



**I, Matthew Lawson, Tumu Whakarae | Chief Executive, hereby give notice
that
an Ordinary Meeting of Council will be held on:**

Date: Tuesday, 2 June 2026
Time: 1:00 pm
Location: Council Chamber, Wairoa District
Council, Coronation Square, Wairoa

AGENDA

Ordinary Council Meeting

2 June 2026

MEMBERSHIP: His Worship the Mayor Craig Little, Cr Benita Cairns, Cr Jeremy Harker, Cr Roslyn Thomas, Cr Michelle Tahuri, Cr Trevor Waikawa, Cr Sara Bird

The agenda and associated papers are also available on our website: www.wairoadc.govt.nz

For further information please contact us 06 838 7309 or by email info@wairoadc.govt.nz

Order Of Business

1	Karakia	5
2	Apologies for Absence	5
3	Declarations of Conflict of Interest	5
4	Chairperson’s Announcements	5
5	Late items of Urgent Business	5
6	Public Participation	5
7	Minutes of the Previous Meeting	5
8	General Items	12
8.1	SPEED MANAGEMENT AND TRAFFIC CALMING MEASURES	12
8.2	Road Naming - Whakamahi Subdivision (RM240026).....	17
8.3	Updates to Delegations Manual.....	56
8.4	Local Government Reform - Memorandum of Understanding.....	174
9	Receipt of Minutes from Committees/Action Sheets	183
	Nil	
10	Public Excluded Items	184
10.1	2027-30 NATIONAL LAND TRANSPORT PROGRAMME SUBMISSION	184

1 KARAKIA**2 APOLOGIES FOR ABSENCE****3 DECLARATIONS OF CONFLICT OF INTEREST**

Members need to stand aside from decision-making when a conflict arises between their role as a member of the Council and any private or other external interest they might have.

This note is provided as a reminder to members to review the matters of the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting, or at the relevant item of business, and refrain from participating in the discussion or voting on that item.

If a member thinks they may have a conflict of interest, they can seek advice from the Chief Executive or the Chief Operations Officer (preferably before the meeting). It is noted that while members can seek advice, the final decision as to whether a conflict exists rests with the member.

4 CHAIRPERSON'S ANNOUNCEMENTS**5 LATE ITEMS OF URGENT BUSINESS****6 PUBLIC PARTICIPATION**

A maximum of 30 minutes has been set aside for members of the public to speak on any item on the agenda. Up to 5 minutes per person is allowed. As per Standing Order 15.1 requests to speak must be made to the Chief Executive Officer at least one clear day before the meeting; however this requirement may be waived by the Chairperson.

7 MINUTES OF THE PREVIOUS MEETING

Ordinary Meeting - 5 May 2026

**MINUTES OF WAIROA DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE,
WAIROA
ON TUESDAY, 5 MAY 2026 AT 1:02 PM**

PRESENT: His Worship the Mayor Craig Little, Cr Benita Cairns, Cr Jeremy Harker, Cr Roslyn Thomas, Cr Michelle Tahuri, Cr Trevor Waikawa, Cr Sara Bird

IN ATTENDANCE: **Matthew Lawson** (Tumu Whakarae | Chief Executive), **Juanita Savage** (Te Toihau Mahi | Chief of Operations), **Gary Borg** (Tumu Whakarae Tuarua | Deputy Chief Executive & Pouwhakarae – Pūtea/Tautāwhi Rangapū | Group Manager - Finance and Corporate Support), **Hinetaakoha Viriaere** (Pouwhakarae Whakamahere me te Waeture | Group Manager Planning and Regulatory), **Kamal Narang** (Pouwhakarae – Hua Pūmau | Group Manager - Assets and Infrastructure), **Hinemoa Hubbard** (Kaiurungi Mana Ārahi | Governance Officer), **Kate Standring** (Executive Principal), **Hira Campbell** (Transport Asset Manager), **Whaiora Maindonald** (Māori Standing Committee Member), **Annie Wilson** (Executive Assistant to the Chief Executive and Mayor)

The meeting was chaired by Cr Cairns until the arrival of His Worship.

1 KARAKIA

The opening karakia was given by Cr Tahuri.

2 APOLOGIES FOR ABSENCE

APOLOGY

RESOLUTION 2026/16

Moved: Cr Jeremy Harker

Seconded: Cr Trevor Waikawa

That the apologies for lateness received from His Worship the Mayor, Craig Little, and Matthew Lawson be accepted and leave of absence granted.

CARRIED

3 DECLARATIONS OF CONFLICT OF INTEREST

At 1:03pm, the Chief Executive and His Worship the Mayor arrived, with His Worship the Mayor taking over as Chair.

4 CHAIRPERSON'S ANNOUNCEMENTS

The Chair acknowledged the architects of Ahi Kōmau and the Wairoa Visitor Information Centre for receiving the Commercial Architecture Award at the 2026 Gisborne/Hawkes Bay Regional Architecture Awards.

5 LATE ITEMS OF URGENT BUSINESS

Nil

6 PUBLIC PARTICIPATION

Nil

7 MINUTES OF THE PREVIOUS MEETING**RESOLUTION 2026/17**

Moved: Cr Trevor Waikawa

Seconded: Cr Roslyn Thomas

That the minutes of the Ordinary Meeting held on 7 April 2026 and the Extraordinary Meeting held on 24 March 2026 be confirmed.

CARRIED

8 GENERAL ITEMS**8.1 MAKARETU BRIDGE (MANGAPOIKE ROAD) RESTRICTIONS****RESOLUTION 2026/18**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Roslyn Thomas

That Council receives the report and endorses the recommended controls which are:

1. Heavy vehicle restrictions: Overweight vehicles, HPMV and 50MAX vehicles are to be excluded. General Access vehicles are permitted up to 80% of legal loading.
2. Speed restriction: A permanent 30km/h speed limit is to apply on the bridge to reduce dynamic loading effects and allowing a single vehicle at a time.
3. Signage: Standard heavy-vehicle restriction signage is to be installed, clearly showing allowable vehicle weights by axle count.
4. Inspection and monitoring: A special inspection is to be undertaken shortly after construction traffic associated with the nearby Te Puna Bridge works begins, followed by weekly inspections during the construction period.
5. That affected landowners be notified.

CARRIED

The Transport Asset Manager introduced the report, noting:

- Bridge restrictions would be based on axle weight, with allowable loads varying depending on the number of axles on a vehicle.
- Truck and trailer units would still be permitted access subject to reduced loading

limits.

- The restriction would affect approximately five properties beyond the Hereheretau and Mangapoike junction area.

Council:

- Queried how compliance would be monitored, with the Transport Asset Manager advising signage had been installed and discussions had been held with trucking companies.
- Requested to be informed of any changes identified through ongoing bridge inspections.

8.2 POSITIVE AGEING (OLDER PERSONS) POLICY REVIEW

RESOLUTION 2026/19

Moved: His Worship the Mayor Craig Little

Seconded: Cr Jeremy Harker

That this matter be deferred pending the review and coordination of the Pensioner Housing Policy and Positive Ageing Policy.

CARRIED

Council requested a review of the Pensioner Housing Policy and Positive Ageing Policy, including engagement with relevant organisations such as Age Concern and Kahungunu Executive.

8.3 MĀORI POLICY REVIEW

RESOLUTION 2026/20

Moved: Cr Trevor Waikawa

Seconded: Cr Benita Cairns

That this item be deferred pending consideration by the Māori Standing Committee and subsequent return to Council.

CARRIED

9 RECEIPT OF MINUTES FROM COMMITTEES/ACTION SHEETS

Nil

10 PUBLIC EXCLUDED ITEMS

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2026/21

Moved: His Worship the Mayor Craig Little

Seconded: Cr Jeremy Harker

That the public be excluded from the following parts of the proceedings of this meeting at 1:30pm.

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<p>10.1 - Statute Barred Rate Arrears Write-off 2018-19</p>	<p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

CARRIED

RESOLUTION 2026/22

Moved: His Worship the Mayor Craig Little

Seconded: Cr Sara Bird

That Council moves out of Closed Council into Open Council at 2:05pm.

CARRIED

The Meeting closed with a closing karakia by Cr Tahuri at 2:06pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 2 June 2026.

.....
CHAIRPERSON

Council (Ordinary and Extraordinary) - Actions Sheet 2025 Triennium

<u>ACTION</u>	<u>MEETING THE ACTION WAS RAISED IN</u>	<u>OFFICER RESPONSIBLE</u>	<u>COMMENTS</u>	<u>STATUS</u>
Report any cost-savings benefits and present the final location for the North Clyde Playground to Council by 31 March 2026	16/12/2025 <i>(Item 8.4)</i>	Group Manager of Assets & Infrastructure	Council will meet with the North Clyde Steering Group to discuss location and preferred design on Thursday 28 May.	In Progress
Notify affected landowners	5/05/2026 <i>(Item 8.1)</i>	Transport Asset Manager		Completed
Provide an updated policy table	5/05/2026 <i>(Item 8.2)</i>	Policy and Bylaw Advisor	An updated table is being prepared and will go to the next Council Workshop (Tuesday 26 May) noting that the dangerous buildings policy has been removed from this. (Update: 20/05/26)	In progress
Review the Pensioner Housing Policy and Positive Ageing Policy, and report back to Council through a workshop once the review is complete.	5/05/2026 <i>(Item 8.2)</i>	Policy and Bylaw Advisor	Reviews are underway and are being prepared for consideration possibly at Tuesday 26 May Council Workshop. If not tabled at this workshop it will go to the next one.	In progress

			(Update: 20/05/26)	
Arrange a workshop with the Māori Standing Committee to review the Māori Policy	5/05/2026 <i>(Item 8.3)</i>	Governance	A workshop is proposed for 16 June 2026, subject to confirmation with the Chair, ahead of the Māori Standing Committee meeting on 23 June 2026. (Update: 20/05/26)	In progress
Provide tracked changes on the 2017 Māori Policy.	5/05/2026 <i>(Item 8.3)</i>	Policy and Bylaw Advisor	This has been provided to Governance.	Completed

8 GENERAL ITEMS

8.1 SPEED MANAGEMENT AND TRAFFIC CALMING MEASURES

Author: Hira Campbell, Kaiwhakahaere Hua Pūmau Huarahi | Transport Asset Manager

Authoriser: Matthew Lawson, Tumu Whakarae | Chief Executive

Appendices: Nil

1. PURPOSE

To seek Council direction on:

1. Implementing a permanent 30km/h speed limit on Marine Parade in conjunction with planned resurfacing works; and
2. Implementing variable speed restrictions outside Kohanga on Nuhaka- Opoutama Road and Kaiwaitau Road.
3. Determining the future of the temporary bolt-down speed bump/pedestrian crossing on Queen Street & Lucknow Street (retain, upgrade to permanent, or remove) and other speed bump/pedestrian crossings in the district.

RECOMMENDATION

The Kaiwhakahaere Hua Pūmau Huarahi | Transport Asset Manager RECOMMENDS that Council receive the report and:

- Approves the implementation of a permanent 30km/h speed limit on Marine Parade ,from corner King Street/Marine Parade through to corner Delhi Street/Marine Parade) to be delivered in conjunction with planned resurfacing works, subject to statutory requirements and NZTA approval; and
- Approves the implementation of a variable 30km/h speed limit at pick up and drop off times outside Kohanga on Nuhaka- Opoutama Road and Kaiwaitau Road, subject to statutory requirements and NZTA approval
- Approves in principle the replacement of the temporary bolt-down speed bump/pedestrian crossings (3) on Queen Street & Lucknow Street with a permanent concrete speed table and formal pedestrian crossings, and directs the CE to prepare a design and cost estimates to undertake this work, to be presented at a future Council meeting for approval
-

2. BACKGROUND

- 2.1 Marine Parade, Queen Street, & Lucknow Street's are important roads in terms of key CBD routes.

- 2.2 In 2022, Council adopted an Interim Speed Management Plan (2022–2024) to address these areas, reflecting both national guidance under the Land Transport Rule: Setting of Speed Limits 2022 and community feedback. The Interim Plan included:
- ☐ A proposed permanent reduction of Marine Parade to 30 km/h.
 - ☐ Supporting infrastructure such as raised crossings, speed humps, kerb build-outs, signage, and road markings.
 - ☐ Targeted speed reductions in areas with high pedestrian activity, including near schools and public facilities.
- 2.3 Subsequent government policy changes now require all speed limit reductions proposed or implemented to be reviewed and legally re-approved. As a result, the Interim Plan for Marine Parade is no longer automatically valid. To implement a permanent 30 km/h speed limit, the Council must now:
- ☐ Approve the proposal for consultation
 - ☐ Conduct public consultation
 - ☐ Obtain Waka Kotahi NZ Transport Agency approval to make the speed limit legally enforceable under the Land Transport Rule: Setting of Speed Limits 2024.
- 2.4 Similarly, the bolt-down speed bump/pedestrian crossings on Queen Street & Lucknow Street were installed as low cost, low risk traffic calming measures. Early results indicate improved vehicle compliance and pedestrian safety, though community feedback has been mixed. Council must now decide whether to retain, upgrade to permanent infrastructure, or remove this feature.
- 2.5 By bringing both items together in this report, Council can consider coordinated safety improvements in key urban areas, leveraging planned works to achieve cost efficiencies and consistent road user outcomes.
- 2.6 In consideration of these key items, it is also important to consider other key speed limit areas and traffic calming areas of interest. Of note:
- ☐ Nuhaka-Opoutama Road (Kohanga) – potential speed reduction area
 - ☐ Kaiwatau Road (Kohanga)- potential speed reduction area
 - ☐ Corner Locke Street/Marine Parade (BNZ building/I-site) - potential pedestrian crossing upgrade
 - ☐ Campbell Street (Wairoa Primary) – potential pedestrian crossing upgrade
 - ☐ Newcastle Street (Mahia Multisports Court) – potential pedestrian crossing upgrade
 - ☐ Mahia East Coast Road (Te Mahia School) – potential pedestrian crossing upgrade

3. KEY ITEMS TO CONSIDER

3.1. Safety and Compliance

- ☐ Lower speeds reduce the likelihood and severity of pedestrian injuries.
- ☐ Proposed changes must follow statutory consultation and national rules.

3.2. Integration with Planned Works

- ☐ Aligning Marine Parade speed reduction with resurfacing reduces costs and allows for integrated design.

3.3. Effectiveness of Temporary Measures (currently Queen Street & Lucknow Street)

- ☐ The trial has shown safer pedestrian crossings and reduced vehicle speeds.
- ☐ Long-term durability, maintenance, and accessibility of temporary materials need consideration.

3.4. Community Feedback

- ☐ Support exists for pedestrian safety improvements.
- ☐ Some concern about traffic delays and emergency access.

3.5. Costs

- ☐ Marine Parade, Nuhaka-Opoutama Road (Kohanga), Kaiwaitau Road (Kohanga) 30 km/h: relatively low if combined with resurfacing (signage, markings, gateway treatments).
- ☐ Queen Street & Lucknow Street options:
 - o Retain temporary: low upfront cost, higher maintenance.
 - o Permanent concrete: higher upfront, lower lifecycle cost, greater safety and durability.
 - o Remove: minimal cost, safety benefits lost.
- ☐ If the option was to make Queen Street crossings permanent, the temporary infrastructure currently in place can be redirected to other sites such as BNZ/I-site, Wairoa Primary, Mahia Multi Sports court, and/or Te Mahia School. These costs need to be considered when undertaking the planning.

3.6. Strategic Alignment

- ☐ Supports Council's ongoing road safety programme and national "safe system" approach.
- ☐ Promotes a more pedestrian-friendly town centre.

3.7. Consistency with Previous Council Direction

- ☐ Marine Parade 30 km/h was previously signalled and supported in the Interim Plan.
- ☐ Infrastructure supporting speed reduction is already partially planned or installed.
- ☐ Re-approval aligns Council's actions with national legislative requirements.

4. OPTIONS

4.1. Marine Parade, Nuhaka-Opoutama Road, & Kaiwaitau Speed Limit

- ☐ Option A: Implement 30 km/h
 - o Marine Parade - Introduce permanent 30 km/h zone alongside resurfacing works, with speed limits from corner King Street/Marine Parade through to corner Delhi Street/Marine Parade.

Nuhaka-Opoutama Road & Kaiwaitau Road Speed Limit – introduce a variable speed limit (permanent signage with variable speed limit posted) for 300m outside of the Kohanga, for speed reductions between hours of 7.30am-9.30am, and 2.00pm – 4.00pm.

- o Include supporting design elements (markings, signage, gateway treatments).

☐ Option B: Retain current speed limit

- o No change to status quo.
- o Missed opportunity to improve safety outcomes during planned works.

4.2. Queen Street & Lucknow Street Traffic Calming

☐ Option A: Retain temporary bolt-down crossings

- o Continue with periodic review.
- o Lower upfront cost but ongoing maintenance required.

☐ Option B: Upgrade to permanent concrete speed table/pedestrian crossing and move temporary infrastructure to new location (as outlined in earlier parts of this report)

- o Improved durability, safety, and visual clarity.
- o Lower long-term maintenance costs.

☐ Option C: Remove installation

- o Restores unrestricted traffic flow.
- o Reduces pedestrian safety and reverses observed benefits.

5. **RECOMMENDATION**

5.1. Option A (3.1) - Approves the implementation of a permanent 30 km/h speed limit on Marine Parade (from corner King Street/Marine Parade through to corner Delhi Street/Marine Parade) to be delivered in conjunction with planned resurfacing works, and the implementation of a variable speed limit on the Nuhaka-Opoutama Road & Kaiwaitau Road outside Kohanga, subject to statutory consultation and Waka Kotahi approval; and

5.2. Option B (3.2) - Approves in principle the replacement of the temporary bolt-down speed bump/pedestrian crossings on Queen Street & Lucknow Street with a permanent concrete speed table and formal pedestrian crossings (2), the reassigning of the temporary infrastructure to other sites (site selection to be determined) and directs the CE to prepare design and cost estimates to undertake this work, to be presented at a future Council meeting.

The preferred option is Option A (Marine Parade, Nuhaka-Opoutama Road, & Kaiwaitau Road Speed Limit) & Option B (Queen Street/Lucknow Street Traffic Calming), this contributes to the following community outcomes

Cultural wellbeing	Economic wellbeing	Social Wellbeing	Environmental Wellbeing
Valued and cherished	Strong and prosperous	Safe, supported and well-led community.	Protected and healthy environment

community.	economy.		
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Maori Standing Committee

This matter has not been referred to the MSC.

6. SIGNIFICANCE

Impact is high given that these items are both located in the CBD, and outside Kohanga's.

There was a lot of interest in the last consultation

7. RISK MANAGEMENT

In accordance with the Council's Risk Management Policy the inherent risks associated with this matter are:

Human	Financial	Regulatory
Med	Med	Med
Operations	Employees	Image & Reputation
Low	Low	Med

Who has been consulted?

Previously has been put out to community consultation. No recent consultation undertaken.

Further Information

N/a

References (to or from other Committees)

Council, 7 Feb 2023, Interim Speed Management Plan – Approval to consult

Council, 19 Dec 2023, Interim Speed Management Plan – Hearing & Deliberation

Confirmation of statutory compliance

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

8.2 ROAD NAMING - WHAKAMAHI SUBDIVISION (RM240026)

Author: Tyler Trafford-Misson, Kaiwhakamahere Planner

Authoriser: Hinetaakoha Viriaere, Pouwhakarae - Whakamahere me te Waeture | Group Manager Planning and Regulatory

Appendices:

1. RM240026 Approved Subdivision Plans [↓](#)
2. RM240026 Draft Landscape Plan [↓](#)
3. WDC Road Naming Policy [↓](#)
4. Developers Communications [↓](#)

1. PURPOSE

- 1.1 This report provides a report to Council regarding the proposed names for the new road within the subdivision currently being developed by 3 Bears 2020 Limited (the developers) off Whakamahi Road.

RECOMMENDATION

The Kaiwhakamahere Planner RECOMMENDS that Council:

1. Receive the report, AND
2. Resolve to support a name for the new road.

2. BACKGROUND

- 2.1 Under sections 319(1)(j), 319A, and 319B of the Local Government Act 1974, local authorities are responsible for naming public roads and assigning property addresses.
- 2.2 Resource Consent was granted to 3 Bears 2020 Limited on 5 March 2025 for a two-staged sixteen lot subdivision of rural zoned land parcel Lot 1 DP 586536.
- 2.3 The approved subdivision comprises:
- ☐ 13 rural residential lots (Lots 2-9 in Stage 1 and Lots 10-14 in Stage 2)
 - ☐ 1 residual balance lot (Lot 1 / Lot 1000)
 - ☐ Two road lots to be vested in Council as road (Lot 100 in Stage 1 and Lot 101 in Stage 2). These two lots while vested at different stage will form one road from Whakamahi Road to the top of the cul-de-sac.
- 2.4 No variations to this consent have been made.
- 2.5 3 Bears 2020 Limited submitted a road naming application on XXXX
- 2.6 No Māori names have been proposed as part of this road naming application, therefore no paper has been taken to the Māori standing committee.

