.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents Role - Post Approval Officer
651	<u>Resource Management Act 1991</u>			38	Power to authorise officers as warranted enforcement officers.	Role - General Manager - Planning and Development Role - Chief Executive
763	<u>Resource Management Act 1991</u>			388	Require information to be supplied about an activity.	Role - Chief Executive Role - General Manager - Planning and Development Responsibility - Hearings Commissioner Role - Manager - District Plan Role - Manager - RMA Consents Role - Kaiarahi Pukenga - Planner Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Team Leader - RMA Approvals and Compliance
1058	<u>Resource Management Act 1991</u>			39AA(2)	To direct that a hearing or part of a hearing be conducted using one or more remote access facilities	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - Manager - District Plan Role - RMA Planning Specialist Role - Team Leader - RMA Consents
652	<u>Resource Management Act 1991</u>			41B	The authority for staff to direct that evidence be provided before the hearing.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Senior Specialist - Resource Consents Role - Team Leader - RMA Consents
653	<u>Resource Management Act 1991</u>			41C(1)	The authority to direct certain procedural aspects of the hearing before or at the hearing.	Role - General Manager - Planning and Development Responsibility - Hearings Commissioner Role - Manager - District Plan Role - Manager - RMA Consents Role - Kaiarahi Pukenga - Planner Role - RMA Planning Specialist Role - Team Leader - RMA Consents
654	<u>Resource Management Act 1991</u>			41C(2)	The authority to request a party who made a submission to provide further evidence before or at a hearing.	Role - General Manager - Planning and Development Responsibility - Hearings Commissioner Role - Manager - District Plan Role - Manager - RMA Consents Role - Kaiarahi Pukenga - Planner Role - RMA Planning Specialist Role - Team Leader - RMA Consents
972	<u>Resource Management Act 1991</u>			41D	The authority to strike out submissions.	Role - General Manager - Planning and Development Responsibility - Hearings Commissioner
655	<u>Resource Management Act 1991</u>			42(1)(a)	Protection of sensitive information.	Role - Manager - District Plan Role - Manager - RMA Consents Role - Team Leader - Information Management
656	<u>Resource Management Act 1991</u>			42(1)(b)	Protection of sensitive information.	Role - Chief Executive Role - General Manager - Planning and Development Responsibility - Hearings Commissioner Role - Manager - District Plan Role - Manager - RMA Consents

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657	<u>Resource Management Act 1991</u>			42A	Authorisation of staff to require the preparation of reports.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Manager - RMA Consents Role - Kaiarahi Pukenga - Planner Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents Role - Senior Planner Role - District Plan Planner Role - District Plan Senior Planner Role - District Plan Specialist Role - Senior Specialist
658	<u>Resource Management Act 1991</u>			44A(3),(4)(5) & (6)	Amending the District Plan where plan changes or conflicts with National Environmental Standard (NES).	Responsibility - Planning and Development Committee  Responsibility - Relevant Committee Chair plus any 2 members (only when time constraints)
660	<u>Resource Management Act 1991</u>			55(2) & (2A)	Amending the District Plan in accordance with a National Policy Statement (NPS) using Schedule 1.	Responsibility - Planning and Development Committee  Responsibility - Relevant Committee Chair plus any 2 members (only when time constraints)
661	<u>Resource Management Act 1991</u>			55(2B) & (2C)	Giving effect to NPS using Schedule 1.	Responsibility - Planning and Development Committee Responsibility - Relevant Committee Chair plus any 2 members (only when time constraints)
1000	<u>Resource Management Act 1991</u>			58I, & 58J	Giving effect to National Planning Standards	Responsibility - Planning and Development Committee Responsibility - Relevant Committee Chair plus any 2 members (only when time constraints)
973	<u>Resource Management Act 1991</u>			58O, 58P, 58Q and 58S	Implementation of Mana Whakahono O Rohe	Role - Chief Executive  Role - General Manager - Planning and Development Role - Manager - District Plan Role - Manager - RMA Consents
662	<u>Resource Management Act 1991</u>			79	Review of District Plan provisions.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - District Plan
663	<u>Resource Management Act 1991</u>			86B(1)	To resolve that rules have immediate legal effect.	Responsibility - Planning and Development Committee
664	<u>Resource Management Act 1991</u>			86B(4)	Rescinding of decision regarding legal effect of rules.	Responsibility - Planning and Development Committee
665	<u>Resource Management Act 1991</u>			86B(4) (a)&(b)	Notification of a rescinded decision.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Kaiarahi Pukenga - Planner Role - Senior Planner Role - District Plan Planner Role - District Plan Senior Planner Role - District Plan Specialist Role - Senior Specialist
666	<u>Resource Management Act 1991</u>			86C(2)	Notification of decisions to rescind rules relating to immediate legal effect.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Kaiarahi Pukenga - Planner Role - Senior Planner Role - District Plan Planner Role - District Plan Senior Planner Role - District Plan Specialist Role - Senior Specialist
667	<u>Resource Management Act 1991</u>			86E(3)	Removal of identification on District Plan rules that have early or delayed effect.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - District Plan
992	<u>Resource Management Act 1991</u>			87BA	To determine that an application for boundary activity approved by neighbours on infringed boundary are permitted activities.	Role - General Manager - Planning and Development  Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents
993	<u>Resource Management Act 1991</u>			87BB	To determine that activities meeting certain requirements are permitted activities.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents

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668	<u>Resource Management Act 1991</u>			87C, 87D & 87E	Decision on request for direct referral of resource consent application to Environment Court (including determination under S88(3) that application is incomplete.	Role - General Manager - Planning and Development Role - Manager - RMA Consents
669	<u>Resource Management Act 1991</u>			88(3)	To determine that an application for a resource consent is incomplete and the reasons for that determination.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents Role - RMA Senior Planner
670	<u>Resource Management Act 1991</u>			91	Determine not to proceed with processing an application pending application for additional consents.	Role - General Manager - Planning and Development  Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Senior Specialist - Resource Consents Role - Team Leader - RMA Consents Role - RMA Senior Planner
671	<u>Resource Management Act 1991</u>			92	Require an applicant to provide further information or to commission a report.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents Role - RMA Senior Planner Role - RMA Planner
672	<u>Resource Management Act 1991</u>			92A(2)	Authority to set time limits on applications in circumstances outlined in the Act, i.e. refusal to supply information.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Senior Specialist - Resource Consents Role - RMA Planner
673	<u>Resource Management Act 1991</u>			92A(3)	Authority to decline an application in the circumstances outlined in the Act, i.e. refused to supply information.	Role - General Manager - Planning and Development  Role - Manager - RMA Consents Role - Team Leader - RMA Consents
674	<u>Resource Management Act 1991</u>			92B(2)	Authority to decline an application in the circumstances outlined in the Act, i.e. refusal to supply information.	Role - General Manager - Planning and Development  Role - Manager - RMA Consents Role - Team Leader - RMA Consents
682	<u>Resource Management Act 1991</u>			95A	Determining if application is publicly notified	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Senior Specialist - Resource Consents Role - Team Leader - RMA Consents Responsibility - Hearings Commissioner
683	<u>Resource Management Act 1991</u>			95B	Determining if application is a limited notification.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents Responsibility - Hearings Commissioner
684	<u>Resource Management Act 1991</u>			95D	Determination if adverse effects likely to be more than minor.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents Responsibility - Hearings Commissioner
685	<u>Resource Management Act 1991</u>			95E	Determination if person is an affected person.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents Responsibility - Hearings Commissioner
686	<u>Resource Management Act 1991</u>			95F, 95G	Determination if person is Customary Rights Group.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Senior Specialist - Resource Consents Responsibility - Hearings Commissioner

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687	<u>Resource Management Act 1991</u>			99	Power to approve convening of pre-hearings and appoint chairperson.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Senior Specialist - Resource Consents Role - Team Leader - RMA Consents
688	<u>Resource Management Act 1991</u>			99(4)	The authority to decide if staff who have the power to make a decision on an application may attend and participate in a pre-hearing meeting. This is subject to all parties agreeing.	Role - Chief Executive Role - General Manager - Planning and Development Role - Manager - RMA Consents
689	<u>Resource Management Act 1991</u>			99(8)	The authority for staff to decline the processing of an application or consideration of a submission, subject to criteria in the Act.	Role - General Manager - Planning and Development Role - Manager - RMA Consents
690	<u>Resource Management Act 1991</u>			99A	The authority to appoint a staff member as a mediator where the Council is the consent applicant.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - RMA Planning Specialist Role - Senior Specialist - Resource Consents
640	<u>Resource Management Act 1991</u>			Related processes	Authority to make a submission on and/or sign an affected party form in relation to a resource consent application where a WDC Department, of the infrastructure group, has been identified as an affected party.	Role - Manager - Waste and Drainage  Role - Manager - Water Services Role - Manager - Parks and Recreation Role - General Manager - Infrastructure Role - Manager - Infrastructure Capital Programmes Role - Manager - Infrastructure Development Role - Manager - Infrastructure Planning Role - Chief Executive Role - Strategy and Planning Manager
777	<u>Resource Management Act 1991</u>			Related processes	Authority to negotiate and approve consent orders to settle appeals on the District Plan and defend appeals that cannot be settled and reach agreement.	Role - General Manager - Planning and Development  Role - Manager - District Plan Role - Kaiarahi Pukenga - Planner Role - District Plan Senior Planner Role - District Plan Specialist
779	<u>Resource Management Act 1991</u>			Related processes	Non-exclusive authority to lodge a staff submission and further submission on the District Plan, proposed plan change or variation.	Role - General Manager - Community  Role - General Manager - Corporate Role - General Manager - Infrastructure Role - General Manager - Planning and Development Role - General Manager - Strategy and Democracy
875	<u>Resource Management Act 1991</u>			Related processes	Authority to hear, deliberate and make a recommendation on any application lodged under Schedule 1 of the Resource Management Act and be authorised to make such recommendations required in terms of Schedule 1 of the Resource Management Act 1991, in conjunction with at least one other externally approved Hearings Commissioner.	Responsibility - Accredited RMA Hearings Commissioner – WDC Councillor
961	<u>Resource Management Act 1991</u>			Related processes	Authority to hear, deliberate, and decide on any non-notified or notified resource consent applications and to hear, deliberate and make a recommendation on any Notice of Requirement/s, in accordance with Councils delegations.	Responsibility - Accredited RMA and WDC appointed Hearings Commissioner
962	<u>Resource Management Act 1991</u>			Related processes	Authority to hear, deliberate, and make a recommendation on any application lodged under Schedule 1 of the Resource Management Act, and be authorised to make such recommendations required in terms of Schedule 1 of the Resource Management Act 1991.	Responsibility - Accredited RMA and WDC appointed Hearings Commissioner
989	<u>Resource Management Act 1991</u>			Related processes	Authority to adjust or write off any outstanding fees relating to District Plan or Resource consent processes where it is determined that the fee requires adjustment or it is unreasonable or not possible to try and collect.	Role - General Manager - Planning and Development  Role - Manager - RMA Consents Role - Manager - District Plan Role - RMA Planning Specialist
990	<u>Resource Management Act 1991</u>			Related processes	Authority to negotiate and approve consent orders to settle appeals on resource consents.	Role - General Manager - Planning and Development Role - Manager - RMA Consents Role - Senior Specialist - Resource Consents Role - Team Leader - RMA Consents



