

**Mayor and Councillors
COUNCIL**

10 AUGUST 2017

Meeting Status: **Public**

Purpose of Report: For Decision

AMENDMENTS TO THE COUNCIL DELEGATIONS TO STAFF

PURPOSE OF REPORT

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

DELEGATION

- 2 Council has the authority to consider this matter.
- 3 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.
- 4 It also meets the requirements of section 10 of the Local Government Act 2002 which prescribes the purpose of local government.
- 5 The delegations will be available to be audited by Council's auditors EY as part of their scheduled audits.

BACKGROUND

- 6 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.
- 7 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.*
- 8 Delegated authority allows for administrative efficiency and ensures timeliness in the conduct of Council's daily business activities.
- 9 The majority of the Acts allow the Chief Executive the discretion to sub-delegate to council staff. However, some Acts prescribe the way delegations must be made. For example, the Resource Management Act 1991 (RMA 1991) does not allow the Chief Executive the power to sub-delegate.

Issues

Resource Management Act 1991 Delegations made by Council to Staff

- 10 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. Delegations are also reviewed on request by Council.
- 11 The Resource Legislation Amendment Act 2017 obtained Royal assent on 18 April 2017. Some sections came into effect immediately and other sections are staged. The first stage of amendments were adopted by Council on 29 by Council June 2017.
- 12 The following amendments (Table 1) to Council's RMA 1991 delegations to staff are recommended as a result of the second stage legal amendments and apply from 18 October 2017:

Table 1: Recommended amendments to Council delegations to staff under the Resource Management Act 1991	
Section	Amendments to RMA delegations
Section 35A	Duty to keep records about iwi and hapu. This delegation is required by all enforcement officers.
Section 58L-U	The Mana Whakahono a Rohe process. Previously 58K-T incorrectly numbered by Ministry of Environment. Already delegated to staff.
Section 87AAD	Decide whether to give public or limited notification of the application and give notice of the decision. Delegate to Group Manager Regulatory Services, Resource Consents and Compliance Manager, Team Leader Resource Consents, Resource Consents Planners (including standard, senior, principal). Planning Technician and Resource Consents Project Officer (make recommendations and give notice only).
Section 87BA-BB	Give notice that the activity is a permitted activity. Delegate to Group Manager Regulatory Services, Resource Consents and Compliance Manager, Team Leader Resource Consents, Resource Consents Planners (including standard, senior, principal and service planner), Planning Technician and Resource Consents Project Officer.

Table 1: Recommended amendments to Council delegations to staff under the Resource Management Act 1991	
Section	Amendments to RMA delegations
Section 95,95A-E	Decide when public notification or limited notification of a consent application is required. Group sections 95A-E and include section 95. Same as staff already delegated for Sections 95A-E.
Section 267(2)	Request an Environment Judge to convene a conference. Delegate to Group Manager Strategy and Planning and Manager, Research Policy and Planning.
Section 267(1A)(b)	Authority to make decisions on behalf of Council during conferencing under section 267. Delegate to Group Manager Strategy and Planning and Manager, Research Policy and Planning, Policy Planner (including principal, senior, intermediate, graduate), Group Manager Regulatory Services, Resource Consents and Compliance Manager, Team Leader Resource Consents and Resource Consents Planners (principal and senior).
Section 268A(3)(b)	Authority to make decisions on behalf of Council during alternative dispute resolution under section 268. Delegate to Group Manager Strategy and Planning and Manager, Research Policy and Planning, Policy Planner (including principal, senior, intermediate, graduate), Group Manager Regulatory Services, Resource Consents and Compliance Manager, Team Leader Resource Consents and Resource Consents Planners (principal and senior).
Schedule 1 CI1B	Relationship with iwi participation legislation. Remove delegation from staff as no direct powers required by staff.
Schedule 1 CI 5	Prepare an evaluation report for the proposed policy statement and publically notify the plan if appropriate. Delegate to Group Manager Strategy and Planning and Manager, Research Policy and Planning and Policy Planners (including principal, senior, intermediate, graduate).
Schedule 1 CI 5A	Make a decision to give limited notification on a proposed change or variation. Delegate to Group Manager Strategy and Planning.
Schedule 1 CI10A	Apply to the Minister for an extension of time. Delegate to Group Manager Strategy and Planning and Manager, Research Policy and Planning.
Schedule 1 CI 37	Decide to use collaborative planning process. Delegate to Group Manager Strategy and Planning and Manager, Research Policy and Planning.