3. ROAD NAMING POLICY

- 3.1 The Wairoa District Council's Road Naming and Numbering Policy (2012) guides the naming of roads in the Wairoa District.

- 3.2 Section 3.1 of the policy requires that all formed legal roads must be named. Unformed roads are only named when required for addressing purposes.
- 3.3 Section 3.2 of the policy requires that applicants should submit a minimum of three name options per road. These should reflect at least one of the following:
1. Traditional or appropriate Māori names
 2. Common or established themes
 3. Historical figures or events
 4. Significant geographical/topographical features
 5. Personal names acknowledging special service
- 3.4 Section 3.3 of the policy references that names should be unique, concise and unambiguous. Preferences include but are not necessarily limited to:
- ☐ Short, single-word names
 - ☐ Appropriateness to the road's length
 - ☐ Pronounceable and easy to spell (or to which can become familiar over time)
 - ☐ No duplication or close resemblance to existing names within the district.
- 3.5 Section 3.4 of the policy requires that each road name must include a suffix (e.g., Road, Street, Lane) aligned with the character and function of the respective road.
- 3.6 Remaining section 3.5 – 3.7 refer to state highway naming, changes to road names and other existing unnamed roads. Sections 4 and 5 refer to street numbering.

4. SUBMITTED APPLICATION FOR ROAD NAMING

- 4.1 The consent holder has proposed the following names:
- ☐ Futchys Road
 - ☐ Futchys Bend
 - ☐ Futchys Place

5. ASSESSMENT OF PREFERRED NAMES AGAINST POLICY

- 5.1 Under Section 3.1 of the policy, the road is a fully formed legal road to be vested with Council, as such the road must be publicly named.
- 5.2 In accordance with Section 3.2 of the policy, the proposed name 'Futchys' is in recognition of well-known Wairoa local Futch Couper. The policy wording submits that roads names should reflect one of the five categories listed in 3.3 of this report. While the name does not meet the first four categories, category five allows for personal names that acknowledge special service. An argument can certainly be made in this regard given Futch's stature in the Wairoa community.
- 5.3 The applicant has provided the following commentary in support of such name below among comments on the applicant's aspiration for the wider Whakamahi area.

Futch has been a proud advocate of Whakamahia Rd and its potential as a great place to live, play fish and hunt. He took a risk in 2003 and purchased 10 acres of

Bernie Kent with the plan to build a house overlooking his favourite place, the Wairoa Bar and Hawke's Bay. He loves living at Whakamahia and is always keen to share his passion and the results of his successful fishing with Wairoa whanau and visitors alike.

He is a well-known Wairoa local kaumatua who is well versed in the history of Whakamahia, whether this was precolonial, early settlers or recent history.

Ever since he was old enough to wag school with his mate Chicko Whatuira (where Futch's name came from) he has been a presence at Pilots Hill, Whakamahia, Potutu and the Bar. He has more experience crossing the bar than anyone else in Wairoa and is always willing to guide other fisherman through the bar and provide advice. He's well known for walking Whakamahia Rd every day helping people who get stuck on the beach or sharing the history.

Any fish caught are shared with local kaumatua- Futch delivers snapper fish heads, raw fish and smoked kahawai all over Wairoa making sure nothing is wasted. He loves to share his knowledge of the area and has saved at least three people who have swept out the bar. Most notably Paul Williams with Aubury Ormond who he saved moments before he drowned.

Our plan is to develop the Whakamahia Airstrip for 15 housing sites to encourage people to stay in Wairoa in a great location that has the best view in the Hawkes Bay close to Wairoa, friends and Whanau. Rather than selling up to buy a house in a crowded suburb effectively standing in line in God's Waiting Room.

We want to name the Road after Futch because he had the vision and bravery to invest and build in Whakamahia when others thought he was wasting his time and money. His passion and determination have guided us, and we want to acknowledge his contribution to Wairoa and Whakamahia.

- 5.4 The preceding comments support the fifth category of a personal name that acknowledges special service.
- 5.5 In accordance with Section 3.3 of the policy, the name 'Futchys' is unique and meets the criteria of Council's policy for length, practicality, pronunciation and resemblance.
- 5.6 Under Section 3.4 of the policy, the appropriateness of road types is assessed:
- ☐ Road' is a broad and commonly used road suffix generally applied to routes providing local, collector, or through movement functions across both urban and rural environments. In the New Zealand context, Road is appropriately used for roads of varying length and function, including rural roads, arterial routes, and local roads within settlements or subdivisions. It is a versatile suffix that does not imply a specific geometric form or network arrangement, making it suitable where a more generic description of the route is preferred.
 - ☐ 'Bend' is generally used to describe a road with a pronounced curved or winding alignment, often influenced by topography, natural features, or subdivision layout. In the New Zealand context, it is appropriately applied to roads where curvature is a defining physical characteristic, such as roads following contours, coastlines, reserves, or sweeping residential layouts. While less commonly used than standard suffixes such as Street or Place, it remains suitable where it accurately reflects the form of the road.

☐ ‘Place’ generally refers to a short, low-volume road terminating in a cul-de-sac or dead end and primarily serving a limited number of properties. In the New Zealand context, it is most appropriately used within residential areas for short access roads, subdivision spurs, or quiet neighbourhood cul-de-sacs where there is no through movement. Place is typically not appropriate for longer roads or roads intended to provide wider connectivity within the transport network.

5.7 Sections 3.5 to 3.7 of the policy do not apply.

5.8 Sections 4 and 5 of the policy relate to street numbering and are not relevant to this decision. Street numbering in accordance with the policy will be determined post new titles being issued.

6. OPTIONS

6.1 The following options are presented for consideration:

- a. Approve the developers preferred name of Futchys Road.
- b. Approve the developers second preference of Futchys Bend.
- c. Approve the developers third preference of Futchys Place.
- d. Request further naming options from the developer.
- e. Take no action.

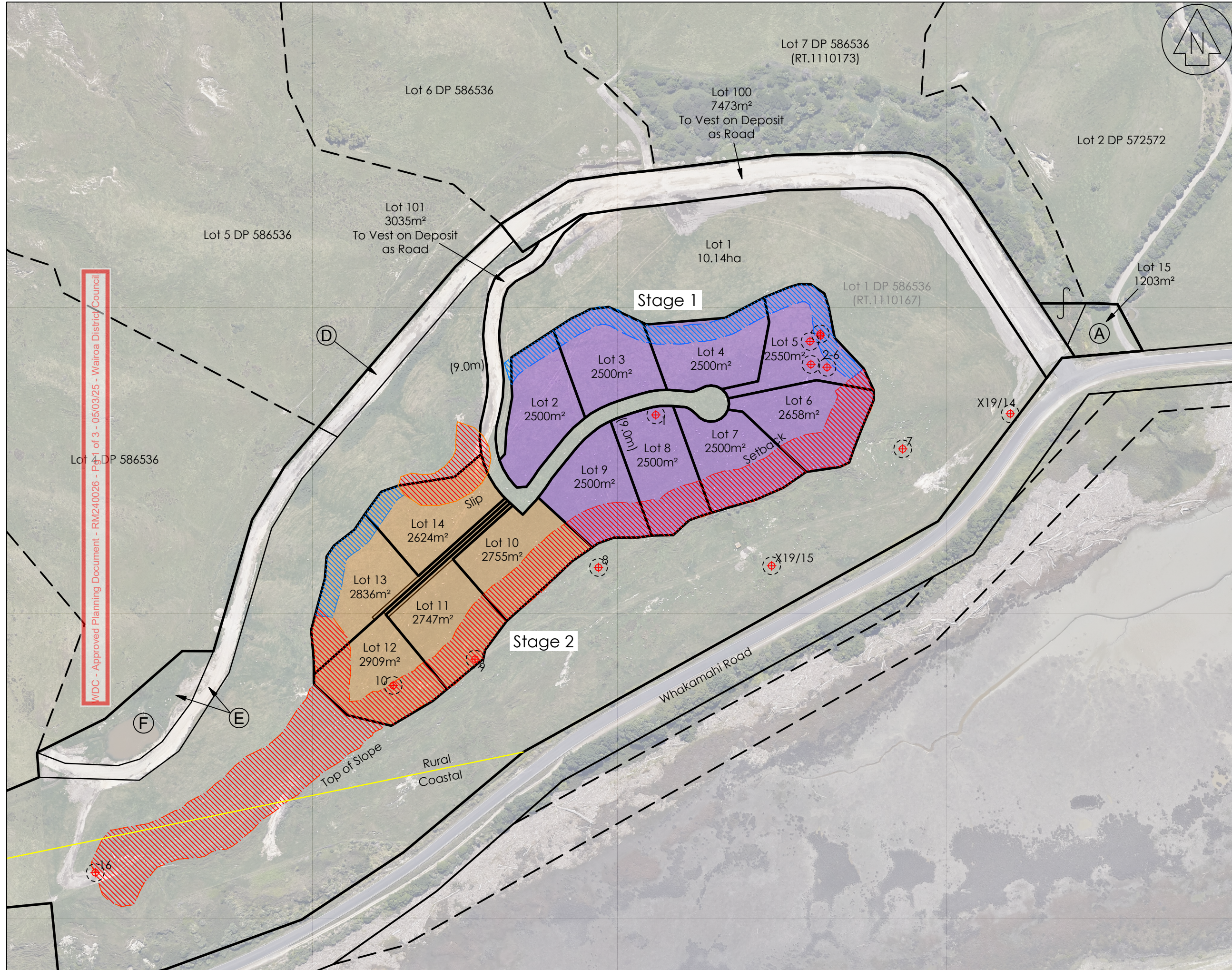
6.2 Option A is recommended in keeping with the developer’s preferences however, options B and C are also consistent with Council policy and road naming guidelines. This contributes to the following community outcomes.

Cultural wellbeing	Economic wellbeing	Social Wellbeing	Environmental Wellbeing
Valued and cherished community.	Strong and prosperous economy.	Safe, supported and well-led community.	Protected and healthy environment

Confirmation of statutory compliance

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.



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NOTES:
Warning:
 This plan has been prepared for the purpose of information only. It is not a precise survey plan. As areas and dimensions are likely to vary upon survey it should not be attached to any sale & purchase agreements without an appropriate condition to cover such variations.

Aerial Imagery has been obtained from: LINZ Data Service and is provided under a Creative Commons Public License. It has been provided as a guide to where the boundaries are positioned, or proposed on the ground, but may not be absolute.

Owner: 3 Bears 2020 Limited
 Computer Freehold Register: 1110167
 Title Area: 14.72ha

Areas and dimensions are subject to LT Survey.

- 5m Setback and/or Buildable Area
- 10m Setback from Bank
- 20m Setback from Bank
- Cultural Sites and 5m Buffer

Rev	Date	Amendment	By	Chk	App
A	22/07/24	First Issue	A.JW	AM-S	AM-S

Project Title
 Paula Couper & Jeremy Harker
 Whakamahi Road
 Wairoa

Drawing Title
 Proposed Subdivision of
 Lot 1 DP 586536

Surveyed			
Designed	A.White	05/06/24	A.JW
Drawn	A.White	19/07/24	A.JW
Checked	A.Martin-Smith	02/08/24	AM-S
Approved	A.Martin-Smith	02/08/24	AM-S

Status **RESOURCE CONSENT**

Scale A1
 A3 1:2000 | A3

Drawing Number
 220178-SC010 | Rev
 A



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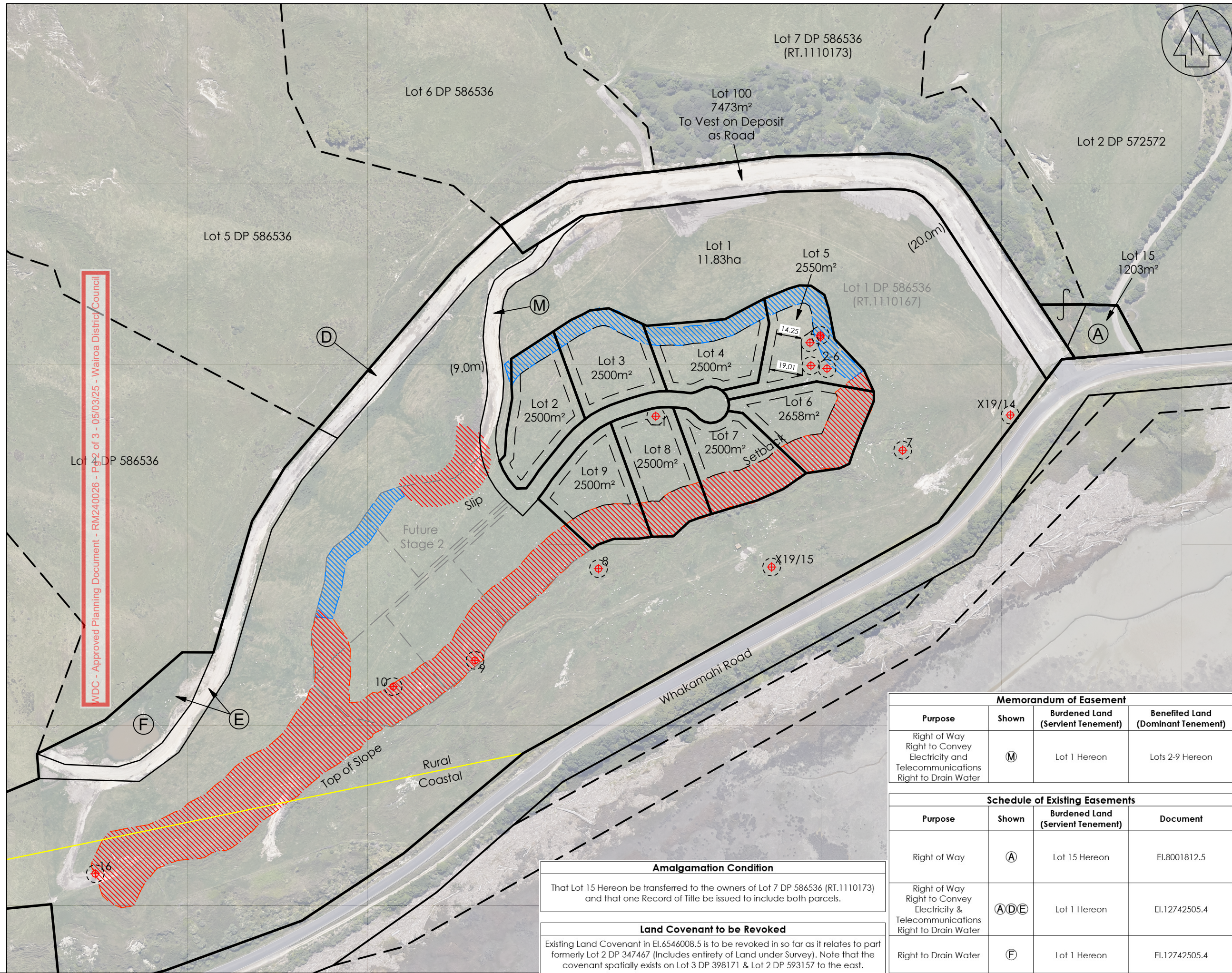
NOTES:
Warning:
 This plan has been prepared for the purpose of information only. It is not a precise survey plan. As areas and dimensions are likely to vary upon survey it should not be attached to any sale & purchase agreements without an appropriate condition to cover such variations.

Aerial Imagery has been obtained from: LINZ Data Service and is provided under a Creative Commons Public License. It has been provided as a guide to where the boundaries are positioned, or proposed on the ground, but may not be absolute.

Owner: 3 Bears 2020 Limited
 Computer Freehold Register: 1110167
 Title Area: 14.72ha

Areas and dimensions are subject to LT Survey.

- 5m Setback and/or Buildable Area
- 10m Setback from Bank
- 20m Setback from Bank
- Cultural Sites and 5m Buffer



Rev	Date	First Issue	Amendment	By	AM-S	AM-S
A	29/07/24			A.JW	AM-S	AM-S

Project Title
 Paula Couper & Jeremy Harker
 Whakamahi Road
 Wairoa

Drawing Title
 Proposed Subdivision of
 Lot 1 DP 586536
 Stage 1

Surveyed	Designed	Drawn	Checked	Approved
	A.White 05/06/24	A.White 19/07/24	A.Martin-Smith 29/07/24	A.Martin-Smith 29/07/24

Status **RESOURCE CONSENT**
 Scale A1 | A3
 A3 1:2000 | A3
 Drawing Number 220178-SC011 | Rev A

Memorandum of Easement			
Purpose	Shown	Burdened Land (Servient Tenement)	Benefited Land (Dominant Tenement)
Right of Way Right to Convey Electricity and Telecommunications Right to Drain Water	(M)	Lot 1 Hereon	Lots 2-9 Hereon

Schedule of Existing Easements			
Purpose	Shown	Burdened Land (Servient Tenement)	Document
Right of Way	(A)	Lot 15 Hereon	EI.8001812.5
Right of Way Right to Convey Electricity & Telecommunications Right to Drain Water	(A)(D)(E)	Lot 1 Hereon	EI.12742505.4
Right to Drain Water	(F)	Lot 1 Hereon	EI.12742505.4

Amalgamation Condition
 That Lot 15 Hereon be transferred to the owners of Lot 7 DP 586536 (RT.1110173) and that one Record of Title be issued to include both parcels.

Land Covenant to be Revoked
 Existing Land Covenant in EI.6546008.5 is to be revoked in so far as it relates to part formerly Lot 2 DP 347467 (Includes entirety of Land under Survey). Note that the covenant spatially exists on Lot 3 DP 398171 & Lot 2 DP 593157 to the east.



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NOTES:

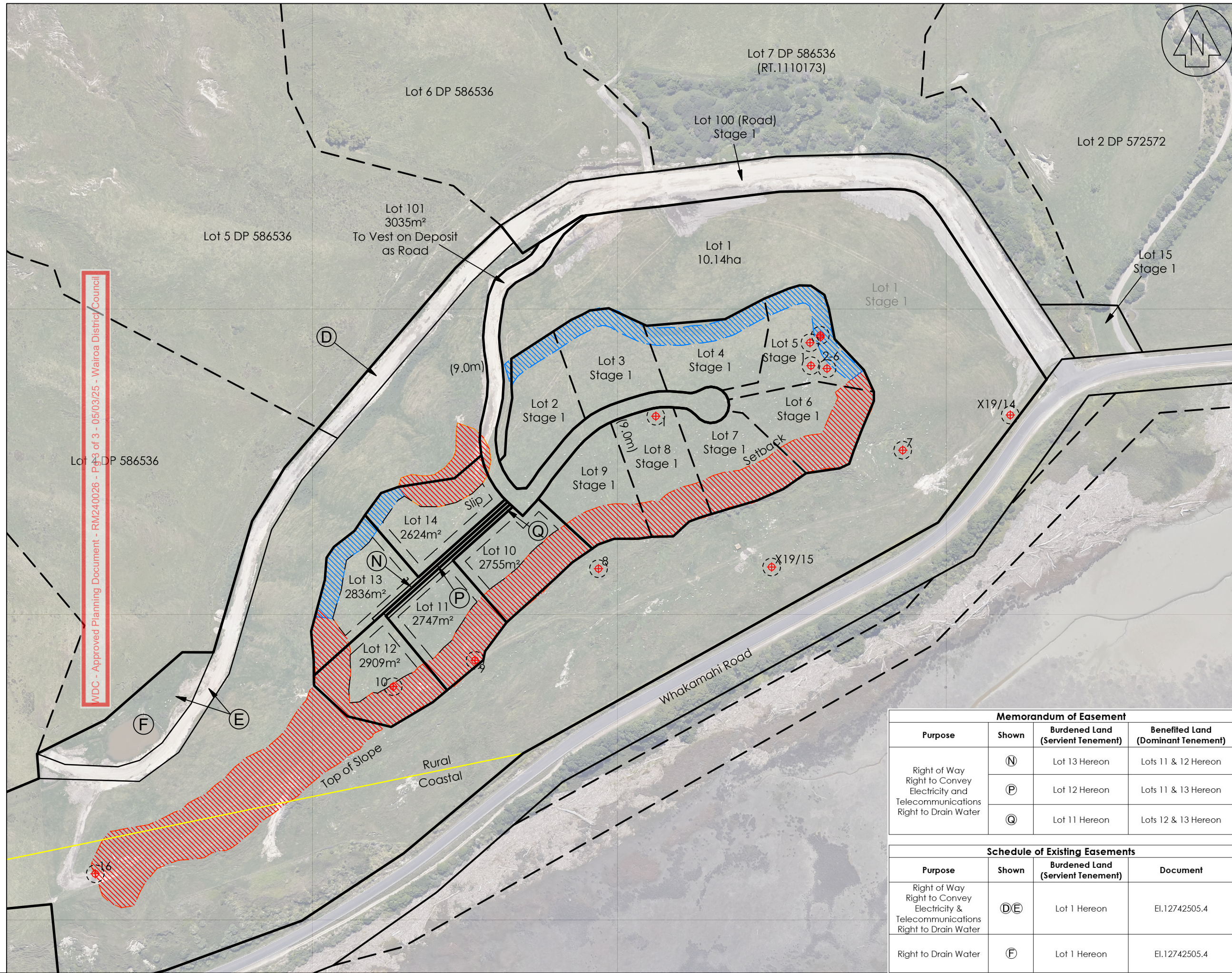
Warning:
This plan has been prepared for the purpose of information only. It is not a precise survey plan. As areas and dimensions are likely to vary upon survey it should not be attached to any sale & purchase agreements without an appropriate condition to cover such variations.