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1002	<u>Resource Management Act 1991</u>			Related processes	Authority to request the rollover of designations, minor corrections, alterations, uplifts and new notices of requirement as a 'requiring authority' under the Resource Management Act 1991.	Role - General Manager - Infrastructure  Role - General Manager - Northland Transportation Alliance Role - Manager - Infrastructure Planning Role - Manager - Infrastructure Development Role - Manager - Infrastructure Capital Programmes Role - Manager - Waste and Drainage Role - Manager - Water Services Role - Manager - Parks and Recreation Role - Strategy and Planning Manager
644	<u>Resource Management Act 1991</u>			S36AAB(1)	Remission of charges on application.	Role - General Manager - Planning and Development Role - Manager - District Plan  Role - Manager - RMA Consents  Role - Team Leader - RMA Consents
782	<u>Resource Management Act 1991 – Schedule 1</u>			1(2)	Power to grant extension of time in terms of Section 37.	Role - General Manager - Planning and Development Role - Manager - District Plan
985	<u>Resource Management Act 1991 – Schedule 1</u>			10(3)	Public notification of decisions.	Role - General Manager - Planning and Development Role - Manager - District Plan
794	<u>Resource Management Act 1991 – Schedule 1</u>			11(1) & (2)	Notification of decision to submitters, and owners and affected parties.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Kaiarahi Pukenga - Planner Role - Senior Planner Role - District Plan Planner Role - District Plan Senior Planner Role - District Plan Specialist Role - Senior Specialist
797	<u>Resource Management Act 1991 – Schedule 1</u>			13 (6)	Summary of decisions to be made available.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Senior Planner Role - Kaiarahi Pukenga - Planner Role - District Plan Planner Role - District Plan Senior Planner Role - District Plan Specialist Role - Senior Specialist
795	<u>Resource Management Act 1991 – Schedule 1</u>			13(3)	Amend the District Plan in respect of the designations.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Kaiarahi Pukenga - Planner Role - Senior Specialist Role - District Plan Senior Planner
796	<u>Resource Management Act 1991 – Schedule 1</u>			13(4)	Notification of decision of Requiring Authority to submitters, and owners and affected parties.	Role - General Manager - Planning and Development  Role - Manager - District Plan Role - Kaiarahi Pukenga - Planner Role - Senior Planner Role - District Plan Planner Role - District Plan Senior Planner Role - District Plan Specialist Role - Senior Specialist
798	<u>Resource Management Act 1991 – Schedule 1</u>			14(1) & (3)(b)	Making an appeal to the Environment Court.	Responsibility - Relevant Standing Committee  Responsibility - Relevant Committee Chair plus any 2 members (only when time constraints)
799	<u>Resource Management Act 1991 – Schedule 1</u>			16(1)	Amend Proposed District Plan.	Responsibility - Planning and Development Committee
800	<u>Resource Management Act 1991 – Schedule 1</u>			16(2)	Make minor amendments to correct minor errors.	Role - General Manager - Planning and Development Role - Manager - District Plan
801	<u>Resource Management Act 1991 – Schedule 1</u>			16A(1)	Approve Variations.	Responsibility - Planning and Development Committee
802	<u>Resource Management Act 1991 – Schedule 1</u>			16B	Merging Variations With District Plan.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Kaiarahi Pukenga - Planner Role - Senior Specialist Role - District Plan Senior Planner
803	<u>Resource Management Act 1991 – Schedule 1</u>			17	Final consideration of District Plan.	Responsibility - Planning and Development Committee
804	<u>Resource Management Act 1991 – Schedule 1</u>			17(1) & (1A)	Final consideration of District Plan, changes and also variations.	Responsibility - Planning and Development Committee

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
805	<u>Resource Management Act 1991 – Schedule 1</u>			17(3)	Affixing the local authority seal to the final plan.	Responsibility - Council Secretary Role - Chief Executive
806	<u>Resource Management Act 1991 – Schedule 1</u>			20	Notification of Operative District Plan.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Kaiarahi Pukenga - Planner Role - Senior Planner Role - District Plan Planner Role - District Plan Senior Planner Role - District Plan Specialist Role - Senior Specialist
807	<u>Resource Management Act 1991 – Schedule 1</u>			20A	Making minor amendments to correct the Operative District Plan.	Role - General Manager - Planning and Development Role - Manager - District Plan
808	<u>Resource Management Act 1991 – Schedule 1</u>			23(1) & (2)	Request of further information on a plan change.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Kaiarahi Pukenga - Planner Role - Senior Specialist Role - District Plan Senior Planner
809	<u>Resource Management Act 1991 – Schedule 1</u>			23(3)	Require report.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Kaiarahi Pukenga - Planner Role - Senior Specialist Role - District Plan Senior Planner
810	<u>Resource Management Act 1991 – Schedule 1</u>			23(4)	Notification of information.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Kaiarahi Pukenga - Planner Role - Senior Planner Role - District Plan Planner Role - District Plan Senior Planner Role - District Plan Specialist Role - Senior Specialist
811	<u>Resource Management Act 1991 – Schedule 1</u>			23(6)	Declining of plan change due to lack of information.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Kaiarahi Pukenga - Planner Role - Senior Specialist Role - District Plan Senior Planner
812	<u>Resource Management Act 1991 – Schedule 1</u>			24	Modification of request for plan change.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Kaiarahi Pukenga - Planner Role - Senior Specialist Role - District Plan Senior Planner
813	<u>Resource Management Act 1991 – Schedule 1</u>			25(1), (2)(a) & (b),(3) & (4)	Decision to 'adopt', 'accept', 'reject' a plan change or change to resource consent.	Responsibility - Planning and Development Committee
814	<u>Resource Management Act 1991 – Schedule 1</u>			25(2)(a)(i)	Public notification of plan change adopted.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Kaiarahi Pukenga - Planner Role - Senior Planner Role - District Plan Planner Role - District Plan Senior Planner Role - District Plan Specialist Role - Senior Specialist
815	<u>Resource Management Act 1991 – Schedule 1</u>			25(5)	Notification of Decision.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Kaiarahi Pukenga - Planner Role - Senior Planner Role - District Plan Planner Role - District Plan Senior Planner Role - District Plan Specialist Role - Senior Specialist

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
816	<u>Resource Management Act 1991 – Schedule 1</u>			28 (2), (4), (5) & (6)	Exercise notification of decisions with regard to withdrawals.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Senior Planner Role - Kaiarahi Pukenga - Planner Role - District Plan Planner Role - District Plan Senior Planner Role - District Plan Specialist Role - Senior Specialist
817	<u>Resource Management Act 1991 – Schedule 1</u>			29(4)	Decline, approve or modify plan change.	Responsibility - Planning and Development Committee
818	<u>Resource Management Act 1991 – Schedule 1</u>			29(9)	Decision to initiate a variation under Clause 16A.	Responsibility - Planning and Development Committee
783	<u>Resource Management Act 1991 – Schedule 1</u>			3(2)	Power to determine who is to be consulted or which previous consultation will be accepted.	Role - General Manager - Planning and Development  Role - Manager - District Plan
819	<u>Resource Management Act 1991 – Schedule 1</u>			32	Certification of inclusion of material into the District Plan.	Role - General Manager - Planning and Development Role - Manager - District Plan
821	<u>Resource Management Act 1991 – Schedule 1</u>			34 (3)	Distribution of referenced material.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Kaiarahi Pukenga - Planner Role - Senior Planner Role - District Plan Planner Role - District Plan Senior Planner Role - District Plan Specialist Role - Senior Specialist
822	<u>Resource Management Act 1991 – Schedule 1</u>			35	Access of material by reference and notification as to where it is available.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Kaiarahi Pukenga - Planner Role - Senior Planner Role - District Plan Planner Role - District Plan Senior Planner Role - District Plan Specialist Role - Senior Specialist
784	<u>Resource Management Act 1991 – Schedule 1</u>			4(1) & 4(10)	Notice to Requiring Authority and amendment of the District Plan.	Role - General Manager - Planning and Development Role - Manager - District Plan
785	<u>Resource Management Act 1991 – Schedule 1</u>			4(2) & (5)	Public notification – placement of notice and distribution.	Role - General Manager - Planning and Development Role - Manager - District Plan
750	<u>Resource Management Act 1991 – Schedule 1</u>			5(1A) & (1B)	Power to determine affected parties to be notified.	Role - General Manager - Planning and Development Role - Manager - District Plan
751	<u>Resource Management Act 1991 – Schedule 1</u>			5(2) & 5(5)	Public notification – placement of notice and distribution.	Role - General Manager - Planning and Development Role - Manager - District Plan
753	<u>Resource Management Act 1991 – Schedule 1</u>			7(1)	Summary of submissions and notification of submissions.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Kaiarahi Pukenga - Planner Role - Senior Planner Role - District Plan Planner Role - District Plan Senior Planner Role - District Plan Specialist Role - Senior Specialist
786	<u>Resource Management Act 1991 – Schedule 1</u>			8AA	Authority to resolve disputes.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Kaiarahi Pukenga - Planner Role - Senior Specialist Role - District Plan Senior Planner
787	<u>Resource Management Act 1991 – Schedule 1</u>			8B	Power to set hearing date and notice (including reports).	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Kaiarahi Pukenga - Planner Role - Senior Specialist Role - District Plan Senior Planner
788	<u>Resource Management Act 1991 – Schedule 1</u>			8C	Hearing not needed.	Role - General Manager - Planning and Development Role - Manager - District Plan
789	<u>Resource Management Act 1991 – Schedule 1</u>			8D(1)	Decision to withdraw a proposal.	Responsibility - Planning and Development Committee
790	<u>Resource Management Act 1991 – Schedule 1</u>			8D(2)	Notification of withdrawal and providing reasons.	Role - General Manager - Planning and Development Role - Manager - District Plan Role - Kaiarahi Pukenga - Planner Role - Senior Specialist Role - District Plan Senior Planner

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
791	<u>Resource Management Act 1991 – Schedule 1</u>			9	Recommendations and decisions on requirements (designations).	Responsibility - Planning and Development Committee
846	<u>Sale and Supply of Alcohol Act 2012</u>	Sale and Supply of Alcohol (Fees) Regulations 2013		10(2)	To charge a fee for a special licence that is 1 class below the class of the licence that is issued.	Role - Team Leader - Environmental Health  Role - Manager - Health and Bylaws Role - General Manager - Planning and Development
829	<u>Sale and Supply of Alcohol Act 2012</u>			102	To give copies of objections to applicants.	Role - Team Leader - Environmental Health Role - Manager - Health and Bylaws Role - General Manager - Planning and Development Role - Support Assistant - Health and Bylaws Responsibility - Secretary of the District Licensing Committee Responsibility - Chief Licensing Inspector Responsibility - Licensing Inspector
830	<u>Sale and Supply of Alcohol Act 2012</u>			103	To give copies of applications and accompanying documents to the Police, Medical Officer of Health and the inspectors. To give copies of any filed reports to applicants.	Role - Team Leader - Environmental Health  Role - Manager - Health and Bylaws Role - General Manager - Planning and Development Responsibility - Secretary of the District Licensing Committee Responsibility - Chief Licensing Inspector Responsibility - Licensing Inspector Role - Support Assistant - Health and Bylaws
832	<u>Sale and Supply of Alcohol Act 2012</u>			128	To give copies of objections to applicants.	Role - Team Leader - Environmental Health Role - Manager - Health and Bylaws Role - General Manager - Planning and Development Responsibility - Secretary of the District Licensing Committee Responsibility - Chief Licensing Inspector Responsibility - Licensing Inspector
833	<u>Sale and Supply of Alcohol Act 2012</u>			129	To give copies of applications and accompanying documents to the Police, Medical Officer of Health and the inspectors. To give copies of any filed reports to applicants.	Role - Team Leader - Environmental Health  Role - Manager - Health and Bylaws Role - General Manager - Planning and Development Responsibility - Secretary of the District Licensing Committee Responsibility - Chief Licensing Inspector Responsibility - Licensing Inspector Role - Support Assistant - Health and Bylaws
834	<u>Sale and Supply of Alcohol Act 2012</u>			139	To require applicants to attach notices of applications to conspicuous sites etc..	Role - Team Leader - Environmental Health Role - Manager - Health and Bylaws Role - General Manager - Planning and Development Responsibility - Secretary of the District Licensing Committee Responsibility - Chief Licensing Inspector Responsibility - Licensing Inspector
835	<u>Sale and Supply of Alcohol Act 2012</u>			140(2)	To set the time for the lodging of objections.	Role - Team Leader - Environmental Health Role - Manager - Health and Bylaws Role - General Manager - Planning and Development Responsibility - Secretary of the District Licensing Committee Responsibility - Chief Licensing Inspector Responsibility - Licensing Inspector Role - Team Leader - Democracy
836	<u>Sale and Supply of Alcohol Act 2012</u>			140(4)	To give copies of objections to applicants.	Role - Team Leader - Environmental Health Role - Manager - Health and Bylaws Role - General Manager - Planning and Development Responsibility - Secretary of the District Licensing Committee Responsibility - Chief Licensing Inspector Responsibility - Licensing Inspector
837	<u>Sale and Supply of Alcohol Act 2012</u>			141	To give copies of applications and accompanying documents to the Police, Medical Officer of Health and the inspectors. To give copies of any filed reports to applicants.	Role - Team Leader - Environmental Health  Role - Manager - Health and Bylaws Role - General Manager - Planning and Development Role - Team Leader - Democracy Role - Democracy Adviser Responsibility - Secretary of the District Licensing Committee Responsibility - Chief Licensing Inspector Responsibility - Licensing Inspector Role - Support Assistant - Health and Bylaws

