

Mayor and Councillors
COUNCIL

26 FEBRUARY 2015

Meeting Status: **Public**

Purpose of Report: For Decision

AMENDMENTS TO THE RESOURCE MANAGEMENT ACT DELEGATIONS

PURPOSE OF REPORT

- 1 This report seeks Council's consideration and approval of amendments to the delegations to staff who work under the Resource Management Act 1991.

DELEGATION

- 2 The delegations comply with the provisions of the Local Government Act 2002 (clause 32, schedule 7), which empowers the Council to consider an appropriate governance structure and associated delegations.
- 3 It also meets the requirements of section 10 of the Local Government Act 2002 which prescribes the purpose of local government.
- 4 The delegations will be available to be audited by Council's auditors Ernst and Young during their scheduled audits.

BACKGROUND

- 5 The Council has certain statutory powers it can exercise and duties it must fulfil. Various statutes recognise that it is not efficient or practical for Elected Members to have to deal with every aspect of their functions, duties and powers.
- 6 Various Acts of Parliament provide the Council with the legal authority to delegate to officers. In particular, Council has the authority to delegate to officers under clause 32 of Schedule 7 of the Local Government Act 2002. Clause 32 also sets out certain powers that cannot be delegated as follows:

32. Delegations—(1) Unless expressly provided otherwise in this Act, or in any other Act, for the purposes of efficiency and effectiveness in the conduct of a local authority's business, a local authority may delegate to a committee or other subordinate decision-making body, community board, or member or officer of the local authority any of its responsibilities, duties, or powers except—

- (a) the power to make a rate; or*
- (b) the power to make a bylaw; or*
- (c) the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan; or*
- (d) the power to adopt a long-term plan, annual plan, or annual report; or*
- (e) the power to appoint a chief executive; or*
- (f) the power to adopt policies required to be adopted and consulted on under this Act in association with the long-term plan or developed for the purpose of the local governance statement.*
- (h) the power to adopt a remuneration and employment policy.*

- 7 Delegated authority allows for administrative efficiency and ensures timeliness in the conduct of Council's daily business activities.
- 8 The majority of Acts allow the Chief Executive the discretion to sub-delegate to council staff, provided he has the delegated power from the Council to further sub-delegate. However, some Acts prescribe the way delegations must be made. The Resource Management Act 1991 (RMA 1991) does not allow the Chief Executive the power to sub-delegate.

ISSUES AND OPTIONS

Issues

- 9 The Council RMA 1991 delegations to the Chief Executive and staff are monitored on a regular basis and reported back to Council for amendment as required in response to changes in staff or legislation.
- 10 Delegations are also reviewed on request by Council.
- 11 Approval is sought for the following amendments to Council's RMA 1991 delegations:
 - a) The addition of the new role of Team Leader Resource Consents has been created to oversee the resource consents planning team. This position provides additional management support of this function while we recruit for a new Manager Resource Consents and Compliance. Accordingly the contractor appointed to this role will require the appropriate delegations. And;
 - b) With the changes to the Strategy and Partnerships Group, the title of Group Manager Strategy and Partnerships will be replaced with Group Manager Strategy and Planning and the title of Environmental Planning Manager will be replaced with Manager, Research, Policy and Planning.

CONSIDERATIONS

Policy considerations

- 12 The proposed delegations support the Council's Governance Structure and Delegations.

Legal considerations

- 13 This paper has been reviewed by the Council's Senior Legal Counsel.

Financial considerations

- 14 There are no financial considerations relating to the process of making this amendment.

SIGNIFICANCE AND ENGAGEMENT

Degree of significance

- 15 This decision has a low level of significance under the Council's Significance and Engagement policy. No engagement is required.

Consultation already undertaken

16 This is a technical procedure to enable staff to perform their roles efficiently. No engagement and no consultation is necessary.

Engagement planning

17 An engagement plan is not needed to implement this decision

Publicity

18 There are no publicity requirements.

RECOMMENDATIONS

19 That the Council adopts the amendments to the Resource Management Act 1991 Delegations, shown in Appendix A of report SP-15-1490 to include the new position of Team Leader Resource Consents and the new titles of Group Manager Strategy and Planning and Manager, Research, Policy and Planning and the position of Planning Technician.