- 13 The following amendments (Table 2) to Council's RMA 1991 delegations to staff are recommended as a result of staff changes:

Table 2: Recommended amendments to Council delegations to staff under the Resource Management Act 1991	
Positions	Amendments to RMA delegations
Building Control Manager	Title to be amended to Building Team Manager .
Building Inspections Team Leader	Replaces title Team Leader Inspections
Senior Parks Officer	Additional title as result of structure change in Parks and Recreation team. Position to include Section 35 and Section 333 .

- 14 Complete RMA delegations (including amendments) can be found in Appendix A.

CONSIDERATIONS

Policy considerations

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

Legal considerations

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

Financial considerations

- 17 There are no financial considerations relating to the process of making these amendments.

Tāngata whenua considerations

- 18 There are no tāngata whenua considerations relating to the process of making these amendments.

SIGNIFICANCE AND ENGAGEMENT

Degree of significance

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

Consultation already undertaken

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

RECOMMENDATIONS

- 21 That the Council adopts the revised Resource Management Act 1991 Delegations to Staff as shown in Appendix A of Report SP-17-234 effective 18 October 2017.

Report prepared by:



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Approved for submission by:



Kevin Currie

**Group Manager
Regulatory Services**

Approved for submission by:



Nicola Tutt

Legal Counsel

Approved for submission by:



Sarah Stevenson

**Group Manager
Strategy and Planning**

ATTACHMENTS

Appendix A Council Resource Management Act 1991 Delegations to Staff (including amendments in Report SP-17-234)

Appendix B Glossary of Resource Management Act 1991 sections

<p style="text-align: center;">RESOURCE MANAGEMENT ACT 1991</p> <p style="text-align: center;">DELEGATIONS MADE BY</p> <p style="text-align: center;">KAPITI COAST DISTRICT COUNCIL TO STAFF</p>

Delegations under section 34A of the Resource Management Act 1991

For the avoidance of doubt:




- a reference in this document to an enactment, regulation or bylaw includes any amendment to the relevant provisions of that enactment, regulation or bylaw and any enactment, regulation or bylaw that, with or without modification, replaces or corresponds to that enactment, regulation or bylaw; and
- a reference in this document to a Council officer position includes any Council officer position that replaces or corresponds to that Council officer position and involves substantially the same duties.

Note:

Where a new section has been added by the Resource Legislation Amendment Act 2017 (RLAA17) it has been marked by a degree°.

Where a new section has been added by the Resource Management (Simplifying and Streamlining) Amendment Act 2009 (RMAA09) it has been marked by an asterisk*.

When an existing section has been repealed but remains in use for a transitional period under the RMAA09 it has been marked by a circumflex accent^.

- | | |
|---|--|
|  | Yellow indicates new or amended sections (Table 1) |
|  | Red indicates RMA Sections to be removed (Table 1) |
|  | Blue indicates staff changes (Table 2) |
- The above colour key and the colours and removed/repealed sections in Appendix A will be removed from the chart once adopted.

Appendix A to SP-17-234 – Council Resource Management Act 1991 Delegations to Staff