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
838	<u>Sale and Supply of Alcohol Act 2012</u>			155	To receive copies of appeals of licensing committee decisions. To send copies of all required documentation related to an appeal to the secretary of ARLA.	<p>Role - Team Leader - Environmental Health</p> <p>Role - Manager - Health and Bylaws</p> <p>Role - General Manager - Planning and Development</p> <p>Responsibility - Secretary of the District Licensing Committee</p> <p>Responsibility - Chief Licensing Inspector</p> <p>Responsibility - Licensing Inspector</p>
839	<u>Sale and Supply of Alcohol Act 2012</u>			197	To appoint licensing inspectors under the Act	<p>Role - General Manager - Planning and Development</p> <p>Responsibility - Secretary of the District Licensing Committee</p>
840	<u>Sale and Supply of Alcohol Act 2012</u>			220	To give copies of applications and accompanying documents to the Police and the inspectors. To give copies of any filed reports to applicants.	<p>Role - Team Leader - Environmental Health</p> <p>Role - Manager - Health and Bylaws</p> <p>Role - General Manager - Planning and Development</p> <p>Role - Team Leader - Democracy</p> <p>Role - Democracy Adviser</p> <p>Responsibility - Secretary of the District Licensing Committee</p> <p>Responsibility - Chief Licensing Inspector</p> <p>Responsibility - Licensing Inspector</p> <p>Role - Support Assistant - Health and Bylaws</p>
841	<u>Sale and Supply of Alcohol Act 2012</u>			225	To give copies of applications and accompanying documents to the Police and the inspectors. To give copies of any filed reports to applicants.	<p>Role - Team Leader - Environmental Health</p> <p>Role - Manager - Health and Bylaws</p> <p>Role - General Manager - Planning and Development</p> <p>Role - Team Leader - Democracy</p> <p>Role - Democracy Adviser</p> <p>Responsibility - Secretary of the District Licensing Committee</p> <p>Responsibility - Chief Licensing Inspector</p> <p>Responsibility - Licensing Inspector</p> <p>Role - Support Assistant - Health and Bylaws</p>
842	<u>Sale and Supply of Alcohol Act 2012</u>			283	To give copies of applications to licensees. To fix dates for public hearings and to give notice of hearings	<p>Role - Team Leader - Environmental Health</p> <p>Role - Manager - Health and Bylaws</p> <p>Role - General Manager - Planning and Development</p> <p>Responsibility - Secretary of the District Licensing Committee</p> <p>Role - Team Leader - Democracy</p> <p>Role - Democracy Adviser</p> <p>Responsibility - Chief Licensing Inspector</p> <p>Responsibility - Licensing Inspector</p>
843	<u>Sale and Supply of Alcohol Act 2012</u>			284	To send copies or orders to the secretary of ARLA.	<p>Role - Team Leader - Environmental Health</p> <p>Role - Manager - Health and Bylaws</p> <p>Role - General Manager - Planning and Development</p> <p>Responsibility - Secretary of the District Licensing Committee</p> <p>Responsibility - Chief Licensing Inspector</p> <p>Responsibility - Licensing Inspector</p> <p>Role - Support Assistant - Health and Bylaws</p>
845	<u>Sale and Supply of Alcohol Act 2012</u>	Sale and Supply of Alcohol (Fees) Regulations 2013		6(4)	To assign a fees category to premises that is 1 level lower than the fees category determined under sub clause (1).	<p>Role - Team Leader - Environmental Health</p> <p>Role - Manager - Health and Bylaws</p> <p>Role - General Manager - Planning and Development</p>
824	<u>Sale and Supply of Alcohol Act 2012</u>			64	To issue licences, certificates and authorities (endorsed where appropriate).	<p>Role - Team Leader - Environmental Health</p> <p>Role - Manager - Health and Bylaws</p> <p>Role - General Manager - Planning and Development</p> <p>Responsibility - Secretary of the District Licensing Committee</p> <p>Responsibility - Chief Licensing Inspector</p> <p>Responsibility - Licensing Inspector</p> <p>Role - Support Assistant - Health and Bylaws</p>
825	<u>Sale and Supply of Alcohol Act 2012</u>			65-66	To keep records of every application filed with the DLC and the decision on the application. To keep a register of licensees to whom special licences have been issued by the committee, recording all prescribed particulars relating to those licences. To provide extracts from any record or register. To send to the secretary of ARLA a copy of every application made to the DLC, and a copy of every decision made by it.	<p>Role - Team Leader - Environmental Health</p> <p>Role - Manager - Health and Bylaws</p> <p>Role - General Manager - Planning and Development</p> <p>Responsibility - Secretary of the District Licensing Committee</p> <p>Responsibility - Chief Licensing Inspector</p> <p>Responsibility - Licensing Inspector</p> <p>Role - Support Assistant - Health and Bylaws</p>

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
826	<u>Sale and Supply of Alcohol Act 2012</u>			67	To certify extracts of registers or records.	Role - Team Leader - Environmental Health Role - Manager - Health and Bylaws Role - General Manager - Planning and Development Responsibility - Secretary of the District Licensing Committee Responsibility - Chief Licensing Inspector Responsibility - Licensing Inspector Role - Support Assistant - Health and Bylaws
827	<u>Sale and Supply of Alcohol Act 2012</u>			72	To issue duplicate licences or certificates to holders.	Role - Team Leader - Environmental Health Role - Manager - Health and Bylaws Role - General Manager - Planning and Development Responsibility - Secretary of the District Licensing Committee Responsibility - Chief Licensing Inspector Responsibility - Licensing Inspector Role - Support Assistant - Health and Bylaws
828	<u>Sale and Supply of Alcohol Act 2012</u>			73	To receive notifications of surrender of licences and certificates. To notify the secretary of ARLA of the surrender, and record the specified information.	Role - Team Leader - Environmental Health Role - Manager - Health and Bylaws Role - General Manager - Planning and Development Responsibility - Secretary of the District Licensing Committee Responsibility - Chief Licensing Inspector Responsibility - Licensing Inspector Role - Support Assistant - Health and Bylaws
823	<u>Sale and Supply of Alcohol Act 2012</u>			all	All of its responsibilities, duties and powers under this Act and Council's general authority to to sub delegate under section 198. Except - a) appointing a district licensing committee under section 186 and section 189 (1 - 5). b) establishing a list of persons approved to be members of the licensing committee under section 192 c) all of Council's responsibilities, duties and powers in Subpart 2.	Role - Chief Executive
844	<u>Sale and Supply of Alcohol Act 2012</u>	Sale and Supply of Alcohol (Fees) Regulations 2013		all	All of its responsibilities, duties and powers under these Regulations, except - Reporting on income received under clause 19 of the Regulations.	Role - Chief Executive
866	<u>Statutory Land Charges Registration Act 1928</u>			6	Authority to sign a notice of statutory land charge effecting registration of a charge.	Role - General Manager - Corporate Responsibility - Council Secretary Role - Manager - Revenue
867	<u>Statutory Land Charges Registration Act 1928</u>			7	Authority to sign certificate releasing statutory land charge	Role - General Manager - Corporate Responsibility - Council Secretary Role - Manager - Revenue
868	<u>Statutory Land Charges Registration Act 1928</u>			All	All of its responsibilities, duties and powers under this Act	Role - Chief Executive
869	<u>Summary Proceedings Act 1957</u>	All Regulations made under this Act		all	All of its responsibilities, duties and powers under this Act and Regulations	Role - Chief Executive
851	<u>Te Ture Whenua Maori Act 1993</u>			317	Consent to laying out roadways.	Responsibility - Infrastructure Committee
852	<u>Te Ture Whenua Maori Act 1993</u>			320	Consent for roadway to be declared a road or street.	Responsibility - Infrastructure Committee
854	<u>Te Ture Whenua Maori Act 1993</u>			325	Application to vest stopped road as Maori freehold land.	Responsibility - Infrastructure Committee
855	<u>Te Ture Whenua Maori Act 1993</u>			All	All of its responsibilities, duties and powers under this Act, except - (a) s317 consent for roadway (b) s 320 roadway declared a road or street (b) s321 payment of compensation (c) s325 application to vest stopped road	Role - Chief Executive
857	<u>Telecommunications Act 2001</u>			119	Authority to set out reasonable conditions.	Role - General Manager - Infrastructure Role - General Manager - Northland Transportation Alliance Role - Roading Corridor Management Lead Role - Strategy and Planning Manager Role - CAR Specialist
856	<u>Telecommunications Act 2001</u>			128-131	Powers to deal with trees on road verges interfering with telecommunications networks.	Role - General Manager - Infrastructure Role General Manager - Northland Transportation Alliance Role - Strategy and Planning Manager
858	<u>Telecommunications Act 2001</u>			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive
860	<u>Trespass Act 1980</u>			all	All of its responsibilities, duties and powers under this Act. The Chief Executive is the person in lawful occupation of land owned, occupied or controlled by the Council.	Role - Chief Executive

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
1062	<u>Trespass Act 1980</u>			Section 3 & 5	Power to issue a trespass warning to leave (verbal)	<ul style="list-style-type: none"> <li>Role - General Manager - Community</li> <li>Role - General Manager - Infrastructure</li> <li>Role - General Manager - Corporate</li> <li>Role - General Manager - Planning and Development</li> <li>Role - General Manager - Strategy and Democracy</li> <li>Role - General Manager - People and Capability</li> <li>Role - General Manager - Northland Transportation Alliance</li> <li>Role - Manager - Building Control</li> <li>Role - Manager - Business Improvement</li> <li>Role - Manager - Business Support</li> <li>Role - Manager - Communications</li> <li>Role - Manager - Community Development</li> <li>Role - Manager - Customer Services</li> <li>Role - Manager - Democracy and Assurance</li> <li>Role - Manager - District Development</li> <li>Role - Manager - District Plan</li> <li>Role - Manager - Finance</li> <li>Role - Manager - Health and Bylaws</li> <li>Role - Manager - ICT</li> <li>Role - Manager - Infrastructure Capital Programmes</li> <li>Role - Manager - Infrastructure Development</li> <li>Role - Manager - Infrastructure Planning</li> <li>Role - Manager - Libraries</li> <li>Role - Manager - Maori Outcomes</li> <li>Role - Manager - Parks and Recreation</li> <li>Role - Manager - Revenue</li> <li>Role - Manager - RMA Consents</li> <li>Role - Manager - Strategic Planning</li> <li>Role - Manager - Venues and Events WHANGAREI</li> <li>Role - Manager - Waste and Drainage</li> <li>Role - Manager - Water Services</li> <li>Role - Team Leader - Customer Experience</li> <li>Role - Team Leader - Claphams Clocks</li> <li>Role - Solid Waste Engineer</li> <li>Role - Cemetery and Botanica Manager</li> <li>Role - Matatau- Technical Officer</li> <li>Role - Team Leader - iSITE</li> <li>Role - Community Safety Officer</li> <li>Role - Team Leader - Venues</li> <li>Role - Team Leader - Marketing and Events</li> <li>Role - Team Leader - Major Event Planning and Administration</li> <li>Role - Bylaw Enforcement Coordinator</li> <li>Role - Team Leader - Collections</li> <li>Role - Team Leader - Democracy</li> <li>Responsibility - Council Approved Contractor</li> <li>Responsibility - CSR - Ruakaka</li> <li>Role - Team Leader - Service Centres</li> <li>Role - Strategy and Planning Manager</li> </ul>
1063	<u>Trespass Act 1980</u>			Section 4 & 5	Power to issue a trespass notice warning to stay off (written)	<ul style="list-style-type: none"> <li>Role - General Manager - Infrastructure</li> <li>Role - General Manager - Corporate</li> <li>Role - General Manager - Planning and Development</li> <li>Role - General Manager - Strategy and Democracy</li> <li>Role - General Manager - People and Capability</li> <li>Role - General Manager - Northland Transportation Alliance</li> </ul>
1064	<u>Trespass Act 1980</u>			Section 4 & 5	Power to serve a written trespass warning to stay off	<ul style="list-style-type: none"> <li>Role - General Manager - Planning and Development</li> <li>Role - General Manager - Strategy and Democracy</li> <li>Role - General Manager - Infrastructure</li> <li>Role - General Manager - Community</li> <li>Role - General Manager - Corporate</li> <li>Role - General Manager - People and Capability</li> <li>Role - General Manager - Northland Transportation Alliance</li> <li>Responsibility - Council Approved Contractor</li> </ul>
862	<u>Unit Titles Act 2010</u>			all	All of its responsibilities, duties and powers under this Act	<ul style="list-style-type: none"> <li>Role - Chief Executive</li> </ul>