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Owner: 3 Bears 2020 Limited
Computer Freehold Register: 1110167
Title Area: 14.72ha

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- 5m Setback and/or Buildable Area
- 10m Setback from Bank
- 20m Setback from Bank
- Cultural Sites and 5m Buffer



WDC - Approved Planning Document - RM240026 - Part 3 of 3 - 05/03/25 - Wairoa District Council

Rev	Date	Amendment	By	Chk	App
A	22/07/24	First Issue	AJW	AM-S	AM-S

Project Title
Paula Couper & Jeremy Harker
Whakamahi Road
Wairoa

Drawing Title
Proposed Subdivision of
Lot 1 DP 586536
Stage 2

Surveyed			
Designed	A.White	05/06/24	AJW
Drawn	A.White	19/07/24	AJW
Checked	A.Martin-Smith	02/08/24	AM-S
Approved	A.Martin-Smith	02/08/24	AM-S

Status **RESOURCE CONSENT**

Scale A1
A3 1:2000 | A3

Drawing Number
220178-SC012 | Rev
A

Memorandum of Easement			
Purpose	Shown	Burdened Land (Servient Tenement)	Benefited Land (Dominant Tenement)
Right of Way Right to Convey Electricity and Telecommunications Right to Drain Water	(N)	Lot 13 Hereon	Lots 11 & 12 Hereon
	(P)	Lot 12 Hereon	Lots 11 & 13 Hereon
	(Q)	Lot 11 Hereon	Lots 12 & 13 Hereon

Schedule of Existing Easements			
Purpose	Shown	Burdened Land (Servient Tenement)	Document
Right of Way Right to Convey Electricity & Telecommunications Right to Drain Water	(D)(E)	Lot 1 Hereon	EI.12742505.4
Right to Drain Water	(F)	Lot 1 Hereon	EI.12742505.4

Three Bears subdivision landscape management Plan

Site: Whakamahi Road, Wairoa RM24006







Date:21/05/2026

Preamble

This landscape management plan describes the maintenance ,monitoring and replacement strategies that will be implemented to ensure the successful establishment and ongoing management of the proposed planting described in the Landscaping plan R01

Planting Schedule.

The planting schedule includes:

PLANTING SCHEDULE					
SYMBOL	PLANT SPECIES	BOTANICAL NAME	LOCATION	QTY	SPACINGS/NOTES
 P	PHOENIX PALM P	PHOENIX CANARIENSIS	Both sides of Futches Bend. 10m spacings	56	10m.
 N	NIKAU PALM N	RHOPALOSTYLIS SAPIDA	Top road entrances (groups of 5&7)	48	Groups of 5&7
 K	KENTIA PALM K	HOWEA FORSTERIANA	Top road entrances (groups of 5&7)	16	Groups of 5&7
 M	MANUKA M	LEPTOSPERMUM SCOPARIUM	Behind Lots 13,14,2,3 and 4 entire hillside		Entire hillside
 A	TREE ALOE A	ALOE BAINESII	Clusters of 5&7 open areas	40	20 clusters (5&7)
 PK	PUKA PK	Meryta Sinclairii	Front of Lots 2-17 (mixed to Nikau)	80	30 groups of 4

Planting is scheduled to commence Autumn/Winter 2026 and will include a 50 mm mulch layer for weed suppression and general soil health

Plant Maintenance:

The plants will be monitored on a regular cycle at not less than 4-weekly intervals which will be increased depending on the performance of the plants and the requirement for care.

During this maintenance cycle Weeding, watering and fertilising will be carried out as required to maintain plant health.

Plant monitoring and replacement strategies

During the 4-weekly monitoring cycle, plant health and mulch replenishment will be considered. Plants and mulch will be replaced/replenished as required depending on the season. Mulch will be replenished in the spring and plant replacement will be in the Autumn/Winter period.

This cycle will continue for 4 years after planting or until plants are well established, vibrant and flourishing above the weed-line

Plant performance

Consideration of plant performance will be made during the monitoring cycle.

Plant colour, vitality and height will be recorded annually and plants not visibly flourishing over a 2 – year cycle will be replaced.

Responsibility

The subdivision consent holder will hold full responsibility for landscape plantings including maintenance and replacement of low performance plantings.

WDC Road Naming and Numbering Policy 2012

Policy Name:	Wairoa District Council Road Naming and Numbering Policy	File Reference:	B03.02.10.02
Person Responsible:	Policy Analyst	Date Policy Adopted:	12 June 2012
Review Period:	Tri-annually	Status:	FINAL
Next Review Due By:	10 June 2014	Revision Number:	4
Supersedes:	Previous Policies	Date Last Revised:	10 June 2008

WDC Road Naming and Numbering Policy 2012

CONTENTS

1.0	INTRODUCTION	4
2.0	LEGISLATION	5
3.0	ROAD NAMING.....	6
3.1	Roads to be Named	6
3.2	Road Naming Process	6
3.3	Road Name Selection	7
3.4	Road Type	8
3.5	Road Names for State Highways	8
3.6	Changing Road Names	8
3.7	Existing Roads Found to be Unnamed	10
4.0	ADDRESS NUMBERING	11
4.1	Application of Address Numbering	11
4.2	Address based on Access	11
4.3	Assigning an Address Number	11
4.4	Shared Numbering	12
4.5	Numbers Unavailable	12
4.6	Other Numbering Rules	13
4.7	Renumbering	13
4.8	Special Provisions for Rural Address Numbering	13
5.0	DIAGRAMS	15
5.1	Address Numbering based on Access	15
5.2	Assigning an Address Number	16
5.3	Address Numbering around a Cul-de-Sac	17
5.4	Shared Access – Bar Numbering	18

WDC Road Naming and Numbering Policy 2012

5.5 Address Numbers Unavailable19

5.6 Address Numbering Corner Sites20

5.7 RAPID Numbering21

APPENDICES22

Appendix 1 – Application for Road Name Form23

Appendix 2 – Process followed by Council24

Appendix 3 –Road Types.....25

WDC Road Naming and Numbering Policy 2012

1.0 INTRODUCTION

The naming of public roads and allocation of property addresses is the responsibility of Local Authorities as assigned under section 319(1)(j), 310A, and 319B of the Local Government Act 1974.

The purpose of the Road Naming and Addressing Policy ('Policy') is to ensure that new road names and addresses are allocated consistently throughout the Wairoa District whilst meeting legislative, Land Information New Zealand (LINZ), New Zealand Post and emergency services requirements.

Emergency services, postal services and the community at large rely on accurate and unambiguous property identification. It is important that addresses are issued correctly in the first instance, as badly assigned addresses can cause severe problems and are costly to rectify.

The New Zealand Standard "AS/NZS 4819:2011 – Rural and urban addressing" (Standard) provides guidelines for assigning road names and addresses. This Standard replaces the 2000 and 2003 Standards.

The Council has chosen to voluntarily adopt this Standard and apply it, along with additional guidelines provided in this policy. Where the Standard and the Policy conflict, the Policy takes precedence.

For the avoidance of doubt this Policy should be read in conjunction with AS/NZS 4819:2011.

The following information is contained in this Policy:

- A description of the legislative framework that empowers territorial local authorities to provide road names and numbers in the District.
- Additional procedures for road naming and road numbering in the Wairoa District not referred to in the AS/NZS 4819:2011 standard.
- Information regarding the naming of roads and streets.

In addition the policy also provides (in the appendixes attached):

- Application for Road Name Form
- Process followed by Council for New Road Names
- List of Road Types

2.0 LEGISLATION

Local Government Act 1974 – Sections not repealed by the Local Government Act 2002

Sec 319 – General powers of councils in respect of roads

“(1) The Council shall have the power in respect of road ...
... (j) to name and to alter the name of any road to place on any building or erection on or abutting on any road a plate bearing the name of the road:..”

Sec 319A - Naming of Roads

If the Council names any road for the first time, or alters the name of a road, the Council must as soon as practicable send a copy of the relevant resolution to the Registrar-General of Land and the Surveyor-General.

History

Section 319A was inserted, as from 19 January 1981, by s 37 Local Government Amendment Act 1980 (1980 No 82). Section 319A was substituted, as from 7 July 2004, by s 5 Local Government Amendment Act 2004 (2004 No 64).

Sec 319B - Allocation of property numbers naming

- 1) For electoral, postal, and other purposes the Council may allocate a number to any area of land or building or part of a building within its district and may change the number allocated to any such area of land or building.
- 2) The Council shall comply with any request from a Chief Surveyor to allocate a number to or change the number of any area of land or building or part of a building in its district.
- 3) The principal administrative officer shall advise the Chief Surveyor of the land district in which the land or building is situated of the numbers allocated under subsection (1) or subsection (2) of this section.

History

Section 319B was inserted, as from 30 March 1985, by s 29 Local Government Amendment Act 1985 (1985 No 60).

3.0 ISSUING OF RURAL & URBAN ROAD NAMES

3.1 Roads to be named

Roads are named to ensure ease of identification for the Council, public and private services such as emergency, postal and courier services.

All formed legal roads must be named.

An unformed road should not be named unless an address needs to be issued along that road.

Private roads and private right-of-ways are not required to be named. (see 3.3 for explanation)

3.2 Road Naming Process

The process followed by Council for assigning a new road name is summarised in (see Appendix 1).

An 'Application for Road Name' (Appendix 2) should be submitted with the Resource Consent application documents. The application must suggest at least three names for the new road. The name should reflect one of the following local characteristics:

1. Traditional or appropriate Māori name
2. Common or established theme
3. Historical Person or Event
4. Significant geographical or topographical features
5. Personal name for special service

The applicant/developer could consult with a local historian, local community group, or local marae if they are having difficulty choosing a road name.

The 'Application for Road Name' form along with supporting information should be submitted to the Chief Executive Officer. The Chief Executive Officer will consider the suggested road names and recommend a road name for consideration by Council.

A report presenting the application for a road name is submitted to the Council for its consideration.

In some situations the Chief Executive Officer may suggest to Council that it would be prudent to consult more widely with the affected community on the suggested road names. When Council agrees that consultation is appropriate a consultation strategy will be prepared.

Once the road name is referred to Council it has the ability to accept or decline the road name. In determining a suitable road name, Council may take into account any additional relevant factors outside its stated policy as may arise on a case by case basis

WDC Road Naming and Numbering Policy 2012

3.3 Road Name Selection

The following provides some guiding principles to inform the process of choosing new street names.

Road names need to be unique, clear and unambiguous. Short names that consist of a single word are preferred.

A road name must:

- be shorter, rather than longer, especially where the road itself is short.
- be less than 15 characters in length, however in exceptional circumstances longer road names may be allowed.
- be of a practical length in comparison to the length of the road, to enable the name to be easily displayed on a road map.
- share a common theme if more than one road needs to be named, for example, naming roads in a new subdivision.
- be easily pronounced and spelt, or in the instance of a Maori name, become familiar and easy to use over time.
- be spelt with characters from the standard alphabet.
- if containing a number, have the number written in full.

A road name must not:

- duplicate or closely resemble, in either spelling or pronunciation, another existing road name in the Wairoa District (please refer to the current Wairoa District Plan for a list of street names).
- duplicate or closely resemble a proposed road name that has been submitted to Council for consideration.
- duplicate the name of a park or reserve unless the road is in close proximity to the park or reserve in question. Close proximity means adjacent to, parallel with or adjoining the road.
- include an apostrophe, unless forming part of an eponymous name (eg O'Connor), or a full stop.
- be an abbreviation or contain an abbreviation eg 'Mount' not 'Mt', except that 'St' shall be used for 'Saint'.

A list of road names in the district is provided in the Wairoa District Council's Geographic Information System – please contact Council for a current list of street names.

- i. Road names may be chosen to give special recognition to the Tangata Whenua of the Wairoa District. (If a name is chosen in Te Reo then local Iwi must be consulted).
- ii. Road names may be chosen in memory or honour of local residents who have made a significant contribution to the community.
- iii. Road names may be chosen in memory and honour of other events which have had a significant impact on the community.
- iv. Road names may be chosen to reflect the nature of topographical features in the vicinity.

In all cases road names are required to be consistent with other road names in the vicinity. If more than one road needs to be named for example, naming roads in a new

WDC Road Naming and Numbering Policy 2012

subdivision, then road names suggested in the subdivision should share a common theme.

Private roads and private right-of-ways are not required to be named, however if developers or residents choose to name the private road or right-of-way then signage is the responsibility of the residents. The private road or right-of-way name will not be included in the Council's road name database nor will it be recognised by Land Information New Zealand. All named private right of ways will use the road type Way, Lane, Mews or Court. Where private roads and private right-of-ways have no name, in this instance Council will utilise a bar numbering system whereby address numbers are assigned from the road onto which the private road or right-of-way connects.

Note: Wairoa District Council has no responsibility for the signage, maintenance or upkeep of any private road or private right-of-way.

3.4 Road Type

A road name must consist of a name followed by a road type.

Terms such as "road", "avenue", etc must reflect the functions and characteristics of the road.

The road type must be selected from the list in Appendix 3.

Council reserves the right to require the use of a different term if it believes that the term suggested is not suitable.

3.5 Road Names for State Highways

Although State Highways (SH) are owned and managed by NZ Transport Agency (NZTA), Council is still responsible for addressing properties off State Highways.

Where possible, State Highways have been given appropriate local names. In some instances, particularly State Highway 2 due to its length, the road has been broken into several sections for easier management and administration purposes.

Where a property along a State Highway falls into an urban area, it will be numbered in accordance with the Urban Address allocation rules. Similarly, where the property falls in the rural area, it will be numbered in accordance with the RAPID numbering rules.

3.6 Changing Road Names

Council does not generally encourage the changing of road names because of the cost of the procedure and the inconvenience caused to the public. A name change will only be made if Council considers that there is a very good reason to change the name, that the change will result in a clear benefit to the community and the owners of land fronting the road are generally in agreement with the proposal

WDC Road Naming and Numbering Policy 2012

Reasons for changing road names may include;

- spelling correction
- preventing duplication of a name in spelling or sound
- preventing confusion arising from major layout changes to roading which has caused a road to no longer be continuous and the resultant segments need to be renamed.
- geographical corrections
- issues of cultural sensitivity

Council will only institute a name change if a budget is available to meet the costs or suitable arrangements have been made by private parties to meet the costs. These costs include

- providing property owners of the affected road with reasonable costs for replacement letterbox numbers (a maximum dollar value will be set by Council at the time of the road name change taking effect).
- providing residents of the affected road with change of address forms.
- notifying emergency services and other affected organisations with the change of road name.

Where an owner or occupier of a property in a particular road, a member of the public or a group within the community seek to have a road name changed in addition to the above criteria Council will only consider initiating the change if:

- a request takes the form of a petition signed by at least 80% of the owners whose properties front the road.
- The name suggested by the applicants must be acceptable to Council in terms of the criteria for naming new roads.
- The applicant or petitioners agree to meet all costs and disbursements incurred by Council (including costs of signs, renumbering and administration role).

Decisions to change road names will be made by Council. Consequential changes to property numbers (where necessary) will be undertaken by Council in line with the arrangements laid out in the Policy.

WDC Road Naming and Numbering Policy 2012**3.7 Existing Roads Found to be Unnamed**

If Council becomes aware that an existing road in the District does not have a name Council will first investigate that the road is in fact unnamed by checking with Land Information New Zealand.

The procedure that follows will depend on the situation.

- (a) If there is a commonly used name then the local residents and other affected parties will be invited to comment on the suitability of the commonly used name.
- (b) If there is no commonly used name or disagreement about the commonly used name then the Chief Executive Officer will be invited to develop a list of suggested names and ask for community feedback or comment to determine the community's preference.

In situation a) or b) above the Chief Executive Officer will, after taking into account the views of residents, affected parties and the wider community, suggest a name to Council. Council staff will check the suggested name for duplication with other road names in the district.

Council will decide if the name is suitable and may adopt this name as the commonly used name for the road.

4.0 ASSIGNING ADDRESS NUMBERS

The following provisions for address numbering apply regardless of whether the area is urban or rural unless otherwise dealt with in a special provision.

The address numbering is generally carried out in accordance with the guidelines listed in AS/NZS 4819:2011. However there are times where this Policy takes precedence over the procedures listed in AS/NZS 4819:2011.

4.1 Application of Address Numbering

The Council assigns an address number to any area of land, building or part of a building within the District. When combined with the road name and locality (eg suburb, town) the address should be unique.

- Address number ranges are discouraged in New Zealand therefore Council will not allocate an address range. An address range may be held on the Council's electronic files but, a principal address will be allocated to the property and primarily used.
- Additional urban address numbers, based on the frontage allowed for normal house block properties, will be allocated or reserved for larger address sites in accordance with their development potential. A reasonable surplus of unused address numbers is a more manageable outcome than a shortfall.
- Address numbers are issued according to the convention of assigning odd numbers on the left, even numbers on the right in the direction of measurement.

4.2 Address Based on Access

Addresses are assigned based on the main access to the site.

Refer to Diagrams in 5.1 and 5.4.

Particular attention must be paid when numbering corner sites, sites that boundary a private road or private right-of-way or when numbering a new subdivision.

If some flats use a different entrance, especially a different street, then it is acceptable to assign a different number and street name within the same group of properties or the same parcel.

4.3 Assigning an Address Number

Address numbers are issued in accordance with the conventional numbering method of **odd numbers on the left** and **even numbers on the right**.

WDC Road Naming and Numbering Policy 2012

In an urban area and where practicable, numbering shall occur from the end of the road closest to the town's centre. Where this is not practical ie where the road runs parallel to the town centre, roads will be numbered from north to south or east to west.

In a rural area numbering shall commence from the end of the road that is closest to the nearest emergency services depot. Refer to section 4.8 for specific provisions on numbering in rural areas.

For numbering around a cul-de-sac refer to Diagram in 5.3.

4.4 Shared Access – Bar Numbering

Address sites that share access, for example properties accessed from a private right-of-ways or a multi-unit development, will be numbered utilising a bar numbering system.

- The number before the bar will depict the location of the property along the shared access, while the number after the bar will depict the location of the private road or right of way in relation to the public road.
- The number before the bar will be assigned in the direction of the road numbering, therefore the conventional numbering method of **odd** numbers on the **left** and **even** numbers on the **right** will not apply.
- Where the bar number system is used the base number cannot be assigned singularly.

For example, 37, 1/37, 2/37 is not permissible; the correct numbering would be 1/37, 2/37, 3/37. However, an address site that is already using the base number on its own may retain the number provided it is in order.

For more detail on addressing multi-unit and multi-level sites refer to section 5.10 of the Standard AS/NZS 4819:2011.

Note: Wairoa District Council has no responsibility for the signage, maintenance or upkeep of any private right of way.

4.5 Numbers Unavailable

Where there is no available number and providing the main access to the site is not shared, an alpha suffix will be used. Alpha suffixes shall start at A and shall not extend beyond E. Only when there is no other logical numbering alternative and to avoid renumbering existing sites should alpha suffixes extend beyond E.

For more detail on use of alpha suffixes refer to clause 5.4.8 of the Standard AS/NZS 4819:2011.

Like the bar numbering system it is not permissible to use the base number singularly if

WDC Road Naming and Numbering Policy 2012

the same number is being used with an alpha suffix. For example 29, 29A, 29B is not permissible; the correct numbering would be 29A, 29B, 29C. However, an address site that is already using the base number on its own may retain the number provided it is in order.

Refer to Diagram in 5.4.

4.6 Other Numbering Rules

Address number ranges will not be allocated. An address range may be held on the Council's electronic files but a principal address will be allocated to the property and primarily used.