RMA 1991 Delegations to Positions	10	10A	10B	22	*32	*35	*35A	36 (5)	*36AA (1)	*36AAB (1)	37	37A	38(5)	41B	42	42A	44A	55	*58L-U	*80	*86D	*87AAD	*87BA-BB	87E	*87F	*87G	88	*89A	91	92	92A
Access and Transport Manager						•	•																								
Building Compliance Officer						•	•																								
Building Consents Technical Support						•	•																								
Building Inspections Team Leader						•	•																								
Building Team Manager						•	•																								
Building Officer						•	•																								
Clerk of Works Development Control				•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•					•	•	•	•		•	•	•
Clerk of Works Stormwater and Coastal Assets						•	•																								
Compliance Monitoring Officer				•		•	•																								
Compliance Officer – Main Security				•		•	•																								
Compliance Officer / RMA Compliance Officer				•		•	•																								
Construction Manager Town Centres						•	•																								
Customer Services Officer						•	•	•				•														•				•	
Development Control Team Leader				•	•	•	•	•	•	•	•	•		•		•	•	•	•					•	•	•	•		•	•	•
Development Engineer / Senior Development Engineer				•	•	•	•	•	•	•	•	•		•		•	•	•	•					•	•	•	•		•	•	•
Engineer Cadet						•	•																								
Environmental Health Officer						•	•																								
Environmental Health Team Leader						•	•																								
Environmental Restoration Officer						•	•																								
Environmental Standards Manager				•		•	•																								
Environmental Standards Team Leader				•		•	•																								
External Member – Enforcement Decision Group						•	•																								
Group Manager Community Services						•	•																								
Group Manager Corporate Services						•	•																								
Group Manager Infrastructure Services						•	•																								
Group Manager Regulatory Services	•	•	•	•	•	•	•	•	•	•	•	•		•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	
Group Manager Strategy and Planning	•	•	•	•	•	•	•	•	•	•	•	•		•		•	•	•	•	•	•	•		•	•	•	•	•	•	•	
Infrastructure Programme Delivery Manager						•	•																								
Manager, Corporate Planning and Reporting						•	•						•																		
Manager, Research, Policy and Planning	•	•	•	•	•	•	•	•	•	•	•	•		•		•	•	•	•	•	•			•	•	•	•	•	•	•	•
Open Space Manager						•	•																								
Operations Manager						•	•																								
Parks and Recreation Manager						•	•																								
Parks and Recreation Planner						•	•																								
Planning Technician	•	•	•	•	•	•	•	•		•	•	•		•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	
Policy Planner (Senior, Intermediate, Graduate)	•		•	•	•	•	•		•		•	•		•		•	•	•	•		•			•	•	•	•	•	•	•	
Principal Policy Planner	•	•	•	•	•	•	•		•		•	•		•		•	•	•	•		•			•	•	•	•	•	•	•	
Principal Resource Consents Planner	•	•	•	•	•	•	•	•	•	•	•	•		•	•	•	•	•	•		•	•	•	•	•	•	•	•	•	•	
Programme Coordinator						•	•						•																		
Programme Manager Biodiversity						•	•																								
Programme Manager CWB						•	•																								
Researcher	•	•	•	•	•	•	•		•		•	•		•		•	•	•	•					•	•	•	•	•	•	•	
Resource Consents and Compliance Manager	•	•	•	•	•	•	•	•	•	•	•	•		•	•	•	•	•	•		•		•	•	•	•	•	•	•	•	
Resource Consents Planner (Senior, Intermediate, Graduate)	•	•	•	•	•	•	•	•		•	•	•		•	•	•	•	•	•				•	•	•	•	•	•	•	•	
Resource Consents Project Officer	•	•	•	•	•	•	•	•		•	•	•		•	•	•	•	•	•				•	•	•	•	•	•	•	•	
Resource Consents Service Planner	•	•	•	•	•	•	•	•		•	•	•		•	•	•	•	•	•		•		•	•	•	•	•	•	•	•	
Roading Asset Engineer						•	•																								
Roading Network Performance Team Leader						•	•																								
Roading Network Planning Team Leader						•	•																								
Senior Advisor, Corporate Planning and Reporting						•	•						•																		
Senior Parks Officer						•	•																								
Senior Roading Engineer						•	•																								
Senior Water and Wastewater Engineer						•	•																								
Stormwater and Coastal Asset Manager						•	•																								
Stormwater and Coastal Engineer						•	•																								
Team Leader Building Approvals						•	•																								
Team Leader Resource Consents	•	•	•	•	•	•	•	•	•	•	•	•		•	•	•	•	•			•	•	•	•	•	•	•	•	•	•	
Traffic Engineer						•	•																								
Transport Engineer						•	•																								
Utilities Infrastructure Manager						•	•																								
Water and Wastewater Asset Engineer						•	•																								
Water and Wastewater Asset Manager						•	•																								

Note 1 To the following positions, power to authorise, on Council's behalf , agreement to any consent 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).

Note 2 To the following positions, power to write off sundry debts under the RMA 1991 to the value of \$1,000.