ID	Act	Regulation	Bylaw	Section/Clause/Rule#	Delegation	Delegated To
861	<u>Unit Titles Act 2010</u>			S32-35	To certify that every building (if any) shown on a plan has been erected and all development work has been carried out to the extent necessary to enable all the boundaries of every unit and the common property on the plan to be physically measured.	Role - Manager - Building Control  Role - Team Leader - Compliance Role - Post Approval Officer Role - Team Leader - Building Consents
863	<u>Utilities Access Act 2010</u>			4&6	All powers, duties and functions of the Corridor Manager under the Act and the associated National Code of Practice.	Role - General Manager - Northland Transportation Alliance  Role - Roading Corridor Management Lead Role - General Manager - Infrastructure Role - Strategy and Planning Manager Role - CAR Specialist
864	<u>Utilities Access Act 2010</u>			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive
865	<u>Walking Access Act 2008</u>			all	All of its responsibilities, duties and powers under this Act except - a) the decision to give written consent as an administering authority under section 21 b) the decision to agree to be a controlling authority (or not as the case may be) under section 36  c) setting and imposing charges under section 37 d) the decision to agree with the Commission's decision to revoke a walkway e) making bylaws under section 68	Role - Chief Executive
871	<u>Waste Minimisation Act 2008</u>		Solid Waste Management Bylaw 2013;	2.5, 2.6, 2.7	Authority to issue, suspend and revoke licenses. Authority to dispense with full compliance of the provisions of the bylaw.	Role - General Manager - Infrastructure
873	<u>Waste Minimisation Act 2008</u>			all	All of its responsibilities, duties and powers under this Act except - a) making decisions under section 32 with respect to the spending of the levy b) adopting a waste management and minimisation plan under section 43 c) setting fees in accordance with section 46 d) making grants under section 47 e) reviewing the waste management and minimisation plan under section 50 f) making bylaws under section 56 g) reviewing bylaws under section 58	Role - Chief Executive
874	<u>Waste Minimisation Act 2008</u>		Solid Waste Management Bylaw 2013;	all	All of its responsibilities, duties and powers under this bylaw, except -  (a) the power to set fees (b) the power to make a decision for which a Council resolution is required (c) the power to hear and decided on any appeal process	Role - Chief Executive
872	<u>Waste Minimisation Act 2008</u>		Solid Waste Management Bylaw 2013;	various	All powers, duties and functions that are of an enforcement and inspection nature contained in the bylaw.	Responsibility - Warranted LGA Officer



ID	Delegation	Delegated To	Conditions/Notes
1037	All of it's responsibilities, duties and powers under any council adopted Policy or Strategy except - a) the power to set fees, b) the power to make a decision for which Council resolution is required, c) the power to hear and decide on any appeal process.	Role - Chief Executive  Role - Acting Chief Executive	
940	All the rights and powers as are reserved to Council as the Principal in all contracts entered into by Council, where Council is named as the Principal to such contracts unless delegated elsewhere in this manual.	Role - Chief Executive  Role - Acting Chief Executive	In accordance with NZS3910, 3916, 3917, FIDIC and other relevant standards.
910	Any two delegated officers are authorised to co-jointly approve new and refinanced bank facilities	Role - Chief Executive  Role - General Manager - Corporate Role - General Manager - Community Role - General Manager - Infrastructure Role - General Manager - Planning and Development Role - General Manager - Strategy and Democracy	Subject to Policy
906	Any two delegated officers are authorised to co-jointly approve new financial instruments, refinancing existing borrowing, and arranging new borrowing. Council provides delegation to the Finance Committee to approve transactions outside Policy as from 22 April 2015	Role - Chief Executive  Role - General Manager - Corporate Role - General Manager - Community Role - General Manager - Infrastructure Role - General Manager - Planning and Development Role - General Manager - Strategy and Democracy	Refer to the Finance Committee ToR.
913	Any two delegated officers are authorised to co-jointly approve new interest rate instruments and adjust existing instruments	Role - Chief Executive  Role - General Manager - Corporate Role - General Manager - Community Role - General Manager - Infrastructure Role - General Manager - Planning and Development Role - General Manager - Strategy and Democracy	Per risk control limits
911	Any two delegated officers are authorised to co-jointly arrange new external borrowing	Role - Chief Executive  Role - General Manager - Corporate Role - General Manager - Community Role - General Manager - Infrastructure Role - General Manager - Planning and Development Role - General Manager - Strategy and Democracy	Per Council approved
908	Any two delegated officers are authorised to co-jointly open and close bank accounts	Role - Chief Executive  Role - General Manager - Corporate Role - General Manager - Community Role - General Manager - Infrastructure Role - General Manager - Planning and Development Role - General Manager - Strategy and Democracy	Unlimited

ID	Delegation	Delegated To	Conditions/Notes
909	Any two delegated officers are authorised to co-jointly refinance existing debt	Role - Chief Executive  Role - General Manager - Corporate Role - General Manager - Community Role - General Manager - Infrastructure Role - General Manager - Planning and Development Role - General Manager - Strategy and Democracy	Subject to Policy
903	Any two delegated officers are co-jointly authorised to sign, make, draw or accept all negotiable instruments or written instructions drawn or payable by any bank account styled Whangarei District Council.	Role - Chief Executive  Role - General Manager - Corporate Role - General Manager - Community Role - General Manager - Infrastructure Role - General Manager - Planning and Development Role - General Manager - Strategy and Democracy Role - Manager - Finance	
941	Authority to accept alternative means of compliance for meeting the objectives of the EES for activities as they relate to the Departments area of expertise.	Role - Manager - Infrastructure Capital Programmes  Role - Manager - Parks and Recreation Role - Manager - Waste and Drainage Role - Manager - Water Services Role - General Manager - Infrastructure Role - Strategy and Planning Manager Role - Manager - Infrastructure Development	Initial Authority is delegated to the GMIS, see page 13 EES.
943	Authority to approve Road Encroachment Licenses for permanent structures.	Role - General Manager - Infrastructure  Role - General Manager - Northland Transportation Alliance Role - Strategy and Planning Manager	All approvals are to be granted and issued in accordance with the policy as well as any legislative requirements. Includes NTA Roles
942	Authority to ensure that all Temporary Traffic Management (TTM) measures are in accordance with CoPTTM.	Role - General Manager - Northland Transportation Alliance  Role - Roading Corridor Management Lead Role - General Manager - Infrastructure Role - Strategy and Planning Manager Role - CAR Specialist	Includes NTA Roles
907	Authority to maintain list of bank signatories	Role - Chief Executive	Unlimited
912	Authority to negotiate existing bank facilities	Role - General Manager - Corporate	N/A
905	Authority to write off bad debts under \$2,000 (exclusive of GST).	Role - Chief Executive Role - General Manager - Corporate Role - Manager - Revenue	Any amounts written off are to be reported to Council quarterly.

ID	Delegation	Delegated To	Conditions/Notes
904	Any two delegated officers are authorised to co-jointly make payments generated from financial systems or transfers between bank accounts.	Role - Manager - Finance Role - Senior Financial Accountant Role - Senior Management Accountant Role - Corporate Accountant Role - Management Accountant Role - Team Leader - People and Capability Administration	Payroll/Admin Support authority has to be co-authorised by one of the listed Financial Services delegated officers.
954	Category A.(iii) In the event of civil defence emergencies delegated authority to spend up to \$500,000.	Responsibility - CDEM Duty Controller	As a result of Agenda to 09/09/15 Infrastructure Committee meeting it was resolved that the position of Council CDEM duty controller be given a limited financial delegated authority of spend up to \$500,000 for a civil defence event.
1052	Delegated Authority to spend \$2,000,000.	Role - Deputy Chief Executive	Position Holders Listed in Financial Delegations - Category A

ID	Delegation	Delegated To	Conditions/Notes
889	Delegated authority to spend up to \$10,000	Role - Team Leader - Major Event Planning and Administration Role - Senior Systems Accountant Role - Team Leader - Information Management Role - Team Leader - Communications Operations Role - Senior Financial Accountant Role - Senior Management Accountant Role - Senior Project Manager - Systems Analyst Role - Team Leader - ICT User Support Role - Team Leader - Infrastructure Assets Role - Team Leader - Infrastructure Planning Role - Landscape Architect Role - Team Leader - Project Management Role - Strategic Asset Co-ordinator - Parks Role - Laboratory Manager Role - Health and Safety Manager Role - Team Leader - Rates Administration Role - Distribution Engineer Role - Team Leader - Business Systems Role - Team Leader - Major Event Planning and Administration Role - Economic Development Facilitator Role - Technical Officer Role - Matatau Technical Officer Role - Team Leader - ICT Projects Role - Operations Engineer - Waste and Drainage Role - Team Leader - Outreach Services Role - Team Leader - Strategic Planning and Urban Design Role - Team Leader - Development Contributions Role - Project Engineer - Waste and Drainage Role - Development Engineer Role - Team Leader - Collections Role - Team Leader - Facilities Management Role - Team Leader - Landscape Architect Role - Team Leader - Venues Role - Team Leader - Democracy Role - Corporate Accountant Role - Waste and Drainage Engineer Role - ICT Systems Engineer Role - Team Leader - Central Services	Position Holders listed in Financial Delegations - Category E

ID	Delegation	Delegated To	Conditions/Notes
891	Delegated authority to spend up to \$2,000	Role - EA to General Manager - Community Role - Matatau - EA to General Manager - Corporate Role - EA to General Manager - Infrastructure  Role - EA to General Manager - Planning and Development Role - EA to General Manager - Strategy and Democracy Role - EA to Mayor and Deputy Mayor Role - EA to General Manager - Northland Transportation Alliance Role - EA to Chief Executive	<b>Position Holders listed in Financial Delegations - Category G</b>  <b>Note that this delegation only applies to the EA to the GM for NTA if they are a WDC employee.</b>
888	Delegated authority to spend up to \$25,000	Role - Manager - Customer Services Role - Manager - District Plan Role - Manager - Health and Bylaws Role - Manager - RMA Consents Role - Manager - Democracy and Assurance Role - Team Leader - Development Engineering Role - Manager - Maori Outcomes Role - Cemetery and Botanica Manager Role - Solid Waste Engineer Role - Operations Engineer - Water Role - Commercial Property Adviser	<b>Position Holders listed in Financial Delegations - Category D</b>
886	Delegated authority to spend up to \$250,000	Role - General Manager - Community  Role - General Manager - Northland Transportation Alliance  Role - General Manager - Corporate Role - General Manager - Infrastructure Role - Councillor Deputy Mayor Role - General Manager - Planning and Development Role - General Manager - Strategy and Democracy	<b>Position Holders listed in Financial Delegations - Category B</b>  <b>Includes NTA Roles</b>
1051	Delegated Authority to spend up to \$3,500,000	Role - Chief Executive	

ID	Delegation	Delegated To	Conditions/Notes
890	Delegated authority to spend up to \$5,000	Role - Team Leader - Contact Centre Role - Team Leader - Service Centres Role - Community Events Co-ordinator Role - Senior Communications Adviser Role - Team Leader - Infrastructure Support and Contract Pmts Role - Kaiarahi Pukenga - Cemetery Operator Role - Asset Engineer - Waste Role - Wastewater and Stormwater Operations Manager Role - Asset Engineer - Water Role - Water Treatment Operations Co-ordinator Role - Team Leader - People and Capability Administration Role - Team Leader - Building Consents Role - Team Leader - Building Approvals and Compliance Role - Team Leader - Building Support Role - Team Leader - Environmental Health Role - Team Leader - Claphams Clocks Role - Team Leader PIMS and LIMS Role - RMA Planning Specialist Role - Team Leader - RMA Consents Role - Team Leader - RMA Approvals and Compliance Role - Team Leader - RMA Support Role - Team Leader - Democracy Role - Senior Strategic Planner Role - District Plan Specialist Role - Corporate Accountant Role - Landscape Architect Role - Emergency Management - NRC Role - Field Officer Role - Team Leader - Building Inspections Role - Senior Rates Adviser Role - Senior Revenue Administrator Role - Risk Management Adviser Role - Matatau - RMA Compliance Officer Role - Stormwater Engineer Role - Project Engineer Role - Matatau - Project Engineer Role - Team Leader - iSITE Role - Team Leader - Customer Experience Role - Systems Engineer - Water Services Role - Revenue Adviser	Position Holders listed in Financial Delegations - Category F.

