

## Council Briefing Agenda

**Date:** Tuesday, 6 November, 2018

**Time:** 1:00 pm

**Location:** Council Chamber  
Forum North, Rust Avenue  
Whangarei

**Elected Members:** Her Worship the Mayor Sheryl Mai  
(Chairperson)

Cr Stu Bell

Cr Gavin Benney

Cr Crichton Christie

Cr Vince Cocurullo

Cr Tricia Cutforth

Cr Shelley Deeming

Cr Sue Glen

Cr Phil Halse

Cr Cherry Hermon

Cr Greg Innes

Cr Greg Martin

Cr Sharon Morgan

Cr Anna Murphy

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

**1. Apologies**

**2. Reports**

**2.1 Delegations Briefing**

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**3. Closure of Meeting**

## Delegations – Council briefing

**Meeting:** Whangarei District Council Briefing  
**Date of meeting:** 6 November 2018  
**Reporting officer:** Emily Thompson, Risk and Audit Analyst  
Kathryn Candy, Senior Legal Adviser

### 1 Purpose

To brief elected members on the upcoming agenda item which will seek a resolution to adopt the full delegations register and associated policy.

### 2 Background

Council's delegations register is reviewed on a tri-annual basis. The current delegations register and Policy was adopted by Council in March 2014.

The review of the delegation register was initiated in May 2017, as reported to the Finance and Corporate Committee in the same month. An update was reported to Council in June 2017, along with proposed changes to the format of the register and the associated Policy.

At the October 2018 Council Meeting, Council adopted the Council to Staff delegations under the the Resource Management Act 1991 and the Local Government (Rating) Act 2002.

#### 2.1 Delegations Policy and remaining delegations

The timeline and phases for the delegations review are summarised below:

##### Phase 1 – Initiated June 2017

Delegations mapped to the new Council organisation structure.

##### Phase 2 – Completed between August 17- September 18

Review of how Council manages delegations.

Phase 2 also included a review of delegations by relevant areas of the business, and a review of the systems and processes for retaining and updating delegations. Following this review draft delegations were migrated into the new SharePoint platform.

Once delegations are adopted this will allow all staff to be able to view and use 'live' delegations across the organisation. The testing for this new area is now complete.

### Phase 3 – Due November 2018

The Council to Staff delegations under the the Resource Management Act 1991 and the Local Government (Rating) Act 2002 were adopted at the October 2018 Council Meeting.

The full delegations register is currently undergoing a final review for minor typographical errors, and the associated draft Delegations Policy is being completed. Once completed both documents will be presented to Council for adoption in November.

Committee delegations and financial delegations have not been changed as part of this process and will be migrated directly to the new tool in line with in the previous delegation manual.

## **3 Discussion**

As part of phase 2, staff researched what other councils are doing, and looked at best practice for management of Council's delegations. As a result of this review staff have proposed amendments to the Delegations Policy.

The proposed changes to the Policy are largely mechanical, providing for the operational management of delegations from Council. They do not transfer any additional powers to staff.

Under this approach it proposed that, where possible in accordance with legislation, Council delegates appropriate functions, duties and responsibilities to the Chief Executive, who can then further delegate these to appropriate roles.

This approach allows Council's delegations to be managed more efficiently and effectively, while ensuring that the delegations are with the appropriate operational roles.

Council will still have full visibility of delegations to staff via the Chief Executive as shown in the delegations register (see attachment).

In this briefing staff will present proposed changes to the Policy, approach and the delegation categories within the register.

## **4 Attachment**

Full Delegation Register Extract.pdf

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
DELEGATION TYPE - STATUTORY						
DELEGATION CATEGORY - COUNCIL TO CE						
				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;	Subject to any limitations of the relevant legislation.
Animal Welfare Act 1999			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;	
Arts Council of New Zealand Toi Aotearoa Act 2014			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;	
Biosecurity Act 1993	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;	
Births, Deaths, Marriages, and Relationships Registration Act 1995			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;	
Building Act 2004			All	All of its responsibilities, duties and powers under this Act, 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, and section 281C in relation to refunds or waivers of fees and charges.	Role - Chief Executive;	
Building Act 2004			377	The power to file a charging document for an offence under the Building Act 2004	Role - Chief Executive;	
Building Act 2004			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;	
Building Research Levy Act 1969			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive;	
Burial and Cremation Act 1964	Burial and Cremation (Removal of Monuments and Tablets) Regulations 1967		all	All of its responsibilities, duties and powers under these Regulations	Role - Chief Executive;	
Burial and Cremation Act 1964			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;	
Civil Aviation Act 1990		5 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;	
Civil Defence Emergency Management Act 2002			64	All the duties of a local authority under section 64.	Role - Chief Executive;	
Criminal Procedure Act 2011	Regulations made under this Act		all	All of its responsibilities, duties and powers under this Act and Regulations	Role - Chief Executive;	
Dog Control Act 1996		4 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;	
Dog Control Act 1996	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;	
Domestic Violence Act 1955			all	All of its responsibilities, duties and powers under Part 6 of this Act	Role - Chief Executive;	
Domestic Violence Act 1955	Domestic Violence (Public Registers) Regulations 1998		all	All of its responsibilities, duties and powers under these Regulations	Role - Chief Executive;	
Electricity Act 1992			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Fencing Act 1978			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive;	
Food Act 1981			all	All responsibilities, duties, and powers under this Act, and any regulations under this Act except – (a) considering written submissions under section 8P (b) transferring the Council's responsibilities, duties, and powers under section 8ZA.	Role - Chief Executive;	
Food Act 2014			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;	
Food Act 2014	Food Regulation 2015		all	All of its responsibilities, duties and powers under these Regulations	Role - Chief Executive;	
Food Act 2014		2 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;	
Freedom Camping Act 2011		3 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;	
Freedom Camping Act 2011			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;	
Gambling Act 2003			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;	
Gas Act 1992			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive;	
Government Roading Powers Act 1989			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;	
Hazardous Substances and New Organisms Act 1996	All Regulations made under this Act		all	All of its responsibilities, duties and powers under this Act and Regulations	Role - Chief Executive;	
Health Act 1956	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;	
Health Act 1956			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;	
Health Act 1956	Health (Burial) Regulations 1946		all	All of its responsibilities, duties and powers under this regulation except: setting fees under regulation 13	Role - Chief Executive;	
Health Act 1956	Food Hygiene Regulations 1974		all	All of its responsibilities, duties, and powers under these Regulation	Role - Chief Executive;	
Health Act 1956	Health (Hairdressers) Regulations 1980		all	All of its responsibilities, duties, and powers under these Regulations	Role - Chief Executive;	
Health Act 1956	Camping Ground Regulations 1986		all	All of its responsibilities, duties, and powers under these Regulations	Role - Chief Executive;	
Heritage New Zealand Pouhere Taonga Act 2014			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;	
Housing Improvement Act 1945	Housing Improvement Regulations 1947		all	All of its responsibilities, duties and powers under this regulation in accordance with clause 22.	Role - Chief Executive;	
Impounding Act 1955	Impounding Regulations 1981		all	All of its responsibilities, duties, and powers under these Regulations	Role - Chief Executive;	
Impounding Act 1955			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;	
Land Drainage Act 1908			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;	
Land Transport Act 1998		7 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;	
Land Transport Act 1998		8 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;	
Land Transport Act 1998	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;	
Land Transport Management Act 2003			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;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Litter Act 1979			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;	
Local Government Act 1974			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;	
Local Government Act 2002		6 Control of Vehicles on Beaches Bylaw 2009	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;	
Local Government Act 2002		6 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	Role - General Manager - Planning and Development;	
Local Government Act 2002		10 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;	
Local Government Act 2002		11 Liquor Management Bylaw 2011	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;	
Local Government Act 2002		5 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;	
Local Government Act 2002		12 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;	
Local Government Act 2002		10 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;	
Local Government Act 2002		13 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;	
Local Government Act 2002			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;	
Local Government Act 2002		14 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;	
Local Government Act 2002		15 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;	
Local Government Act 2002		1 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;	
Local Government Official Information and Meetings Act 1987			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;	
Machinery Act 1950			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive;	



Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Machinery Act 1950	Amusement Devices Regulations 1978		all	All of its responsibilities, duties and powers under these Regulations	Role - Chief Executive;	
New Zealand Library Association Act 1939			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive;	
Ombudsmen Act 1975			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive;	
Plumbers, Gasfitters, and Drainlayers Act 2006			91	All of its powers under section 91.	Role - Chief Executive;	
Postal Services Act 1998			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive;	
Privacy Act 1993			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.	Role - Chief Executive;	
Protected Disclosures Act 2000			all	All of its responsibilities, duties and powers under this Act.	Role - Chief Executive;	
Public Bodies Lease Act 1969			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive;	
Public Records Act 2005			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive;	
Public Works Act 1981			116	Authority to provide consent to the Minister to stop a road.	Role - Chief Executive;	
Public Works Act 1981			40 - 44	Provides for land no longer required to be resold.	Role - Chief Executive;	
Public Works Act 1981			45	To grant a lease, tenancy or licence to occupy on land held for a public work	Role - Chief Executive;	
Public Works Act 1981			47	To request a certificate of title for the land held for public work to be in the name of Council	Role - Chief Executive;	
Public Works Act 1981			48	To grant an easement in regard to land held for a public work	Role - Chief Executive;	
Public Works Act 1981			50	To dispose of a public work to the Minister or another local authority	Role - Chief Executive;	
Public Works Act 1981			60 –102	Provide for compensation.	Role - Chief Executive;	
Public Works Act 1981			103	To grant easements.	Role - Chief Executive;	
Public Works Act 1981			110 –111A	Provides certain powers of entry onto private land.	Role - Chief Executive;	
Public Works Act 1981			133, 135 –134	Provide for removal of trees and hedges that interfere with public works.	Role - Chief Executive;	
Public Works Act 1981			224	Power to merge works with the Crown.	Role - Chief Executive;	
Public Works Act 1981			237	Power to approve excavations near public works.	Role - Chief Executive;	
Public Works Act 1981			238	Power to bring action for damage to public work.	Role - Chief Executive;	
Public Works Act 1981			239	Power to remove and/or dispose of abandoned property from public works land.	Role - Chief Executive;	
Public Works Act 1981			240	Removal Power to commence legal proceedings for the recovery of land from persons holding illegal possessions.	Role - Chief Executive;	
Rates Rebate Act 1973			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive;	
Rating Valuations Act 1998	Rating Valuation Regulations 1998		all	All of its responsibilities, duties and powers under these Regulations	Role - Chief Executive;	
Rating Valuations Act 1998	Rating Valuations (Local Authority Charges) Regulations 1999		all	All of its responsibilities, duties and powers under these Regulations	Role - Chief Executive;	
Rating Valuations Act 1998	Rating Valuations Rules 2008 (Oct 2010 version)		all	All of its responsibilities, duties and powers under these Regulations	Role - Chief Executive;	
Rating Valuations Act 1998			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive;	
Reserves Act 1977			8	Power to appoint ranger.	Role - Chief Executive;	
Reserves Act 1977			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;	The Reserves Act 1977 Instrument of Delegation to Territorial Authorities specifies the powers, functions and duties delegated from the Minister of Conservation to Council and/or its officers and should be read in conjunction with the delegations in this
Sale and Supply of Alcohol Act 2012			all	All of its responsibilities, duties and powers under this Act and Council's general authority 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;	
Sale and Supply of Alcohol Act 2012	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;	
Statutory Land Charges Registration Act 1928			All	All of its responsibilities, duties and powers under this Act	Role - Chief Executive;	
Summary Proceedings Act 1957	All Regulations made under this Act		all	All of its responsibilities, duties and powers under this Act and Regulations	Role - Chief Executive;	
Te Ture Whenua Maori Act 1993			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;	
Telecommunications Act 2001			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive;	
Trespass Act 1980			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;	
Unit Titles Act 2010			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive;	
Utilities Access Act 2010			all	All of its responsibilities, duties and powers under this Act	Role - Chief Executive;	
Walking Access Act 2008			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;	



Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Waste Minimisation Act 2008			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;	
Waste Minimisation Act 2008		9 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;	
DELEGATION CATEGORY - CE DIRECT AUTHORITY						
Public Works Act 1981			19	Power to sign compensation certificates.	Role - Chief Executive;	
Public Works Act 1981			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;	
Public Works Act 1981			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;	
Public Works Act 1981			107/109	Power to execute certificates of grants for land.	Role - Chief Executive;	
Public Works Act 1981			115	Power to sign certificates or notices of discharge.	Role - Chief Executive;	
Public Works Act 1981			23(1)(c) and Sch. 1	Power to sign notices of intention to take land for essential work.	Role - Chief Executive;	
DELEGATION CATEGORY - CE TO STAFF						
Births, Deaths, Marriages, and Relationships Registration Act 1995			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 - Senior Legal Adviser; Role - Manager - Democracy and Assurance; Role - General Manager - Strategy and Democracy;	
Building Act 2004			36	Power to issue and attach development contribution notice.	Role - Property Assessment Officer - Residential; Role - Property Assessment Officer - Commercial and Residential; Role - Team Leader - Building Support; Role - BCA Quality Administrator; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing; Role - Development Contributions Co-ordinator; Role - Post Approval Officer;	
Building Act 2004			37	Power to issue certificate if resource consent required.	Role - Property Assessment Officer - Residential; Role - Property Assessment Officer - Commercial and Residential; Role - Team Leader - Building Support; Role - BCA Quality Administrator; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing; Role - Manager - RMA Consents; Role - Team Leader - RMA Consents;	
Building Act 2004			38, 39	Power to advise network utility operators and Heritage New Zealand Pouere Taonga.	Role - Property Assessment Officer - Residential; Role - Property Assessment Officer - Commercial and Residential; Role - Team Leader - Building Support; Role - Property Assessment Co-ordinator; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	
Building Act 2004			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 - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Control Officer - Specialist; Role - Building Approvals & Compliance Officer;	
Building Act 2004			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 - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Control Officer - Specialist; Role - Building Control Officer; Role - Building Approvals & Compliance Officer;	
Building Act 2004			50	Power to refuse application for building consent.	Role - Team Leader - Building Consents; Role - Senior Building Controls Officer; Role - Manager - Building Control; Role - Team Leader - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Control Officer - Specialist; Role - Building Control Officer; Role - Building Approvals & Compliance Officer;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Building Act 2004			51	Power to issue a building consent.	Role - Team Leader - Building Support; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing; Role - Building Control Officer; Role - Manager - Building Control; Role - Team Leader - Building Consents; Role - Team Leader - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Control Officer - Specialist; Role - Senior Building Controls Officer; Role - Building Approvals & Compliance Officer;	
Building Act 2004			52	Power to lapse 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 - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Control Officer - Specialist; Role - Building Control Officer; Role - Building Approvals & Compliance Officer; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	
Building Act 2004			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;	
Building Act 2004			62	Power to recover unpaid levies.	Role - General Manager - Corporate; Role - General Manager - Planning and Development; Role - Manager - Building Control; Role - Manager - Revenue; Role - Manager - Finance;	
Building Act 2004			67, 67A, 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 Support; Role - Team Leader - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Control Officer - Specialist; Role - Building Approvals & Compliance Officer; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	
Building Act 2004			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 - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Control Officer - Specialist; Role - Building Control Officer; Role - Building Approvals & Compliance Officer;	
Building Act 2004			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 - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Control Officer - Specialist; Role - Senior Building Controls Officer; Role - Building Control Officer; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	
Building Act 2004			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 - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Control Officer - Specialist; Role - Building Control Officer; Role - Building Approvals & Compliance Officer; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	
Building Act 2004			83	Power to remove notices imposed under S75-77.	Role - Team Leader - Building Consents; Role - Senior Building Controls Officer; Role - Manager - Building Control; Role - Team Leader - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Control Officer - Specialist; Role - Building Control Officer; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Building Act 2004			90	Power to undertake inspections.	Role - Team Leader - Building Consents; Role - Senior Building Controls Officer; Role - Building Control Officer; Role - Manager - Building Control; Role - Team Leader - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Control Officer - Specialist; Role - Building Approvals & Compliance Officer;	
Building Act 2004			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 - Inspections; Role - Manager - Building Control; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Control Officer - Specialist; Role - Building Approvals & Compliance Officer;	
Building Act 2004			95	Power to issue Code Compliance Certificates.	Role - Team Leader - Building Support; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing; Role - Manager - Building Control; Role - Team Leader - Building Consents; Role - Team Leader - 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; Role - Property Assessment Co-ordinator; Role - Property Assessment Officer - Commercial and Residential; Role - Property Assessment Officer - Residential;	
Building Act 2004			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 Support; Role - Team Leader - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Control Officer - Specialist; Role - Building Control Officer; Role - Building Approvals & Compliance Officer; Role - Property Assessment Co-ordinator; Role - Property Assessment Officer - Commercial and Residential; Role - Property Assessment Officer - Residential; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	
Building Act 2004			99	Power to issue Certificates of acceptance.	Role - Team Leader - Building Support; Role - Support Assistant - Building Inspections; 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 - Inspections; Role - Senior Building Control Officer - Specialist; Role - Building Control Officer; Role - Building Approvals & Compliance Officer; Role - Property Assessment Co-ordinator; Role - Property Assessment Officer - Commercial and Residential; Role - Property Assessment Officer - Residential;	
Building Act 2004			99A	Power to refuse application for Certificate of acceptance.	Role - Team Leader - Building Support; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing; Role - Senior Building Controls Officer; Role - Manager - Building Control; Role - Team Leader - Building Consents; Role - Team Leader - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Control Officer - Specialist; Role - Building Control Officer; Role - Building Approvals & Compliance Officer; Role - Property Assessment Co-ordinator; Role - Property Assessment Officer - Commercial and Residential; Role - Property Assessment Officer - Residential;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Building Act 2004			102 & 104	Power to issue Compliance Schedules and notify TA.	Role - Team Leader - Building Support; Role - BCA Quality Administrator; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing; Role - Senior Building Controls Officer; Role - Manager - Building Control; Role - Team Leader - Building Consents; Role - Team Leader - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Control Officer - Specialist; Role - Building Approvals & Compliance Officer; Role - Property Assessment Co-ordinator; Role - Property Assessment Officer - Commercial and Residential; Role - Property Assessment Officer - Residential; Role - Building Control Officer;	
Building Act 2004			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 Support; Role - Team Leader - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Control Officer - Specialist; Role - Building Approvals & Compliance Officer; Role - Property Assessment Co-ordinator; Role - Property Assessment Officer - Commercial and Residential; Role - Property Assessment Officer - Residential; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	
Building Act 2004			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 Support; Role - Team Leader - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Control Officer - Specialist; Role - Building Approvals & Compliance Officer; Role - Property Assessment Co-ordinator; Role - Property Assessment Officer - Commercial and Residential; Role - Property Assessment Officer - Residential; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	
Building Act 2004			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 Support; Role - Team Leader - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Control Officer - Specialist; Role - Building Approvals & Compliance Officer; Role - Property Assessment Co-ordinator; Role - Property Assessment Officer - Commercial and Residential; Role - Property Assessment Officer - Residential; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	
Building Act 2004			113	Powers in relation to buildings with specified intended lives.	Role - Team Leader - Building Consents; Role - Senior Building Controls Officer; Role - Building Control Officer; Role - Manager - Building Control; Role - Team Leader - Building Support; Role - Team Leader - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Control Officer - Specialist; Role - Building Approvals & Compliance Officer; Role - Property Assessment Co-ordinator; Role - Property Assessment Officer - Commercial and Residential; Role - Property Assessment Officer - Residential; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Building Act 2004			115, 116, 116A	Powers in relation to Code Compliance extension of life requirements for change of use and subdivision.	Role - Team Leader - Building Consents; Role - Senior Building Controls Officer; Role - Building Control Officer; Role - Manager - Building Control; Role - Team Leader - Building Support; Role - Team Leader - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Control Officer - Specialist; Role - Building Approvals & Compliance Officer; Role - Property Assessment Co-ordinator; Role - Property Assessment Officer - Commercial and Residential; Role - Property Assessment Officer - Residential; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	
Building Act 2004			121, 123A, 124, 125	Powers in relation to dangerous, earthquake-prone and unsanitary buildings.	Role - Team Leader - Building Consents; Role - Senior Building Controls Officer; Role - Building Control Officer; Role - Manager - Building Control; Role - Team Leader - Building Approvals and Compliance; Role - Team Leader - Inspections; Role - Team Leader - Building Support; Role - Senior Building Control Officer - Specialist; Role - Building Approvals & Compliance Officer; Role - Property Assessment Co-ordinator; Role - Property Assessment Officer - Commercial and Residential; Role - Property Assessment Officer - Residential; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	
Building Act 2004			126	Power to apply to the District Court for an order to carry out work and give notice to owner	Role - Team Leader - Building Consents; Role - Senior Building Controls Officer; Role - Building Control Officer; Role - Manager - Building Control; Role - Team Leader - Building Approvals and Compliance; Role - Team Leader - Building Support; Role - Team Leader - Inspections; Role - Senior Building Control Officer - Specialist; Role - Building Approvals & Compliance Officer; Role - Property Assessment Co-ordinator; Role - Property Assessment Officer - Commercial and Residential; Role - Property Assessment Officer - Residential; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	
Building Act 2004			130	Power to apply to District Court regarding warrants issued by CEO.	Role - Chief Executive; Role - General Manager - Planning and Development; Role - Team Leader - Building Consents; Role - Senior Building Controls Officer; Role - Building Control Officer; Role - Manager - Building Control; Role - Team Leader - Building Approvals and Compliance; Role - Team Leader - Building Support; Role - Team Leader - Inspections; Role - Senior Building Control Officer - Specialist; Role - Building Approvals & Compliance Officer; Role - Property Assessment Co-ordinator; Role - Property Assessment Officer - Commercial and Residential; Role - Property Assessment Officer - Residential; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	
Building Act 2004			133AA-133AT	Power to determine whether building is earthquake prone	Role - Manager - Building Control; Role - Team Leader - Building Support; Role - Team Leader - Building Consents; Role - Team Leader - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Controls Officer; Role - Building Approvals & Compliance Officer; Role - Property Assessment Officer - Residential; Role - Property Assessment Officer - Commercial and Residential; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	
Building Act 2004			133AY	Whether to reassess or remake decisions when definition of ultimate capacity or moderate earthquake change	Role - Manager - Building Control; Role - Team Leader - Building Support; Role - Team Leader - Building Consents; Role - Team Leader - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Control Officer - Specialist; Role - Senior Building Controls Officer; Role - Building Approvals & Compliance Officer; Role - Property Assessment Co-ordinator; Role - Property Assessment Officer - Commercial and Residential; Role - Property Assessment Officer - Residential; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Building Act 2004			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 - Inspections; Role - Senior Building Control Officer - Specialist; Role - Building Approvals & Compliance Officer; Role - Property Assessment Co-ordinator; Role - Property Assessment Officer - Commercial and Residential; Role - Property Assessment Officer - Residential; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	
Building Act 2004			215	Power to apply for accreditation.	Role - General Manager - Planning and Development; Role - Manager - Building Control; Role - Business Analyst; Role - Team Leader - Building Support; Role - Team Leader - Building Consents; Role - Team Leader - Inspections; Role - Team Leader - Building Approvals and Compliance;	
Building Act 2004			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;	
Building Act 2004			222(4)	Power to appoint officers as warranted authorised officers.	Role - Chief Executive; Role - General Manager - Planning and Development;	
Building Act 2004			Sched. 1, Clause (k)	Power to grant exemptions.	Role - Manager - Building Control; Role - Team Leader - Building Consents; Role - Senior Building Controls Officer; Role - Team Leader - Building Support; Role - Team Leader - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Control Officer - Specialist; Role - Building Control Officer; Role - Building Approvals & Compliance Officer; Role - Property Assessment Co-ordinator; Role - Property Assessment Officer - Commercial and Residential; Role - Property Assessment Officer - Residential; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	
Building Act 2004			315	Power to make complaint about Licensed Building Practitioner.	Role - Chief Executive; Role - General Manager - Planning and Development; Role - Manager - Building Control;	
Building Act 2004			371B(2)	Power to appoint officers as warranted enforcement officers.	Role - Chief Executive; Role - General Manager - Planning and Development;	
Building Act 2004			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 - Compliance Officer; Role - Team Leader - Building Approvals and Compliance;	
Building Act 2004			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 - Inspections; Role - Team Leader - Building Support; Role - Senior Building Control Officer - Specialist; Role - Senior Building Controls Officer; Role - Building Control Officer; Role - Building Approvals & Compliance Officer; Role - Property Assessment Co-ordinator; Role - Property Assessment Officer - Commercial and Residential; Role - Property Assessment Officer - Residential; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	
Building Act 2004			162C	Power to assess compliance with Fending of Swimming Pools Act 29187 or Building Act 2004	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 Support; Role - Team Leader - Inspections; Role - Senior Building Control Officer - Specialist; Role - Building Approvals & Compliance Officer; Role - Property Assessment Co-ordinator; Role - Property Assessment Officer - Commercial and Residential; Role - Property Assessment Officer - Residential; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	



Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Building Act 2004			162D	Power to inspect swimming pools	Role - Senior Building Controls Officer; Role - Building Control Officer; Role - Team Leader - Building Consents; Role - Compliance Officer; Role - Team Leader - Building Approvals and Compliance; Role - Team Leader - Inspections; Role - Senior Building Control Officer - Specialist; Role - Building Approvals & Compliance Officer; Role - Manager - Building Control;	
Building Act 2004			67A	Power to grant waiver or modifications in relation to means of restricting access to residential pools	Role - Senior Building Controls Officer; Role - Building Control Officer; Role - Team Leader - Building Consents; Role - Manager - Building Control; Role - Team Leader - Building Approvals and Compliance; Role - Team Leader - Inspections; Role - Senior Building Control Officer - Specialist; Role - Building Approvals & Compliance Officer;	
Building Act 2004			450A	Power to decide transition	Role - Senior Building Controls Officer; Role - Building Control Officer; Role - Team Leader - Building Consents; Role - Manager - Building Control; Role - Team Leader - Building Approvals and Compliance; Role - Team Leader - Inspections; Role - Senior Building Control Officer - Specialist; Role - Building Approvals & Compliance Officer;	
Building Act 2004			450B	Power to decide if a building consent is necessary	Role - Senior Building Controls Officer; Role - Building Control Officer; Role - Team Leader - Building Consents; Role - Manager - Building Control; Role - Team Leader - Building Approvals and Compliance; Role - Team Leader - Inspections; Role - Senior Building Control Officer - Specialist; Role - Building Approvals & Compliance Officer;	
Building Act 2004			34	Power to issue a Project Information Memorandum.	Role - Property Assessment Officer - Residential; Role - Property Assessment Officer - Commercial and Residential; Role - Team Leader - Building Support; Role - Property Assessment Co-ordinator; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	
Building Act 2004			19	Establishing compliance with the Building Code	Role - Manager - Building Control; Role - Team Leader - Building Consents; Role - Team Leader - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Controls Officer; Role - Building Control Officer; Role - Building Approvals & Compliance Officer;	
Building Act 2004			33	Receive application for Project Information Memorandum	Role - Team Leader - Building Support; Role - Property Assessment Officer - Commercial and Residential; Role - Property Assessment Officer - Residential; Role - Property Assessment Co-ordinator; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	
Building Act 2004			45A	Power to grant a minor variation	Role - Manager - Building Control; Role - Team Leader - Building Consents; Role - Team Leader - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Controls Officer; Role - Trainee Building Controls Officer; Role - Building Approvals & Compliance Officer;	
Building Act 2004			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 - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Controls Officer; Role - Building Control Officer; Role - Trainee Building Controls Officer; Role - Building Approvals & Compliance Officer;	
Building Act 2004			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 - Inspections; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Controls Officer; Role - Trainee Building Controls Officer; Role - Building Approvals & Compliance Officer;	
Building Act 2004			95A	Power to refusal to issue a code of compliance certificate	Role - Manager - Building Control; Role - Team Leader - Building Consents; Role - Team Leader - Building Approvals and Compliance; Role - Senior Building Controls Officer; Role - Building Control Officer; Role - Building Approvals & Compliance Officer;	



Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Building Act 2004			99AA	Power to withhold certificate of acceptance	Role - Manager - Building Control; Role - Team Leader - Building Consents; Role - Team Leader - Inspections; Role - Senior Building Controls Officer; Role - Trainee Building Controls Officer; Role - Building Approvals & Compliance Officer; Role - Team Leader - Building Approvals and Compliance;	
Building Act 2004			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 - Inspections; Role - Senior Building Control Officer - Specialist; Role - Senior Building Controls Officer;	
Building Act 2004			Schedule 1(2)	Power to grant discretionary exemptions	Role - Manager - Building Control; Role - Team Leader - Building Consents; Role - Team Leader - Inspections; Role - Senior Building Controls Officer;	
Building Act 2004			222	Power to carry out inspections and enter land	Role - Manager - Building Control; Role - Team Leader - Building Support; Role - Team Leader - Building Consents; Role - Team Leader - 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; Role - Property Assessment Officer - Residential; Role - Property Assessment Officer - Commercial and Residential; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	
Burial and Cremation Act 1964			8 & 9	Cemetery Management including powers as to vaults, monuments etc.	Role - Cemetery and Botanica Manager; Role - Senior Cemetery Operator; Role - Cemetery Site Custodian; Role - Manager - Parks and Recreation; Role - General Manager - Infrastructure;	
Burial and Cremation Act 1964			10	Exclusive right of burial including sale of cemetery plots and associated administration.	Role - Cemetery and Botanica Manager; Role - Senior Cemetery Operator; Role - Cemetery Site Custodian; Role - Manager - Parks and Recreation; Role - General Manager - Infrastructure;	
Burial and Cremation Act 1964			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 - Senior Cemetery Operator; Role - Cemetery Site Custodian; Role - Manager - Parks and Recreation; Role - General Manager - Infrastructure;	
Burial and Cremation Act 1964			21 (2)	Granting of leases for any unused portion of land comprised in a cemetery.	Role - Manager - Parks and Recreation; Role - General Manager - Infrastructure;	
Burial and Cremation Act 1964			49	Burial and cremation of poor persons.	Role - Cemetery and Botanica Manager; Role - Senior Cemetery Operator; Role - Cemetery Site Custodian; Role - Manager - Parks and Recreation; Role - General Manager - Infrastructure;	
Civil Aviation Act 1990		5 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 - General Manager - Corporate; Role - General Manager - Infrastructure; Role - General Manager - Planning and Development; Role - General Manager - Strategy and Democracy; Role - Manager - Building Control; Role - Manager - Business Improvement; Role - Manager - Business Support; Role - Manager - Communications; Role - Manager - Community Development; Role - Manager - Customer Services; Role - Manager - Democracy and Assurance; Role - Manager - District Development; Role - Manager - District Plan; Role - Manager - Finance; Role - Manager - Health and Bylaws; Role - Manager - ICT; Role - Manager - Infrastructure Development; Role - Manager - Infrastructure Planning and Capital Works; Role - Manager - Libraries; Role - Manager - Maori Relationships; Role - Manager - Parks and Recreation; Role - Manager - People and Capability; Role - Manager - Revenue; Role - Manager - RMA Consents; Role - Manager - Roading; Role - Manager - Strategy; Role - Manager - Waste and Drainage;	In accordance with Part 101 requirements.  Note: Any consent issued by the PRM to operate RPAS over a park/ reserve also constitutes an approval to land any aircraft on any park or reserve under the Public Places Bylaw 2014 (BL PR 02)
Dog Control Act 1996			11	Power to authorise officers as warranted Dog Control Officers.	Role - General Manager - Planning and Development; Role - Chief Executive;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Dog Control Act 1996			12	Power to authorise officers dog rangers.	Role - General Manager - Planning and Development; Role - Chief Executive;	
Dog Control Act 1996			21	To classify a person as a probationary owner.	Role - General Manager - Planning and Development; Role - Manager - Health and Bylaws; Role - Bylaw Enforcement Coordinator;	
Dog Control Act 1996			23A	To require a person classified as a probationary owner to undertake a dog owner education programme or a dog obedience course (or both).	Role - Chief Executive; Role - General Manager - Planning and Development; Role - Manager - Health and Bylaws; Role - Bylaw Enforcement Coordinator;	
Dog Control Act 1996			25	To disqualify a person from being the owner of a dog.	Role - Chief Executive; Role - General Manager - Planning and Development; Role - Manager - Health and Bylaws; Role - Bylaw Enforcement Coordinator;	
Dog Control Act 1996			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;	
Dog Control Act 1996			32(1)(f)	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;	
Dog Control Act 1996			33	Consent to dispose of a dangerous dog	Role - General Manager - Planning and Development; Role - Manager - Health and Bylaws; Role - Bylaw Enforcement Coordinator;	
Dog Control Act 1996			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;	
Dog Control Act 1996			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;	
Dog Control Act 1996			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;	
Dog Control Act 1996			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 - Senior Collections Officer; Role - Senior Revenue Administrator - Payment Processing;	
Dog Control Act 1996			39	To refund dog registration fees for deceased dogs	Role - Manager - Revenue; Role - Senior Collections Officer;	
Dog Control Act 1996			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;	
Dog Control Act 1996			70 (3)	Determine return of dog to owner	Role - General Manager - Planning and Development; Role - Manager - Health and Bylaws; Role - Bylaw Enforcement Coordinator;	
Dog Control Act 1996			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;	
Dog Control Act 1996			71A	Authority to sell, destroy or dispose of dog	Role - General Manager - Planning and Development; Role - Manager - Health and Bylaws; Role - Bylaw Enforcement Coordinator;	
Dog Control Act 1996		4 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;	
Dog Control Act 1996		4 Dog Management Bylaw 2013	8	Power to require owner or occupier to take action by notice in writing.	Responsibility - Warranted Dog Control Officer;	
Dog Control Act 1996			10	Cancellation of infringement in accordance with policy	Role - General Manager - Planning and Development; Role - Manager - Health and Bylaws; Role - Bylaw Enforcement Coordinator;	
Electricity Act 1992			24	Authority to set out reasonable conditions.	Role - Manager - Roading; Role - Road Corridor Co-ordinator; Role - Road Maintenance Engineer; Role - Senior Asset Engineer - Roading; Role - General Manager - Infrastructure;	
Food Act 2014	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 - Environmental Health Officer;	
Food Act 2014				All of the responsibilities, powers and duties under this Act that have been delegated to the Chief Executive.	Role - Environmental Health Officer;	
Freedom Camping Act 2011		3 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;	
Freedom Camping Act 2011		3 Camping in Public Places Bylaw 2017	12	Power to temporarily close an area	Role - Manager - Parks and Recreation; Role - General Manager - Infrastructure;	
Gas Act 1992			25	Authority to set out reasonable conditions.	Role - Manager - Roading; Role - Road Corridor Co-ordinator; Role - Road Maintenance Engineer; Role - Senior Asset Engineer - Roading; Role - General Manager - Infrastructure;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Health Act 1956	Health (Registration of Premises) Regulations 1966		9	To allow staff to service notices 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;	
Health Act 1956	Health (Registration of Premises) Regulations 1966		9	To allow staff to service 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;	
Health Act 1956			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;	
Health Act 1956			28(1)	Power to appoint officers as environmental health officers.	Role - General Manager - Planning and Development;	
Health Act 1956			41	To issue 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;	
Health Act 1956			41	To serve cleansing orders.	Role - Environmental Health Officer; Role - Team Leader - Environmental Health; Role - General Manager - Planning and Development; Role - Manager - Health and Bylaws;	
Health Act 1956			42(1)	To issue a certificate to the local authority to the effect that a dwelling house is unsanitary, etc.	Role - Chief Executive; Role - General Manager - Planning and Development; Role - Manager - Health and Bylaws; Role - Team Leader - Environmental Health; Role - Environmental Health Officer;	
Health Act 1956			42(1)	To receive and serve a certificate.	Role - Environmental Health Officer; Role - Team Leader - Environmental Health; Role - General Manager - Planning and Development; Role - Manager - Health and Bylaws;	
Health Act 1956			42 (2)	To issue repair notices and closing orders.	Role - Chief Executive; Role - General Manager - Planning and Development; Role - Manager - Health and Bylaws; Role - Team Leader - Environmental Health;	
Health Act 1956			42(3)	To serve a repair notice or closing order.	Role - Environmental Health Officer; Role - Team Leader - Environmental Health; Role - General Manager - Planning and Development; Role - Manager - Health and Bylaws;	
Health Act 1956			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;	
Health Act 1956			54 (1)&(2)	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;	
Health Act 1956			58 (1)&(2)	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;	
Health Act 1956	Food Hygiene Regulations 1974		6	To grant exemption from compliance with provisions of Schedule 1 of the regulations relating to premises in case of financial hardship	Role - General Manager - Planning and Development; Role - Manager - Health and Bylaws; Role - Team Leader - Environmental Health; Role - Environmental Health Officer;	
Health Act 1956	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;	
Health Act 1956	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;	
Health Act 1956			128	Power of entry and inspection	Role - Environmental Health Officer;	
Impounding Act 1955			8	To appoint a pound-keeper and rangers.	Role - Chief Executive; Role - General Manager - Planning and Development;	
Impounding Act 1955			9	To appoint a deputy pound-keeper.	Role - Chief Executive; Role - General Manager - Planning and Development; Role - Manager - Health and Bylaws;	
Land Transport Act 1998	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 - Manager - Roading; Role - Road Corridor Co-ordinator; Role - Road Maintenance Engineer; Role - Senior Asset Engineer - Roading; Role - General Manager - Infrastructure;	
Land Transport Act 1998			54002	Authority to design, construct, install, operate and maintain traffic control devices.	Role - Manager - Roading; Role - General Manager - Infrastructure;	
Land Transport Act 1998			26	Authority to move parked vehicles from roads that are causing an obstruction or impeding road works.	Role - Manager - Roading; Role - General Manager - Infrastructure;	Subject to conditions as noted in Bylaw.