Additional urban address numbers, based on the frontage allowed for normal house block properties, will be allocated or reserved for larger address sites in accordance with their development potential. A reasonable surplus of unused address numbers is a more manageable outcome than a shortfall.

Corner address sites (clause 5.3.8 of the Standard *AS/NZS 4819:2011*) re addressed depending upon which road provides the main access to the dwelling. An address number on the other road will be reserved for that site if future development is likely.

Numbers shall be allocated to the full expected potential development of each site.

Reserves ie green spaces may be allocated a street number for administrative purposes.

4.7 Renumbering

Existing street numbering anomalies may be corrected to conform with this policy where practicable. Council will inform all identified affected parties prior to modifying any street numbers.

When Council chooses to renumber a street the residents affected by the renumbering will be given at least 90 days' notice before the renumbering takes place. Residents affected by the renumbering will also be provided with mail redirection forms and Council will pay reasonable costs associated with the renumbering.

(A maximum dollar value will be set by Council at the time the renumbering takes place.)

4.8 Special Provisions for Rural Address Numbering

Refer to Clause 5.9 of the Standard *AS/NZS 4819:2011*.

The **R**ural **A**ddress **P**roperty **I**dentification system (RAPID) is used when issuing rural addresses. This system assigns a number using the distance measured from the start of the road to the main vehicle access of the property.

WDC Road Naming and Numbering Policy 2012

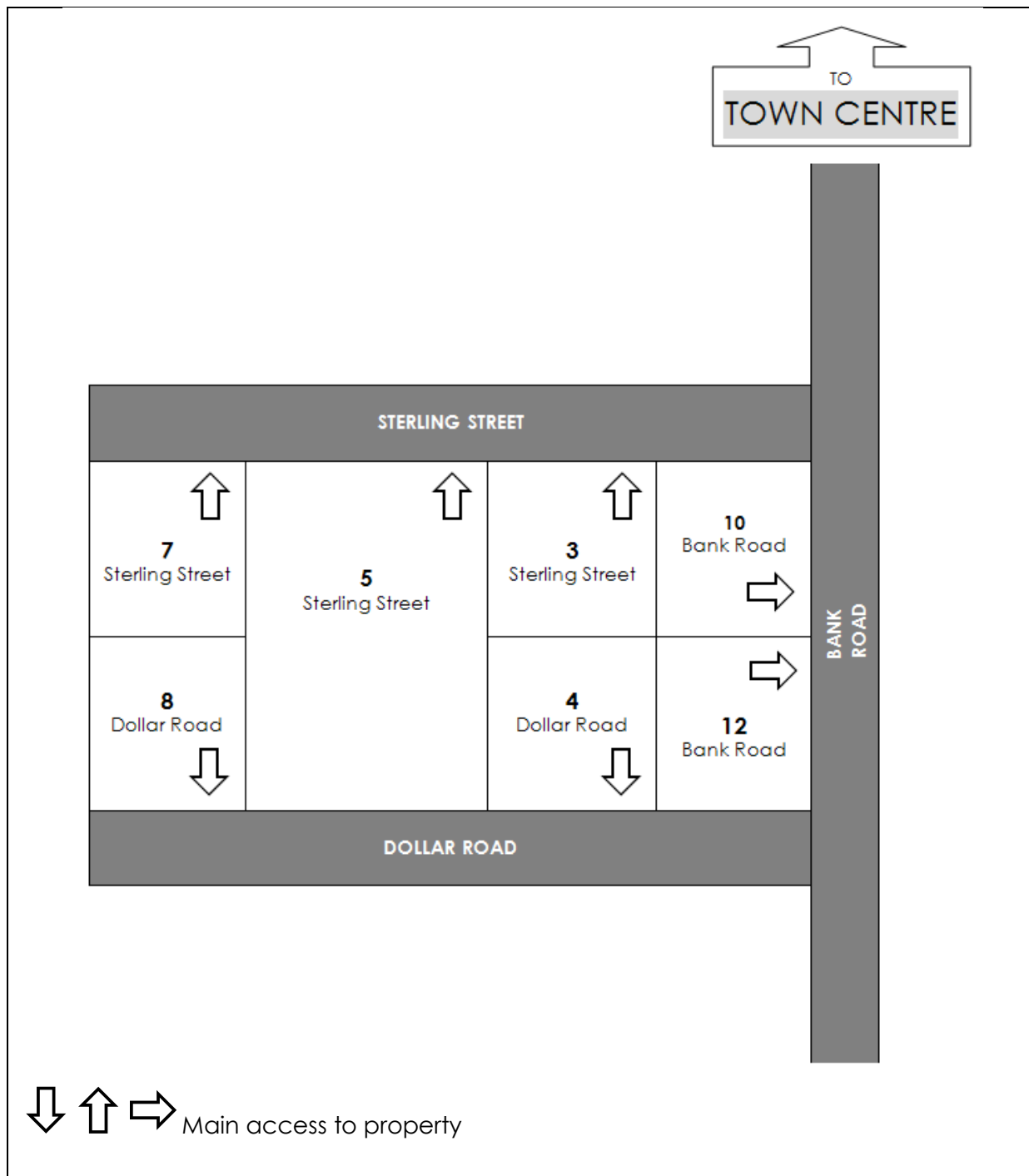
General numbering rules still apply such as odd numbers on the left, even numbers on the right, bar numbering etc.

- RAPID numbers will only be allocated to rural properties as defined in the Wairoa District Plan.
- RAPID numbers shall be calculated by dividing the distance in metres from the datum point (generally the start of the road) to the main vehicle access, by ten (10) and rounding to a whole number, and adjusting that number by one (1) to obtain an even or odd number, whichever is required.
- Where a site does not have a main vehicle access the same method can be applied, except that the distance is from the datum point (generally the start of the road) to any point along the road frontage of the site can be measured. When an access point is created a new rural number should be assigned to replace the previous number.
- The start of the road is the end that is closest to the nearest emergency services depot. This way, emergency services will find it less difficult to find and locate rural properties.
- RAPID numbers will only be allocated to rural properties outside of the urban boundary of townships as defined in the Wairoa District Plan.
- Changes to RAPID numbers are discouraged as it reflects the distance along the road and any changes to the number may compromise the integrity of the numbering system.

Rural Delivery (RD) numbers are assigned by New Zealand Post and are used for postal purposes only. The RAPID number is independent of the RD number.

5.0 DIAGRAMS

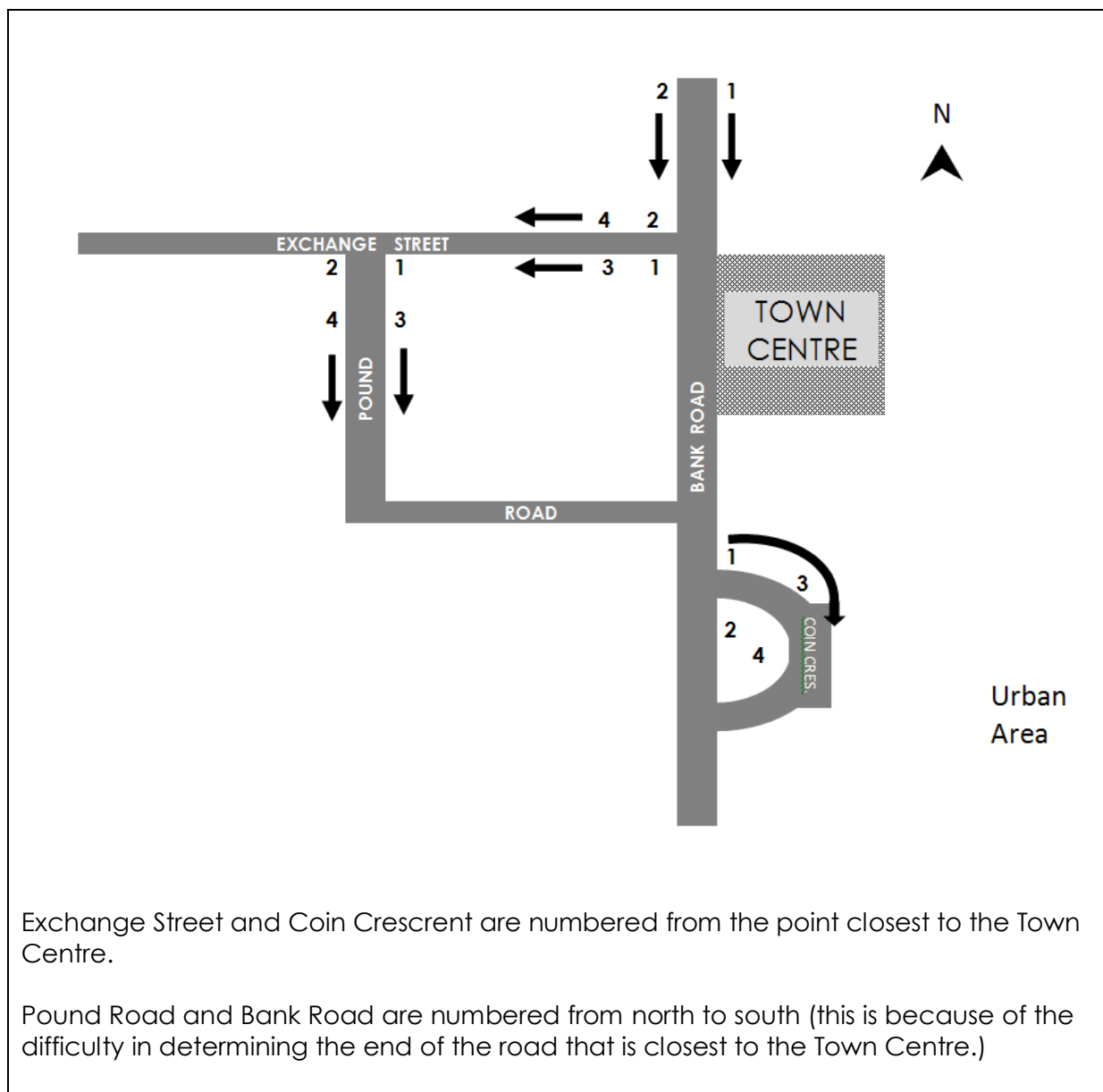
5.1 Address Numbering by Access



Key point to remember:

- Addresses are assigned based on the main access to the property

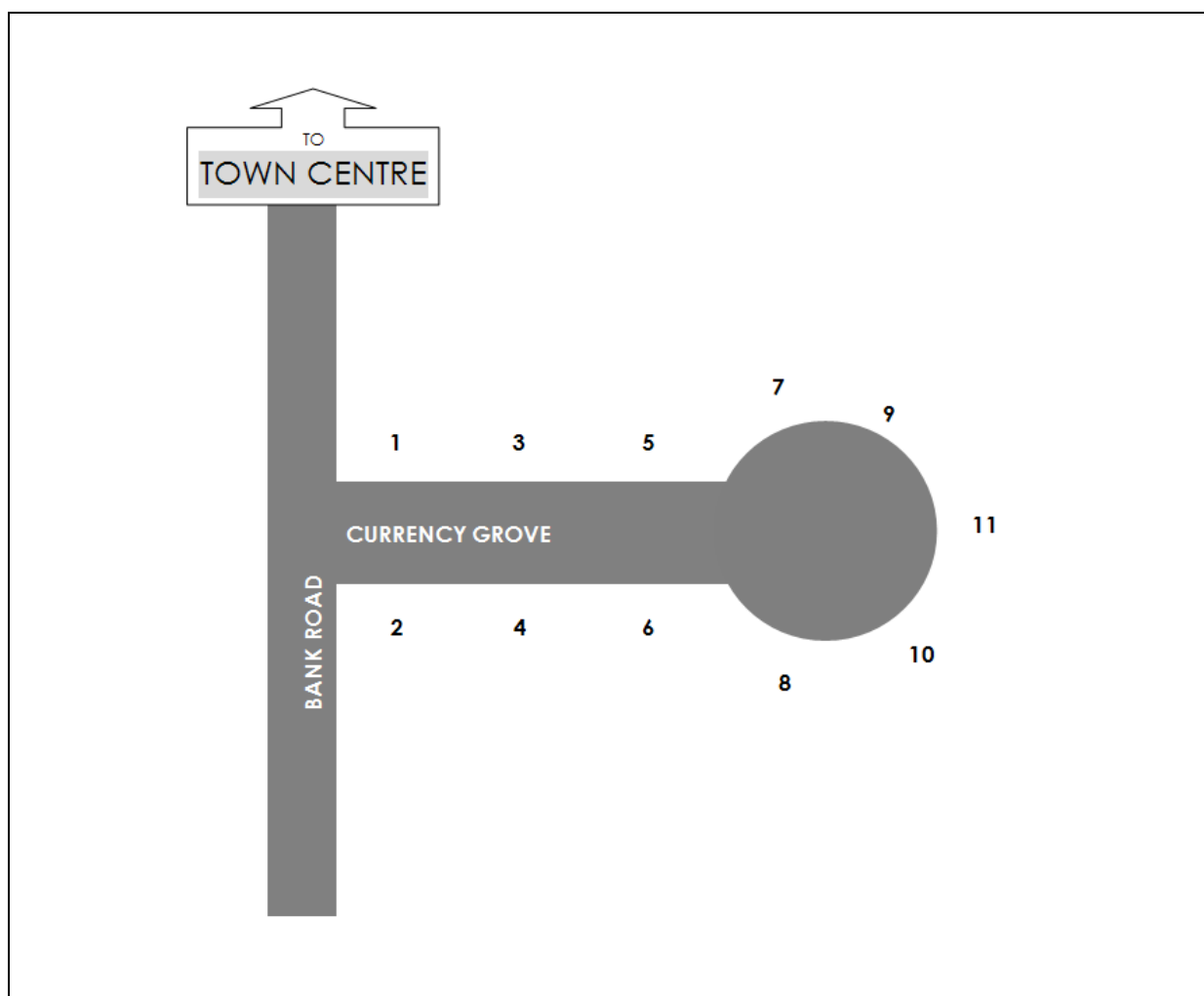
5.2 Assigning an Address Number



Key points to remember:

- Begin numbering closest to the Town Centre
- If impractical, north to south or east to west
- Odd numbers on the left
- Even numbers on the right

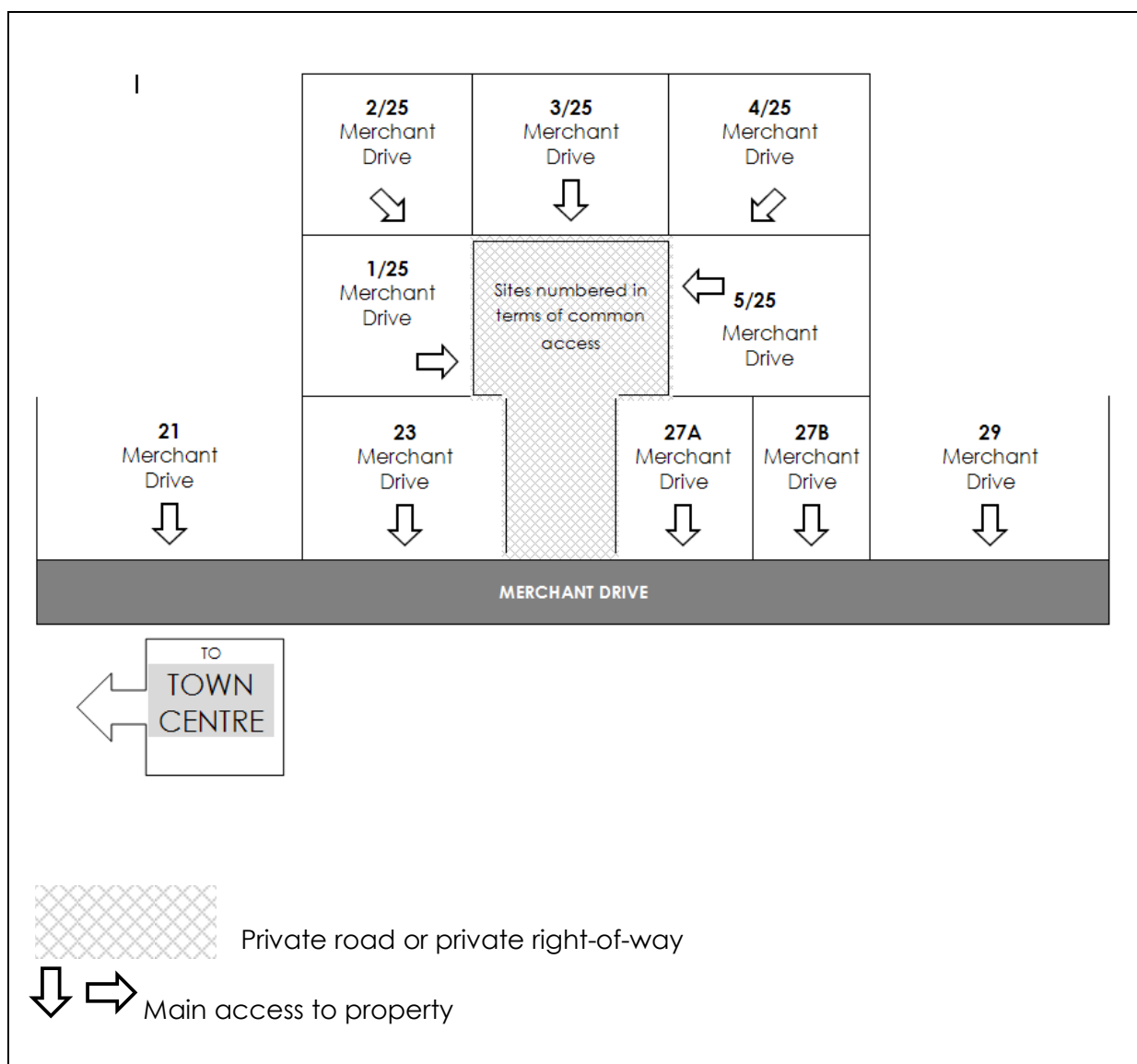
5.3 Address Numbering around a Cul-de-Sac



Key points to remember:

- Begin numbering closest to the Town Centre
- If impractical, north to south or east to west
- Odd numbers on the left
- Even numbers on the right

5.4 Shared Access – Bar Numbering



Key points to remember:

- Private roads and private right-of-ways are not required to be named
- Properties that share a private right of way are numbered from the public road to which the private road or private right-of-way connects
- Numbering is allocated based on the main access to the property
- Bar numbering is assigned in the direction of the road numbering
- All named private right of ways will use the road type Way, Lane, Mews or Court.

5.5 Address Numbers Unavailable



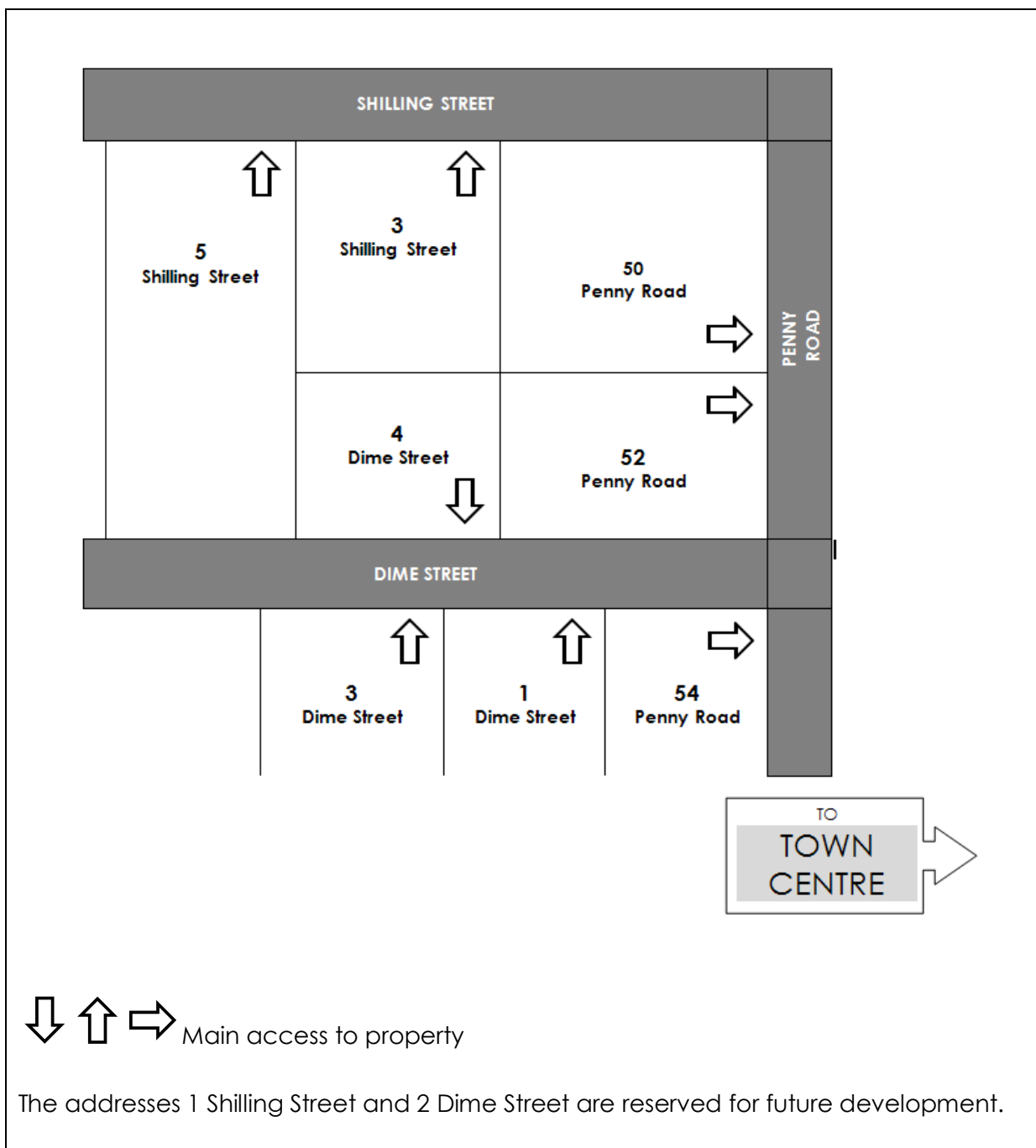
Key points to remember:

- Use alpha-suffixes when there are no available numbers
- Do not use the base number singularly – for example:

47, 47A and 47B **must be** 47A, 47B, 47C –

Unless an address site is already using the base number, provided it is in order.