ID	Delegation	Delegated To	Conditions/Notes
887	Delegated authority to spend up to \$50,000	Role - Manager - Libraries Role - Manager - Venues and Events WHANGAREI Role - Manager - Finance Role - Manager - Building Control Role - Manager - Business Support Role - Manager - Community Development Role - Manager - Business Improvement Role - Manager - Communications Role - Manager - Revenue Role - Manager - District Development Role - Manager - Infrastructure Development Role - Manager - Infrastructure Planning	Position Holders listed in Financial Delegations - Category C
TBA	Delegated authority to spend up to \$100,000	Role - Strategy and Planning Manager Role - Capital Works and Procurement Manager Role - Manager - ICT Role - Manager - Water Services Role - Manager - Waste and Drainage Role - Manager - Parks and Recreation Role - Manager - Infrastructure Capital Programmes Role - General Manager - People and Capability	Includes Transportation Roles
914	Each officer has a daily limit on the amount of borrowing, investing, interest rate risk management and cash management (excludes rollovers on debt and interest rate swaps)	Role - General Manager - Corporate  Role - Manager - Finance Role - Chief Executive	CE has limit of \$50M  GM Corporate has limit of \$35M Finance Manager has limit of \$10M
915	Each officer has a daily limit on the amount of borrowing, investing, interest rate risk management and cash management (excludes rollovers on debt and interest rate swaps)	Role - Chief Executive	\$50M
916	Each officer has a daily limit on the amount of borrowing, investing, interest rate risk management and cash management (excludes rollovers on debt and interest rate swaps)	Role - General Manager - Corporate	\$35M
917	Each officer has a daily limit on the amount of borrowing, investing, interest rate risk management and cash management (excludes rollovers on debt and interest rate swaps)	Role - General Manager - Corporate  Role - Senior Financial Accountant Role - Manager - Finance	\$10M
883	Tax Payments - GST, PAYE, FBT, NRWT	Role - Manager - Finance  Role - General Manager - Corporate Role - Senior Financial Accountant	These tax payments follow a IRD driven process therefore the delegation may be greater than the financial delegation of the officer. This is low risk and therefore appropriate. If required officers will revert to high authority if any concerns/ changes to standard process.
926	Make and take any statutory declaration or oath required in relation to Council.	Role - Chief Executive	

ID	Delegation	Delegated To	Conditions/Notes
881	Non-Rating Refunds – accounts in credit and customer requests refund / overpayments / duplicate payments	Role - Manager - Finance  Role - Senior Financial Accountant Role - Senior Management Accountant Role - Corporate Accountant Role - General Manager - Corporate Role - Manager - Revenue Role - Team Leader - Collections Role - Senior Revenue Administrator	
925	Power to affix the council seal to execute or authenticate council documents pursuant to a decision of Council, Committee or Sub-Committee.	Role - Chief Executive  Responsibility - Council Secretary	
927	Power to affix the Council Seal to overseas pension documents.	Role - Chief Executive Responsibility - Council Secretary	
928	Power to affix the Council Seal to property/land transfer documents which require execution by way of Council Seal.	Role - Chief Executive  Role - General Manager - Corporate Role - General Manager - Community Role - General Manager - Infrastructure Role - General Manager - Planning and Development Role - General Manager - Strategy and Democracy	
918	Power to decide whether to take any Tribunal legal action.	Role - Chief Executive Role - General Manager - Corporate Role - General Manager - Community Role - General Manager - Infrastructure Role - General Manager - Planning and Development Role - General Manager - Strategy and Democracy	
924	Power to execute a Deed.	Responsibility - Mayor plus any one Councillor  Responsibility - Deputy Mayor plus any one Councillor (in Mayor's absence only)	
895	Power to sign applications, documents or instruments or certify any document or instrument in relation to any interest in land, on behalf of Council, including but not limited to: - Agreements for sale and purchase - Leases - Licences - Variations - Sub-leases - Licence to occupy - MoUs - Documents for amending or withdrawing caveats - Easement Certificates - Compensation Certificates - Release of bonds or encumbrances	Role - Chief Executive  Role - General Manager - Planning and Development Role - Manager - District Development Role - Commercial Property Adviser Role - General Manager - Infrastructure Role - Manager - Parks and Recreation Role - Manager - RMA Consents Role - Post Approval Officer Role - Team Leader - RMA Approvals and Compliance Role - General Manager - Community Role - General Manager - Corporate Role - General Manager - Strategy and Democracy	The delegated officers' authority to act is limited to their respective financial delegations.



ID	Delegation	Delegated To	Conditions/Notes
922	Power to sign the Authority and Instruction forms for LINZ e-dealing on behalf of Council.	Role - Chief Executive  Role - General Manager - Corporate Role - General Manager - Community Role - General Manager - Infrastructure Role - General Manager - Planning and Development Role - General Manager - Strategy and Democracy Role - Post Approval Officer Role - Legal Counsel Role - Team Leader - RMA Approvals and Compliance	
876	Rating Refunds – accounts in credit and customer requests refund / overpayments / duplicate payments	Role - General Manager - Corporate  Role - Manager - Revenue Role - Senior Revenue Administrator Role - Senior Rates Adviser Role - Team Leader Rates Administration Role - Team Leader - Collections	Delegation subject to roles financial delegation.
880	Processing building, resource consents, regulatory and property charges?	Role - Manager - Finance  Role - Finance Business Partner  Role - Team Leader - Rates Administration Role - Accounts Receivable Administrator Role - Revenue Administrator Role - Team Leader - Collections Role - Manager - Revenue Role - General Manager - Corporate	These have been processed historically by financial services so we could continue to process and fix. This may be changed to Revenue team as links to revenue activities (rather than finance)
884	Review and Approve Payroll	Role - Manager - Finance Role - Senior Financial Accountant Role - Senior Management Accountant Role - General Manager - Corporate	
894	Review and set rentals for general housing.	Role - Commercial Property Adviser  Role - Manager - District Development Role - General Manager - Planning and Development Role - Pensioner Housing and Community Property Adviser Role - Manager - Community Development Role - General Manager - Community	
958	The authority to approve submissions on any documents or plans of other organisations.	Responsibility - Relevant Standing Committee  Responsibility - Relevant Committee Chair plus any 2 members (only when time constraints)	
949	Submissions on national policy statements or national environmental standards.	Responsibility - Planning and Development Committee  Responsibility - Infrastructure Committee	Prior to proceeding, the relevant GM's will liaise with each other to identify whether more than one Group is interested in submitting.

ID	Delegation	Delegated To	Conditions/Notes
899	The authority to approve submissions and further submissions on resource consents, plan changes and policy statements of other local authorities.	Responsibility - Relevant Standing Committee	
		Responsibility - Relevant Committee Chair plus any 2 members (only when time constraints)	
897	The authority to approve submissions on legislation that affects Council functions, powers or responsibilities.	Responsibility - Relevant Standing Committee  Responsibility - Relevant Committee Chair plus any 2 members (only when time constraints)	Prior to proceeding, the lead GM will liaise with other GMs to identify whether more than one committee is interested in submitting to ensure a single submission is tabled.  Where appropriate the Committee Chairs may determine that the submission should be presented to Council for resolution.
919	Power to decide whether to initiate District Court proceedings.	Role - Chief Executive  Role - General Manager - Corporate Role - General Manager - Community Role - General Manager - Infrastructure Role - General Manager - Planning and Development Role - General Manager - Strategy and Democracy Role - Manager - Revenue	Initiation of proceedings includes the disputes tribunal for the purposes of recovery of debt
939	The power to agree to the Contractor taking steps to accelerate the works.	Role - General Manager - Infrastructure Role - Manager - Infrastructure Capital Programmes Role - Capital Works and Procurement Manager Role - General Manager - Northland Transportation Alliance Role - Manager - Parks and Recreation Role - Manager - Waste and Drainage Role - Manager - Water Services Role - Strategy and Planning Manager Role - Manager - Infrastructure Development	In accordance with NZS3910, 3916, 3917, FIDIC and other relevant standards. Includes NTA Roles
936	The power to appoint any suitably qualified person to the position of the Engineer in all contracts entered into by Council where the role of the Engineer under such contract is governed by the conditions of contract.	Role - General Manager - Infrastructure  Role - Manager - Infrastructure Capital Programmes Role - Capital Works and Procurement Manager Role - General Manager - Northland Transportation Alliance Role - Manager - Parks and Recreation Role - Manager - Waste and Drainage Role - Manager - Water Services Role - Strategy and Planning Manager Role - Manager - Infrastructure Development	In accordance with NZS3910, 3916, 3917, FIDIC and other relevant standards.  Includes NTA Roles
937	The power to contend that the Contractor has failed to perform its obligations under the contract.	Role - General Manager - Infrastructure  Role - Manager - Infrastructure Capital Programmes Role - Capital Works and Procurement Manager Role - General Manager - Northland Transportation Alliance Role - Manager - Parks and Recreation Role - Manager - Waste and Drainage Role - Manager - Water Services Role - Strategy and Planning Manager Role - Manager - Infrastructure Development	In accordance with NZS3910, 3916, 3917, FIDIC and other relevant standards.  Included NTA Roles

ID	Delegation	Delegated To	Conditions/Notes
938	The power to instruct the Engineer to make amendments or deductions to Progress Payment Schedules, including the deduction of liquidated damages.	Role - General Manager - Infrastructure  Role - Manager - Infrastructure Capital Programmes Role - Capital Works and Procurement Manager Role - General Manager - Northland Transportation Alliance Role - Manager - Parks and Recreation Role - Manager - Waste and Drainage Role - Manager - Water Services Role - Strategy and Planning Manager Role - Manager - Infrastructure Development	In accordance with NZS3910, 3916, 3917, FIDIC and other relevant standards.  Includes NTA Roles



# Whangarei District Council

## Delegations Policy

## Policy 150

Policy title			
Audience (Primary)	Internal	Business Owner (Dept)	Democracy and Assurance
Policy Author	Risk and Audit Analyst	Review Date	November 2021

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## Introduction

### Purpose

This document outlines Whangarei District Council's Policy on Delegations. This document should be read in conjunction with Council's delegations register. [Delegation Register on Kete](#)

### Definition of Delegation

Delegated authority is how Council sets out its policy on what functions, duties and powers that it must, or wishes to retain responsibility for and those that it wishes to delegate.

The powers, functions and duties of a council are prescribed either expressly or implicitly by and through various Government Acts and Regulations. The legislation gives different powers, functions and duties to the elected Council, the Chief Executive (CE) as well as specific officers in certain instances.

Delegation is the conveying of a duty or power to act to another person or entity, including the authority that the person or entity making the decision would themselves have had in carrying out that duty or exercising that power.

### Purpose of Delegation

To support administrative efficiency and expediency in the conducting of its day-to-day business, Council delegates certain statutory duties, responsibilities and powers to its standing committees, subcommittees, elected members or staff (the delegated person or entity).

These delegations are a necessary operational requirement to achieve best use of the abilities of elected members and staff to promote efficient and effective decision-making. Delegations seek to avoid administrative delays and inefficiencies that might otherwise occur if all matters had to be referred to Council every time a decision needs to be made.

A power merely to hear evidence or consider a proposal is not a delegation and is not therefore generally included in the delegation register.

The delegated person or entity generally has the authority to hear any matter within their jurisdiction and submit a report or recommendation to a higher authority, unless that is prohibited by law.

### The Legal Basis

The delegations contained in the delegations' register are made in accordance with the Local Government Act 2002 ('the Act') as well as a range of other legislation that Council operates under. In most cases Council has the primary power of delegation, as it is this body that is specified in the empowering legislation. In some specific instances, the legislation empowers the Chief Executive directly and he/she will have the primary power of delegation.

Other statutes also confer or limit the ability for Council to delegate decision-making powers and duties. These are reflected in the delegations register.

### General and Specific Delegations

A general delegation implies the granting of authority to determine a range of matters as and when they arise over time without further reference to the delegating body or person who made the delegation.