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Land Transport Act 1998			28	Authority to place a waste taker bin or container within a public road corridor.	Role - Manager - Roading; Role - Road Corridor Co-ordinator; Role - Road Maintenance Engineer; Role - Senior Asset Engineer - Roading; Role - General Manager - Infrastructure;	
Land Transport Act 1998			29	Authority to provide consent to place a shipping container on a road.	Role - Manager - Roading; Role - Road Corridor Co-ordinator; Role - Road Maintenance Engineer; Role - Senior Asset Engineer - Roading; Role - General Manager - Infrastructure;	
Land Transport Act 1998			31.6	Authority to remove a vehicle without a current permit from a residents parking scheme.	Role - Manager - Roading; Role - General Manager - Infrastructure;	
Land Transport Act 1998			34	Authority to provide consent for the use of a crane etc. on roads.	Role - Manager - Roading; Role - Road Corridor Co-ordinator; Role - Road Maintenance Engineer; Role - Senior Asset Engineer - Roading; Role - General Manager - Infrastructure;	
Land Transport Act 1998			38	Authority to provide consent for leaving a mechanically immobilised vehicle on a road.	Role - Manager - Roading; Role - General Manager - Infrastructure;	
Land Transport Act 1998			24	Authority to remove abandoned vehicles.	Role - General Manager - Planning and Development; Role - Manager - Health and Bylaws; Role - Bylaw Enforcement Coordinator;	Delegation is through the CEO. Actions undertaken have to be consistent with Sections 356, 256A of the Local Government Act 1974.
Land Transport Act 1998			44.2	Authority to issue an over 70 parking meter exemption card.	Role - Customer Relations Co-ordinator; Role - Team Leader - Service Centres; Role - Manager - Customer Services; Role - General Manager - Community; Role - CSR - Contact Centre; Role - CSR - Forum North; ; Role - CSR - Ruakaka;	Exemptions cards are issued subject to the conditions noted on the application form and as approved by the CEO.
Land Transport Act 1998			44.3	Authority to issue a disabled working parking permit	Role - Customer Relations Co-ordinator; Role - Team Leader - Service Centres; Role - Manager - Customer Services; Role - General Manager - Community; Role - CSR - Contact Centre; Role - CSR - Forum North; Role - CSR - Ruakaka;	
Land Transport Act 1998		7 Parking and Traffic Bylaw 2017	22.1	Authority to issue parking permits.	Role - CSR - Forum North; Role - CSR - Ruakaka; Role - Customer Relations Co-ordinator; Role - Team Leader - Service Centres;	Community concession parking permits are issued in accordance with Council's Grants, Concessions and Loans Policy
Land Transport Act 1998		7 Parking and Traffic Bylaw 2017	23.1	Authority to issue parking permits.	Role - CSR - Forum North; Role - CSR - Ruakaka; Role - Customer Relations Co-ordinator; Role - Team Leader - Service Centres;	Parking permits are issued in accordance with appropriate policies.
Land Transport Act 1998		7 Parking and Traffic Bylaw 2017	25	Authority to provide permission to place machinery or equipment on roads.	Role - Manager - Roading; Role - Road Corridor Co-ordinator;	
Litter Act 1979			5(1)	Power to appoint litter control officers.	Role - General Manager - Infrastructure;	
Litter Act 1979			10(1)	To require owners of private property to clear litter from their property, and to issue notices.	Role - Manager - Waste and Drainage; Role - General Manager - Infrastructure;	
Litter Act 1979			10 (4)(5)(6)	To hear and determine objections pursuant to Subsection (4)-(6) of this section.	Responsibility - Exemptions and Objections Committee; Role - Manager - Revenue; Role - Senior Collections Officer; Role - Senior Rates Adviser; Role - Collections Officer;	
Local Government (Rating) Act 2002			58	Power to impose penalties not paid by the due date	Role - Manager - Revenue; Role - Senior Collections Officer; Role - Senior Rates Adviser;	
Local Government (Rating) Act 2002			112	To cancel or discharge enforcement order on Maori freehold land	Role - Manager - Revenue; Role - Senior Collections Officer; Role - Senior Rates Adviser;	
Local Government Act 1974			319B	Allocation of property numbers, compliance with requests from Chief Surveyor and advising the Chief Surveyor.	Role - Property Data Analyst; Role - Manager - Revenue; Role - General Manager - Corporate; Role - Rates Administrator;	
Local Government Act 1974			356, 356A	Authority to undertake process to remove abandoned vehicles from roads.	Role - Manager - Waste and Drainage; Role - General Manager - Infrastructure;	
Local Government Act 1974			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 - Manager - Roading; Role - General Manager - Infrastructure;	
Local Government Act 1974			355	To give notice requiring the removal of overhanging trees.	Role - Manager - Roading; Role - Manager - Parks and Recreation; Role - General Manager - Infrastructure;	
Local Government Act 1974			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 - Manager - Roading; Role - Road Corridor Co-ordinator; Role - Road Maintenance Engineer; Role - Senior Asset Engineer - Roading; Role - General Manager - Infrastructure;	
Local Government Act 1974			451	Authority to enter into agreement to build over council sewer and storm water assets.	Role - Manager - Waste and Drainage; Role - General Manager - Infrastructure;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Local Government Act 1974			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;	
Local Government Act 1974			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;	
Local Government Act 1974			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;	
Local Government Act 1974			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 - Infrastructure; Role - Manager - Roading;	
Local Government Act 2002		2 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;	
Local Government Act 2002		6 Control of Vehicles on Beaches Bylaw 2009	6.2	Authorisation of exemptions	Role - Manager - Health and Bylaws; Role - General Manager - Planning and Development;	
Local Government Act 2002		6 Control of Vehicles on Beaches Bylaw 2009	6.2	Issuing of keys under operational policy	Role - Customer Relations Co-ordinator; Role - Team Leader - Service Centres; Role - Manager - Customer Services; Role - CSR - Ruakaka; Role - CSR - Forum North;	
Local Government Act 2002		13 Stormwater Management Bylaw 2014	5.2	Authority to provide written approval for restricted activities.	Role - General Manager - Infrastructure; Role - Manager - Waste and Drainage;	
Local Government Act 2002		15 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;	
Local Government Act 2002		14 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;	
Local Government Act 2002		13 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;	
Local Government Act 2002		14 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;	
Local Government Act 2002		15 Wastewater Bylaw 2014	3.2	Restrict discharges from swimming pools and spa pools	Role - General Manager - Infrastructure; Role - Manager - Waste and Drainage;	
Local Government Act 2002		15 Wastewater Bylaw 2014	4.2	approve additional point of discharge for a premises	Role - General Manager - Infrastructure; Role - Manager - Waste and Drainage;	
Local Government Act 2002		1 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;	
Local Government Act 2002		1 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;	
Local Government Act 2002		1 Water Supply Bylaw 2012	1.3.5	Increase or decrease water pressure.	Role - Manager - Water Services; Role - General Manager - Infrastructure; Role - Distribution Engineer;	
Local Government Act 2002		1 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 Rates Administrator; Role - Water Meter Administrator;	
Local Government Act 2002		5 Public Places Bylaw 2014	Various	Authority to issue permit.	Role - Team Leader - Environmental Health; Role - Manager - Health and Bylaws; Role - General Manager - Planning and Development;	
Local Government Act 2002		10 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.	Role - Manager - Customer Services; Role - Team Leader - Service Centres; Role - General Manager - Community;	



Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Local Government Act 2002		10 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.	Role - Manager - Customer Services; Role - Team Leader - Service Centres; Role - General Manager - Community; Role - Manager - Building Control; Role - Manager - Business Improvement; Role - Manager - Business Support; Role - Manager - Communications; Role - Manager - Community Development; Role - Manager - Customer Services; Role - Manager - Democracy and Assurance; Role - Manager - District Development; Role - Manager - District Plan; Role - Manager - Finance; Role - Manager - Health and Bylaws; Role - Manager - ICT; Role - Manager - Infrastructure Development; Role - Manager - Infrastructure Planning and Capital Works; Role - Manager - Libraries; Role - Manager - Maori Relationships; Role - Manager - Parks and Recreation; Role - Manager - People and Capability; Role - Manager - Revenue; Role - Manager - RMA Consents; Role - Manager - Roading; Role - Manager - Strategy; Role - Manager - Waste and Drainage; Role - Manager - Water Services; Role - Manager - Venues and Events WHANGAREI;	
Local Government Act 2002		10 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.	Role - Manager - Health and Bylaws; Role - General Manager - Planning and Development;	
Local Government Act 2002		10 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;	
Local Government Act 2002			3.1.2	Authority to grant special dispensation.	Role - Manager - Health and Bylaws; Role - Bylaw Enforcement Coordinator; Role - General Manager - Planning and Development;	
Local Government Act 2002			193	Power to restrict water supply.	Role - Manager - Water Services; Role - General Manager - Infrastructure;	
Local Government Act 2002			224	Authority to provide written warning regarding wastage of water.	Role - Manager - Water Services; Role - General Manager - Infrastructure; Role - Distribution Engineer;	
Local Government Act 2002			181	Power to authorise construction of works on private land.	Role - General Manager - Infrastructure; Role - Manager - Infrastructure Development; Role - Manager - Infrastructure Planning and Capital Works; Role - Manager - Parks and Recreation; Role - Manager - Roading; Role - Manager - Waste and Drainage; Role - Manager - Water Services;	
Local Government Act 2002			171	General power of entry.	Responsibility - Warranted RMA Officer; Responsibility - Warranted BA Officer; Responsibility - Warranted LGA Officer;	
Local Government Act 2002			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;	
Local Government Act 2002			167	To return property, or to refuse to return property, seized and impounded under section 164 or section 165 LGA 2002.	Role - General Manager - Planning and Development; Role - Manager - Health and Bylaws;	
Local Government Act 2002			168	To dispose of property that has not been returned within six months after it was seized and impounded.	Role - General Manager - Planning and Development; Role - Manager - Health and Bylaws;	
Local Government Act 2002			106	The authority to determine assessments under the Development Contribution Policy.	Role - Development Contributions Co-ordinator; Role - Team Leader - RMA Approvals and Compliance; Role - Manager - RMA Consents; Role - General Manager - Planning and Development;	
Local Government Act 2002		5 Public Places Bylaw 2014	7	To participate in any procession, or any meeting, gathering or demonstration.	Role - Manager - Roading; Role - Road Corridor Co-ordinator; Role - Road Maintenance Engineer; Role - Senior Asset Engineer - Roading; Role - General Manager - Infrastructure;	
Local Government Act 2002		5 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.	Role - Manager - Roading; Role - General Manager - Infrastructure;	
Local Government Act 2002		5 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.	Role - Manager - Roading; Role - General Manager - Infrastructure;	
Local Government Act 2002		5 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 - General Manager - Infrastructure;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Local Government Act 2002		5 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 - General Manager - Infrastructure;	
Local Government Act 2002		10 Control of Advertising Signs Bylaw 2014	5	Power to approve a sign in a public place.	Role - Manager - Health and Bylaws; Role - Manager - Roading; Role - General Manager - Infrastructure; Role - General Manager - Planning and Development;	
Local Government Act 2002		10 Control of Advertising Signs Bylaw 2014	9	Power to determine if a sign creates a traffic hazard or a traffic safety issue.	Responsibility - Warranted LGA Officer;	
Local Government Act 2002		10 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;	
Local Government Act 2002		5 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 - Operations; Role - Manager - Venues and Events WHANGAREI; Role - CSR - Contact Centre; Role - CSR - Forum North; Role - CSR - Ruakaka;	
Local Government Act 2002		5 Public Places Bylaw 2014	8	Authority to provide written consent to distribute notices.	Role - Manager - Health and Bylaws; Role - General Manager - Planning and Development;	
Local Government Act 2002		5 Public Places Bylaw 2014	9.b	Authority to permit soliciting subscriptions, collections or donations.	Role - Customer Relations Co-ordinator; Role - Team Leader - Service Centres; Role - Manager - Customer Services; Role - General Manager - Community; Role - CSR - Contact Centre; Role - CSR - Forum North; Role - CSR - Ruakaka;	
Local Government Act 2002		5 Public Places Bylaw 2014	11	Authority to permit trading in public places.	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 - Manager - Venues and Events WHANGAREI Role - Team Leader - Operations Role - CSR - Contact Centre Role - CSR - Forum North Role - CSR - Ruakaka;	
Local Government Act 2002		5 Public Places Bylaw 2014	13	Authority to provide consent to display notices.	Role - Manager - Health and Bylaws Role - General Manager - Planning and Development;	
Local Government Act 2002			14	Authority to permit the exposure for sale of any article whatsoever outside any shop or other business premises.	Role - Customer Relations Co-ordinator Role - Team Leader - Service Centres Role - Manager - Customer Services Role - General Manager - Community Role - Environmental Health Officer Role - Manager - Health and Bylaws Role - General Manager - Planning and Development Role - Manager - Venues and Events WHANGAREI Role - Team Leader - Environmental Health Role - Team Leader - Operations Role - CSR - Contact Centre Role - CSR - Forum North Role - CSR - Ruakaka	



Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Local Government Act 2002		5 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	Role - Manager - Building Control Role - Manager - Business Improvement Role - Manager - Business Support Role - Manager - Communications Role - Manager - Community Development Role - Manager - Customer Services Role - Manager - Democracy and Assurance Role - Manager - District Development Role - Manager - District Plan Role - Manager - Finance Role - Manager - Health and Bylaws Role - Manager - ICT Role - Manager - Infrastructure Development Role - Manager - Infrastructure Planning and Capital Works Role - Manager - Libraries Role - Manager - Maori Relationships Role - Manager - Parks and Recreation Role - Manager - People and Capability Role - Manager - Revenue Role - Manager - RMA Consents Role - Manager - Roding Role - Manager - Strategy Role - Manager - Waste and Drainage Role - Manager - Water Services Role - Manager - Venues and Events WHANGAREI;	
Local Government Act 2002		5 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 - Manager - Building Control Role - Manager - Business Improvement Role - Manager - Business Support Role - Manager - Communications Role - Manager - Community Development Role - Manager - Customer Services Role - Manager - Democracy and Assurance Role - Manager - District Development Role - Manager - District Plan Role - Manager - Finance Role - Manager - Health and Bylaws Role - Manager - ICT Role - Manager - Infrastructure Development Role - Manager - Infrastructure Planning and Capital Works Role - Manager - Libraries Role - Manager - Maori Relationships Role - Manager - Parks and Recreation Role - Manager - People and Capability Role - Manager - Revenue Role - Manager - RMA Consents Role - Manager - Roding Role - Manager - Strategy Role - Manager - Waste and Drainage Role - Manager - Water Services Role - Manager - Venues and Events WHANGAREI;	
Local Government Act 2002		5 Public Places Bylaw 2014	18.2	To require a new fence to be erected.	Role - Manager - Building Control Role - Manager - Business Improvement Role - Manager - Business Support Role - Manager - Communications Role - Manager - Community Development Role - Manager - Customer Services Role - Manager - Democracy and Assurance Role - Manager - District Development Role - Manager - District Plan Role - Manager - Finance Role - Manager - Health and Bylaws Role - Manager - ICT Role - Manager - Infrastructure Development Role - Manager - Infrastructure Planning and Capital Works Role - Manager - Libraries Role - Manager - Maori Relationships Role - Manager - Parks and Recreation Role - Manager - People and Capability Role - Manager - Revenue Role - Manager - RMA Consents Role - Manager - Roding Role - Manager - Strategy Role - Manager - Waste and Drainage Role - Manager - Water Services Role - Manager - Venues and Events WHANGAREI;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Local Government Act 2002		5 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 - Manager - Building Control Role - Manager - Business Improvement Role - Manager - Business Support Role - Manager - Communications Role - Manager - Community Development Role - Manager - Customer Services Role - Manager - Democracy and Assurance Role - Manager - District Development Role - Manager - District Plan Role - Manager - Finance Role - Manager - Health and Bylaws Role - Manager - ICT Role - Manager - Infrastructure Development Role - Manager - Infrastructure Planning and Capital Works Role - Manager - Libraries Role - Manager - Maori Relationships Role - Manager - Parks and Recreation Role - Manager - People and Capability Role - Manager - Revenue Role - Manager - RMA Consents Role - Manager - Roding Role - Manager - Strategy Role - Manager - Waste and Drainage Role - Manager - Water Services Role - Manager - Venues and Events WHANGAREI;	
Local Government Act 2002		5 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 - General Manager - Infrastructure Role - Customer Relations Co-ordinator 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 - Manager - Venues and Events WHANGAREI Role - Team Leader - Service Centres Role - Team Leader - Operations Role - CSR - Contact Centre Role - CSR - Forum North Role - CSR - Ruakaka	
Local Government Act 2002		5 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;	
Local Government Act 2002		5 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 - Manager - Building Control Role - Manager - Business Improvement Role - Manager - Business Support Role - Manager - Communications Role - Manager - Community Development Role - Manager - Customer Services Role - Manager - Democracy and Assurance Role - Manager - District Development Role - Manager - District Plan Role - Manager - Finance Role - Manager - Health and Bylaws Role - Manager - ICT Role - Manager - Infrastructure Development Role - Manager - Infrastructure Planning and Capital Works Role - Manager - Libraries Role - Manager - Maori Relationships Role - Manager - Parks and Recreation Role - Manager - People and Capability Role - Manager - Revenue Role - Manager - RMA Consents Role - Manager - Roding Role - Manager - Strategy Role - Manager - Waste and Drainage Role - Manager - Water Services Role - Manager - Venues and Events WHANGAREI;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Local Government Act 2002		5 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 - Manager - Building Control Role - Manager - Business Improvement Role - Manager - Business Support Role - Manager - Communications Role - Manager - Community Development Role - Manager - Customer Services Role - Manager - Democracy and Assurance Role - Manager - District Development Role - Manager - District Plan Role - Manager - Finance Role - Manager - Health and Bylaws Role - Manager - ICT Role - Manager - Infrastructure Development Role - Manager - Infrastructure Planning and Capital Works Role - Manager - Libraries Role - Manager - Maori Relationships Role - Manager - Parks and Recreation Role - Manager - People and Capability Role - Manager - Revenue Role - Manager - RMA Consents Role - Manager - Roading Role - Manager - Strategy Role - Manager - Waste and Drainage Role - Manager - Water Services Role - Manager - Venues and Events WHANGAREI;	
Local Government Act 2002		5 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 - Manager - Roading Role - General Manager - Infrastructure Role - General Manager - Planning and Development	
Local Government Act 2002		5 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	
Local Government Act 2002		5 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 - Manager - Roading Role - General Manager - Infrastructure;	
Local Government Act 2002		5 Public Places Bylaw 2014	26.2	To issue a vehicle crossing permit.	Role - Manager - Roading Role - Road Corridor Co-ordinator Role - Road Maintenance Engineer Role - Senior Asset Engineer - Roading Role - General Manager - Infrastructure Role - Manager - Building Control Role - Manager - Business Improvement Role - Manager - Business Support Role - Manager - Communications Role - Manager - Community Development Role - Manager - Customer Services Role - Manager - Democracy and Assurance Role - Manager - District Development Role - Manager - District Plan Role - Manager - Finance Role - Manager - Health and Bylaws Role - Manager - ICT Role - Manager - Infrastructure Development Role - Manager - Infrastructure Planning and Capital Works Role - Manager - Libraries Role - Manager - Maori Relationships Role - Manager - Parks and Recreation Role - Manager - People and Capability Role - Manager - Revenue Role - Manager - RMA Consents Role - Manager - Roading Role - Manager - Strategy Role - Manager - Waste and Drainage Role - Manager - Water Services Role - Manager - Venues and Events WHANGAREI;	
Local Government Act 2002		5 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 - Manager - Building Control Role - Manager - Business Improvement Role - Manager - Business Support Role - Manager - Communications Role - Manager - Community Development Role - Manager - Customer Services Role - Manager - Democracy and Assurance Role - Manager - District Development Role - Manager - District Plan Role - Manager - Finance Role - Manager - Health and Bylaws Role - Manager - ICT Role - Manager - Infrastructure Development Role - Manager - Infrastructure Planning and Capital Works Role - Manager - Libraries Role - Manager - Maori Relationships Role - Manager - Parks and Recreation Role - Manager - People and Capability Role - Manager - Revenue Role - Manager - RMA Consents Role - Manager - Roading Role - Manager - Strategy Role - Manager - Waste and Drainage Role - Manager - Water Services Role - Manager - Venues and Events WHANGAREI;	
Local Government Act 2002			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	
Local Government Act 2002		5 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 - Customer Relations Co-ordinator Role - Team Leader - Service Centres Role - Manager - Customer Services Role - General Manager - Community Role - CSR - Contact Centre Role - CSR - Forum North Role - CSR - Ruakaka;	
Local Government Act 2002		5 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;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Local Government Act 2002		6 Control of Vehicles on Beaches Bylaw 2009	5	Authority to provide written permission for causing impediments to vehicular movements.	Role - General Manager - Planning and Development Role - Manager - Health and Bylaws;	
Local Government Act 2002			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;	In addition to the listed delegation roles this power can be delegated to specific staff through the CE, if required.
Local Government Act 2002			173	Power to enter land in an emergency	Role - Manager - Building Control Role - Team Leader - Building Support Role - Team Leader - Building Consents Role - Team Leader - 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 Role - Property Assessment Officer - Residential Role - Property Assessment Officer - Commercial and Residential;	
Local Government Official Information and Meetings Act 1987			5	Powers to determine availability and withholding of information including other reasons.	Role - Senior Legal Adviser Role - General Manager - Corporate Role - General Manager - Community Role - General Manager - Planning and Development Role - General Manager - Strategy and Democracy Role - Manager - People and Capability Role - Manager - Community Development Role - Manager - Customer Services Role - Manager - Libraries Role - Manager - Venues and Events WHANGAREI Role - Manager - Business Improvement Role - Manager - Communications Role - Manager - Finance Role - Manager - ICT Role - Manager - Revenue Role - Manager - Infrastructure Development Role - Manager - Infrastructure Planning and Capital Works Role - Manager - Parks and Recreation Role - Manager - Roading 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	
Local Government Official Information and Meetings Act 1987			11, 12, 13	Power to make decisions with regards to requests.	Role - Senior Legal Adviser; ; Role - General Manager - Corporate; ; Role - General Manager - Community; ; Role - General Manager - Planning and Development; ; Role - General Manager - Strategy and Democracy; ; Role - Manager - People and Capability; ; 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 Planning and Capital Works; ; Role - Manager - Parks and Recreation; ; Role - Manager - Roading; ; 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 Relationships; ; Role - Manager - Strategy; ;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Local Government Official Information and Meetings Act 1987			15	Power to determine the manner of presenting information and to determine deletions of some information from documents.	Role - Senior Legal Adviser; ; Role - General Manager - Corporate; ; Role - General Manager - Community; ; Role - General Manager - Planning and Development; ; Role - General Manager - Strategy and Democracy; ; Role - Manager - People and Capability; ; 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 Planning and Capital Works; ; Role - Manager - Parks and Recreation; ; Role - Manager - Roading; ; 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 Relationships; ; Role - Manager - Strategy; ; Role - Manager - Venues and Events WHANGAREI; ; Role - Legal Adviser;	
Local Government Official Information and Meetings Act 1987			17, 17A, 17B,18	Refusal of requests for information.	Role - Senior Legal Adviser Role - General Manager - Corporate Role - General Manager - Community Role - General Manager - Planning and Development Role - General Manager - Strategy and Democracy Role - Manager - People and Capability 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 Planning and Capital Works Role - Manager - Parks and Recreation Role - Manager - Roading 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 Relationships Role - Manager - Strategy; ; Role - Manager - Venues and Events WHANGAREI Role - General Manager - Infrastructure	
Local Government Official Information and Meetings Act 1987			S44A	Issue a Land Information Memorandum.	Role - Property Assessment Officer - Residential Role - Property Assessment Officer - Commercial and Residential Role - Team Leader - Building Support Role - Manager - Building Control Role - General Manager - Planning and Development Role - Property Assessment Co-ordinator Role - Support Assistant - Building Inspections Role - Support Assistant - Building Processing;	
Machinery Act 1950	Amusement Devices Regulations 1978		11 and 13	Powers in relation to the inspection and licensing of amusement devices.	Role - Manager - Building Control Role - Building Control Officer Role - General Manager - Planning and Development Role - Property Assessment Officer - Residential Role - Property Assessment Officer - Commercial and Residential Role - Team Leader - Building Support;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
					Responsibility - Council Secretary 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 - Building Control Role - Manager - Business Improvement Role - Manager - Business Support Role - Manager - Communications Role - Manager - Community Development Role - Manager - Customer Services Role - Manager - Democracy and Assurance Role - Manager - District Development Role - Manager - District Plan Role - Manager - Finance Role - Manager - Health and Bylaws Role - Manager - ICT Role - Manager - Infrastructure Development Role - Manager - Infrastructure Planning and Capital Works Role - Manager - Libraries Role - Manager - Maori Relationships Role - Manager - Parks and Recreation Role - Manager - People and Capability Role - Manager - Revenue Role - Manager - RMA Consents	
Privacy Act 1993			124	All powers, duties and functions of the Act.		
Privacy Act 1993			23	Power to act as Privacy Officer for the purposes of Section 23 of the Act.	Responsibility - Council Secretary;	
Public Bodies Lease Act 1969			Various	Authority to renew existing leases with rights of renewal in accordance to the terms and conditions of the lease.	Role - Commercial Portfolio Manager;	
Public Bodies Lease Act 1969			Various	Authority to complete rent reviews of existing leases in accordance to the terms and conditions of lease.	Role - Commercial Portfolio Manager;	Leases (being the full amount for the term of lease excluding GST) are restricted to the maximum amount of the delegated officer's financial delegation.
Public Records Act 2005			17 & 21	Power to retain, transfer and dispose of public records.	Role - Team Leader - Information Management Role - Manager - Business Support Role - General Manager - Corporate;	Delegation is through CEO. Any retention and disposal activities will be undertaken in accordance with the Chief Archivists Disposal Authority.
Public Works Act 1981			110 –111A	Provides certain powers of entry onto private land.	Role - General Manager - Infrastructure;	
Public Works Act 1981			133, 135 –134	Provide for removal of trees and hedges that interfere with public works.	Role - General Manager - Infrastructure;	
Public Works Act 1981			237	Power to approve excavations near public works.	Role - General Manager - Infrastructure;	
Public Works Act 1981			238	Power to bring action for damage to public work.	Role - General Manager - Infrastructure;	The delegated officers' authority to act is limited to their respective financial delegations.
Rates Rebate Act 1973			5-7	Authority to grant rates rebates upon the receipt of a satisfactory application.	Role - Senior Rates Administrator Role - Rates Administrator Role - Collections Officer Role - Manager - Revenue Role - General Manager - Corporate Role - Rates Rebate Officer;	
Rates Rebate Act 1973			9	To apply to the Secretary for Local Government for refund of rebates granted.	Role - Manager - Revenue Role - Senior Rates Adviser Role - Collections Officer Role - Senior Collections Officer;	
Rates Rebate Act 1973			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 - Collections Officer Role - Senior Collections Officer Role - Senior Rates Administrator Role - Senior Rates Adviser Role - CSR - Ruakaka Role - CSR - Forum North Role - Rates Administrator;	
Rating Valuations Act 1998			50	All powers , functions and duties under Rating Valuations Act 1988	Role - General Manager - Corporate;	
Rating Valuations Act 1998			14	Re-adjustment and correction of valuations.	Role - Manager - Revenue; Role - General Manager - Corporate; Role - Senior Rates Adviser; Role - Senior Rates Administrator;	
Rating Valuations Act 1998			16	Approve or refuse a request for a new valuation	Role - Manager - Revenue; Role - General Manager - Corporate; Role - Senior Rates Adviser; Role - Senior Rates Administrator;	
Rating Valuations Act 1998			7	To prepare and maintain district valuation role	Role - Manager - Revenue; Role - Senior Rates Adviser; Role - Senior Rates Administrator;	
Rating Valuations Act 1998			9-13	To revise the district valuation roll every 3 years	Role - Manager - Revenue; Role - Senior Rates Adviser; Role - Senior Rates Administrator;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Rating Valuations Act 1998			35	Notification of result of a review	Role - Rates Administrator; Role - Senior Rates Administrator; Role - Senior Rates Adviser;	
Rating Valuations Act 1998			39	To give effect to decisions of Tribunal	Role - Rates Administrator; Role - Senior Rates Administrator; Role - Senior Rates Adviser;	
Rating Valuations Act 1998			41	To provide copies of entries of rolls to the public	Role - Rates Administrator; Role - Senior Rates Administrator; Role - Senior Rates Adviser;	
Rating Valuations Act 1998			42	To maintain and supply information to the valuer general	Role - Rates Administrator; Role - Senior Rates Administrator; Role - Senior Rates Adviser;	
Reserves Act 1977			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; Role - Manager - RMA Consents; Role - RMA Planning Specialist; Role - Team Leader - RMA Consents; Responsibility - Hearings Commissioner;	The Reserves Act 1977 Instrument of Delegation to Territorial Authorities specifies the powers, functions and duties delegated from the Minister of Conservation to Council and/or its officers and should be read in conjunction with the delegations in this
Sale and Supply of Alcohol Act 2012			64	To issue licences, certificates and authorities (endorsed where appropriate).	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;	
Sale and Supply of Alcohol Act 2012			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.	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;	
Sale and Supply of Alcohol Act 2012			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;	
Sale and Supply of Alcohol Act 2012			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;	
Sale and Supply of Alcohol Act 2012			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;	
Sale and Supply of Alcohol Act 2012			102	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;	
Sale and Supply of Alcohol Act 2012			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;	
Sale and Supply of Alcohol Act 2012			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;	
Sale and Supply of Alcohol Act 2012			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;	



Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Sale and Supply of Alcohol Act 2012			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;	
Sale and Supply of Alcohol Act 2012			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;	
Sale and Supply of Alcohol Act 2012			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;	
Sale and Supply of Alcohol Act 2012			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; Responsibility - Secretary of the District Licensing Committee; Responsibility - Chief Licensing Inspector; Responsibility - Licensing Inspector; Role - Support Assistant - Health and Bylaws;	
Sale and Supply of Alcohol Act 2012			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.	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;	
Sale and Supply of Alcohol Act 2012			197	To appoint licensing inspectors under the Act	Role - General Manager - Planning and Development; Responsibility - Secretary of the District Licensing Committee;	
Sale and Supply of Alcohol Act 2012			220	To give copies of applications and accompanying documents to the Police 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;	
Sale and Supply of Alcohol Act 2012			225	To give copies of applications and accompanying documents to the Police 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;	
Sale and Supply of Alcohol Act 2012			283	To give copies of applications to licensees. To fix dates for public hearings and to give notice of hearings	Role - Team Leader - Environmental Health; Role - Manager - Health and Bylaws; Role - General Manager - Planning and Development; Responsibility - Secretary of the District Licensing Committee; Role - Team Leader - Democracy; Responsibility - Chief Licensing Inspector; Responsibility - Licensing Inspector;	
Sale and Supply of Alcohol Act 2012			284	To send copies or orders to the secretary of ARLA.	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;	
Sale and Supply of Alcohol Act 2012	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).	Role - Team Leader - Environmental Health; Role - Manager - Health and Bylaws; Role - General Manager - Planning and Development;	
Sale and Supply of Alcohol Act 2012	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;	
Statutory Land Charges Registration Act 1928			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;	
Statutory Land Charges Registration Act 1928			7	Authority to sign certificate releasing statutory land charge	Role - General Manager - Corporate; Responsibility - Council Secretary; Role - Manager - Revenue;	
Telecommunications Act 2001			128–131	Powers to deal with trees on road verges interfering with telecommunications networks.	Role - Manager - Roading; Role - General Manager - Infrastructure;	Subject to District Plan rules and Resource Consent RC40898.

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Telecommunications Act 2001			119	Authority to set out reasonable conditions.	Role - Manager - Roading; Role - General Manager - Infrastructure; Role - Road Corridor Co-ordinator; Role - Road Maintenance Engineer; Role - Senior Asset Engineer - Roading;	
Unit Titles Act 2010			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 - Team Leader - Compliance; Role - Post Approval Officer; Role - Team Leader - Building Consents;	
Utilities Access Act 2010			4&6	All powers, duties and functions of the Corridor Manager under the Act and the associated National Code of Practice.	Role - Manager - Roading; Role - Road Corridor Co-ordinator; Role - Road Maintenance Engineer; Role - Senior Asset Engineer - Roading; Role - General Manager - Infrastructure;	
Waste Minimisation Act 2008		9 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;	
Waste Minimisation Act 2008		9 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;	
<b>DELEGATION CATEGORY - COUNCIL DIRECT TO STAFF</b>						
Local Government (Rating) Act 2002			27, 31 - 36	To keep and maintain the rating information database.	Role - Manager - Revenue; Role - CSR - Forum North; Role - Senior Revenue Administrator - Payment Processing; Role - Senior Rates Administrator; Role - Senior Rates Adviser; Role - CSR - Ruakaka; Role - Collections Officer; Role - Rates Administrator; Role - Water Rates Administrator; Role - Cashier - Revenue Support; Role - Accounts Receivable Administrator; Role - Manager - Customer Services;	
Local Government (Rating) Act 2002			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;	
Local Government (Rating) Act 2002			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 Administrator; Role - Senior Rates Adviser; Role - General Manager - Corporate;	Delegation is limited to role's financial delegation
Local Government (Rating) Act 2002			85-90	Authority to administer rate remission and postponement policies.	Role - Manager - Revenue; Role - Senior Collections Officer; Role - Senior Rates Administrator; Role - Senior Rates Adviser; Role - Rates Administrator; Role - Water Rates Administrator;	Delegation is limited to role's financial delegation
Local Government (Rating) Act 2002			40	To correct errors in the rating information database and/or the rates records.	Role - Manager - Revenue; Role - Senior Rates Administrator; Role - Senior Rates Adviser; Role - General Manager - Corporate;	Delegation is limited to role's financial delegation
Local Government (Rating) Act 2002			52	To accept agreed methods of payments for rates	Role - Manager - Revenue; Role - Senior Revenue Administrator - Payment Processing; Role - Senior Rates Administrator; Role - Senior Rates Adviser; Role - Revenue Support; Role - CSR - Forum North; Role - CSR - Ruakaka; Role - Senior Collections Officer;	
Local Government (Rating) Act 2002			54	Authority not to collect small amounts, up to \$20.00 per annum	Role - Manager - Revenue; Role - Senior Rates Administrator; Role - Senior Rates Adviser; Role - Senior Collections Officer;	
Local Government (Rating) Act 2002			61	Authority to collect unpaid rates from the owner if ratepayer other than the owner defaults	Role - Manager - Revenue; Role - Senior Collections Officer; Role - Collections Officer;	
Local Government (Rating) Act 2002			62	Authority to collect unpaid rates from persons other than the owner.	Role - Manager - Revenue; Role - Senior Collections Officer; Role - Collections Officer;	
Local Government (Rating) Act 2002			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;	
Local Government (Rating) Act 2002			67-76	Commencement of rating sales or lease provisions.	Role - Manager - Revenue; Role - General Manager - Corporate; Role - Chief Executive;	
Local Government (Rating) Act 2002			77-83	Authority to sell abandoned land.	Role - Manager - Revenue; Role - General Manager - Corporate; Role - Chief Executive;	
Local Government (Rating) Act 2002			99-107	Authority to apply to the Maori Land Court for charging orders for unpaid rates	Role - Manager - Revenue; Role - Senior Rates Administrator; Role - Senior Rates Adviser; Role - Senior Collections Officer;	
Local Government (Rating) Act 2002			135	Authority to sign documents for Court proceedings.	Role - Manager - Revenue; Role - General Manager - Corporate;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Local Government (Rating) Act 2002			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 - Senior Rates Administrator; Role - Rates Administrator; Role - Senior Rates Adviser;	
Local Government (Rating) Act 2002			37	To keep and maintain the rates records	Role - Manager - Revenue; Role - Senior Revenue Administrator - Payment Processing; Role - Senior Rates Administrator; Role - Senior Rates Adviser; Role - Senior Collections Officer; Role - Collections Officer; Role - Cashier - Revenue Support; Role - Rates Administrator;	
Local Government (Rating) Act 2002			41	To issue an amended rates assessment. To refund rates if required	Role - Manager - Revenue; Role - Collections Officer; Role - Senior Rates Adviser; Role - General Manager - Corporate; Role - Senior Rates Administrator; Role - Senior Collections Officer;	Delegation limited to role's financial delegation
Local Government (Rating) Act 2002			41A	To amend rates assessment to give effect to objection to valuation under the Rating Valuations Act 1988	Role - Manager - Revenue; Role - Senior Rates Administrator; Role - Senior Rates Adviser; Role - General Manager - Corporate;	Delegation limited to role's financial delegation
Local Government (Rating) Act 2002			42	To recover additional rates from a ratepayer. To set the interest rate in accordance with this section	Role - Manager - Revenue; Role - Senior Rates Administrator; Role - Senior Rates Adviser; Role - General Manager - Corporate;	Delegation limited to role's financial delegation
Local Government (Rating) Act 2002			44 - 51	To provide for the delivery of rates assessment and rates invoices in accordance with these sections	Role - Manager - Revenue; Role - Senior Rates Administrator; Role - Senior Rates Adviser; Role - Rates Administrator; Role - Water Rates Administrator;	
Local Government (Rating) Act 2002			114-115	To remit or postpone rates pursuant to Council rates remission and postponement policies	Role - Manager - Revenue; Role - Senior Rates Administrator; Role - Senior Rates Adviser; Role - General Manager - Corporate;	Delegation is limited to role's financial delegation
Local Government (Rating) Act 2002			108	Power to apply to the Maori Land Court to enforce charging order	Role - Manager - Revenue; Role - General Manager - Corporate;	
Local Government (Rating) Act 2002			111	The power to apply to the Maori Land Court for payment of unpaid rates	Role - Manager - Revenue;	
Local Government (Rating) Act 2002			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 - Manager - Revenue; Role - Senior Collections Officer; Role - Senior Rates Adviser;	
Racing Act 2003			65C	Determination and granting of consents (board venues).	Responsibility - Exemptions and Objections Committee; Role - General Manager - Planning and Development;	
Resource Management Act 1991			10(2)	Power to extend existing use rights.	Role - Manager - District Plan; Role - Manager - RMA Consents; Role - RMA Planning Specialist; Role - Senior Specialist - Resource Consents;	
Resource Management Act 1991			32	Evaluation of alternatives; benefits and costs.	Role - General Manager - Planning and Development; Role - Manager - District Plan; Role - Senior Planner; Role - District Plan Planner; Role - District Plan Senior Planner; Role - District Plan Specialist; Role - Senior Specialist;	
Resource Management Act 1991			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;	
Resource Management Act 1991			36(5)	Remission of charges on application.	Role - General Manager - Planning and Development; Role - Manager - District Plan; Role - Manager - RMA Consents; Role - Team Leader - RMA Consents;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Resource Management Act 1991			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;	
Resource Management Act 1991			36AA	Authority to determine appeals against decisions on objections.	Role - General Manager - Planning and Development; Role - Manager - RMA Consents;	
Resource Management Act 1991			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;	
Resource Management Act 1991			38	Power to authorise officers as warranted enforcement officers.	Role - General Manager - Planning and Development; Role - Chief Executive;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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 - RMA Planning Specialist; Role - Team Leader - RMA Consents;	
Resource Management Act 1991			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 - RMA Planning Specialist; Role - Team Leader - RMA Consents;	
Resource Management Act 1991			42(1)(a)	Protection of sensitive information.	Role - Manager - District Plan; Role - Manager - RMA Consents; Role - Team Leader - Information Management;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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 - 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;	
Resource Management Act 1991			79	Review of District Plan provisions.	Role - Chief Executive; Role - General Manager - Planning and Development; Role - Manager - District Plan;	
Resource Management Act 1991			86B(4) (a)&(b)	Notification of a rescinded decision.	Role - General Manager - Planning and Development; Role - Manager - District Plan; Role - Senior Planner; Role - District Plan Planner; Role - District Plan Senior Planner; Role - District Plan Specialist; Role - Senior Specialist;	
Resource Management Act 1991			86C(2)	Notification of decisions to rescind rules relating to immediate legal effect.	Role - General Manager - Planning and Development; Role - Manager - District Plan; Role - Senior Planner; Role - District Plan Planner; Role - District Plan Senior Planner; Role - District Plan Specialist; Role - Senior Specialist;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			94C(2)	Power to determine that special circumstances exist, requiring notification of an application.	Role - General Manager - Planning and Development; Role - Manager - RMA Consents; Role - Senior Specialist - Resource Consents; Role - Team Leader - RMA Consents;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	



Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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; Role - Senior Specialist - Resource Consents;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			145	Lodgement of matters with Environmental Protection Agency (EPA).	Role - Chief Executive;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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 - Senior Planner; Role - District Plan Planner; Role - District Plan Senior Planner; Role - District Plan Specialist; Role - Senior Specialist;	
Resource Management Act 1991			176(1)(b)	Authority to provide written consent as requiring authority.	Role - General Manager - Infrastructure;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			184	Decision on lapsing of designations.	Role - Chief Executive; Role - General Manager - Planning and Development; Role - Manager - RMA Consents; Role - Manager - District Plan;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	



Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Resource Management Act 1991			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;	
Resource Management Act 1991			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 - Post Approval Officer;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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 - Senior Planner; Role - District Plan Planner; Role - District Plan Senior Planner; Role - District Plan Specialist; Role - Senior Specialist;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			332 & 333	Power of entry for inspection survey, collect samples.	Responsibility - Warranted RMA Officer;	
Resource Management Act 1991			336	The power to return or dispose of seized property.	Role - Manager - RMA Consents; Role - Manager - Health and Bylaws;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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 - RMA Planning Specialist; Role - Team Leader - RMA Consents; Role - Team Leader - RMA Approvals and Compliance;	
Resource Management Act 1991			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 - District Plan Senior Planner; Role - District Plan Specialist;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Resource Management Act 1991	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 - Team Leader - Building Support; Role - Property Assessment Co-ordinator; Role - Property Assessment Officer - Commercial and Residential; Role - Property Assessment Officer - Residential; Role - Support Assistant - Building Inspections; Role - Support Assistant - Building Processing;	
Resource Management Act 1991			34A (1A)	Iwi consultation on appointment of hearing commissioners.	Role - General Manager - Planning and Development; Role - Manager - District Plan; Role - Manager - RMA Consents;	
Resource Management Act 1991			41D	The authority to strike out submissions.	Role - General Manager - Planning and Development; Responsibility - Hearings Commissioner;	
Resource Management Act 1991			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;	
Resource Management Act 1991			357D	Power to approve objections	Role - General Manager - Planning and Development; Role - Manager - RMA Consents; Role - RMA Planning Specialist; Role - Team Leader - RMA Consents;	
Resource Management Act 1991			126(1)	Power to cancel unexercised consent.	Role - General Manager - Planning and Development; Role - Manager - RMA Consents;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			168A	Determining notice of requirement by territorial authority.	Role - General Manager - Planning and Development; Role - Manager - RMA Consents; Role - RMA Planning Specialist; Role - Team Leader - RMA Consents; Role - Senior Specialist - Resource Consents;	
Resource Management Act 1991			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 - Manager - Infrastructure Development; Role - Manager - Infrastructure Planning and Capital Works; Role - Manager - Waste and Drainage; Role - Manager - Water Services; Role - Manager - Roading; Role - Manager - Parks and Recreation;	
Resource Management Act 1991 – Schedule 1			5(1A) & (1B)	Power to determine affected parties to be notified.	Role - General Manager - Planning and Development; Role - Manager - District Plan;	
Resource Management Act 1991 – Schedule 1			5(2) & 5(5)	Public notification – placement of notice and distribution.	Role - General Manager - Planning and Development; Role - Manager - District Plan;	
Resource Management Act 1991 – Schedule 1			7(1)	Summary of submissions and notification of submissions.	Role - General Manager - Planning and Development; Role - Manager - District Plan; Role - Senior Planner; Role - District Plan Planner; Role - District Plan Senior Planner; Role - District Plan Specialist; Role - Senior Specialist;	
Resource Management Act 1991 – Schedule 1			1(2)	Power to grant extension of time in terms of Section 37.	Role - General Manager - Planning and Development; Role - Manager - District Plan;	
Resource Management Act 1991 – Schedule 1			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;	
Resource Management Act 1991 – Schedule 1			4(1) & 4(10)	Notice to Requiring Authority and amendment of the District Plan.	Role - General Manager - Planning and Development; Role - Manager - District Plan;	
Resource Management Act 1991 – Schedule 1			4(2) & (5)	Public notification – placement of notice and distribution.	Role - General Manager - Planning and Development; Role - Manager - District Plan;	
Resource Management Act 1991 – Schedule 1			8AA	Authority to resolve disputes.	Role - General Manager - Planning and Development; Role - Manager - District Plan; Role - Senior Specialist; Role - District Plan Senior Planner;	
Resource Management Act 1991 – Schedule 1			8B	Power to set hearing date and notice (including reports).	Role - General Manager - Planning and Development; Role - Manager - District Plan; Role - Senior Specialist; Role - District Plan Senior Planner;	
Resource Management Act 1991 – Schedule 1			8C	Hearing not needed.	Role - General Manager - Planning and Development; Role - Manager - District Plan;	
Resource Management Act 1991 – Schedule 1			8D(1)	Decision to withdraw a proposal.	Responsibility - Planning and Development Committee;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Resource Management Act 1991 – Schedule 1			8D(2)	Notification of withdrawal and providing reasons.	Role - General Manager - Planning and Development; Role - Manager - District Plan; ; Role - Senior Specialist; ; Role - District Plan Senior Planner;	
Resource Management Act 1991 – Schedule 1			9	Recommendations and decisions on requirements (designations).	Responsibility - Planning and Development Committee;	
Resource Management Act 1991 – Schedule 1			11(1) & (2)	Notification of decision to submitters, and owners and affected parties.	Role - General Manager - Planning and Development; Role - Manager - District Plan; Role - Senior Planner; Role - District Plan Planner; Role - District Plan Senior Planner; Role - District Plan Specialist; Role - Senior Specialist;	
Resource Management Act 1991 – Schedule 1			13(3)	Amend the District Plan in respect of the designations.	Role - General Manager - Planning and Development; Role - Manager - District Plan; Role - Senior Specialist; Role - District Plan Senior Planner;	
Resource Management Act 1991 – Schedule 1			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 - Senior Planner; Role - District Plan Planner; Role - District Plan Senior Planner; Role - District Plan Specialist; Role - Senior Specialist;	
Resource Management Act 1991 – Schedule 1			13 (6)	Summary of decisions to be made available.	Role - General Manager - Planning and Development; Role - Manager - District Plan; Role - Senior Planner; Role - District Plan Planner; Role - District Plan Senior Planner; Role - District Plan Specialist; Role - Senior Specialist;	
Resource Management Act 1991 – Schedule 1			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);	The Committees reserve the right to delegate the authorisation of consent orders to the relevant Group Manager.
Resource Management Act 1991 – Schedule 1			16(1)	Amend Proposed District Plan.	Responsibility - Planning and Development Committee;	
Resource Management Act 1991 – Schedule 1			16(2)	Make minor amendments to correct minor errors.	Role - General Manager - Planning and Development; Role - Manager - District Plan;	
Resource Management Act 1991 – Schedule 1			16A(1)	Approve Variations.	Responsibility - Planning and Development Committee;	
Resource Management Act 1991 – Schedule 1			16B	Merging Variations With District Plan.	Role - General Manager - Planning and Development; Role - Manager - District Plan; Role - Senior Specialist; Role - District Plan Senior Planner;	
Resource Management Act 1991 – Schedule 1			17	Final consideration of District Plan.	Responsibility - Planning and Development Committee;	
Resource Management Act 1991 – Schedule 1			17(1) & (1A)	Final consideration of District Plan, changes and also variations.	Responsibility - Planning and Development Committee;	
Resource Management Act 1991 – Schedule 1			17(3)	Affixing the local authority seal to the final plan.	Responsibility - Council Secretary; Role - Chief Executive;	
Resource Management Act 1991 – Schedule 1			20	Notification of Operative District Plan.	Role - General Manager - Planning and Development; Role - Manager - District Plan; Role - Senior Planner; Role - District Plan Planner; Role - District Plan Senior Planner; Role - District Plan Specialist; Role - Senior Specialist;	
Resource Management Act 1991 – Schedule 1			20A	Making minor amendments to correct the Operative District Plan.	Role - General Manager - Planning and Development; Role - Manager - District Plan;	
Resource Management Act 1991 – Schedule 1			23(1) & (2)	Request of further information on a plan change.	Role - General Manager - Planning and Development; Role - Manager - District Plan; Role - Senior Specialist; Role - District Plan Senior Planner;	
Resource Management Act 1991 – Schedule 1			23(3)	Require report.	Role - General Manager - Planning and Development; Role - Manager - District Plan; Role - Senior Specialist; Role - District Plan Senior Planner;	
Resource Management Act 1991 – Schedule 1			23(4)	Notification of information.	Role - General Manager - Planning and Development; Role - Manager - District Plan; Role - Senior Planner; Role - District Plan Planner; Role - District Plan Senior Planner; Role - District Plan Specialist; Role - Senior Specialist;	
Resource Management Act 1991 – Schedule 1			23(6)	Declining of plan change due to lack of information.	Role - General Manager - Planning and Development; Role - Manager - District Plan; Role - Senior Specialist; Role - District Plan Senior Planner;	
Resource Management Act 1991 – Schedule 1			24	Modification of request for plan change.	Role - General Manager - Planning and Development; Role - Manager - District Plan; Role - Senior Specialist; Role - District Plan Senior Planner;	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Resource Management Act 1991 – Schedule 1			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;	
Resource Management Act 1991 – Schedule 1			25(2)(a)(i)	Public notification of plan change adopted.	Role - General Manager - Planning and Development; Role - Manager - District Plan; Role - Senior Planner; Role - District Plan Planner; Role - District Plan Senior Planner; Role - District Plan Specialist; Role - Senior Specialist;	
Resource Management Act 1991 – Schedule 1			25(5)	Notification of Decision.	Role - General Manager - Planning and Development; Role - Manager - District Plan; Role - Senior Planner; Role - District Plan Planner; Role - District Plan Senior Planner; Role - District Plan Specialist; Role - Senior Specialist;	
Resource Management Act 1991 – Schedule 1			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 - District Plan Planner; Role - District Plan Senior Planner; Role - District Plan Specialist; Role - Senior Specialist;	
Resource Management Act 1991 – Schedule 1			29(4)	Decline, approve or modify plan change.	Responsibility - Planning and Development Committee;	
Resource Management Act 1991 – Schedule 1			29(9)	Decision to initiate a variation under Clause 16A.	Responsibility - Planning and Development Committee;	
Resource Management Act 1991 – Schedule 1			32	Certification of inclusion of material into the District Plan.	Role - General Manager - Planning and Development; Role - Manager - District Plan;	
Resource Management Act 1991 – Schedule 1			34 (3)	Distribution of referenced material.	Role - General Manager - Planning and Development; Role - Manager - District Plan; Role - Senior Planner; Role - District Plan Planner; Role - District Plan Senior Planner; Role - District Plan Specialist; Role - Senior Specialist;	
Resource Management Act 1991 – Schedule 1			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 - Senior Planner; Role - District Plan Planner; Role - District Plan Senior Planner; Role - District Plan Specialist; Role - Senior Specialist;	
Resource Management Act 1991 – Schedule 1			10(3)	Public notification of decisions.	Role - General Manager - Planning and Development; Role - Manager - District Plan;	
DELEGATION TYPE - COUNCIL TO COMMITTEE OR ELECTED MEMBER						
Dog Control Act 1996			22	To hear and determine objections to the classification of a person as a probationary owner.	Responsibility - Exemptions and Objections Committee;	
Dog Control Act 1996			26	To hear and determine objections to the classification of a person disqualified from owning a dog.	Responsibility - Exemptions and Objections Committee;	
Dog Control Act 1996			33B	Power to consider objection to classification under Section 33A as a menacing dog.	Responsibility - Exemptions and Objections Committee;	
Dog Control Act 1996			33D	To hear and determine objections to any notice requiring abatement of a barking dog nuisance.	Responsibility - Exemptions and Objections Committee;	
Gambling Act 2003			100	Determination and granting of consents (class 4 gambling venues).	Responsibility - Exemptions and Objections Committee;	
Local Government Act 2002		2 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;	
Resource Management Act 1991			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);	
Resource Management Act 1991			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);	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Resource Management Act 1991			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);	
Resource Management Act 1991			86B(1)	To resolve that rules have immediate legal effect.	Responsibility - Planning and Development Committee;	
Resource Management Act 1991			86B(4)	Rescinding of decision regarding legal effect of rules.	Responsibility - Planning and Development Committee;	
Resource Management Act 1991			357D	Power to decline objections.	Responsibility - Exemptions and Objections Committee;	
Resource Management Act 1991			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);	
Te Ture Whenua Maori Act 1993			317	Consent to laying out roadways.	Responsibility - Infrastructure Committee;	
Te Ture Whenua Maori Act 1993			320	Consent for roadway to be declared a road or street.	Responsibility - Infrastructure Committee;	
Te Ture Whenua Maori Act 1993			325	Application to vest stopped road as Maori freehold land.	Responsibility - Infrastructure Committee;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
DELEGATIONTYPE - NON STATUTORY						
DELEGATION CATEGORY - COUNCIL TO CE						
				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;	
DELEGATION CATEGORY - CE TO STAFF						
				Rating Refunds – accounts in credit and customer requests refund / overpayments / duplicate payments	Role - General Manager - Corporate; Role - Manager - Revenue; Role - Senior Revenue Administrator - Payment Processing; Role - Senior Rates Adviser; Role - Senior Collections Officer;	Delegation is limited to role's financial delegation
				Processing building, resource consents, regulatory and property charges?	Role - Manager - Finance; Role - Senior Financial Accountant; Role - Corporate Accountant; Role - Senior Management Accountant; Role - Management Accountant; Role - PPE Accountant; Role - Manager - Revenue; Role - General Manager - Corporate;	
				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 - Management Accountant; Role - PPE Accountant; Role - General Manager - Corporate;	
				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.
				Review and Approve Payroll	Role - Manager - Finance; Role - Senior Financial Accountant; Role - Senior Management Accountant; Role - General Manager - Corporate;	
				Review and set rentals for general housing.	Role - Commercial Portfolio Manager; 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;	



Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
				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 Portfolio Manager; 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;	Delegation is limited to role's financial delegation
				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. 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;	
				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 - PPE 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.
				Authority to write off bad debts under \$2,000 (exclusive of GST).	Role - Chief Executive; Role - General Manager - Corporate; Role - Manager - Finance;	Any amounts written off are to be reported to Council quarterly.
				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;	
				Authority to maintain list of bank signatories	Role - Chief Executive;	
				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;	
				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
				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
				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;	
				Authority to negotiate existing bank facilities	Role - General Manager - Corporate;	
				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;	
				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;	
				Power to decide whether to initiate District Court proceedings. This excludes any specific delegations for initiation of district court proceedings under the Resource Management Act 1991 and the Building Act 2004.	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;	



Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
				Power to sign the Authority and Instruction forms for LINZ e-dealing on behalf of Council.	Role - Chief Executive; Role - Senior Legal Adviser; 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 - Team Leader - RMA Approvals and Compliance;	
				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 Development; Role - Manager - Infrastructure Planning and Capital Works; Role - Manager - Parks and Recreation; Role - Manager - Roading; Role - Manager - Waste and Drainage; Role - Manager - Water Services;	In accordance with NZS3910, 3916, 3917, FIDIC and other relevant standards.
				The power to contend that the Contractor has failed to perform its obligations under the contract.	Role - General Manager - Infrastructure; Role - Manager - Infrastructure Development; Role - Manager - Infrastructure Planning and Capital Works; Role - Manager - Parks and Recreation; Role - Manager - Roading; Role - Manager - Waste and Drainage; Role - Manager - Water Services;	In accordance with NZS3910, 3916, 3917, FIDIC and other relevant standards.
				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 Development; Role - Manager - Infrastructure Planning and Capital Works; Role - Manager - Parks and Recreation; Role - Manager - Roading; Role - Manager - Waste and Drainage; Role - Manager - Water Services;	In accordance with NZS3910, 3916, 3917, FIDIC and other relevant standards.
				The power to agree to the Contractor taking steps to accelerate the works.	Role - General Manager - Infrastructure; Role - Manager - Infrastructure Development; Role - Manager - Infrastructure Planning and Capital Works; Role - Manager - Parks and Recreation; Role - Manager - Roading; Role - Manager - Waste and Drainage; Role - Manager - Water Services;	In accordance with NZS3910, 3916, 3917, FIDIC and other relevant standards.
				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 - Manager - Infrastructure Development; Role - Manager - Infrastructure Planning and Capital Works; Role - Manager - Parks and Recreation; Role - Manager - Roading; Role - Manager - Waste and Drainage; Role - Manager - Water Services; Role - General Manager - Infrastructure;	In accordance with NZS3910, 3916, 3917, FIDIC and other relevant standards.
				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 - Roading; Role - Road Corridor Co-ordinator; Role - Road Maintenance Engineer; Role - Senior Asset Engineer - Roading; Role - General Manager - Infrastructure;	Initial Authority is delegated to the GMIS, see page 13 EES.
				Authority to ensure that all Temporary Traffic Management (TTM) measures are in accordance with CoPTTM.	Role - Manager - Roading; Role - Road Corridor Co-ordinator; Role - Road Maintenance Engineer; Role - Senior Asset Engineer - Roading; Role - General Manager - Infrastructure;	
				Authority to approve Road Encroachment Licenses for permanent structures.	Role - Manager - Roading; Role - General Manager - Infrastructure;	All approvals are to be granted and issued in accordance with the policy as well as any legislative requirements.
DELEGATION CATEGORY - COUNCIL DIRECT TO STAFF						
				Delegated authority to spend up to \$2,000,000	Role - Chief Executive; Role - Acting Chief Executive; Role - Deputy Chief Executive;	Position Holders listed in Financial Delegations - Category A
				Delegated authority to spend up to \$250,000	Role - General Manager - Community; Role - General Manager - Corporate; Role - General Manager - Infrastructure; Role - Councillor Deputy Mayor; Role - General Manager - Planning and Development; Role - General Manager - Strategy and Democracy; Role - Northland Transportation Alliance Manager; Role - Deputy Chief Executive;	Position Holders listed in Financial Delegations - Category B

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
				Delegated authority to spend up to \$50,000	Role - Manager - Libraries; Role - Manager - Venues and Events WHANGAREI; Role - Manager - Finance; Role - Manager - ICT; Role - Manager - Infrastructure Development; Role - Manager - Roading; Role - Manager - Waste and Drainage; Role - Manager - Water Services; Role - Manager - Building Control; Role - Manager - Parks and Recreation; Role - Manager - Business Support; Role - Manager - Community Development; Role - Manager - Business Improvement; Role - Manager - Communications; Role - Manager - Revenue; Role - Manager - Infrastructure Planning and Capital Works; Role - Manager - District Development;	Position Holders listed in Financial Delegations - Category C
				Delegated authority to spend up to \$25,000	Role - Manager - Customer Services; Role - Manager - People and Capability; Role - Commercial Portfolio Manager; Role - Manager - District Plan; Role - Manager - Health and Bylaws; Role - Manager - RMA Consents; Role - Manager - Democracy and Assurance; Role - Manager - Strategy; Role - Manager - Maori Relationships; Role - Cemetery and Botanica Manager;	Position Holders listed in Financial Delegations - Category D
				Delegated authority to spend up to \$10,000	Role - Collections and Technical Team Leader; Role - Team Leader - Marketing and Events; Role - Senior Systems Accountant; Role - Team Leader - Information Management; Role - Team Leader - Property Assets; Role - Team Leader - Communications Operations; Role - Senior Financial Accountant; Role - Senior Management Accountant; Role - Senior Project Manager - Systems Analyst; Role - Team Leader - ICT Operations; 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 - Operations Engineer - Water; Role - Health and Safety Manager; Role - Senior Legal Adviser; Role - Solid Waste Engineer; Role - Distribution Engineer; Role - Waste and Drainage Engineer; Role - Team Leader - Business Systems; Role - Team Leader - Major Event Planning and Administration; Role - Economic Development Facilitator; Role - Technical Officer; Role - Senior Technical Officer;	Position Holders listed in Financial Delegations - Category E
				Delegated authority to spend up to \$5,000	Role - Team Leader - i-SITES and Claphams Clocks; Role - Team Leader - Service Centres; Role - Team Leader - Outreach Services; Role - Audio Visual Co-ordinator; Role - Community Events Co-ordinator; Role - Senior Communications Adviser; Role - Team Leader - Infrastructure Support and Contract Pmts; Role - Project Engineer; Role - Project Engineer - Parks; Role - Senior Cemetery Operator; Role - Road Maintenance Engineer; Role - Waste and Drainage Asset Engineer; Role - Wastewater Projects Engineer; 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 - 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;	Position Holders listed in Financial Delegations - Category F

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
				Delegated authority to spend up to \$2,000	Role - EA to General Manager - Community; Role - 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 - PA to Chief Executive;	Position Holders listed in Financial Delegations - Category G
				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
				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
				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
				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 - PPE Accountant; Role - Senior Financial Accountant; Role - Manager - Finance; Role - General Manager - Corporate;	\$10M
				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;	
				Make and take any statutory declaration or oath required in relation to Council.	Role - Chief Executive;	
				Power to affix the Council Seal to overseas pension documents.	Role - Chief Executive; Responsibility - Council Secretary;	
				Power to affix the Council Seal to property/land transfer documents which require execution by way of Council Seal.	Role - Chief Executive; Responsibility - Council Secretary; Role - General Manager - Corporate; Role - General Manager - Community; Role - General Manager - Infrastructure; Role - General Manager - Planning and Development; Role - General Manager - Strategy and Democracy;	
				Category A.(iii) delegation to Council Civil Defence Emergency Management duty controller in the event of civil defence emergencies for expenditure up to \$500,000	Responsibility - CDEM Duty Controller	
Resource Management Act 1991			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 - Roading; Role - Manager - Waste and Drainage; Role - Manager - Water Services; Role - Manager - Parks and Recreation; Role - General Manager - Infrastructure; Role - Manager - Infrastructure Planning and Capital Works; Role - Manager - Infrastructure Development; Role - Chief Executive;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
Resource Management Act 1991			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;	
<b>DELEGATION CATEGORY - COUNCIL TO COMMITTEE OR ELECTED MEMBERS</b>						
				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.
				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);	
				Power to execute a Deed.	Responsibility - Mayor plus any one Councillor; Responsibility - Deputy Mayor plus any one Councillor (in Mayor's absence only);	
				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.
				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);	

Act	Regulation	Bylaw	Section/ Clause/ Rule	Delegation	Delegated To	Conditions/Notes
Resource Management Act 1991			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;	