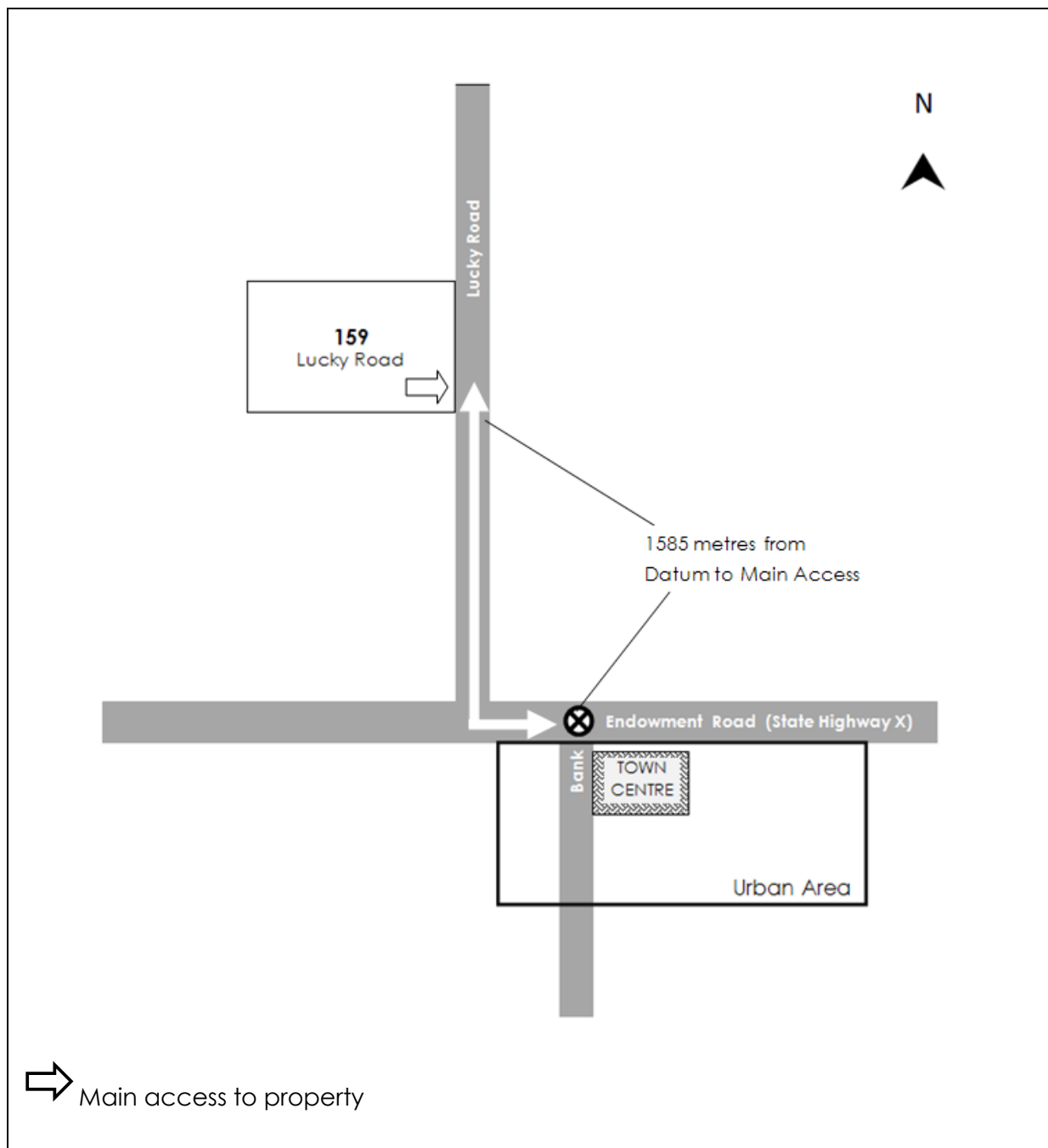
5.6 Address Numbering Corner Sites



Key points to remember:

- Reserve address numbers for future development

5.7 RAPID NUMBERING

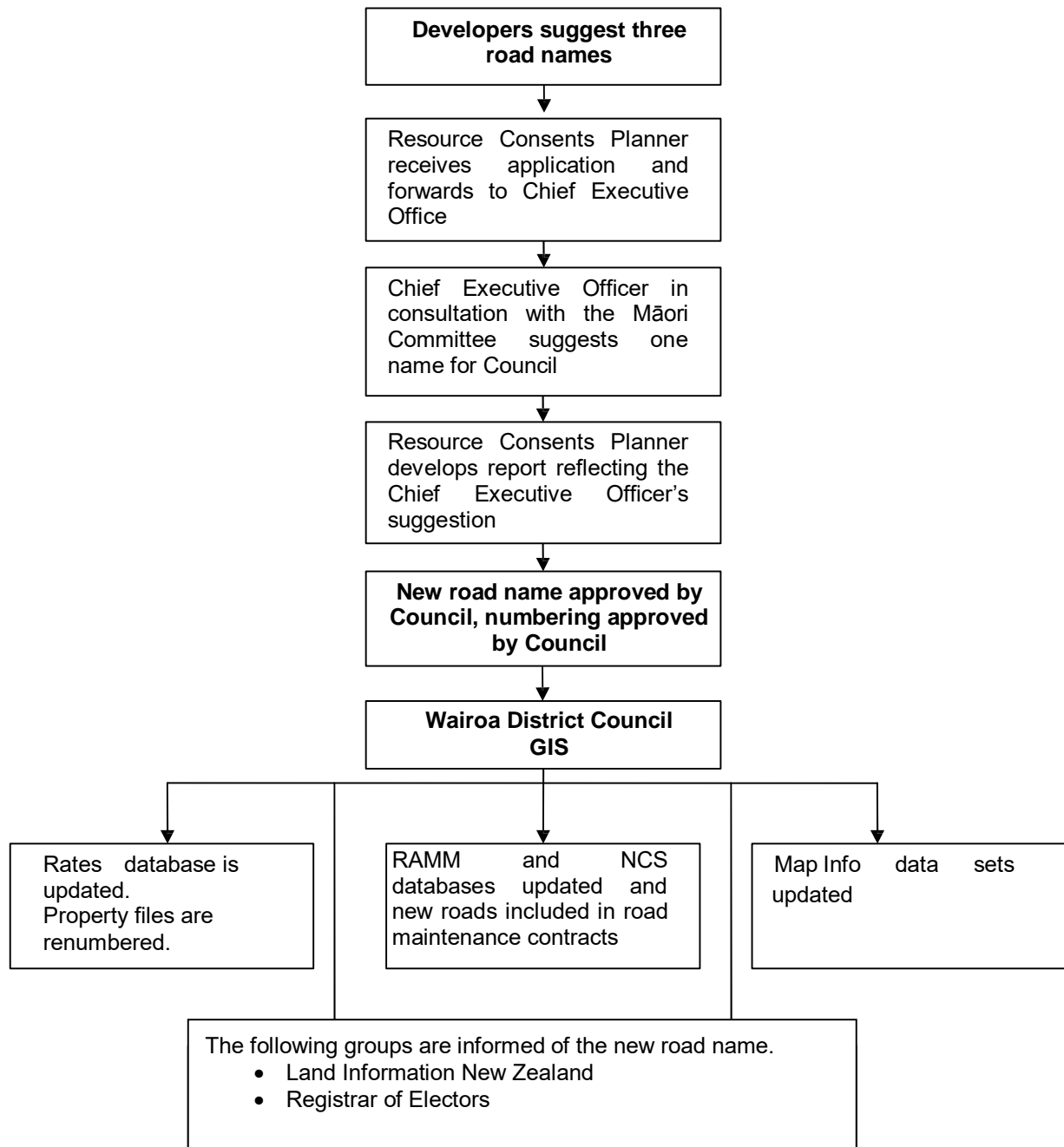


Key points to remember:

- Begin measuring from the start of the datum at the point closest to the Town Centre
- Impractical, north to south or east to west
- Measure in metres to main vehicle access and divide by 10
- Odd numbers on left – adjust number by one if necessary
- Even numbers on right – adjust number by one if necessary


Appendices

Appendix 1– Process followed by Council for New Road Names



WDC Road Naming and Numbering Policy 2012

Appendix 2 –Application for Road Name Form

WAIROA DISTRICT COUNCIL APPLICATION FOR NEW ROAD NAME OR CHANGE OF ROAD NAME Section 319 of the Local Government Act 1974	
---	---

Application received (office use):
Subdivision File Reference (office use):

Please state if a new road name is required or an existing road name requires changing

If an existing road name requires changing, please state the current name of the road and the reason/s for requesting a change

For New Road Names
SUBDIVISION DETAILS
Address:
Legal Description:

APPLICANT/CONSULTANT DETAILS

Address:

Phone:

Fax:

Email:

PROPOSED ROAD NAMES (for new or existing road names)	
Road Names:	Reasons for choice of name:

 WDC Road Naming and Numbering Policy 2012

If names are in Te Reo (Māori) have you consulted with local Iwi?

Have you check with Council to ensure property numbers have been allocated?

Note: For Council to make an informed decision full information must be provided. Each application must include a plan of the roads that require new names or a change of name. This plan must include the proposed road(s) location.

Please include and attach on separate sheets any information that is pertinent to the names that have been chosen. Then return this form and any supplementary information to:

Wairoa District Council
PO Box 54
Wairoa 4108

WDC Road Naming and Numbering Policy 2012

Appendix 3 – Road Types

The road type shall be selected from those specified as suitable for either open ended roads, culs-de-sac, or pedestrian only roads, as applicable.

Refer to Clauses 4.3; 4.6.2 of the Standard AS/NZS 4819:2011

Road Type	Abbreviation	Description	Road Type Suitability		
			Open Ended	Cul-de-sac	Pedestrian only
Alley	Aly	Usually a narrow roadway in a city or towns.	✓	✓	
Arcade	Arc	Covered walkway with shops along the sides			✓
Avenue	Ave	Broad roadway, usually planted on each side with trees.	✓		
Boulevard	Blvd	Wide roadway, well paved, usually ornamental with trees and grass plots.	✓		
Circle	Cir	A roadway that generally forms a circle; or a short enclosed roadway bounded by a circle.	✓	✓	
Close	Cl	Short enclosed roadway.		✓	
Court	Crt	Short enclosed roadway, usually surrounded by buildings.		✓	
Crescent	Cres	Crescent shaped roadway, especially where both ends join the same thoroughfare.	✓		
Drive	Dr	Wide main roadway without many cross streets.	✓		
Esplanade	Esp	Level roadway along the seaside, lake or a river.	✓		
Glade	Gld	Roadway usually in a valley of trees	✓	✓	
Green	Grn	Roadway often leading to a grassed public recreation area.		✓	

WDC Road Naming and Numbering Policy 2012

Road Type	Abbreviation	Description	Road Type Suitability		
			Open Ended	Cul-de-sac	Pedestrian only
Grove	Grv	Roadway that features a group of trees standing together.		✓	
Highway	Hwy	Main thoroughfare between major destinations	✓	✓	✓
Lane	Lane	Narrow roadway between walls, buildings or a narrow country roadway.	✓		
Loop	Loop	Roadway that diverges from and rejoins the main thoroughfare.	✓		
Mall	Mall	Wide walkway, usually with shops along the sides.			✓
Mews	Mews	Roadway in a group of houses.		✓	
Parade	Pde	Public roadway or promenade that has good pedestrian facilities along the side.	✓		
Place	Pl	An open space in a town.		✓	
Promenade	Prom	Wide flat walkway, usually along the water's edge.			✓
Quay	Qy	Roadway alongside or projecting into water.	✓	✓	
Rise	Rise	A roadway going to a higher place or position	✓	✓	
Road	Rd	Open roadway primarily for vehicles.	✓		
Square	Sq	Roadway which generally forms a square shape, or an area of roadway bounded by four sides.	✓	✓	
Steps	Stps	Walkway consisting mainly of steps.			✓
Street	St	Public roadway in an urban area, especially where paved and with footpaths and buildings along one or both sides.	✓		

WDC Road Naming and Numbering Policy 2012

Road Type	Abbreviation	Description	Road Type Suitability		
			Open Ended	Cul-de-sac	Pedestrian only
Terrace:	Tce	Roadway on a hilly area that is mainly flat.	✓	✓	
Track	Trk	Walkway in a natural setting.			✓
Walk	Walk	Thoroughfare for pedestrians			✓
Way	Way	Short enclosed roadway		✓	✓
Wharf	Whrf	A roadway on a wharf or pier	✓	✓	✓

From: [Jeremy Harker](#)
To: [Hinetaakoha Viriaere](#)
Cc: [Tyler Trafford-Misson](#)
Subject: Re: Road name - Futchs Road
Date: Tuesday, 26 May 2026 10:54:38 am
Attachments: [image006.png](#)
[image008.png](#)
[image009.png](#)
[image010.png](#)
[image011.png](#)
[image012.png](#)
[image013.png](#)

Yeah If it could be a road that would be great.
 Just note it should be Futchy's road

Get [Outlook for iOS](#)

From: Hinetaakoha Viriaere <hinetaakoha@wairoadc.govt.nz>
Sent: Tuesday, May 26, 2026 10:51:11 AM
To: Jeremy Harker <jeremy.harker@qrs.co.nz>
Cc: Tyler Trafford-Misson <Tyler@wairoadc.govt.nz>
Subject: RE: Road name - Futchs Road

CAUTION: This email originated outside your Organisation. **DO NOT CLICK** on links, attachments, or action requests unless you recognise the sender and know the content is safe. If you think it is suspicious, please **REPORT IT** to your manager.

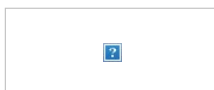
Mōrena Jeremy

Thank you, did you see appendix 3 of the attached re: Road Types and if not, still propose the new road name as Futch's Road?

Ngā mihi

Hinetaākoha Viriaere

Pouwhakarae Whakamahere me te Waeture | Group Manager Planning and Regulatory



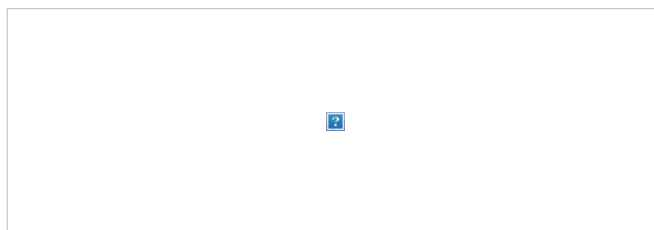
+64 6 838 7309
www.wairoadc.govt.nz
[Facebook](#)
 PO Box 54, Wairoa 4160, Hawke's Bay
 Coronation Square, Queen Street, Wairoa

From: Jeremy Harker <jeremy.harker@qrs.co.nz>
Sent: Tuesday, 26 May 2026 9:20 am
To: Hinetaakoha Viriaere <hinetaakoha@wairoadc.govt.nz>
Subject: FW: Road name - Futchs Road

Nga Mihi

Jeremy Harker
 Chief Executive Officer

Phone: 06 838 9030 ext 723
Mobile: 027 243 0776
Email: jeremy.harker@qrs.co.nz
www.qrs.co.nz



From: Jeremy Harker
Sent: Wednesday, 20 May 2026 2:27 pm

To: Tyler Trafford-Misson <tyler@wairoadc.govt.nz>

Subject: Road name - Futchs Road

The reasons why we want to name the road Futch's Road – with some poetic licence

Futch has been a proud advocate of Whakamahia Rd and its potential as a great place to live, play fish and hunt. He took a risk in 2003 and purchased 10 acres of Bernie Kent with the plan to build a house overlooking his favourite place, the Wairoa Bar and Hawkes Bay. He loves living at Whakamahia and is always keen to share his passion and the results of his successful fishing with Wairoa whanau and visitors alike.

He is a well-known Wairoa local kaumatua who is well versed in the history of Whakamahia

- Precolonial
- Early settlers
- Recent history

Ever since he was old enough to wag school with his mate Chicko Whatuira (where Futch's name came from) he has been a presence at Pilots Hill, Whakamahia, Potutu and the Bar

Has more experience crossing the bar than anyone else in Wairoa, he is willing to guide other fisherman through the bar and provide advice

Well known for walking Whakamahia Rd every day helping people who get stuck on the beach, or sharing the history.

Any fish caught are shared with local kaumatua- Futch delivers snapper fish heads, raw fish and smoked kahawai all over Wairoa making sure nothing is wasted

Loves to share his knowledge of the area.

Has saved at least three people who have swept out the bar. Most notably Paul Williams with Aubury Ormond who he saved moments before he drowned

Our plan is to develop the Whakamahia Airstrip for 15 housing sites to encourage people to stay in Wairoa in a great location that has the best view in the Hawkes Bay close to Wairoa, friends and Whanau. Rather than selling up to buy a house in a crowded suburb effecting standing in line in God's Waiting Room.

We want to name the Road after Futch because he had the vision and bravery to invest and build in Whakamahia when others thought he was wasting his time and money. His passion and determination have guided us, and we want to acknowledge his contribution to Wairoa and Whakamahia

Nga Mihi

Jeremy Harker

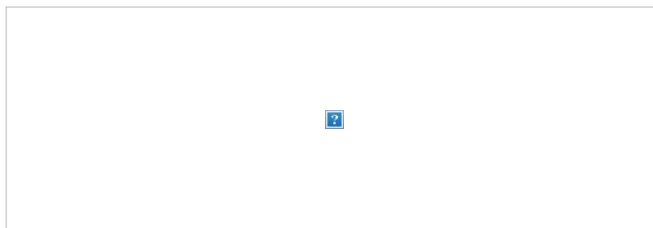
Chief Executive Officer

Phone: 06 838 9030 ext 723

Mobile: 027 243 0776

Email: jeremy.harker@qrs.co.nz

www.qrs.co.nz



8.3 UPDATES TO DELEGATIONS MANUAL

Author: Hinetaakoha Viriaere, Pouwhakarae - Whakamahere me te Waeture | Group Manager Planning and Regulatory

Authoriser: Matthew Lawson, Tumu Whakarae | Chief Executive

Appendices: 1. [Appendix 1 - Proposed Amendments to the Delegations Manual](#) ↓

1. PURPOSE

1.1 The purpose of this report is to seek Council approval for amendments to the Wairoa District Council Delegations Manual to reflect operational, legislative, and organisational updates relating to Building Control, Planning, and associated Council functions.

RECOMMENDATION

The Pouwhakarae - Whakamahere me te Waeture | Group Manager Planning and Regulatory RECOMMENDS that Council approves the proposed amendments to the Wairoa District Council Delegations Manual attached as Appendix 1.

2. EXECUTIVE SUMMARY

2.1 The purpose of the Delegations Manual is to support the efficient and effective operation of Council by clearly recording delegated statutory powers and operational responsibilities to Council Officers.

2.2 Delegations assist with carrying out Council business and meeting the needs of the community in an efficient and effective manner by enabling Officers to undertake actions within the scope of their delegated authority.