A specific delegation allows the granting of authority on a particular matter that is not covered by the general delegations. This delegation will apply only so long as that matter is unresolved and will then lapse. This must be recorded by a council or committee resolution or written authority from the CE.

### Delegated Financial Authority (DFA)

Delegated Financial Authority (DFA) is one of the non-statutory powers delegated by Council to staff. By delegating to Managers and Team Leaders within the organisation Council supports the continuous operations of the organisation.

DFA's are to be enacted using one up approval.

Financial approval applies to the granting of contracts and including the procurements of services and goods under Council procurement policy. Staff DFA must be sufficient to cover the total cost of a supplier contract including any related or ongoing obligations such as maintenance.

It must be noted that some staff roles are provided with systems approval for financial processes within Council systems that are greater than their DFA. This is for administration of payments on contracts or services that have been approved, via one up approval at the appropriate level. This includes but is not limited to the role of Council Secretary who administers the decisions and financial approvals of Council within Councils financial system.

## Delegations Approach

Where possible, Council delegates appropriate functions, duties and responsibilities to the Chief Executive. The Chief Executive can then further delegate these to specified appropriate staff positions. This approach allows Council's delegations to be managed more efficiently and effectively.

The Chief Executive is responsible for implementing the decisions of the Council and ensuring that all responsibilities, duties and powers delegated to him or her, or to any person employed by the Council, are properly performed or exercised. This includes those imposed or conferred by an Act, regulation or bylaw.

Best practice is to encourage the delegation of decision-making to the lowest competent level to best support the purpose of delegations.

## Policy statements

1. The delegated person or entity is acting on behalf of Council when exercising delegated authority. Decisions made under this authority must be exercised in accordance with the law, and relevant policies and procedures.
2. No delegation relieves Council, an Elected Member, or officer of the liability or legal responsibility to perform or ensure performance of any function or duty.
3. Subject to any specified limitation, term or condition applied by the delegating body or person or by law, a delegated officer may exercise the power or authority delegated in the same manner and to the same effect as could the delegating body or person.
4. Council is bound by any decision made by a delegated person or entity, to the extent that the decision has already become binding on Council by the operation of law and therefore cannot be reversed.
5. While having the authority to act, the delegated person or entity has the right not to exercise that delegation and therefore not make a decision. In such instances, the delegated person or entity should discuss the matter with their manager or the delegating authority.
6. Should any delegated officer, having considered all the facts of the case, be unable to make a decision which complies with Council policy on any matter, the correct action is then to refer the matter to the Council if a decision cannot be made in compliance with any policy applying to the decision to be made.
7. The powers delegated to a person of entity are also delegated to all persons within Council direct reporting line between the CE and the person or entity. This does not apply where qualifications or competence required to exercise the delegation are required, or the exercising of the delegation is limited or prohibited by legislation.
8. A delegating authority may exercise their powers in relation to a delegation where no decision has yet been made by a delegated person or entity.
9. It is implicit that a delegation may be revoked at any time without notice.
10. If a delegated person or entity's decision is invalid it cannot be ratified by the delegating authority. The correct action is generally for the matter to be considered in full again by the delegated person or entity, assuming it is within their power to determine the matter.



11. Unless any delegation is expressed to be for a definable term, it shall continue until revoked by the delegating authority, or withdrawn in any way by operation of law.
12. Staff carrying out higher duties in a temporary acting capacity have the delegated powers, duties and responsibilities of the position in which they are acting, including the Acting Chief Executive.

## Review

This policy and the associated delegations register will be reviewed every three years.

## Adopted

**This policy was adopted by council on:**

**Date of meeting:** ~~29 November 2018~~

To be completed following approval by Council.

**By:** Whangarei District Council



## 7.2 2024 LGNZ Membership Renewal

<b>Meeting:</b>	Whangarei District Council
<b>Date of meeting:</b>	23 May 2024
<b>Reporting officer:</b>	Emily Thompson (Manager – Democracy and Assurance) Simon Weston (Chief Executive)

### 1 Purpose / Te Kaupapa

To advise council about the continued relationship, and membership renewal with Local Government New Zealand (LGNZ).

### 2 Recommendations / Whakataunga

That the Council;

1. Approves the renewal of the LGNZ membership for 2024- 2025.
2. Confirms the ongoing relationship with LGNZ.

### 3 Background / Horopaki

Local Government New Zealand (LGNZ) is a organization that provides support and advocacy for councils across New Zealand. They assist with information, training and toolkits to ensure that councils are able to support their communities and help them to thrive.

Council is part of the Zone 1 geographical grouping within LGNZ and part of the metropolitan sector group.

### 4 Discussion / Whakawhiti kōrero

Council is a current member of LGNZ. Membership renewal was received on 15 April for the 2024- 25 membership year.

LGNZ provides information, training and toolkits that enable staff to work with new legislation that comes out and to share best practice across councils around the country. They also provide training and information to our Elected Members across the triennium of Council.

Throughout 2023-24 membership year the LGNZ National Council has reset the LGNZ strategy to be a Champion, connect and support local government. This has been seen with the national level campaigns on funding challenges for Local Government, and the provision of full access to the Akona online learning portal being included in the 2024-25 membership costs.

Central Government currently look to all of Local Government to work collectively and to provide one voice to identify solutions to the myriad of challenges that Local and Central

Government are facing. In consideration of continued membership of LGNZ, Council should consider how to ensure that Whangarei District is included in these collective discussions to influence the decisions.

LGNZ have provided a one-page overview of what they do and this is included as attachment 1. The delivery of these offerings are provided to Elected Members in a number of different formats including:

- Conferences, annual LGNZ Conference, YEM Conference.
- Meetings, Sector and Future of Local Government
- Support for Zone meetings
- Newsletters, updates of what is coming through Central Government and the work that LGNZ are doing for Local Government.
- Induction training (in person) for Elected Members and for Mayors
- Akona online Learning platform

LGNZ also have a Mayor Task Force For Jobs offering that Council have declined to subscribe to. However, we are benefiting from this offering by having a young person involved in the TUIA programme. This is a local who is being mentored by the Mayor and an Elected Member, they are involved in community projects and learning about local government. As part of this process LGNZ provide support to them and the Elected Members involved including wanaga sessions to network with other TUIA programme members from across the country.

The value that we gain as an organisation is different for each person involved. Feedback that has been received from some of our Elected Member, which shows the different views of various aspects of the LGNZ offering.

**Table One : Feedback from Elected Members on LGNZ offerings:**

Conferences:	Zone Meetings
<p>.. conference was a great experience, and I am thankful that I got the opportunity to attend.</p> <p>It was great to be able to network and pick other brains get others' views on matters.</p> <p>...conference allowed each of us to connect with many other people in the same situation as ourselves from around the country and allow us to gain some perspective and explore connections and ways of progressing through things.</p> <p>I'm grateful that there was an option of virtual attendance ... as I don't want to fly to wellington for one afternoon meeting only to have to come right back</p> <p>Being able to contribute to the wider picture but also seeing many of us are facing similar issues was great.</p> <p>Good networking sessions, concern that LGNZ seems to focus on central cities and their comments rather than the regions.</p>	<p>Zone meetings I find valuable</p> <p>The LGNZ Zone meetings are highly informative with the attendance</p> <p>It is clear to me that having LGNZ advocating for the Local Government Sector is critical, they have regular meetings with the LG Minister, other ministers and the PM where they can articulate the position LG is in and suggest changes, without this advocacy I have little doubt that we would be in a worse position to negotiate with Central Government</p> <p>I am glad there are others in the group who I can reach out to if I need some assistance.</p> <p>Our Zone one meetings are ok,... the team get more information and support from our Northland Forward together and Mayoral Forums rather than Zone 1 meetings.</p> <p>Metro sector meetings, these are also good networking and finding information out, .. again the UNISA meetings are better for Northland and Whangarei.</p>

Newsletters	Akona Learning Platform
<p>informative and relevant, helping to understand what advocacy work is being undertaken with regular updates. Also giving updates on networking and professional development opportunities that they are running.</p> <p>Newsletters are informative, although I don't always think some content is appropriate for us as council, not all ideas are in line with our/my thinking.</p>	<p>it is great that LGNZ have made Akona available to all member councils as a part of the membership fee as previously it was a subscription that we didn't pay for. I have been watching some of the videos which are helpful and will continue to refer to it as we now have access.</p> <p>I tried the Akona ... when it was first established, and I found it at that point useless. It would have been great as a new councillor to have had access to this platform.</p> <p>I have not been able to take up the opportunity to make use of this service.</p>
Newsletters, cont.	Akona Learning Platform, cont.
<p>When I do look over them I see the value they hold and do provide good coverage of what has been happening, and guidance.</p> <p>Not really beneficial for Northland and Whangarei.</p>	<p>Never used</p> <p>...it is good to have this as an included learning rather than having to pay for other professional development which either would have to come from my own limited budget or come from the council funds.</p>
Other feedback:	
<p>They have taken on board feedback on the review of local government by elected members in a impartial and un-bias way which has seen many items drop off and only the ones with strong agreement being pushed for including the funding model and other key issues for the sector.</p> <p>I initially had my doubts as to whether we got bang for our buck being in LGNZ, I'm still not 100% sure.</p> <p>Being a part of LGNZ allows us to bring a more unified voice to central government, just as we regularly hear our own elected members say about our public or to central government.</p> <p>While we may stand out and may be a shining example, sometimes, we must keep that together and work with the other councils to move forward. Being a part of this is invaluable and being able to collectively submit remits and engage in the level we can needs to be retained.</p> <p>The team do try to communicate with us, they are active.</p> <p>What makes the whole experience of LGNZ tired, is that it takes so much time out of my day to attend anything. Accommodation is not cheap and neither is travel.</p> <p>We could get more value from LGNZ if we formally reported and followed up on ideas and progress, this could be driven by staff.</p> <p>LGNZ have been a bit disconnected in the past but the last six months there has been good engagement.</p> <p>Great way to connect with country wide Mayors and Elected Members.</p> <p>Council are challenged by costs. Saving of the membership fee could be used elsewhere.</p>	

It is important that Local Government maintain a collective voice for Central Government to communicate with. Local Government also need to be able to communicate with other stakeholders that engage with Local Government. If this voice diminishes, then Council's overall Local Government influence will diminish also.

It is important that Central Government recognises individual members of LGNZ and that Council should recognise the important part they play as part of the broader sector that can rationalise, communication with influence and work with the stakeholders within the sector.

#### 4.1 Financial/budget considerations

The invoice for 2023/24 is \$80,300 plus GST.

This a 5% increase on last year, a rate that is below inflation and comes after minimal increases over the last few years. LGNZ had signalled that Council should expect up to a 15% increase.

Financial Year	Amount	Increase on previous year
21-22	\$70,045.97 + GST <i>Exact same cost as 20-21</i>	0%
22-23	\$72,147.35 + GST	3%
23-24	\$76,476.19 + GST	6%
24-25 (This renewal)	\$80,300 .00 + GST	5%

The cost of renewing this membership has been budgeted.

#### Additional costs:

It has been noted that one benefit of being a member of LGNZ is access to conferences and topical meetings with other Local Government parties. The cost of flights and accommodation are considered, by some, to be part of the cost of membership.

LGNZ have advised that they will try to run meetings virtually when possible but recognise that some sessions benefit from in person meetings. Therefore, costs for travel to LGNZ events for this triennium are included in the table below.

It should be noted that funding for travel is included in Elected Member and Meetings Budget and the Mayoral Budget. Within the Elected Member and Meeting budget there are funds ringfenced for travel for learning and development opportunities. Council is currently within budget for this financial year.

**Table two : breakdown of spend for registration, travel and accommodation for LGNZ events this triennium of Council.**

Event	Registration Costs	Cost – travel and accommodation	Notes
Mayoral Induction (October 2022)	\$1,227.63	\$1,606.97+GST	Great way to connect with Mayors across the Country
Elected Member Induction - October 2022. (14 possible attendees)	\$5,355 + GST	Held in Whangarei, for all 14 Elected Members.	Great way to meet Elected Members from across the region.
<b>Financial Year 22-23 Total</b>	<b>\$6,582.63 + GST</b>	<b>\$1,606.97+GST</b>	

LGNZ Conference July 2023 (4 attendees)		\$ 5,103.74	
August 2023 LGNZ Meeting (3 Attendees)	\$0	\$ 3,493.07 +GST	
November 2023 LGNZ Meeting (3 attendees)	\$345 + GST	\$ 3,824.37 + GST	
April 2024 LGNZ Meeting (2 attendees)	\$0	\$3,087.82 + GST.	
Young Elected Members Conference, Feb 2024 (3 attendees)	\$3,105 + GST	Mileage only, accommodation included in registration.	Held in Waitangi, and good value for attendees.
<b>Financial Year 23-24 – Total so far</b>	<b>\$3,450 + GST</b>	<b>\$15,512 + GST</b>	

We do not pay the subscription for the Mayor Taskforce for Jobs (approx. \$6900 + GST ) but do use the service provision. Cost of attendance to associated meeting and wanaga, for the mentee, is in the region of \$5,000 + GST. This has been confirmed and is from the Mayors discretionary budget.