Report prepared by	Approved for submission	Approved for submission
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Statutory Compliance Officer	Group Manager Strategy and Partnerships	Acting Group Manager Regulatory Services

ATTACHMENTS

- Appendix A Amendment to be included in the Council RMA 1991 Delegations to Staff
- Appendix B Glossary of RMA Sections Delegated to Staff

Appendix A – Report SP-15-1490

29 January 2015 Amendments to Council delegations to Staff under the Resource Management Act 1991	
Positions	RMA Sections / Schedules to be added to the delegations to the position (See Appendix B for details of sections)
Team Leader Resource Consents	<p><u>Sections:</u> 10, 10A, 10B, 22, 32, 36(3), 36(3A), 36(5), 36AA(1), 37, 37A, 41B, 42, 42A, 44A, 55, 86D, 87E, 87F, 87G, 88, 89A, 91, 92, 92A, 92B, 93, 94, 94A, 94B, 94C, 94D, 95A-95F, 98, 99, 99A, 100, 101, 102, 103, 104, 104A, 104B, 104C, 104D, 104F, 105, 106, 108, 108A, 109, 110, 113, 114, 124, 124A, 124B, 124C, 125, 126, 127, 128, 129, 132, 133A, 134, 138, 138A, 139, 139A, 149B, 149G, 149Q, 149W, 149ZD, 168, 168A, 169, 171, 173, 174, 175, 176, 176A, 178, 181(3), 184, 189A, 190, 193, 194, 195A, 198A-198M, 220, 221, 222, 223, 224, 226(1)(e), 227, 234, 235, 237, 237B-237H, 240, 241, 243, 314-321, 322-324, 323, 325A, 327, 328, 330, 332, 333, 336, 338(4), 343C,</p> <p><u>Schedules:</u> Sch 1 Cl 3, Sch 1 Cl 3A, Sch 1 Cl 3B, Sch 1 CL 4, Sch 1 Cl 6, Sch 1 Cl 7, Sch 1 Cl 8, Sch 1 Cl 8AA, Sch 1 Cl 8B, Sch 1 Cl 8C, Sch 1 Cl 11, Sch 1 Cl15, Sch 1 Cl 16, Sch 1 Cl 16B, Sch 1 Cl 20, Sch 1 Cl 20A, Sch 1 Cl 23, Sch 1 Cl 24, Sch 1 Cl 25(1), Sch 1 Cl 29(2), Sch 1 CL 34, Sch 1 Cl 35.</p>
Group Manager Strategy and Partnerships / Group Manager Strategy and Planning	<p><u>Sections:</u> 10, 10B, 22, 32, 36(3), 36(5), 36AA(1), 37, 37A, 41B, 42A, 44A, 55, 86D, 87E, 87F, 87G, 88, 89A, 91, 92, 92A, 92B, 95A-95F, 98, 99, 99A, 100, 101, 102, 103, 104, 104A, 104B, 104C, 104D, 104F, 105, 106, 108, 108A, 109, 110, 113, 114, 124, 124A, 124B, 124C, 125, 126, 127, 128, 129, 132, 133A, 138, 138A, 139, 139A, 149B, 149G, 149Q, 149W, 149ZD, 168, 168A and 169, 171, 173, 174, 175, 176A, 181(3), 184, 189A, 190, 195A, 198A-M, 220, 221, 222, 223, 224, 226(1)(e), 227, 234, 235, 237, 237B-237H, 240, 241(3), 243, 314-321, 322-324, 323, 325A, 327, 328, 330 332, 333, 338, 343C.</p> <p><u>Schedules:</u> Sch 1 Cl 3, Sch 1 Cl 3A, Sch 1 Cl 3B, Sch 1 CL 4, Sch 1 Cl 6, Sch 1 Cl 7, Sch 1 Cl 8, Sch 1 Cl 8AA, Sch 1 Cl 8B, Sch 1 Cl 8C, Sch 1 Cl 11, Sch 1 Cl 16, Sch 1 Cl 16B, Sch 1 Cl 20, Sch 1 Cl 20A, Sch 1 Cl 23, Sch 1 Cl 24, Sch 1 Cl 25, Sch 1 Cl 29(2), Sch 1 CL 34, Sch 1 Cl 35.</p> <p><u>Note 1:</u> Along with the Environmental Planning Manager (Manager, Research, Policy and Planning), the power to authorise, on Council's behalf, agreement to any consent</p>