2.3 The proposed amendments are primarily operational and administrative in nature and are intended to:

- ☐ ensure legislative and operational delegations remain current and accurate;
- ☐ support Building Control Authority accreditation requirements;
- ☐ improve operational resilience and flexibility across Planning and Regulatory functions;
- ☐ reflect recent organisational and role title changes; and
- ☐ incorporate additional delegations associated with property-related responsibilities transitioning into the Planning and Regulatory Group.

2.4 The proposed amendments do not alter Council's governance role or strategic decision-making responsibilities, but instead ensure Officers are appropriately authorised to carry out statutory and operational functions on behalf of Council.

3. BACKGROUND

3.1 Council's Delegations Manual requires periodic updates to ensure delegated authorities remain current, legally robust, and aligned with Council's operational structure and statutory responsibilities.

3.2 Following the recent International Accreditation New Zealand (IANZ) assessment of Council's Building Control Authority accreditation systems, a General Non-Compliance (GNC) was identified in relation to aspects of the Delegations Manual.

3.3 This GNC primarily related to:

- ❑ role title changes not yet reflected within the Delegations Manual;
- ❑ ensuring legislative delegations appropriately align with current officer roles and responsibilities; and
- ❑ the inclusion and removal of relevant legislative provisions associated with Building Act delegations.

3.4 Addressing this matter is necessary to support ongoing Building Control Authority accreditation requirements under the Building Act 2004.

3.5 Once approved, Council will provide IANZ with evidence that the required amendments have been formally adopted, including a copy of the relevant Council resolution and updated Delegations Manual.

3.6 Additional amendments proposed through this report include:

- ❑ updates to Building Control delegations following the IANZ assessment;
- ❑ Planning delegations associated with Mana Whakahono ā Rohe functions and operational planning responsibilities;
- ❑ updates to provide greater operational flexibility across planning roles during periods of workload pressure or staff shortages;
- ❑ inclusion of updated role titles and officer responsibilities; and
- ❑ amendment relating to property delegations reflecting the transition of aspects of the property portfolio into the Planning and Regulatory Group.

3.7 These changes are intended to strengthen operational resilience, support continuity of service delivery, and ensure statutory functions can continue to be exercised efficiently and effectively.

4 OPTIONS

4.1 The options identified are:

4.2 Approve the proposed amendments to the Wairoa District Council Delegations Manual, attached as appendix 1. Do not approve the proposed amendments to the Wairoa District Council Delegations Manual. The preferred option is option A (shown above)

This option:

- ❑ ensures Council's delegations remain current and legally robust;
- ❑ supports Building Control Authority accreditation requirements and clearance of the identified IANZ GNC;
- ❑ improves operational resilience and flexibility;
- ❑ aligns delegations with Council's current organisational structure; and

☐ supports the effective delivery of Council’s statutory planning and regulatory functions.

4.3 This option contributes to the following community outcomes:

Cultural wellbeing	Economic wellbeing	Social Wellbeing	Environmental Wellbeing
Valued and cherished community.	Strong and prosperous economy.	Safe, supported and well-led community.	Protected and healthy environment

4.4 Council could choose not to approve the proposed amendments. This option (B) as shown above, is not recommended as it may:

- ☐ delay resolution of the identified IANZ General Non-Compliance;
- ☐ reduce operational flexibility and resilience;
- ☐ create uncertainty regarding delegated statutory powers; and
- ☐ increase operational and compliance risk.

5 CORPORATE CONSIDERATIONS

5.1 The proposed amendments update officer delegations within the Delegations Manual to reflect current operational structures, legislative responsibilities, and accreditation requirements. The changes are primarily administrative and operational in nature and do not change Council’s governance responsibilities or strategic direction.

6. RISK MANAGEMENT

6.1 In accordance with the Council’s Risk Management Policy the inherent risks associated with this matter are:

Human	Financial	Regulatory
Low	Low	Low
Operations	Employees	Image & Reputation
Low	Low	Low

6.2 Regulatory and reputational risk would increase if the identified IANZ-related delegation matters were not addressed in a timely manner.

6.3 The proposed amendments reduce operational and compliance risk by ensuring Council Officers hold clear and current delegated authority to undertake statutory functions.

7. Compliance with legislation and Council Policy

7.1 The proposed changes are consistent with the delivery of activities and services provided for within the Annual Plan.

7.2 The proposed amendments support the efficient delivery of Council services and regulatory functions provided for within the Long Term Plan.

7.3 The proposed planning delegations support implementation and administration functions associated with resource management and planning responsibilities.

7.4 The amendments align with Council's Delegations Manual review requirements and Council's operational governance framework.

7.5 Relevant Legislation

- ☐ Local Government Act 2002;
- ☐ Building Act 2004;
- ☐ Resource Management Act 1991; and
- ☐ other legislation referenced within the Delegations Manual.

8. What are the key benefits?

8.1 Key benefits include:

- ☐ supporting continued Building Control Authority accreditation compliance;
- ☐ improving operational resilience and continuity;
- ☐ ensuring delegations accurately reflect current officer responsibilities;
- ☐ improving efficiency in statutory decision-making processes; and
- ☐ reducing operational and legal risk associated with outdated delegations.

9. What is the cost?

9.1 There are no significant additional financial costs associated with the proposed amendments. Any administrative costs can be accommodated within existing operational budgets.

10. Consultation

10.1 As the proposed amendments are administrative and operational in nature, limited direct community impact is anticipated.

10.2 Internal consultation has occurred with relevant Council Officers and management staff in relation to the proposed amendments.

10.3 The amendments are primarily intended to ensure operational effectiveness and legislative compliance.

10.4 No formal public consultation is considered necessary given the administrative nature of the changes.

10.5 No significant impacts on tangata whenua have been identified. However, proposed planning-related delegations support Council's ongoing engagement obligations and statutory functions, including Mana Whakahono ā Rohe processes.

11. Service Delivery Review

11.1 A section 17A service delivery review is not considered necessary as the proposed amendments are administrative and operational in nature and do not alter service delivery arrangements.

12. Māori Standing Committee

12.1 This matter has not been referred to the Māori Standing Committee as the proposed changes are primarily administrative and operational in nature.

13. SIGNIFICANCE

13.1 The proposed amendments are considered low significance under Council's Significance and Engagement Policy.

13.2 The changes are largely administrative and operational and do not materially alter levels of service, strategic direction, or Council policy.

13.3 The proposal does not create a significant impact on Council budgets or strategic assets.

13.4 The amendments can be amended or revoked by future Council resolution if required.

13.5 No changes to levels of service are proposed.

13.6 No impacts on strategic assets are anticipated.

13.7 The proposal does not significantly alter the way Council delivers significant activities.

Further Information

- ❑ Building Act 2004
- ❑ Local Government Act 2002
- ❑ Resource Management Act 1991
- ❑ IANZ Building Control Authority Accreditation Scheme requirements

References (to or from other Committees)

Nil

Confirmation of statutory compliance

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

DELEGATIONS MANUAL

This Delegations Manual records all delegations from the Wairoa District Council to Standing Committees, Subcommittees, Members and Officers. The delegations have been approved by Council resolution/s. Delegations, unless otherwise stated, are deemed to have been made under Clause 32, Schedule 7 of the Local Government Act 2002 (LGA).



WAIROA
DISTRICT COUNCIL

Approved by: Council (Elected Members)
Date Approved: 27-05-2025
Resolution: 2025/37 and 2025/38
Next Review Date: 05-2026, or as required
Revision No: 1
Department: Office of the Chief Executive

CONTENTS

Contents

PART A 5

INTRODUCTION 5

1.1 PURPOSE..... 6

1.2 BACKGROUND..... 6

 1.2.1 Definition of Delegation..... 6

 1.2.2 The Legal Basis 6

 1.2.3 Principles, Terms and Conditions 7

 1.2.4 Term of Delegation 9

 1.2.5 Delegation to Office..... 9

1.3 STRUCTURE 9

PART B10

ADMINISTRATIVE DELEGATIONS10

2. EMPLOYMENT RELATED DELEGATIONS11

 2.1 THE CHIEF EXECUTIVE11

 2.2 CHIEF EXECUTIVE DELEGATION TO MANAGEMENT.....11

3. AUTHORISATION TO USE COMMON SEAL12

4. DELEGATED AUTHORITY TO MAKE SUBMISSIONS.....13

5. REQUESTS AND THE RELEASE OF INFORMATION13

 5.1 OFFICIAL INFORMATION13

 5.2 PRIVACY ACT REQUESTS.....14

 5.3 NEWS MEDIA AND WEBSITE14

 5.4 PLACEMENT OF PUBLIC NOTICES OR ADVERTISEMENTS14

 5.5 DISPOSAL OF COUNCIL RECORDS.....15

PART C16

LEGAL AND FINANCIAL DELEGATIONS16

6. LEGAL ADVICE AND PROCEEDINGS.....17

 6.1 AUTHORISATION TO OBTAIN LEGAL ADVICE17

 6.2 AUTHORISATION TO SIGN LEGAL DOCUMENTS17

 6.3 AUTHORISATION TO RELEASE OR ALTER LOANS, MORTGAGES AND STATUTORY LAND CHARGES17

 6.4 AUTHORISATION TO COMMENCE COURT PROCEEDINGS.....17

 6.5 AUTHORISATION TO SETTLEMENT OF CLAIMS AGAINST COUNCIL18

 6.6 AUTHORISATION TO INITIATE PROCEEDINGS TO RECOVER COSTS.....18

 6.7 AUTHORISATION TO ISSUE A TRESPASS NOTICE18

 6.8 AUTHORISATION TO VOTE ON BEHALF OF COUNCIL.....19

7. OPERATING, PLANT AND CONTINGENCY EXPENDITURE19

 7.1 TENDER EVALUATION PANEL.....19

7.2 AUTHORISATION OF FINANCIAL DELEGATION WITHIN APPROVED BUDGETS 20

7.3 AUTHORISATION OF CONTINGENCY EXPENDITURE 23

7.4 AUTHORISATION FOR CARBON CREDIT TRANSACTIONS..... 23

8. FINANCIAL AND ACCOUNTING MATTERS 23

8.1 AUTHORISATION TO BANK, INVEST AND SIGN CHEQUES..... 23

8.2 AUTHORISATION TO RECOVER DEBTS 24

8.3 AUTHORISATION TO CONSIDER BAD DEBTS..... 24

8.4 AUTHORISATION TO APPROVE CREDIT NOTES..... 25

8.5 COUNCIL PROPERTY, LEASES AND LICENSES 25

8.6 USE OF COUNCIL PROPERTY, ASSETS AND STAFF BY OUTSIDE ORGANISATIONS..... 25

8.7 ELECTED MEMBER PAYMENTS..... 26

8.8 AUTHORISATION FOR CHIEF EXECUTIVE CREDIT CARD EXPENDITURE..... 26

8.9 AUTHORISATION TO DECIDE ON RATES REMISSIONS 26

8.10 OBJECTIONS TO RATING VALUATIONS 26

8.11 DELEGATIONS WITHIN THE LOCAL GOVERNMENT (RATING) ACT 2002 28

8.12 RECEIPTING AND ADMINISTERING EXTERNAL GRANTS 36

8.13 RECEIPTING AND ADMINISTERING OF MONIES HELD BY COUNCIL FOR EXTERNAL ENTITIES 36

8.14 AUTHORISATION TO RAISE LOANS..... 36

PART D 39

STATUTORY DELEGATIONS 39

9. DELEGATION TO OFFICERS..... 40

PART A

INTRODUCTION

Part A of this Delegations Manual contains introductory and background information for the reader. Of particular note are the principles and general terms and conditions that apply to all Wairoa District Council delegations.

1.1 PURPOSE

This document is the Delegations Manual for the Wairoa District Council ('the Delegations Manual').

The purpose of the Delegation Manual is to set out the Wairoa District Council's ('the Council') policies, procedures and delegations relating to decision making when giving effect to its statutory duties, responsibilities and powers.

1.2 BACKGROUND

1.2.1 Definition of Delegation

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

For the purpose of administrative efficiency and expediency in the conducting of its day-to-day business, the Council delegates certain statutory duties, responsibilities and powers to its standing committees, subcommittees, members or staff. Likewise the Chief Executive delegates certain duties and responsibilities to a subordinate level. These delegations are a necessary operational requirement to achieve best use of the abilities of elected representatives and officers and to promote effective and expeditious decision-making. Delegations seek to avoid administrative delays and inefficiencies that might otherwise occur if all matters had to be referred to Council or the Chief Executive every time a decision needed to be made.

1.2.2 The Legal Basis

Council's authority to delegate to its standing committees, subcommittees, members or staff is principally derived from Schedule 7, Clause 32 of the Local Government Act 2002 (LGA).

Schedule 7 Clause 32 of the LGA states that:

"Unless expressly provided otherwise in this Act, or in any other Act, for the purposes of efficiency and effectiveness in the conduct of the 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 power 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; or*
- g) *The power to adopt a remuneration and employment policy.*

Other statutes¹ also confer or limit the ability for the Council to delegate decision-making powers and duties. For instance, Section 34 of the Resource Management Act 1991 restricts the delegation of certain plan approval functions to other than the Council. While the Local Government Official Information and Meetings Act 1987 provides for delegations under section 42 and 43 of that Act, a response to recommendations made to the Council by the Ombudsman (section 32) may not be delegated.

Authority and responsibility are inseparable. Those with responsibility for a task or function should always have the authority to carry it out effectively. It should be noted that no delegation relieves the local authority, member, or officers of the liability or legal responsibility to perform or ensure performance of any function or duty.

The act of delegating involves mutual trust and respect without which the efficiency and effectiveness of the Council would be at risk. Delegates (ie the person given the delegation) should willingly accept authority and responsibility for decision-making in the certain knowledge that their decisions, if made in a full, fair, and objective manner, will not be interfered with. It should be ensured that delegates understand the function and implications of any delegation they have responsibility for.

1.2.3 Principles, Terms and Conditions

Unless a delegation in this Manual states otherwise, the delegation is derived from the Council. The Council or Chief Executive in their determination as to duties, responsibilities and powers to be delegated will align with the principles outlined in Table 1 (below).

In the exercise of any delegation, the delegate must comply with the general terms and conditions, which are also identified in Table 1. In addition to the general terms and conditions, the delegate must also comply with any additional terms and conditions that might apply to specific delegations. These will be noted at the time of delegation to ensure clarity of responsibilities.

The laws relating to local government generally recognize that the decisions of a delegate may be reviewed or appealed to the delegator who may confirm, vary overrule, or substitute any decisions. There are, however exceptions such as where a decision is made and other review remedies are available. (eg appeal to a court or tribunal).

¹ See Building Act 2004 – Section 232; Civil Defence Emergency Management Act 2002 – Section 12; Impounding Act 1955 – Section 63; Local Government Official Information and Meetings Act 1987 – Sections 42, 43; Privacy Act 1993 – Sections 124, 125; Public Bodies Contracts Act 1959 – Section 4; Resource Management Act 1991 – Section 34A(3); Sale and Supply of Alcohol Act 2012; Fencing of Swimming Pools Act 1987 – Section 12.

Table 1: Principles, Terms and Conditions

<p>Principles</p> <p>Business to be undertaken by the Council is diverse and wide-ranging. Delegations are necessary to ensure the efficient, effective, and timely delivery of services to the communities it represents.</p> <p>Delegations have generally been made to the lowest level of competence, commensurate with the degree of responsibility and difficulty involved in the undertaking of the task delegated.</p> <p>In deciding what is the lowest level of competence for each delegation, particular attention has been paid to the responsibilities and accountability for correct and effective implementation and any reporting requirements that accompany the powers and duties contained in the delegation.</p> <p>Wherever possible, delegations to staff have been made on basis that promote the most effective and efficient implementation and delivery of Council’s policies and objectives.</p>
<p>General Terms and Conditions</p> <p>No delegations shall limit the power of Council or other delegator to exercise a function, duty or power in substitution for a delegate.</p> <p>Delegations must be precise and in writing in order to protect both the Council and the delegate.</p> <p>In the exercise of any delegation, the delegate will ensure they act in accordance with:</p> <ol style="list-style-type: none"> 1. Any binding statutory authority (in relation to each delegation, relevant sections of the Act will be identified); and 2. Any relevant Council policy or procedural documentation (including reporting and recording requirements). <p>In relation to delegations to officer level, every delegation will be to a stated officer and will be exercised in relation to the duties of their position as identified in their Position Description or when an officer has been appointed in an acting capacity.</p> <p>For the avoidance of doubt, supervisors shall have the same powers of delegation as subordinate staff, unless the exercise of such delegation requires, by law, a particular qualification or registration.</p> <p>A delegation once made cannot be further sub-delegated.</p> <p>The Council may, at any time, revoke, suspend for a period, or amend the terms of conditions in relation to any delegation it has made. When this occurs, it will be recorded by resolution of Council.</p> <p>The Chief Executive may revoke or suspend for a period, or amend the terms and conditions in relation to:</p> <ol style="list-style-type: none"> 1. Any delegation to subordinates that they have made; and

2. Any delegation to the Chief Executive Office that Council has revoked or suspended.

Staff will not exercise delegated authority in cases of uncertainty or where it would be desirable that policy direction be given. There are also circumstances where staff will be required to seek peer review prior to exercising delegated authority, in which case supervisors will make this known.

All staff decisions made under delegated authority should clearly contain an appropriate endorsement eg 'made under delegated authority'. Where a delegation exists to make a decision on behalf of Council, the delegate has all the necessary powers of Council to affect that decision, including any related transitional powers prescribed by statute.

The delegation to staff, if required by any enactment, are also made through the Chief Executive by virtue of inclusion in this Manual.

1.2.4 Term of Delegation

Unless any delegation is expressed to be for a definable period it will continue until revoked by the delegator or the Council or withdrawn by operation of law. The Delegations Manual is a 'living' document and as such will be reviewed and amended from time-to-time. The decision to apply for review will be on the basis of new evidence or a change in circumstances.

1.2.5 Delegation to Office

Every delegation will be to a stated office or position and not to an individual or the membership of a group in their personal capacities. In every case of this type the delegation will survive any change in the occupier of any such office.

1.3 STRUCTURE

The Delegations Manual is structured in four parts.

Part A of the Delegations Manual presents introductory and background information for the Delegations Manual.

Part B of the Delegation Manual contains general administrative delegations relating to employment matters, the use of the Common Seal, the making of submissions on behalf of Council, and the release of information. Part B has five sections.

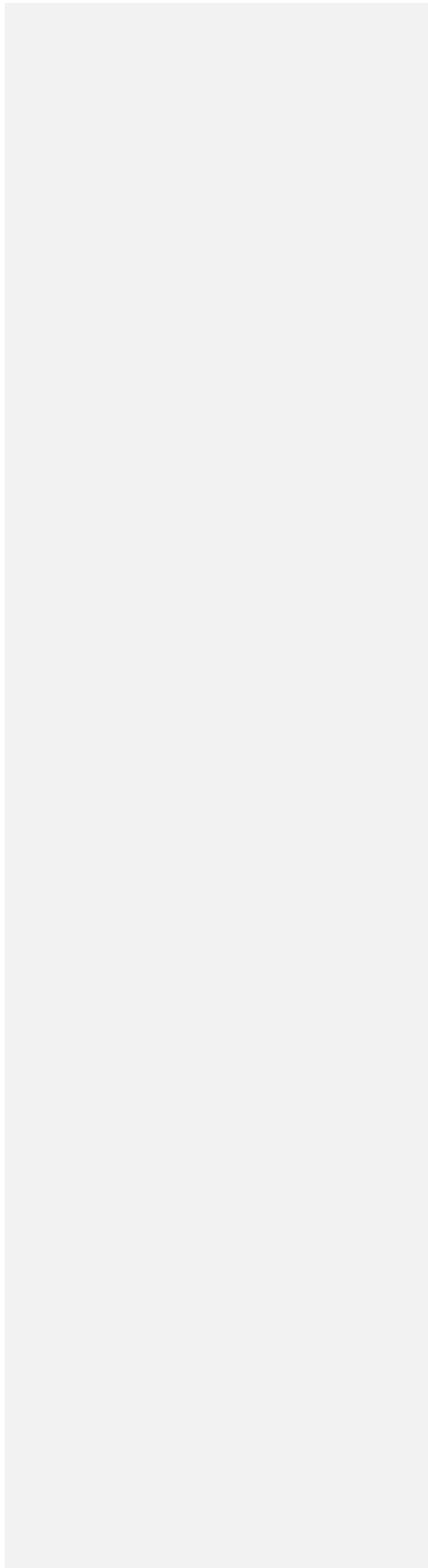
Part C of the Delegations Manual contains legal and financial delegations. Part C has four sections.