The Akona Learning platform has been included in the membership price for this renewal, this could be rolled out to Elected Members as a training programme.

#### 4.2 Risks Vs Benefits of continuing the relationship with LGNZ

**Table Three: Risk vs Benefits of STAYING in LGNZ**

<b>Risks</b>	<b>Benefits</b>
<p>Commitment of membership fee and travel costs for continued inclusion in LGNZ. Could be reallocated.</p> <p>Totaling</p> <p>22-23 FY – \$84,665.79 + GST</p> <p>23-24 FY - \$99,262 + GST</p>	<p>Budget is already identified for both the membership costs and the travel associated with Learning and development opportunities for elected members.</p> <p>For 2023-24 we are still within budget on travel and accommodation for L&amp;D including all LGNZ activities.</p>
<p>Current Zone 1 meetings do not include Kaipara, which results in lots of items being deferred to other regional forums (such as Mayoral Forum or Northland Forward together)</p>	<p>Having a voice at the table with other Local Government entities to ensure that the issues for our region are being heard at a Central Government level.</p>
<p>Some of the direction for LGNZ is different to the direction of some of our elected members.</p> <p>It must be recognised that Council may differ in opinion from LGNZ on some topics, this should form the basis for informed debate for the Council.</p>	<p>LGNZ are providing support and guidance on approaches to areas of national debate, the media campaign that they provided on the cost increases helped with our discussions in the LTP consultation space.</p>

Risks	Benefits
There is currently no mechanism within LGNZ to support on some causes but identify/ be recognised as an individual member that may not align will the direction on all matters.	By retaining membership Council have the ability to debate topics where they hold differing views from the LGNZ leadership. This is part of the democratic process and Council should work with LGNZ to allow ways to recognise when an individual member is not aligned with LGNZ direction.
Focus on National networking and understanding outside the region through LGNZ arranged events. This could lead to missed potential in developing regional connections and improving Northland.	Continuing with network building across the Country via the LGNZ forums, meetings and conferences. This could lead to better understanding of our Northland situation and ways to improve how we do things as a region.
Continue to engage in the TUIA programme support from LGNZ and are asked to commit to the Mayors Task Force for Jobs programme.	Council are able to keep the promises made to the TUIA mentee for support over this year. Providing this support to talented locals help to improve Councils local reputation.
Elected Members focus on LGNZ activities as their Learning and development opportunities.	Elected Members Learning and development is enhanced by complimentary access to the Akona Learning Platform. This can be rolled out as a learning plan with regular meetings if required.
Elected Members time is taken up in attending LGNZ Zone 1 meetings, including HWM time on agenda preparation as the nominated Chair.	Council work alongside FNDC and NRC to provide a collective ' Northland' Voice to LGNZ via the Zone 1 meetings, including the development of Remits for progression by LGNZ to Central Government.

### 4.3 Options

#### Option 1

Council approves the renewal of the annual membership of LGNZ and confirms the ongoing relationship with LGNZ to enable staff to ensure that membership is retained and that the benefits of being a member of this organisation are made available to Elected Members and Staff as appropriate.

#### Option 2

Council don't approve the renewal of the annual membership of LGNZ.

## 5 Significance and engagement / Te Hira me te Arawhiti

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via Agenda publication on the website.

## 6 Attachment / Ngā Tāpiritanga

Attachment 1 – What LGNZ does



# We champion, connect and support local government



## CHAMPION/

### + We advocate for the national interests of local government on critical issues.

- > For example, our advocacy meant councils could choose to delay adopting their LTP given the changes to water services reform. So far, eight councils have decided to delay by up to three months and 11 councils deferred for a year.
- > We've advocated strongly for the Minister of Local Government to be included in Cabinet – which is the approach taken by the current government.

### + We generate a national conversation about key local government challenges by commissioning research and developing thought leadership.

- > In March, LGNZ released research by Infometrics analysing increases in local government infrastructure costs that are driving rates rises.
- > We've commissioned NZIER to estimate the costs of four reforms on local government, to show how unfunded mandates contribute to councils' costs. This research is due out in June.

### + LGNZ speaks out for local government in the media – on issues like rates rises, local government funding and harassment of elected members.

- > For example, since December we've generated more than 100 media mentions on why rates are increasing and how local government needs new funding and financing tools.
- > We regularly talk to Local Democracy reporters to help them understand the issues behind the headlines and make their coverage more balanced.

### + Our expertise helps you to decode policy and make submissions. For members using the analysis and evidence in our submissions, we estimate you save time or costs worth:

- > \$34,000 for the submission on the NPS-Natural Hazards and Inquiry into Community-Led Retreat and Adaptation Funding
- > \$27,300 for the submission on the Emergency Management Bill
- > \$82,100 for the submission on the Natural and Built Environments and Spatial Planning Bills
- > \$43,800 for the freedom camping guidance.

### + We operate in a political environment – but we're nonpartisan and build a strong relationship with the government of the day that supports members' engagement.

- > We met with the PM in March and have locked in quarterly meetings for 2024, along with regular meetings with the Local Government Minister, Regional Development Minister and Minister for RMA and Infrastructure.
- > We've established an LGNZ Transport Forum to drive transport advocacy.
- > We meet regularly with senior officials in key central government agencies.

## CONNECT/

### + Our sector and zone meetings connect local government leaders and put you in front of central government politicians and experts.

- > We've secured Ministers and key stakeholders for recent Metro, Rural & Provincial and Regional sector meetings.

### + Our networks – Te Maruata, Young Elected Members and CBEC – connect their members and provide targeted support.

- > Each network holds in-person hui. This year the CBEC Conference is being held in tandem with SuperLocal24.

### + Our must-attend conference brings everyone in local government together.

- > More than 800 people attended SuperLocal 23, with very positive feedback about the venue, sessions, networking opportunities and overall experience.

## SUPPORT/

### + We're the home of Mayors Taskforce for Jobs, which has placed thousands of young people into employment and training.

### + Through Ākōna, we tailor professional development and induction for local government's exact needs and provide every elected member access.

- > Ākōna's range of courses and resources has grown exponentially since it launched, thanks to councils' input. The online learning platform includes 17 e-modules as well as in person and online workshops, with an average of three new courses rolled out every quarter.

### + We develop templates and guides that you can use or adapt – from standing orders to codes of conduct.

- > We've had more than 300 downloads of our governance guides in the past four months.

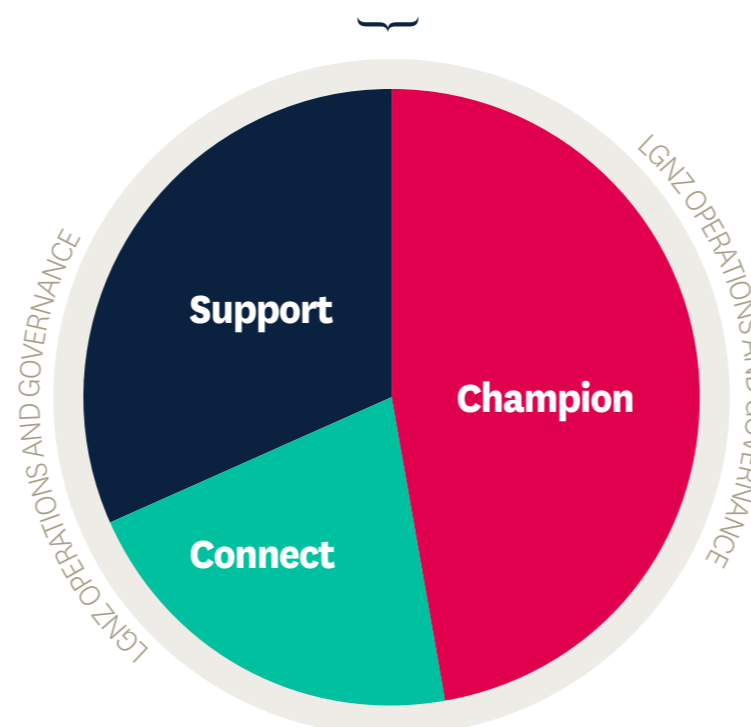
### + We support elected members and councils when they are stuck. We're who you call when things get tough and messy. We work behind the scenes to support elected members, councils and local democracy.

- > We provide free, anonymous counselling for members. 97% of people who accessed therapy in the 2023 calendar year and provided feedback said that it was helpful.

### + Member councils receive financial benefits from participating in initiatives like our Street Light Profiles or the Moata Carbon portal.

### + LGNZ is a partner in the Road Efficiency Group –Te Ringa Maimoa, which is a unique partnership focused on better activity management and decision making while building capability across the transport sector.

## WHERE OUR EFFORT GOES





# OUR VISION/ To create the most active and inclusive local democracy in the world.

## Our purpose:

WE SERVE MEMBERS BY CHAMPIONING, CONNECTING AND SUPPORTING LOCAL GOVERNMENT

### CHAMPION/

- > Advocate for local government on critical issues.
- > Build relationships with ministers and officials.
- > Decode policy and make submissions.
- > Speak out for local government in the media.

### CONNECT/

- > Bring members together at zone, sector and conference events or via networks like Te Maruata and YEM.
- > Create strong feedback loops between members and LGNZ's work.

### SUPPORT/

- > Provide professional development uniquely tailored to local government.
- > Support councils and elected members when they are stuck.
- > Support elected members to deal with pressure and harassment.

## Our long-term goals:

### 01.

Local government and central government are trusted partners.

### 02.

Localism is entrenched as the best way to deliver for our communities.

### 03.

Elected members are connected, engaged and highly capable.

### 04.

Te Tiriti partnerships between local government and Māori are authentic, strong and respected.

### 05.

More New Zealanders value and participate in local government.

### 06.

A sustainable and fit-for-purpose LGNZ.

## Our work:

### CHAMPION/

- + Focus our advocacy effort on the big issues impacting local government and key priorities that matter to both local and central government.
- + Build a partnership with the new Government by creating connections and developing solutions.
- + Advocate for Choose Localism.

### CONNECT/

- + Lift engagement with our members.
- + Bring localism to life at SuperLocal24.
- + Revitalise our Te Ao Māori/Te Tiriti based approach.

### SUPPORT/

- + Fulfil the potential of our Ākona learning and development platform.
- + Roll out the revitalised CouncilMARK/Te Korowai.
- + Create resolution service to address complaints and build trust.

## WHAT MEMBERS SAY ABOUT LGNZ >>

“LGNZ provides opportunities to connect with my peers and learn from them as well as the ability to come together and negotiate with Central Government to get better policy and funding outcomes for the people we collectively serve. Without this work our community would be significantly disadvantaged.”

“LGNZ is like the dinner table at my parents' house at Christmas time – a place where we can debate the issues of the moment, even if we don't always agree. A place where we meet and get support from those that know what we are going through. And a place where we can reflect, laugh and relax (often over a beverage or two).”

“It's been a lifeline at times to see, know and learn what is happening across the country, we can draw strength and ideas for our council and best of all build great networks.”

“During the last year, 42 councils were impacted when an engineering technologist used other engineers' signatures to sign off on producer statements and certificates of design. While that person has now pleaded guilty to charges of forgery, LGNZ offered strong leadership and support, connecting councils together, and helping to carefully explain the impact to households across many communities.”

“The value of LGNZ to me is in the context of relationship and a safe place to go to when guidance is required and the knowledge that our sector body is representing the vision and goals of our communities. LGNZ needs to remain grounded in its purpose to ensure it continues to demonstrate valued and visible outcomes.”

“LGNZ's forums create the ability to connect with people who 'get it,' in what can be an isolating role, I find this invaluable.”

“An increased feeling of support and connection – I'm part of a team that delivers!”

