

Legislation and Authority	Powers Delegated
<p>Local Government Act 2002 and any regulations made under that Act To the Chief Executive with power of sub-delegation to officers.</p>	<p>Delegation of authority to exercise and administer all responsibilities, duties and powers of the Council under the Act and any regulations made under the Act, except:</p> <ul style="list-style-type: none"> • the powers set out in clause 32(1)(a) to (f) of Schedule 7 of the Act; • any Local Government Act 2002 power expressly reserved to the Council or expressly delegated by the Council to a committee; • where sections 138 or 140 of the Local Government Act 2002 apply; or • as limited by the conditions set out below. <p>Delegation of authority to affix the Council's common seal:</p> <ul style="list-style-type: none"> • to any warrants issued by the Council where the warrants authorise entry onto private land on behalf of the Council; • to any deed entered into by Council (Note that leases, easements, instruments and other land-related documents are deemed to have the same effect as deeds and should be executed as deeds. See clause 13 of the Land Transfer Regulations 2002); • to any document that has been prepared to implement a resolution previously made by the Council; and • in any other situation where the Council is directed by legislation to use its common seal; <p>providing that the signature of the Chief Executive followed by that of the Mayor or Deputy Mayor and one Councillor have first been obtained and that the use of the common seal is recorded in a register and advised to Council on a weekly basis via the Elected Members Bulletin.</p> <p>Without limiting the powers delegated to the Chief Executive above, the Chief Executive may:</p> <ul style="list-style-type: none"> • implement any proposal or decision contained within the Council's long-term council community plan or annual plan or other adopted Council policy; • issue warrants under the LGA 2002 or any other enactment under which Council officers may be warranted; • appoint enforcement officers under section 177 of the Act; • give written approval to activities in the Council's capacity as land owner except as limited by clause 32(1)(c) of Schedule 7 of the Act; • approve, in accordance with the LTCCP, any recommendation in relation to the acquisition of land in lieu of money, as a reserve contribution under the Resource Management Act 1991 and any associated acquisition in addition to those reserve contribution requirements up to a total value of \$250,000; • grant leases of residential properties (see note above about deed execution); • grant leases of Council land or non-residential buildings where the term of the lease is 1 year or less, or where the annual rent is \$20,000 or less (see note above about deed execution); • grant licences to occupy Council land where the term of the licence is 1 year or less; and • grant easements over land (see note above about deed execution).

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	<p>The following conditions apply to the exercise of the Chief Executive's delegated powers under the Act:</p> <ul style="list-style-type: none"> • The Chief Executive may commit Council expenditure for any contracts up to \$2.2million, for any one contract, including the authority to enter into such a contract, providing that before exercising these powers the Chief Executive is satisfied that full allowance has been made and remains for the proposed expenditure in an approved budget and that all tenders accepted over a value of \$250,000 are reported to the Corporate Business Committee; • The Chief Executive may sub-delegate the authority to commit the Council to expenditure for any contracts for a lesser amount than \$550,000 for any one contract, including the authority to enter into such a contract, providing that before exercising these powers the sub-delegate is satisfied that full allowance has been made and remains for the proposed expenditure in an approved budget and that all tenders accepted over a value of \$250,000 are reported to the Corporate Business Committee; • The Chief Executive (with the power to sub-delegate) may write off sundry debts (excluding rating debts) to the value of \$800.

Legislation and Authority	Powers Delegated
Residential Tenancies Act 1986 and any regulations made under that Act To the Chief Executive with power of sub-delegation to officers.	Delegation of authority to exercise and administer all responsibilities, duties and powers of the Council under the Act and any regulations made under the Act.

RESOURCE MANAGEMENT ACT 1991
DELEGATIONS MADE BY
KAPITI COAST DISTRICT COUNCIL
TO STAFF

Delegations under clause 32 and 32B of Schedule 7 of the Local Government Act 2002 and 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 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^ .

RMA 1991 Delegations to Positions	314-321	322-324	325A	327	328	330	332	333	336	338(4)	343(C)	Sch 1 CI 15	Sch 1 CI 3	Sch 1 CI 3A
Landscape Advisor								•						
Environmental Restoration Officer								•						
Bio-Diversity Advisor								•						
Researcher	•	•	•	•	•	•	•	•	•	•	•		•	•
Resource Management Advisor	•	•	•	•	•	•	•	•	•	•	•		•	•
Corporate Support Officer														
Manager, Corporate Planning & Reporting														
Subdivision Engineer	•	•				•	•	•		•	•		•	•
Sustainable Design Team Leader	•	•				•	•	•		•	•		•	•
Policy Planner	•	•	•	•	•	•	•	•	•	•	•		•	•
Senior Policy Planner	•	•	•	•	•	•	•	•	•	•	•		•	•
Sustainable Development Manager	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Water & Wastewater Engineer							•	•						
Water & Wastewater Asset Manager							•	•						
Senior Water and Wastewater Engineer							•	•						
Network Contracts Engineer						•	•	•						
Roading Network Engineer						•	•	•						
Traffic Engineer						•	•	•						
Roading Asset Manager						•	•	•						
Infrastructure Projects Officer							•	•						
Stormwater & Coastal Engineer							•	•						
Engineering Design Manager		•				•	•	•						
Operations Manager		•				•	•	•						
Utilities Infrastructure Manager		•				•	•	•						
Customer Services Officer														
Resource Consent Planner (Senior, Intermediate, Junior)	•	•	•	•	•		•	•			•		•	•
Principal Planner – Landuse (Senior Planner)	•	•	•	•	•		•	•			•		•	•
Principal Planner – Subdivision (Senior Planner)	•	•	•	•	•		•	•			•		•	•
Resource Consent Manager	•	•	•	•	•		•	•			•		•	•
Compliance Officer – Main Security				•	•				•					
Environmental Health Officer		•		•	•		•	•						
Senior Environmental Health & Licensing Officer		•		•	•		•	•			•			
Compliance Officer	•	•		•	•	•	•	•			•			
Senior Animal Control & Compliance Officer	•	•		•	•	•	•	•			•			
Building Control Officer Plumbing & Drainage							•							
Stormwater & Coastal Asset Manager							•	•						
BCO – Fire Safety Officer & Building WOF							•							
Building Control Officer							•							
Building Site Inspection Team Leader							•							
Building Consent Approvals Team Leader							•							
Building Control Manager							•							
Regulatory Manager	•	•	•	•	•	•	•	•			•		•	•
Resource Consent Projects Officer	•	•	•	•	•		•	•			•		•	•
Technical Officer							•							
Group Manager Strategy and Partnerships	•	•	•	•	•	•	•	•			•		•	•
Group Manager Community Services	•	•	•	•	•	•	•	•			•		•	•
Group Manager Infrastructure Services		•												