Part D of the Delegations Manual contains delegations (not already addressed) relating to the Council's regulatory functions, duties and powers under various statutes. Part D has four sections.

PART B

ADMINISTRATIVE DELEGATIONS

Part B of this Delegations Manual sets out general administrative delegations relating to employment matters, the issuing of warrants, the use of the Common Seal, submissions on behalf of Council, and the release of information.



2. EMPLOYMENT RELATED DELEGATIONS

2.1 THE CHIEF EXECUTIVE

Pursuant to section 42(2) of the Local Government Act 2002, the Chief Executive is responsible, on behalf of the Council, for ensuring the effective and efficient management of the Council, employing staff and negotiating the terms of employment of staff.

It is the role of the Chief Executive to lead and oversee staff in implementing the decisions of the Council and ensuring that all statutory responsibilities of the Council are met. The Chief Executive is also responsible for ensuring that all responsibilities, duties and powers delegated to them, or to any person employed by the Council, are properly performed or exercised. The Chief Executive may delegate to any other officer of the Council any of his or her powers under the Act, or any other statute, except the power to delegate or any power that is subject to a prohibition on delegations.

The Chief Executive has absolute control over all employment related matters concerning staff, and has authority to:

- a) Approve the employment of all staff.
- b) Approve variations to employment agreements of all staff.
- c) Approve staff members taking up or engaging in other employment, in addition to their Council employment, subject to the following provisos:
 - Council duties having priority;
 - The other employment is not to interfere with or impair the due and proper discharge of their normal duties;
 - The other employment will not be carried out during the staff member's Council working hours; and
 - There being no conflict of interest arising from the other employment.

The Chief Executive may request any person appointed by the Council to act as Chief Executive during temporary periods of absence from duties together with such of the Chief Executive's Officers powers as they consider appropriate.

2.2 CHIEF EXECUTIVE DELEGATION TO MANAGEMENT

Pursuant to section 42(2) of the LGA 2002, the Chief Executive has authorised the Chief of Operations, Group Manager – Assets and Infrastructure, Group Manager – Finance and Corporate Support, Group Manager – Community Services and Development and Group Manager – Planning and Regulatory in relation to their area of responsibility and in accordance with relevant Council policy to:

- a) Determine staff hours of attendance that best suits Council's needs;
- b) Approve the temporary reallocation of duties provided they do not require additional remuneration or amendment to the Position Description;
- c) Approve overtime, including time off in lieu of overtime;
- d) Approve time in lieu and all types of leave, except:
 - Leave identified as being at the sole discretion of the Chief Executive; and

- Leave without pay for periods in excess of two weeks;
- e) Approve the attendance of staff at conferences, courses or seminars;
- f) Disciplinary action, excluding dismissal.

Delegates are authorised to undertake the tasks above in relation to the area or responsibility and in accordance with relevant Council policy. Delegates must act in a manner of good faith consistent with the Employment Relations Act 2000 and any other applicable legislative requirements, any disciplinary policy of Council, and any specific requirements set out in the collective and individual employment agreements.

3. AUTHORISATION TO USE COMMON SEAL

The Common Seal of the Council shall be held by the Chief Executive who is responsible for its use.

A Council resolution is required for the Seal to be affixed to a document, however in the case of a document of a routine nature, and/or a document which is urgent, the Seal may be affixed to such documents and such action reported to the next Council meeting for a confirmation resolution.

Where the Common Seal of the Council is affixed to any document it shall be attested by:

- a) The Mayor, or in their absence, the Deputy Mayor; and
- b) The Chief Executive, or in their absence, the Acting Chief Executive.

The Common Seal will be affixed to any document that is required to be executed under the Seal, including:

- Warrants to enter private land on behalf of the Council made under the Resource Management Act, the Biosecurity Act, the Building Act, Local Government Act 1974 or the Local Government Act 2002;
- When executing any Memorandum of Transfer pursuant to section 80 of the Local Government (Rating) Act 2002;
- Regional policy statements and regional and district plans prepared under the Resource Management Act;
- Bylaws prepared under the Local Government Act 2002 or other relevant statutes;
- Any documents (eg covenants, caveats, or consent notices) which otherwise require the use of the Council's Common Seal with the exception of "Deeds".
- In relation to executing any Deed, the authority to impress on any document the Common Seal of the Council is delegated to the Mayor or in their absence Deputy Mayor, and any one councillor by virtue of section 9 of the Property Law Act 2007 (two signatures required).

Specific terms and conditions

All Common Seal transactions will be recorded on the Common Seal Register, which is maintained by the Executive Assistant to the Mayor and Chief Executive and reported to a subsequent Council meeting when not already authorised by Council resolution.

4. DELEGATED AUTHORITY TO MAKE SUBMISSIONS

The authority to:

- Make a submission to a Board of Inquiry in relation to a proposed national policy statement under section 49 of the Resource Management Act;
- Make a further submission to a Board of Inquiry in relation to a proposed national policy statement under section 50(2) of the Resource Management Act;
- Make a submission to the Environment Court in relation to a special tribunal's report relating to a water conservation order (section 209 of the Act);
- Be heard at an inquiry for a proposed Water Conservation Order (section 211 of the Act); and
- Apply for the revocation or amendment of any Water Conservation Order (section 216 of the Act);
- Make a submission to an adjoining local authority on any proposed regional policy statement, regional or district plan or change or variation (Clause 6 of Schedule 1 of the Act)
- Make a submission to any application to an adjoining authority for resource consent (section 96 of the Act).

Is delegated to:

Chief Executive
Group Manager – Assets and Infrastructure
Group Manager – Finance and Corporate Support
Group Manager – Planning and Regulatory

The authority to make a submission on any other matter of general Council interest or concern, where it is not possible within the available time to refer the matter to the Council or relevant standing committee, is delegated to:

Chief Executive
Chief of Operations
Group Manager – Assets and Infrastructure
Group Manager – Finance and Corporate Support
Group Manager – Community Services and Development
Group Manager – Planning and Regulatory

5. REQUESTS AND THE RELEASE OF INFORMATION

5.1 OFFICIAL INFORMATION

All requests for official information from the Council will be referred to the Local Government Official Information Act (LGOIMA) Officer on behalf of the Chief Executive for his or her information.

The authority to exercise the Council's powers under Parts II to V of the Local Government Official Information and Meetings Act 1987 (except those in section 32 of that Act) is delegated to:

Chief Executive
Acting Chief Executive

The ability to refuse to release information under Part 1 clause 6 or clause 7; or Part 2 clause 17 of the Local Government Official Information and Meetings Act 1987 is restricted to:

Chief Executive
Acting Chief Executive

5.2 PRIVACY ACT REQUESTS

The authority to determine in respect of any request for personal information under Part V of the Privacy Act 1993:

- Whether the request can be granted in whole or in part; or
- Where a request has been granted, whether any information should be withheld; or
- Whether a request for personal information to be corrected should be granted; or
- Ensure compliance with all related administrative requirements.

Is delegated to:

Chief Executive
Chief of Operations
Strategic Projects

5.3 NEWS MEDIA AND WEBSITE

News Media

The authority to make statements to the news media relating to Council's business is delegated to:

Chief Executive

The Chief Executive may delegate to an appropriate staff member a specific media task.

5.4 PLACEMENT OF PUBLIC NOTICES OR ADVERTISEMENTS

The authority to place public notices and advertisements in relevant newspapers or other publications is delegated to:

Chief Executive
Chief of Operations
Group Manager – Assets and Infrastructure

Group Manager – Finance and Corporate Support
Group Manager – Community Services and Development
Group Manager – Planning and Regulatory

5.5 DISPOSAL OF COUNCIL RECORDS

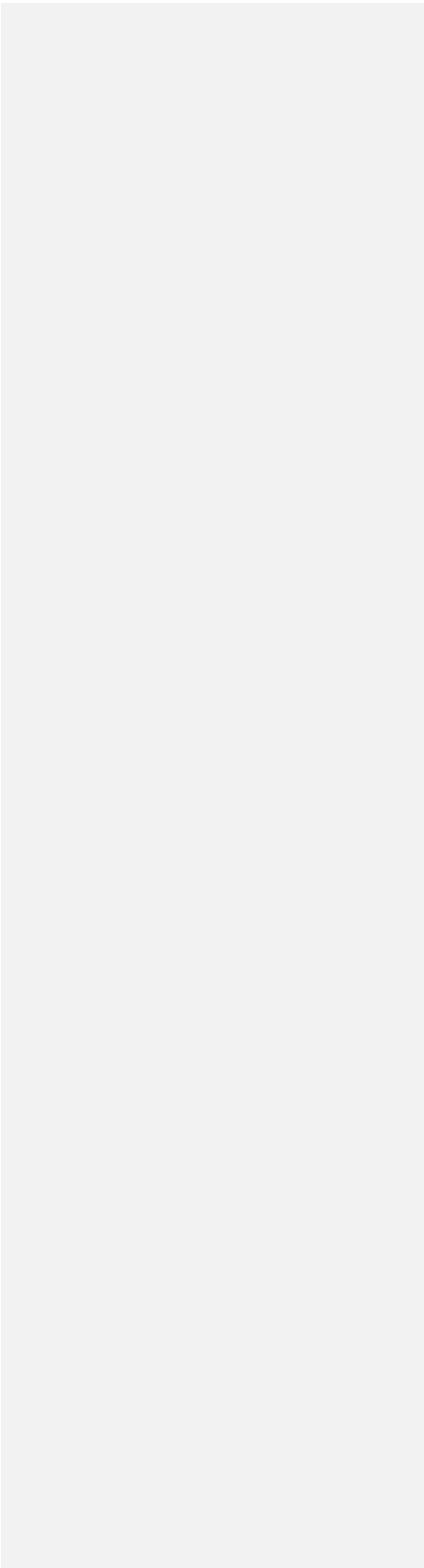
The authority to dispose of any Council records after receiving confirmation from the relevant Department Manager or, where required, to make application to another authority for disposal, is delegated to:

Group Manager – Community Services and Development
Archivist

PART C

LEGAL AND FINANCIAL DELEGATIONS

Part C of the Delegations Manual sets out the delegations relating to legal matters, significant decision-making procedures under the Local Government Act 2002, operating expenditure, financial and accounting matters including rating.



6. LEGAL ADVICE AND PROCEEDINGS

6.1 AUTHORISATION TO OBTAIN LEGAL ADVICE

The authority to obtain legal advice on Council's behalf is delegated to:

Chief Executive (all legal proceedings to be approved by CEO)
Chief of Operations
Group Manager – Assets and Infrastructure
Group Manager – Finance and Corporate Support
Group Manager – Community Services and Development
Group Manager – Planning and Regulatory

6.2 AUTHORISATION TO SIGN LEGAL DOCUMENTS

The authority to sign on Council's behalf any routine legal administrative document is delegated to:

Chief Executive
Chief of Operations
Group Manager – Assets and Infrastructure
Group Manager – Finance and Corporate Support
Group Manager – Community Services and Development
Group Manager – Planning and Regulatory

6.3 AUTHORISATION TO RELEASE OR ALTER LOANS, MORTGAGES AND STATUTORY LAND CHARGES

The authority to release or alter loans, mortgages and statutory land charges has been delegated to:

Chief Executive
Acting Chief Executive

6.4 AUTHORISATION TO COMMENCE COURT PROCEEDINGS

Unless otherwise provided for in the Manual, the authority to commence Court proceedings is confined to the Council except in exceptional circumstances where time does not permit consideration by Council and where such action is necessary to protect or further Council's interests. In such circumstances the authority to commence Court proceedings is delegated to the Chief Executive, following discussion with the Mayor.

The authority to file in the name of the Council a Statement of Defence, or other appropriate response, to any proceedings against the Council, commenced in any Court or Tribunal is delegated to:

Chief Executive

Chief of Operations
Group Manager – Finance and Corporate Support
Group Manager – Community Services and Development
Group Manager – Planning and Regulatory

6.5 AUTHORISATION TO SETTLEMENT OF CLAIMS AGAINST COUNCIL

The authority to settle claims against Council up to a limit of \$50,000 (exclusive of GST) in accordance with a recommendation from Council's insurers, or competent legal advice is delegated to:

Chief Executive
Chief of Operations
Group Manager – Assets and Infrastructure
Group Manager – Finance and Corporate Support
Group Manager – Community Services and Development
Group Manager – Planning and Regulatory

6.6 AUTHORISATION TO INITIATE PROCEEDINGS TO RECOVER COSTS

The authority to:

Initiate to have Court costs awarded; and
Initiate legal proceedings to collect Court costs awarded;

Is delegated to:

Chief Executive
Chief of Operations
Group Manager – Finance and Corporate Support
Group Manager – Community Services and Development

6.7 AUTHORISATION TO ISSUE A TRESPASS NOTICE

The authority to issue a trespass notice on Council's behalf is delegated to:

Chief Executive
Chief of Operations
Group Manager – Finance and Corporate Support
Group Manager – Assets and Infrastructure
Group Manager – Community Services and Development
Group Manager – Planning and Regulatory
Health, Safety and Wellbeing Officer

6.8 AUTHORISATION TO VOTE ON BEHALF OF COUNCIL

The authority to vote on behalf of Council, where a resolution of Council is not a prerequisite, is delegated to:

Chief Executive
Acting Chief Executive

And/or is delegated to:

The Mayor; and in their absence
The Deputy Mayor

7. OPERATING, PLANT AND CONTINGENCY EXPENDITURE

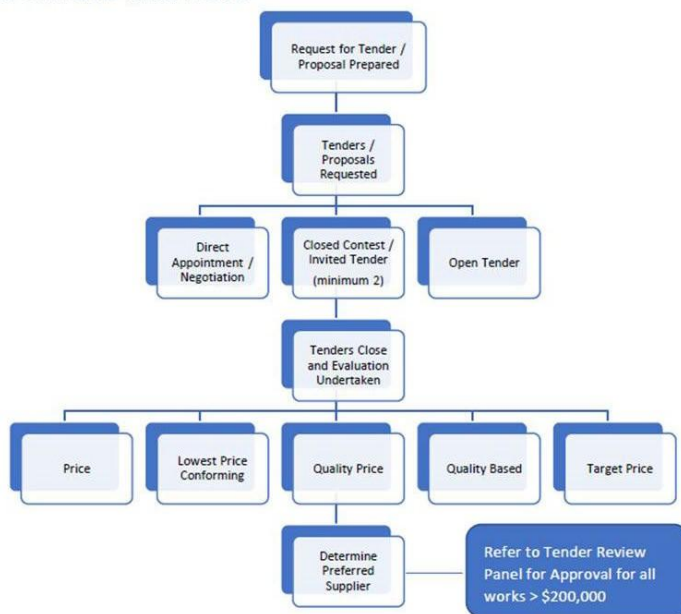
7.1 TENDER EVALUATION PANEL

The Tender Evaluation Panel is approved to process tender evaluation reports, for approved works, valued at greater than \$200,000.

Members of the Tender Evaluation Panel are:

The Mayor
Chief Executive
Infrastructure and Regulatory Committee Chair
Independent Member of the Infrastructure Committee

10.6.2 Flow Chart of the Tender Process



7.2 AUTHORISATION OF FINANCIAL DELEGATION WITHIN APPROVED BUDGETS

The designated positions identified in Table 2 are also authorised to enter into specified contracts for services commensurate with their authorised expenditure limits.

Note: All limits are GST exclusive

Table 2: Delegated authority to approve expenditure within approved budgets.

Designation	Financial Delegated Limit
Chief Executive	\$500,000
Chief of Operations	\$250,000
Group Manager – Assets and Infrastructure	\$250,000
Group Manager – Finance and Corporate Support	\$110,000
Group Manager – Community Services and Development	\$20,000
Group Manager – Planning and Regulatory	\$20,000
Recovery Manager	\$50,000

Archivist	\$500
BCA Manager	\$5,000
Building Compliance Officer	\$1,000
Assets and Infrastructure Administration Officer	\$500
Community and Engagement Manager	\$5,000
Community Development Officer	\$500
Compliance and Licencing Manager	\$5,000
Compliance Officer	\$500
Compliance Team Leader	\$5,000
Contracts Engineers Roads	\$1,000
Customer Services Officer	\$500
Customer Services Officer (Records)	\$1,000
Customer Services Manager	\$1,000
Economic Development Officer	\$1,000
Environmental Engineer	\$500
Environmental Health Officer	\$1,000
Executive Assistant	\$5,000
Finance Manager	\$20,000
Financial Support Officer	\$500
Financial Support Officer – Rates	\$500
GIS Cadet	\$500
GIS Officer	\$500
Governance Officer	\$1,000
Health, Safety and Wellbeing Officer	\$1,000
Information Services Manager	\$5,000
Infrastructure Operations Engineer	\$500
Intermediate Planner	\$500
<u>Spatial Planner</u>	<u>\$500</u>
<u>Duty Planner</u>	<u>\$500</u>
Library Service Manager	\$1,000
Māori Relationships Manager	\$500
Operations Engineer Roads	\$5,000
People and Capability Manager	\$2,000

Policy Officer	\$500
Principal Planner	\$5,000

Project and Procurement Co-Ordinator	\$500
Project Engineer	\$5,000
Project Manager	\$10,000
Property Officer – Waste Management	\$5,000
Property Officer	\$2,000
Regulatory Administrator	\$500
Regulatory Officer	\$5,000
Regulatory Support Officer	\$500
Senior Accountant	\$20,000
Senior Building Compliance Officer / Technical Leader	\$1,000
Senior Library Services Officer	\$500
Senior Property Operations Officer	\$10,000
Senior Rates Officer	\$5,000
Strategic Projects	\$1,000
The Gaiety Operations Officer	\$500
Tourism and Community Development Team Leader	\$1,000
Tourism Information Officer	\$500
Trade Waste Compliance Officer	\$1,000
Transport Asset Manager	\$10,000
Utilities Manager	\$10,000
Water Production Business Unit Manager	\$5,000
Water Treatment Operating Engineer	\$1,000

The Chief Executive, and in relation to their departmental budgets, Group Managers are authorised to re-allocate operating expenditure between budgets with the same rating mechanisms provided it is necessary to achieve committed outputs and provided the end-of-year budgeted surplus or deficit will be achieved, provided that any likely exceedance is reported to Council or the relevant Committee.

7.3 AUTHORISATION OF CONTINGENCY EXPENDITURE

The authority to approve contingency expenditure for an emergency including but not limited to flood events, a civil defence emergency management event, maritime oil spills or a pest animal, plant or disease outbreak is delegated to the officers identified in Table 3 and in accordance with the reporting thresholds identified below.

Table 3: Delegated authority to approve contingency expenditure

Position	Name	Reporting threshold (exclusive of GST)	Reporting to
Controller	J Savage	\$500,000	Wairoa District Council as soon as practicable
Controller	T Cook	\$500,000	
Controller	Person appointed by HB Civil Defence Emergency Management Group Plan	\$500,000	

7.4 AUTHORISATION FOR CARBON CREDIT TRANSACTIONS

The authority to approve carbon credit transactions including but not limited to sell, purchase, transfer and redeem carbon credits is delegated to the officers identified in Table 4.

Table 4: Delegated authority to approve carbon credit transactions

Account	Position
	Chief Executive
	Group Manager – Assets and Infrastructure

8. FINANCIAL AND ACCOUNTING MATTERS

8.1 AUTHORISATION TO BANK, INVEST AND SIGN CHEQUES

The authority to open/close bank accounts is delegated to:

EITHER:

Group Manager – Finance and Corporate Support
Finance Manager

AND one of:

Chief Executive
Chief of Operations
Group Manager - Community Services and Development
Group Manager – Planning and Regulatory
People and Capability Manager

The authority to:

- a) Bank, transfer, and invest funds held by the Council in accordance with Council policy, subject to the observance of appropriate internal controls;
- b) Sign and countersign cheques, bills of exchange, promissory notes and other negotiable instruments, withdrawal notices or authorize electronic payments on behalf of Council;
- c) Approve payroll payments and all payroll related matters; and
- d) Approve all tax payments and tax related matters.

Is delegated to:

Chief Executive
Chief of Operations
Group Manager – Community and Engagement
Group Manager – Finance and Corporate Support
Group Manager - Community Services and Development
Group Manager – Planning and Regulatory
Finance Manager
People and Capability Manager

Specific terms and conditions:

The above delegation is subject to two of the delegates signing and countersigning appropriate documentation.