29 January 2015 Amendments to Council delegations to Staff under the Resource Management Act 1991	
Positions	RMA Sections / Schedules to be added to the delegations to the position (See Appendix B for details of sections)
	<p>orders arising from proceedings in the Environment Court (after consultation with the Chairperson or in their absence, the Deputy Chairperson from the Council Committee with responsibility for managing regulatory matters – at the time of making these delegations this is the Regulatory Management Committee).</p> <p><u>Note 2:</u> The power to write off sundry debts under the RMA 1991 to the value of \$1,000.</p>
Environmental Planning Manager / Manager, Research, Policy and Planning	<p><u>Sections:</u> 10, 10B, 22, 32, 36(3), 36(5), 36AA(1), 37, 37A, 41B, 42A, 44A, 55, 86D, 87E, 87F, 87G, 88, 89A, 91, 92, 92A, 92B, 95A-95F, 98, 99, 99A, 100, 101, 102, 103, 104, 104A, 104B, 104C, 104D, 104F, 105, 106, 108, 108A, 109, 110, 113, 114, 124, 124A, 124B, 124C, 125, 126, 127, 128, 129, 132, 133A, 138, 138A, 139, 139A, 149B, 149G, 149Q, 149W, 149ZD, 168, 168A and 169, 171, 173, 174, 175, 176A, 181(3), 184, 189A, 190, 195A, 198A-198M, 220, 221, 222, 223, 224, 226(1)(e), 227, 234, 235, 237, 237B-237H, 240, 241(3), 243, 314-321, 322-324, 323, 325A, 327, 328, 330 332, 333, 336, 338, 343C,</p> <p><u>Schedules:</u> Sch 1 CI 3, Sch 1 CI 3A, Sch 1 CI 3B, Sch 1 CL 4, Sch 1 CI 6, Sch 1 CI 7, Sch 1 CI 8, Sch 1 CI 8AA, Sch 1 CI 8B, Sch 1 CI 8C, Sch 1 CI 11, Sch 1 CI 16, Sch 1 CI 16B, Sch 1 CI 20, Sch 1 CI 20A, Sch 1 CI 23, Sch 1 CI 24, Sch 1 CI 25, Sch 1 CI 29(2), Sch 1 CL 34, Sch 1 CI 35.</p> <p><u>Note 1:</u> Along with the Group Manager Strategy and Partnerships (Strategy and Planning), the power to authorise, on Council's behalf, agreement to consent orders arising from proceedings in the Environment Court in relation to the Proposed District Plan, plan changes and variations, (after consultation with the Chairperson or in their absence, the Deputy Chairperson from the Council Committee with responsibility for managing regulatory matters – at the time of making these delegations this is the Regulatory Management Committee).</p>