Appendix A to SP-17-234 – Council Resource Management Act 1991 Delegations to Staff

[illegible]

Appendix A to SP-17-234 – Council Resource Management Act 1991 Delegations to Staff

RMA 1991 Delegations to Positions	124A	124B	124C	125	126	127	128	129	*132	133A	134	138	138A	139	139A	*149B	*149G	*149W	*149 ZD	168	168A	169	171	173	174	175	176	176A	178	181(3)	184
Access and Transport Manager																															
Building Compliance Officer																															
Building Consents Technical Support																															
Building Inspections Team Leader																															
Building Team Manager																															
Building Officer																															
Clerk of Works Development Control					•	•	•	•	•							•	•		•	•		•									
Clerk of Works Stormwater and Coastal Assets																															
Compliance Monitoring Officer																															
Compliance Officer – Main Security																															
Compliance Officer / RMA Compliance Officer							•	•																							
Construction Manager Town Centres																															
Customer Services Officer																															
Development Control Team Leader					•	•	•	•	•							•	•		•	•		•						•			
Development Engineer / Senior Development Engineer					•	•	•	•	•							•	•		•	•		•									
Engineer Cadet																															
Environmental Health Officer																															
Environmental Health Team Leader																															
Environmental Restoration Officer																															
Environmental Standards Manager							•	•																							
Environmental Standards Team Leader							•	•																							
External Member – Enforcement Decision Group																															
Group Manager Community Services																															
Group Manager Corporate Services																															
Group Manager Infrastructure Services																															
Group Manager Regulatory Services	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	
Group Manager Strategy and Planning	•	•	•	•	•	•	•	•	•	•		•	•	•	•	•	•	•	•	•	•	•	•	•	•	•		•		•	
Infrastructure Programme Delivery Manager																															
Manager, Corporate Planning and Reporting																															
Manager, Research, Policy and Planning	•	•	•	•	•	•	•	•	•	•		•	•	•	•	•	•	•	•	•	•	•	•	•	•	•		•		•	
Open Space Manager																															
Operations Manager																															
Parks and Recreation Manager																															
Parks and Recreation Planner																															
Planning Technician				•	•	•	•	•	•	•		•		•	•				•	•	•	•		•		•		•		•	
Policy Planner (Senior, Intermediate, Graduate)				•	•	•	•	•	•	•				•	•	•	•	•	•	•	•	•	•	•	•	•		•		•	
Principal Policy Planner				•	•	•	•	•	•	•				•	•	•	•	•	•	•	•	•	•	•	•	•		•		•	
Principal Resource Consents Planner	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•		•		•	
Programme Coordinator																															
Programme Manager Biodiversity																															
Programme Manager CWB																															
Researcher				•	•	•	•	•	•	•				•	•	•	•	•	•	•	•	•				•		•		•	
Resource Consents and Compliance Manager	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•		•		•	
Resource Consents Planner (Senior, Intermediate, Graduate)				•	•	•	•	•	•	•		•		•	•					•	•	•				•		•			
Resource Consents Project Officer				•	•	•	•	•	•	•	•	•		•	•					•	•	•				•		•			
Resource Consents Service Planner				•	•	•	•	•	•	•		•		•	•					•	•	•				•		•			
Roading Asset Engineer																															
Roading Network Performance Team Leader																															
Roading Network Planning Team Leader																															
Senior Advisor, Corporate Planning and Reporting																															
Senior Parks Officer																															
Senior Roading Engineer																															
Senior Water and Wastewater Engineer																															
Stormwater and Coastal Asset Manager																															
Stormwater and Coastal Engineer																															
Team Leader Building Approvals																															
Team Leader Resource Consents	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•		•		•	
Traffic Engineer																															
Transport Engineer																															
Utilities Infrastructure Manager																															
Water and Wastewater Asset Engineer																															
Water and Wastewater Asset Manager																															