“In addition to the networks like Te Maruata and YEM, mayors and chairs have the additional support provided by the sector meetings. I find this invaluable for seeking support in what can be a very challenging job, and it also enables councils facing the same issues to work collectively together through LGNZ rather than individually reinventing wheels for every topic that comes up. These sector meetings also provide access to ministers in a way that would not necessarily be possible for an individual mayor or chair.”

“There are multiple opportunities for networking for councillors to discuss and compare issues their councils are facing, and to seek other forms of support.”

“The advocacy role to Government is huge. My council does not have the resources or the influence to ensure our experience on the ground is heard. By being part of LGNZ we become a national force, with significant mana and authority.”

“Most councillors arrive at the table with very little understanding of how local government works and the LGNZ induction is a useful training session alongside the induction process run by each council. This is often where network formation begins as well. Ākona provides a method for continued up-skilling.”

“LGNZ submits on a far greater range of policy than my council does which means despite us not having the time or resources to flag all issues with government, we know that LGNZ is doing this on our behalf. In addition, the policy submissions that LGNZ prepares are often used as a basis for our own submissions, saving time for officers.”

“Ākona has saved my council money because we've been able to reduce other training.”

“I think it is worth considering what the status quo would look like if LGNZ or an equivalent did not exist. I think councils would quickly get together and create an LGNZ equivalent because it would be glaringly obvious that it is necessary!”

## 7.3 Variation to Procurement Policy - Book Supply Contract

**Meeting:** Whangarei District Council  
**Date of meeting:** 23 May 2024  
**Reporting officer:** Paula Urlich, Manager, Libraries

### 1 Purpose / Te Kaupapa

The purpose of this report is to request approval for a variation to the Procurement Policy for the renewal of the Book Supply Contract.

### 2 Recommendations / Whakataunga

That the Council:

1. Approves in principle the direct appointment of Wheelers Books to supply books for a period of 5 years, subject to successful negotiation of contract details acceptable to Council.
2. Notes that this appointment is outside the standard Procurement Policy rules of open tender process for a contract valued over \$250,000.00

### 3 Background / Horopaki

Historically, Whangarei District Libraries has gone out to tender for the book supply contract, the last one occurring in 2019. This contract was won by local supplier Wheelers ahead of other suppliers located in several countries throughout the world.

### 4 Discussion / Whakawhiti kōrero

As Wheelers are based in Auckland, staff have found they have proved to be a more responsive vendor than the overseas suppliers and an efficient collaborative working relationship has developed with them.

The current book supply contract includes cataloguing, processing, and the delivery of selected items with all these processes executed to a high standard.

This contract is coming to an end and staff have spent time researching book suppliers available ahead of a new contract. Staff research has found a direct appointment would best serve the needs of book supply.

Continuing to support a NZ owned business means there is minimal turnaround from invoicing to receiving the stock ensuring there is a constant supply of new books arriving thus benefiting the library community. Having a New Zealand based supplier also alleviates WDL staff dealing directly with exchange rates or customs issues.

Therefore, staff reached a conclusion after undertaking procurement workshops and discussions that a direct appointment to the current supplier would fulfil the needs of the service as best fit.

#### **4.1 Financial/budget considerations**

Wheelers won the existing contract with price being one of the criteria. If awarded to an overseas supplier, the additional customs duty charges would need to be factored into their final costs. Exchange rates would also need to be taken into consideration.

Book purchasing works to a budgetary limit, so spend is monitored and ordering planned to ensure budget is not exceeded. Additional customs and exchange rate costs would in effect mean there was less budget able to be applied directly to book purchases

#### **4.2 Policy and planning implications**

As the current contract finishes on 30 June 2024 the time before the new contract is awarded would most likely be considerable. The process of establishing a rapport and a co-operative workflow between staff and vendor would also take some time.

#### **4.3 Options**

##### **Option 1**

Seek a procurement variation – recommended option.

This would allow us to continue to work with a local supplier with whom we have established a strong and effective working relationship.

##### **Option 2**

Proceed with the tender process.

As indicated, this would involve considerable time delays with the possibility of there being little advantage in progressing with this option.

#### **4.4 Risks**

The biggest risk involved with accepting the variation to procurement is that other vendors will not have the opportunity to tender for the contract.

However, the time factor of staff involved in the tender process, along with the time it would take for a possible new vendor to learn and understand our requirements along with necessary staff training outweighs this.

A table outlining the risks more in-depth is included on page 4 of the attached document

## **5 Significance and engagement / Te Hira me te Arawhiti**

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via Agenda publication on the website.

## **6 Attachment / Ngā Tāpiritanga**

Attachment 1: Supply of Library Books -Variation of Policy- Feb 2024

**Recommendation for a Variation in Procedure**  
**to Council's Procurement Policy**

**CON23053: Supply of books to Whangarei Libraries 2024-2029**

Please find enclosed a report recommending a variation in procedure to Council's Procurement Policy (Policy 0086).

**Recommended by:**

Signature		Date	
Name: Visnja Susnjar & Deborah Sykes		Project Managers	

**Approved by:**

Signature		Date	
Name: Paula Urlich		Department Manager	

Copy sent to Business Support – Procurement Advisor		Date	
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Signature		Date	
Name: Victoria Harwood		General Manager	

Signature		Date	
Name: Simon Weston		Chief Executive	

## Guidance

Council's [Procurement Policy](#) and Procurement Procedure Manual set out the policy and procedures to be used for the supply of all plant, materials, services or physical works.

From time to time in exceptional situations procurement may need to fall outside the rules of this policy. A variation to operate in this manner must be signed by the Chief Executive or delegate acting for the Chief Executive.

The core principles of the policy are:

- transparency and accountability
- value for money
- thinking strategically and acting as one organisation
- effective market competition
- emergency procurement
- sustainability
- encourage local supply
- the value of relationships
- fairness and lawfulness
- risk management
- probity

In addition there is a requirement to comply with good practice, government and Office of the Auditor General guidelines and other Council Policies.

If you are unsure of any of the requirements of the Policy, you should read it and get advice before you proceed with this Variation.

A copy of this Variation must be forwarded to The Procurement Co-ordinator in Business Support for recording purposes.

A copy of the signed Variation should be saved in Kete.

## Variation

Procurement Project name	Supply of books to Whangarei District Libraries 2024-2029
Existing Contract	Previous contract CON19010
Contract Number	CON23053
Date original contract awarded	Previous contract awarded 1 July, 2019
Original contract completion date	Previous contract completion 30 June, 2024
Any extensions previously agreed	+1 +1 (taking contract completion to 30 June 2024)
Original contract value	\$3,408,000 exc. GST
Any increases previously agreed	No
Budget	\$600,000 per year as detailed in the LTP. Once the allocated budget has been spent no further purchases will be made.
Policy Area	The area of policy being varied from is Going to market at the end of the contract term

Reasoning	<p><b>Background</b></p> <p>Historically, Whangarei District Libraries (WDL) has gone out to tender for the book supply contract, the last one occurring in 2019.</p> <p>In 2019 WDL changed the approach of sourcing items from several different suppliers to looking for a single source supplier which would minimise the number of contracts needing to be managed.</p> <p>Of the six expressions of interest received only two were considered suitable with Wheelers emerging as the preferred supplier. As a limited number of items could not be supplied by Wheelers, when necessary, out of contract suppliers are used.</p> <p>WDL now has an established relationship with Wheelers Books and have found they are a responsive vendor whom there is a great collaborative working relationship with. As Wheelers are based in Auckland communication is more efficient than dealing with an overseas based supplier. Training sessions can be done in person and phone calls and emails are not delayed by differing time-zones leading to a more effective partnership.</p> <p>A lot of time was spent at the beginning of the contract, working with Wheelers to fine tune processes and ensure they are to the standard WDL required. This has resulted in a high standard of cataloguing, processing, and delivery of items.</p> <p>Staff have been working with Wheeler's ordering system for the five years which they find easy to use and reliable.</p> <p>Continuing to support a NZ owned business means there is minimal turnaround from invoicing to receiving the stock ensuring there is a constant supply of new books arriving thus benefiting the library community. Having a New Zealand based supplier also alleviates WDL staff dealing directly with exchange rates or customs issues.</p> <p>WDL would like the opportunity to negotiate a new contract directly with Wheelers rather than going through the tender process. By maintaining the solid relationship with Wheelers, this would allow WDL to continue to offer a high level of service to the community with confidence.</p> <p><b>Scope</b></p> <p>The current contract is for books and a small number of other formats.</p> <p>Out of scope are certain large print books, talking books and puzzles which the current contractor is unable to supply. These items, which are in high demand, are sourced elsewhere.</p>
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## Risks

	Risks (cons)	Benefits/Advantages (pros)
<b>Do nothing</b>	Not have a contract with anyone No discounts No opportunity to build an ongoing relationship  Delayed stock as we would not be priority for suppliers Access to other services may not be possible  Limited access to supplier resources Cost of materials and staff time for processing  Staff time if buying from local shops	Supporting local shops Saving cost in freight
<b>Tender</b>	Time factor of staff involved in process Time factor involved for training (staff would have to learn to use new database if different vendor selected) Setting up accounts with new vendor Issues arising from selecting a new supplier could cause disruption to our library users with delayed stock supply Time taken for possible new vendor to learn and understand our requirements Not supporting a NZ owned business Dealing with customs if overseas vendor (prior experience has shown this can be a time consuming and difficult process). Timeframe for receiving stock if contract awarded to overseas supplier.	Complying with policy Testing the market
<b>Direct (staying with current supplier)</b>	Other suppliers disappointed  Potential for better discount from other suppliers Not exploring the market Current supplier goes out of business	Supporting NZ owned business  Established relationships  Responsive/Tried and tested vendor Collaborative working relationship Established and fine tuned processes for cataloguing, processing and delivering materials

## Options

Follow the rules and go out to tender

- We may go out to tender and still end up with Wheelers being the preferred supplier. Going through the tender process is time consuming for staff, especially to end up with the same result that a variation would bring about.

Get a variation

- This would allow us to continue working with our current supplier who we already have a strong working relationship with.

	<p><b><i>Procurement method</i></b></p> <p>Direct appointment of current supplier</p> <p><b><i>Procurement Policy Risk Matrix Category</i></b></p> <p>High risk</p> <p>The risk is minimised by receiving expert advice and assistance from the specialists listed below</p> <p><b><i>Project team and specialist assistance</i></b></p> <ul style="list-style-type: none"> <li>• Paula Urlich: Library Manager</li> <li>• Visnja Susnjar: IT Projects and Collections Team Leader</li> <li>• Deborah Sykes: Technical Services Team Leader</li> <li>• Heather Edmeades: Procurement advisor</li> <li>• David Vollenhoven : Corporate accountant</li> <li>• Dean Miller : Contracts Co-ordinator</li> <li>• Rebecca Vertongen : Legal Advisor</li> </ul>
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### ***Recommendation***

It is recommended that approval is given to vary from Council's Procurement Policy to allow the supply of books to be procured through direct negotiation of a new contract with Wheelers for a 5-year term.

**RESOLUTION TO EXCLUDE THE PUBLIC**

That the public be excluded from the following parts of proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered		Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing this resolution
1.1	Confidential Minutes Whangarei District Council 24 April 2024	Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
1.2	Confidential Minutes Extra ordinary Whangarei District Council 2 May 2024		
1.3	Poroti Springs Working Group Proposal		
1.3	Transportation Review		

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public, are as follows:

Item	Grounds	Section
1.1	For the reasons as stated in the open minutes	
1.2	To enable the Council to carry on without prejudice or disadvantage commercial activities To enable Council to carry on without prejudice or disadvantage negotiations (including commercial and industrial negotiations)	Section 7(2)(h) Section 7(2)(i)
1.3	To enable Council to carry on without prejudice or disadvantage negotiations (including commercial and industrial negotiations)	Section 7(2)(i)
1.4	The making available of the information would be likely to endanger the safety of a person To maintain the effective conduct of public affairs through the protection of such members, officers, employees and persons from improper pressure or harassment	Section 6(b) Section 7(2)(f)(i)

**Resolution to allow members of the public to remain**

If the council/committee wishes members of the public to remain during discussion of confidential items the following additional recommendation will need to be passed:

**Move/Second**

"That \_\_\_\_\_ be permitted to remain at this meeting, after the public has been excluded, because of his/her/their knowledge of Item \_\_\_\_\_.

This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because \_\_\_\_\_.

*Note: Every resolution to exclude the public shall be put at a time when the meeting is open to the public.*