Appendix B: Glossary of RMA Sections Delegated to Staff

Resource Management Act 1991

Section

10	Certain existing uses in relation to land protected
10A	Certain existing activities allowed
10B	Certain existing building works allowed
22	Duty to give certain information
32	Consideration of alternatives, benefits, and costs
36(3)	Administrative charges - Where a charge fixed in accordance with subsection (1) is, in any particular case, inadequate to enable a local authority to recover its actual and reasonable costs in respect of the matter concerned, the local authority may require the person who is liable to pay the charge, to also pay an additional charge to the local authority.
36(3A)	Administrative charges - A local authority must, upon request by any person liable to pay a charge under this section, provide an estimate of any additional charge likely to be imposed under subsection (3).
36(5)	Administrative charges - A local authority may, in any particular case and in its absolute discretion, remit the whole or any part of any charge of a kind referred to in this section which would otherwise be payable.
36AA(1)	Local authority policy on discounting administrative charges
37	Power of waiver and extension of time limits
37A	Requirements for waivers and extensions
38(5)	Authorisation and responsibilities of enforcement officers - The local authority or Minister shall supply every enforcement officer with a warrant, and that warrant shall clearly state the functions and powers that the person concerned has been authorised to exercise and carry out under this Act.
41B	Directions to provide evidence within time limits
42	Protection of sensitive information
42A	Reports to local authority
44A	Local authority recognition of national environmental standards
55	Local authority recognition of national policy statements
86D	Environment Court may order rule to have legal effect from date other than standard date
87E	Consent authority's decision on request
87F	Consent authority's subsequent processing

87G	Environment Court determines application
<u>Section</u>	
88	Making an application
89A	Applications affecting navigation to be referred to Maritime New Zealand
91	Deferral pending application for additional consents
92	Further information, or agreement, may be requested
92A	Responses to request
92B	Responses to notification
93	When public notification of consent applications is required
94	When public notification of consent applications is not required
94A	Forming opinion as to whether adverse effects are minor or more than minor
94B	Forming opinion as to who may be adversely affected
94C	Public notification if applicant requests or if special circumstances exist
94D	When public notification and service requirements may be varied
95A	Public notification of consent application at consent authority's discretion
95B	Limited notification of consent application
95C	Public notification of consent application after request for further information or report
95D	Consent authority decides if adverse effects likely to be more than minor
95E	Consent authority decides if person is affected person
95F	Consent authority decides if person is affected order holder
98	Advice of submissions to applicant
99	Pre-hearing meetings
99A	Mediation
100	Obligation to hold a hearing
101	Hearing date and notice
102	Joint hearings by 2 or more consent authorities
103	Combined hearings in respect of 2 or more applications
104	Consideration of applications
104A	Determination of applications for controlled activities
104B	Determination of applications for discretionary or non-complying activities
104C	Determination of applications for restricted discretionary activities

104D	Particular restrictions for non-complying activities
<u>Section</u>	
104F	Implementation of [national environmental standards]
105	Matters relevant to certain applications
106	Consent authority may refuse subdivision consent in certain circumstances
108	Conditions of resource consents
108A	Bonds
109	Special provisions in respect of bonds or covenants
110	Refund of money and return of land where activity does not proceed
113	Decisions on applications to be in writing, etc
114	Notification
124	Exercise of resource consent while applying for new consent
124A	When sections 124B and 124C apply and when they do not apply
124B	Applications by existing holders of resource consents
124C	Applications by persons who are not existing holders of resource consents
125	Lapsing of consent
126	Cancellation of consent
127	Change or cancellation of consent condition on application by consent holder
128	Circumstances when consent conditions can be reviewed
129	Notice of review
132	Decisions on review of consent conditions
133A	Minor corrections of resource consents
134	Land use and subdivision consents attach to land
138	Surrender of consent
138A	Special provisions relating to coastal permits for dumping and incineration
139	Consent authorities and Environmental Protection Authority to issue certificates of compliance
139A	Consent authorities to issue existing use certificates
149B	Local authority's obligations if matter called in
149G	EPA must provide board or Court with necessary information
149Q	Board to produce draft report

Section

149W	Local authority to implement decision of board or Court about proposed regional plan or change or variation
149ZD	Costs of processes under this Part recoverable from applicant
168	Notice of requirement to territorial authority
168A	Notice of requirement by territorial authority
169	Further information, notification, submissions, and hearing for notice of requirement to territorial authority
171	Recommendation by territorial authority
173	Notification of decision on designation
174	Appeals
175	Designation to be provided for in district plan
176	Effect of designation
176A	Outline plan
178	Interim effect of requirements for designations
181(3)	Alteration of designation - Circumstances where a territorial authority may alter a designation in its district plan.
184	Lapsing of designations which have not been given effect to
189A	Notice of requirement for heritage order by territorial authority
190	Further information, notification, submissions, and hearing for notice of requirement to territorial authority
193	Effect of heritage order
194	Interim effect of requirement
195A	Alteration of heritage order
198A	Sections 198B to 198G apply to requirements under section 168 or 189
198B	Requiring authority or heritage protection authority's request
198C	Territorial authority's decision on request
198D	Territorial authority's subsequent processing
198E	Environment Court decides
198F	Residual powers of territorial authority
198G	When territorial authority must deal with requirement
198H	Sections 198I to 198M apply to requirements under section 168A or 189A
198I	Territorial authority's decision