RMA 1991 Delegations to Positions	189A	190	193	194	*195A	*198 A-M	220	221	222	223	224	226 (1)(e)	227	234	235	237	237 B-H	240	241	243	*267(2)	*267(1A)(b)	*268A(3)(b)	311	314-321	322-324	325A	327	328	330	332	
Access and Transport Manager																														•	•	
Building Compliance Officer																															•	
Building Consents Technical Support																															•	
Building Inspections Team Leader																															•	
Building Team Manager																															•	
Building Officer																															•	
Clerk of Works Development Control							•	•						•	•	•	•	•			•					•	•			•	•	
Clerk of Works Stormwater and Coastal Assets																										•	•				•	
Compliance Monitoring Officer																										•	•	•	•	•	•	
Compliance Officer – Main Security																										•	•		•	•	•	
Compliance Officer / RMA Compliance Officer									•	•	•						•									•	•	•	•	•	•	•
Construction Manager Town Centres																														•	•	
Customer Services Officer																																
Development Control Team Leader							•	•	•	•	•			•	•	•	•	•			•					•	•		•	•	•	•
Development Engineer / Senior Development Engineer							•	•						•	•	•	•	•			•					•	•			•	•	
Engineer Cadet																															•	
Environmental Health Officer																											•	•			•	
Environmental Health Team Leader																										•	•				•	
Environmental Restoration Officer																																
Environmental Standards Manager									•	•	•															•	•	•	•	•	•	•
Environmental Standards Team Leader									•	•	•															•	•	•	•	•	•	•
External Member – Enforcement Decision Group																									•	•						
Group Manager Community Services																									•	•						
Group Manager Corporate Services																									•	•						
Group Manager Infrastructure Services																									•	•	•				•	•
Group Manager Regulatory Services	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Group Manager Strategy and Planning	•	•			•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Infrastructure Programme Delivery Manager																														•	•	
Manager, Corporate Planning and Reporting																																
Manager, Research, Policy and Planning	•	•			•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Open Space Manager																																
Operations Manager																										•				•	•	
Parks and Recreation Manager																																
Parks and Recreation Planner																																
Planning Technician		•					•	•	•	•	•	•	•	•	•	•	•	•	•	•	•					•	•	•	•	•	•	•
Policy Planner (Senior, Intermediate, Graduate)	•	•		•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•		•	•	•	•	•	•	•	•
Principal Policy Planner	•	•			•	•	•														•		•	•		•	•	•	•	•	•	•
Principal Resource Consents Planner	•	•			•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•		•	•	•	•	•	•	•	•
Programme Coordinator																																
Programme Manager Biodiversity																																
Programme Manager CWB																															•	
Researcher	•	•					•	•	•	•	•	•	•	•	•	•	•	•	•	•	•					•	•	•	•	•	•	•
Resource Consents and Compliance Manager	•	•			•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•		•	•		•	•	•	•	•	•	•
Resource Consents Planner (Senior, Intermediate, Graduate)		•					•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•		•	•	•	•	•		•	•
Resource Consents Project Officer		•					•	•	•	•	•	•	•	•	•	•	•	•	•	•	•				•	•	•	•	•		•	•
Resource Consents Service Planner		•					•	•	•	•	•	•	•	•	•	•	•	•	•	•	•				•	•	•	•	•		•	•
Roading Asset Engineer																														•	•	
Roading Network Performance Team Leader																														•	•	
Roading Network Planning Team Leader																														•	•	
Senior Advisor, Corporate Planning and Reporting																																
Senior Parks Officer																																
Senior Roading Engineer																														•	•	
Senior Water and Wastewater Engineer																															•	
Stormwater and Coastal Asset Manager																															•	
Stormwater and Coastal Engineer																															•	
Team Leader Building Approvals																															•	
Team Leader Resource Consents	•	•			•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•		•	•	•	•	•	•	•	•
Traffic Engineer																														•	•	
Transport Engineer																														•	•	
Utilities Infrastructure Manager																										•				•	•	
Water and Wastewater Asset Engineer																															•	
Water and Wastewater Asset Manager						</																										

Appendix A to SP-17-234 – Council Resource Management Act 1991 Delegations to Staff

[illegible]

RMA 1991 Delegations to Positions	Sch 1 c(29)(2)	Sch 1 c(34)	Sch 1 c(35)	*Sch 1 c(37)	Note 1	Note 2
Access and Transport Manager						
Building Compliance Officer						
Building Consents Technical Support						
Building Inspections Team Leader						
Building Team Manager						
Building Officer						
Clerk of Works Development Control	•	•	•			
Clerk of Works Stormwater and Coastal Assets						
Compliance Monitoring Officer						
Compliance Officer – Main Security						
Compliance Officer / RMA Compliance Officer						
Construction Manager Town Centres						
Customer Services Officer	•		•			
Development Control Team Leader	•	•	•			
Development Engineer / Senior Development Engineer	•	•	•			
Engineer Cadet						
Environmental Health Officer						
Environmental Health Team Leader						
Environmental Restoration Officer						
Environmental Standards Manager						
Environmental Standards Team Leader						
External Member – Enforcement Decision Group						
Group Manager Community Services						•
Group Manager Corporate Services						•
Group Manager Infrastructure Services						•
Group Manager Regulatory Services	•	•	•		•	•
Group Manager Strategy and Planning	•	•	•	•	•	•
Infrastructure Programme Delivery Manager						
Manager, Corporate Planning and Reporting						
Manager, Research, Policy and Planning	•	•	•	•	•	
Open Space Manager						
Operations Manager						
Parks and Recreation Manager						
Parks and Recreation Planner						
Planning Technician	•	•	•			
Policy Planner (Senior, Intermediate, Graduate)	•	•	•			
Principal Policy Planner	•	•	•			
Principal Resource Consents Planner	•	•	•			
Programme Coordinator						
Programme Manager Biodiversity						
Programme Manager CWB						
Researcher	•	•	•			
Resource Consents and Compliance Manager	•	•	•		•	
Resource Consents Planner (Senior, Intermediate, Graduate)	•	•	•			
Resource Consents Project Officer	•	•	•			
Resource Consents Service Planner	•	•	•			
Roading Asset Engineer						
Roading Network Performance Team Leader						
Roading Network Planning Team Leader						
Senior Advisor, Corporate Planning and Reporting						
Senior Parks Officer						
Senior Roading Engineer						
Senior Water and Wastewater Engineer						
Stormwater and Coastal Asset Manager						
Stormwater and Coastal Engineer						
Team Leader Building Approvals						
Team Leader Resource Consents	•	•	•			
Traffic Engineer						
Transport Engineer						
Utilities Infrastructure Manager						
Water and Wastewater Asset Engineer						
Water and Wastewater Asset Manager						

Appendix B: Glossary of Resource Management Act 1991 Sections Delegated to Staff

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	Requirements for preparing and publishing evaluation reports
35	Duty to gather information, monitor, and keep records
35A	Duty to keep records about iwi and hapu
36(5)	Administrative charges - Except where regulations are made under section 360F, if a charge fixed under this section 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
36AA(1)	Local authority policy on discounting administrative charges
36AAB(1)	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 section 36 that would otherwise be payable
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
58L-U	The mana whakahono process (iwi participation arrangement process)
80	Combined regional and district documents

Section

86D	Environment Court may order rule to have legal effect from date other than standard date
87AAD	Overview of application of this Part to boundary activities and fast track applications
87BA	Boundary activities approved by neighbours on infringed boundaries are permitted activities
87BB	Activities meeting certain requirements are permitted activities
87E	Consent authority's decision on request
87F	Consent authority's subsequent processing
87G	Environment Court determines application
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
95	Time limit for public notification or limited notification
95A	Public notification of consent application at consent authority's discretion
95B	Limited notification of consent applications
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

Section

95E	Consent authority decides if person is affected person
95F	Status of protected customary rights group
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
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

Section

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
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

Section

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
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

Section

226(1)(e)	<p>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]—</p> <p>(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</p> <p>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</p> <p>(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</p>
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
237H	Valuation
240	Covenant against transfer of allotments
241	Amalgamation of allotments
243	Survey plan approved subject to grant or reservation of easements
267(1A)(b)	Authority to make decisions on behalf of Council during conferencing under section 267
267(2)	Request an Environment Judge to convene a conference

Section

268A(3)(b)	Authority to make decisions on behalf of Council during alternative dispute resolution under section 268
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

1A	Mana Whakahono a Rohe to be complied with
1B	Relationship with iwi participation legislation
3	Consultation
3A	Consultation in relation to policy statements
3B	Consultation with iwi authorities
4	Requirements to be inserted prior to notification of proposed district plans
4A	Further pre-notification requirements concerning iwi authorities
5	Public notice and provision of document to public bodies
5A	Option to give limited notification of proposed change or variation
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
10A	Application to Minister for an extension of time
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(1)	Local authority to consider request
26A	Mana Whakahono a Rohe
29(2)	Procedure under this Part
34	Consultation on proposal to incorporate material by reference
35	Access to material incorporated by reference

Clause

37 Choice of collaborative planning process