198J	Territorial authority's subsequent processing
<u>Section</u>	
198K	Environment Court decides
198L	Residual powers of territorial authority
198M	When territorial authority must deal with requirement
220	Condition of subdivision consents
221	Territorial authority to issue a consent notice
222	Completion certificates
223	Approval of survey plan by territorial authority
224	Restrictions upon deposit of survey plan
226(1)(e)	Restriction upon issue of certificates of title for subdivision - [The Registrar-General of Land] shall not issue a certificate of title for any land that is shown as a separate allotment on a survey plan (being a certificate issued to give effect to the subdivision shown on that survey plan), unless he or she is satisfied, after due inquiry, that— The territorial authority has [given a certificate signed by the principal administrative officer or other authorised officer to the effect]— (i) That there is no district plan for the area to which the survey plan relates, and that the allotment is in accordance with the requirements and provisions of the proposed district plan; or ii) That the allotment is in accordance with the requirements and provisions of the district plan and the proposed district plan (if any) for the area to which the survey plan relates; or (iii) That the allotment is in accordance with a permission or permissions granted under Part 2 or Part 4 of the Town and Country Planning Act 1977.
227	Cancellation of prior approvals
234	Variation or cancellation of esplanade strips
235	Creation of esplanade strips by agreement
237	Approval of survey plans where esplanade reserve or esplanade strips required
237B	Access strips
237C	Closure of strips to public
237D	Transfers to the Crown or regional council
237E	Compensation for taking of esplanade reserves or strips on allotments of less than 4 hectares
237F	Compensation for taking of esplanade reserves or strips on allotments of 4 hectares or more
237G	Compensation for taking of land below mean high water springs or of bed of lake or river
237H	Valuation

240	Covenant against transfer of allotments
<u>Section</u>	
241	Amalgamation of allotments
243	Survey plan approved subject to grant or reservation of easements
311	Application for declaration
314	Scope of enforcement order
315	Compliance with enforcement order
316	Application for enforcement order
317	Notification of application
318	Right to be heard
319	Decision on application
320	Interim enforcement order
321	Change or cancellation of enforcement order
322	Scope of abatement notice
323	Compliance with abatement notice
324	Form and content of abatement notice
325A	Cancellation of abatement notice
327	Issue and effect of excessive noise direction
328	Compliance with an excessive noise direction
330	Emergency works and power to take preventive or remedial action
332	Power of entry for inspection
333	Power of entry for survey
336	Return of property seized under sections 323 and 328
338	Offences against this Act
343B	Commission of infringement offence
343C	Infringement notices

Schedule 1 Preparation, change, and review of policy statements and plans

Clause

- 3 Consultation
- 3A Consultation in relation to policy statements
- 3B Consultation with iwi authorities

Clause

- 4 Requirements to be inserted prior to notification of proposed district plans
- 6 Making of submissions
- 7 Public notice of submissions
- 8 Certain persons may make further submissions
- 8AA Resolution of disputes
- 8B Hearing by local authority
- 8C Hearing not needed
- 11 Notification of decision
- 15 Hearing by the [Environment Court]
- 16 Amendment of proposed policy statement or plan
- 16B Merger with proposed policy statement or plan
- 20 Operative date
- 20A Correction of operative policy statement or plan
- 23 Further information may be required
- 24 Modification of request
- 25 Local authority to consider request
- 29(2) Procedure under this Part
- 34 Consultation on proposal to incorporate material by reference
- 35 Access to material incorporated by reference