8.2 AUTHORISATION TO RECOVER DEBTS

The authority to take appropriate action within Council policy to recover debts, including, but not limited to Court (excluding High Court), Tribunal proceedings and debt collection agencies is delegated to:

Chief Executive
Group Manager – Finance and Corporate Support

8.3 AUTHORISATION TO CONSIDER BAD DEBTS

The authority to write off bad debts of up to \$20,000 following discussion with the Group Manager from where the debt originated is delegated to:

Chief Executive

The authority to write of bad debts of up to \$250.00 is delegated to:

Chief of Operations
Group Manager – Community and Engagement
Group Manager – Assets and Infrastructure
Group Manager – Community Services and Development
Group Manager – Finance and Corporate Support

8.4 AUTHORISATION TO APPROVE CREDIT NOTES

The authority to approve credit notes up to \$20,000 following discussion with the Group Manager from where the debt originated is delegated to:

Chief Executive
Group Manager – Finance and Corporate Support

8.5 COUNCIL PROPERTY, LEASES AND LICENSES

The authority to:

- a) Approve the leasing or granting of any licence to occupy or tenancy, to vary the terms and conditions of any lease, licence to occupy or tenancy, or to terminate any lease, licence to occupy or tenancy involving Council land;
- b) Enter into contracts for maintenance, management and development of any Council property;
- c) Enter into binding agreements for the sale and purchase of property with schedules listing such sales or purchases being submitted to the relevant Standing Committee on a regular basis. (Sales or purchases in excess of \$150,000 are delegated to the Chief Executive).

Is delegated to:

Group Manager – Assets and Infrastructure
Group Manager – Finance and Corporate Support
[Group Manager – Planning and Regulatory](#)

- d) Grant and administer stall site licences including licences for the occupation of legal road (including termination thereof where required for non-payment of rental or other good reason);

Is delegated to:

Chief Executive
Group Manager – Assets and Infrastructure
Group Manager – Planning and Regulatory
Transport Asset Manager

8.6 USE OF COUNCIL PROPERTY, ASSETS AND STAFF BY OUTSIDE ORGANISATIONS

The authority to approve:

- a) The use of any Council building, facility or equipment by an outside person or organisation in accordance with established guidelines;
- b) The disposal (whether by tender or otherwise) of any motor vehicle or item of plant in accordance with recognised programme of vehicle and plant replacement;
- c) The disposal (whether by tender or otherwise), and the terms thereof, of any other surplus Council asset up to a book value of \$10,000 (exclusive of GST) per item; and
- d) The hiring out, and the terms and conditions thereof, of any Council asset or staff.

Is delegated to:

Chief Executive
Chief of Operations
Group Manager – Assets and Infrastructure
Group Manager – Finance and Corporate Support
Group Manager – Community Services and Development
Group Manager – Planning and Regulatory
Senior Property Operations Officer
Tourism and Community Development Team Leader
Library Services Team Leader

8.7 ELECTED MEMBER PAYMENTS

The authority to consider and approve elected members remuneration and expense claims is delegated to:

Chief Executive
Chief of Operations
Group Manager – Finance and Corporate Support

8.8 AUTHORISATION FOR CHIEF EXECUTIVE CREDIT CARD EXPENDITURE

Delegated authority to approve credit card expenditure is assigned to:

The Mayor or in the Mayor's absence the Deputy Mayor for the Chief Executive Credit Card.

8.9 AUTHORISATION TO DECIDE ON RATES REMISSIONS

The authority to consider and decide on applications made under the following Rates Remissions Policies is delegated to the:

Chief Executive
Group Manager – Finance and Corporate Support
Finance Manager

8.10 OBJECTIONS TO RATING VALUATIONS

Section 6 of the Rating Valuations Regulations 1998 allows for a local authority to extend the due date for objections to rating valuations, either because the valuation wasn't received or for any other good reason. The power to decide on an extension to a due dates for an objection is delegated to either:

Chief Executive
Group Manager – Finance and Corporate Support

8.11 DELEGATIONS WITHIN THE LOCAL GOVERNMENT (RATING) ACT 2002

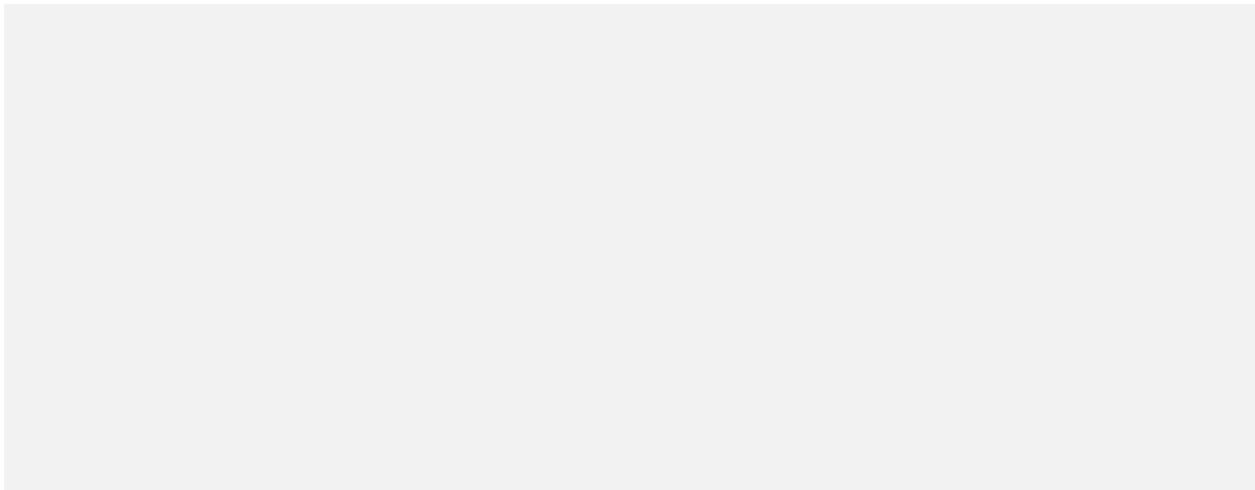
Section	Details of Power	Reason	Delegation
15	To apply the Council's definition (if any) of a separately used or inhabited part of a rating unit.		Group Manager – Finance and Corporate Support Senior Rates Officer
20, 20A	Rating units in common ownership. Decisions on two or more rating units to be treated as one rating unit.		Group Manager – Finance and Corporate Support Finance Manager Senior Rates Officer
27	To keep and maintain the rating information database and to make decisions about the recognition of a rating unit in the rating information database.		Group Manager – Finance and Corporate Support Senior Rates Officer
27 / Sch 1 and 2	To determine the non-rateable status of a rating unit.		Group Manager – Finance and Corporate Support Senior Rates Officer
27(4)	To make decision with respect to determining: <ul style="list-style-type: none"> The category to which a rating unit belongs for the general rate The categories to which the rating unit belongs for a targeted rate Excess water charges 		Group Manager – Finance and Corporate Support Senior Rates Officer

27(5)	The decision on whether to divide rating units and the methodology for division.	A division may be required where a single rating unit falls into a number of differential categories	Group Manager – Finance and Corporate Support Senior Rates Officer
28(2)	The decision on whether the discloser of the name of any person is necessary to identify a rating unit.	The Rating Information Database (RID) may not contain the name of any person unless this is necessary to identify the particular property	Group Manager – Finance and Corporate Support Senior Rates Officer
28(3)	Rating database information copy fee. To determine the fee for supplying copies of information from the rating information database.		Group Manager – Finance and Corporate Support Senior Rates Officer
28(4)	To give notice as required.		Chief Executive Group Manager – Finance and Corporate Support Senior Rates Officer
28C	To remove names from the rating information database.		Group Manager – Finance and Corporate Support Senior Rates Officer
29	Authority to determine objections to the RID.	An owner has the right to object to any entry in the RID on a number of grounds. Council determines whether the objection is valid and any actions required correcting it.	Group Manager – Finance and Corporate Support Senior Rates Officer
31, 32, 33	To update the rating information database in accordance with these sections.		Group Manager – Finance and Corporate Support Senior Rates Officer Credit Controller / Rates Administrator

35	Authority to remove a name from the RID.	A person's name may be removed from the RID in circumstances outline in Section 35. Generally, this is as a result of a sale or disposal of the property.	Group Manager – Finance and Corporate Support Senior Rates Officer Credit Controller / Rates Officer
36	To update the rating information database in accordance with this section.		Group Manager – Finance and Corporate Support Senior Rates Officer Credit Controller / Rates Officer
37	To keep and maintain the rates records.		Group Manager – Finance and Corporate Support Senior Rates Officer
39	Authority to determine objections to rates records.	A ratepayer may object to information contained in the rates records on the ground that the rates are calculated incorrectly or that the rates balance is incorrect.	Group Manager – Finance and Corporate Support Senior Rates Officer
40	Authority to correct errors in the RID and Rates Records.	Errors in the RID or rate records may be corrected even if there was no objection.	Group Manager – Finance and Corporate Support Senior Rates Officer
41, 41A	To issue an amended rates assessment if an error is corrected.		Group Manager – Finance and Corporate Support Senior Rates Officer
42	To recover additional rates from a ratepayer and set the interest rate in accordance with this section.		Group Manager – Finance and Corporate Support Finance Manager Senior Rates Officer Credit Controller / Rates Officer
44-51	To provide for the delivery of rates assessments and rates invoices in accordance with these sections.		Group Manager – Finance and Corporate Support Finance Manager

				Senior Rates Officer Credit Controller/Rates Administrator
45, 46	To provide for the design (form and content) of rates assessments and invoices.			Group Manager – Finance and Corporate Support Group Manager – Community Services and Development Senior Rates Officer
50	Rates invoices: To issue invoices based on previous year's rates.			Group Manager – Finance and Corporate Support Finance Manager Senior Rates Officer
51	Combined ratees assessment and rates invoice			Group Manager – Finance and Corporate Support Finance Manager Senior Rates Officer
52	Authority to agree methods of payments for rates	The Act allows rates to be paid by any method that is agreed by the local authority.		Group Manager – Finance and Corporate Support Finance Manager Senior Rates Officer Credit Controller / Rates Administrator
54	Authority not to collect small amounts.	The Act allows the authority to not collect small amounts where, in its opinion, it is uneconomic to do so. It is envisaged that this will only occur where the cost to collect a debt is likely to exceed the amount of the debt due.		Group Manager – Finance and Corporate Support Finance Manager Senior Rates Officer
55, 56	Policy for payment of rates			Group Manager – Finance and Corporate Support Finance Manager

				Senior Rates Officer Credit Controller / Rates Administrator
58	To impose penalties in accordance with this section.			Senior Rates Officer Credit Controller/Rates Administrator
61	Authority to collect unpaid rates from the owner.	Where a ratepayer, other than the owner, is in default, the local authority may collect rates that are in default, from the owner.		Group Manager – Finance and Corporate Support Senior Rates Officer Credit Controller / Rates Administrator
62	Authority to collect unpaid rates from persons other than the owner.	Where the owner is in default of their rates, the local authority may recover the rates from a mortgagee.		Group Manager – Finance and Corporate Support Senior Rates Officer Credit Controller / Rate Administrator
62A	Person actually using certain abandoned general land liable for rates			Senior Rates Officer Credit Controller / Rates Administrator
63	Ability to commence legal proceedings for the recovery of rates that are in default.	Where rates are in default, the local authority may commence legal proceedings against the owner for recovery of the rates.		Group Manager – Finance and Corporate Support Senior Rates Officer Credit Controller / Rate Administrator
67	Commencement of ratings sales or lease provisions.	Once a local authority has received judgement and payment had not been received within the prescribed period, the authority may commence the process to carry out a rating sale or lease of the land to satisfy the level of the debt.		Chief Executive Group Manager – Finance and Corporate Support Senior Rates Officer Credit Controller / Rate Administrator



	<p>Note: This process is carried out by the District Court Registrar and does not apply to Māori Freehold Land.</p>	
<p>72</p> <p>Authority to sell land by private treaty.</p>	<p>If land that was the subject of a rating sale does not sell above the reserve set by the Registrar, the Registrar may, with the consent of the local authority, sell the land by private treaty for any consideration that the Registrar thinks reasonable.</p> <p>Note: This does not apply to Māori Freehold Land.</p>	<p>Chief Executive Group Manager – Finance and Corporate Support</p>
<p>77-83</p> <p>Authority to sell abandoned land.</p>	<p>A local authority has the power to commence the process to have land declared ‘abandoned’ if rates have not been paid on it for three years, and the ratepayer:</p> <ul style="list-style-type: none"> • Is unknown, or • Cannot be found after due enquiry, or • Has given notice of the intention to abandon or has abandoned the land. <p>The process is carried out through the District Court and the Court has to be satisfied the appropriate endeavours have been made to discover the owner.</p>	<p>Chief Executive Group Manager – Finance and Corporate Support Senior Rates Officer</p>

		Note: This does not apply to Māori Freehold Land.	
Sch 1 and 2	Non-rateability of land. Determining non-rateable land.		Group Manager – Finance and Corporate Support Senior Rates Officer
85	Authority to administer rates remission and postponement policies.	As defined within the remission and postponement policies.	Chief Executive Group Manager – Finance and Corporate Support
85/87/ 114/115	Remissions and postponement. To administer remissions and postponement policies.		Chief Executive Group Manager – Finance and Corporate Support Senior Rates Officer
90	To authorize the register of a notice of charge under section 90 in relation to postponed rates.		Chief Executive Group Manager – Finance and Corporate Support
90A	Chief Executive may write off rates that cannot be recovered.		Chief Executive
90B	Chief Executive may write off rates of deceased owners of Māori freehold land.		Chief Executive
90C	Chief Executive may delegate power to write off rates.		Chief Executive
90D	Amount of rates written off to be included in notes to financial statements.		Group Manager – Finance and Corporate Support
98A – 98F	How rating unit on Māori freehold land divided into separate ratings areas.	Determine a part of a rating unit to be a separate rating area, apportionment of rates for separate rating area.	Group Manager – Finance and Corporate Support Senior Rates Officer

99	Authority to apply for charging orders.	The Act provides that where it has proved impossible to obtain rate on Māori Freehold Land, a local authority may apply to the Māori Land Court for a charging order on the land.	Group Manager – Finance and Corporate Support Senior Rates Officer Credit Controller / Rate Officer
108	To apply to the Māori Land Court for payment of unpaid rates.		Group Manager – Finance and Corporate Support Senior Rates Officer Credit Controller/Rates Administrator
114	Remission of rates on Māori freehold land generally.		Group Manager – Finance and Corporate Support
114A	Remission of rates of Māori freehold land under development.	The Act authorises the remission of rates from Māori freehold land under development.	Chief Executive Group Manager – Finance and Corporate Support
135	Authority to sign documents for Court proceedings.	The Act authorises Council to commence legal proceedings. The authority to sign such documents needs to be delegated to appropriate officers.	Chief Executive Chief of Operations Group Manager – Finance and Corporate Support Group Manager – Community Services and Development
Schedule 1 Clause 14A	An unused rating unit of Māori freehold land.	Unused Māori freehold non rateable.	Chief Executive Group Manager – Finance and Corporate Support

8.12 RECEIPTING AND ADMINISTERING EXTERNAL GRANTS

Staff are already delegated the authority to enter into contracts within authorised expenditure limits. However, at other times, staff are required to enter into contracts where Council is receiving external funding or administering funding on behalf of external organisations. The power to receive and/or administer external grants or funding be delegated to each of:

Chief Executive
Chief of Operations
Group Manager – Assets and Infrastructure
Group Manager – Finance and Corporate Support
Group Manager – Community Services and Development
Group Manager – Planning and Regulatory
Library Services Team Leader
Community Development Manager
Tourism and Community Development Team Leader

8.13 RECEIPTING AND ADMINISTERING OF MONIES HELD BY COUNCIL FOR EXTERNAL ENTITIES

Where Council holds funds for external entities, a separate memorandum of understanding governing the receipt and expenditure shall be held. Such memorandum of understanding shall comply with any requirements of Council policies and delegated authority.

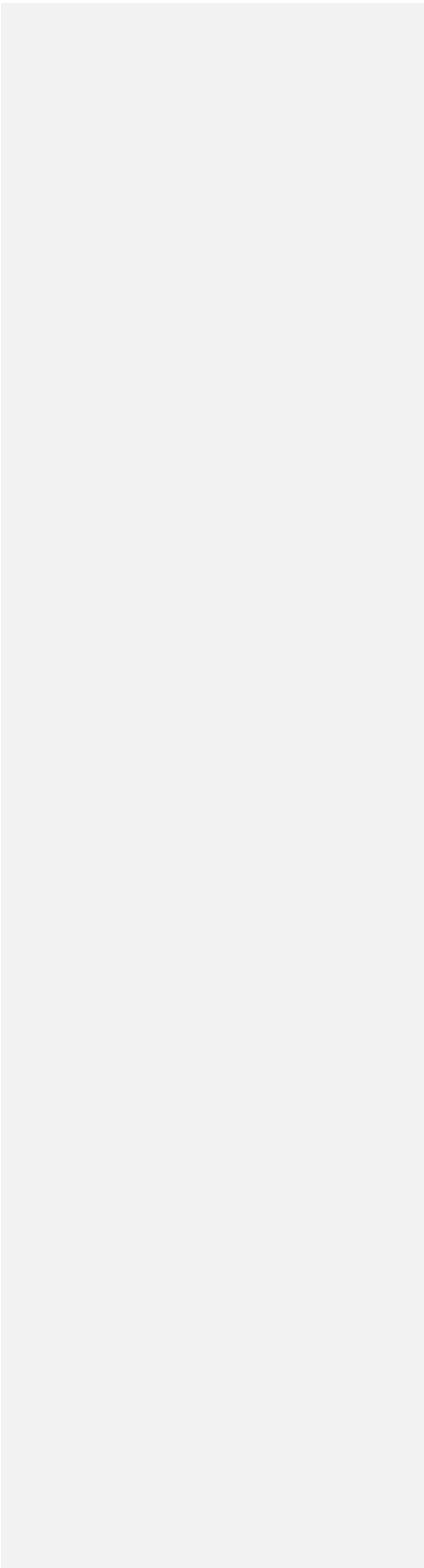
8.14 AUTHORISATION TO RAISE LOANS

1. That Council borrow such amounts and enter into such incidental arrangements on such terms and conditions (including, without limitation, the provision of any security granted by Council) as the Authorised Persons named in 4 below may determine from time to time.
2. Every borrowing or incidental arrangement incurred or entered into by Council on the terms and conditions determined by any of the Authorised Persons shall:
 - 2.1 Be for a purpose or purposes specified in the Long Term Plan as it may be amended or supplemented by Council from time to time, or for general working capital purposes of Council, subject, in each case, to the financial limitations contained in the Liability Management Policy.
 - 2.2 Be secured and have the benefit of a Deed of charge, creating a charge over the rate deemed to be made by Council on the date each loan is raised.
3. Council considers that financial limitations contained in the Long Term Plan and the Liability Management and Investment Policies (as the same may be amended from time to time by Council) address the risks and benefits of the proposed borrowings and incidental arrangements to be undertaken by Council, and that no borrowing or incidental arrangement should be incurred or entered into by Council if such borrowing

or incidental arrangement would exceed those financial limitations, without, in each case, specific authorisation at a full meeting of Council.

4. The persons from time to time holding the following offices with Council (or such other office with Council, howsoever designate, as may from time to time replace or succeed any such office), namely:
 - 4.1 The **Chief Executive** and the **Group Manager – Finance and Corporate Support** be designated as “Authorised Persons”.
- 5 The Authorised Persons are hereby authorised, empowered and appointed, on behalf of Council, while acting jointly (but subject to 1 and 2 above) to:
 - 5.1 Investigate, consider, negotiate, agree and approve the specific terms and conditions of each borrowing and/or incidental arrangement entered into by Council from time to time, in accordance with and for the purpose of implementing, the capital and operating expenditure programmes set out in the Long Term Plan and otherwise in accordance with the financial limitations contained in the Treasury Management Policy including Liability Management and Investments Policies;
 - 5.2 Negotiate, agree, enter into, execute and deliver such documents and take all actions and make all decision as the Authorised Persons may consider necessary or desirable for the purpose of giving effect to any borrowing or incidental arrangement and any security which may be given in respect thereof; and
 - 5.3 Sign, dispatch, give or make, any letter, acknowledgement, notice, certificate, demand, authority, undertaking, approval, payment instruction or other document on behalf of Council as the Authorised Persons may consider necessary or desirable in connection with, or incidental to, the matters referred to or authorised in paragraphs 5.1 or 5.2 above.
- 6 All further actions, documents, agreements, deeds, resolutions, powers of attorney, authorities, letters, payments, undertaking, approvals or notices required under or in connection with the matters approved and authorized by these Resolutions be from time to time undertaken, executed, entered into, made or given by or on behalf of Council by the Authorised Persons; such further matters to be in the form and/or on the terms and conditions approved by the Authorised Persons (appointed pursuant to these Resolutions) and the execution of any document(s) relating to such matters by the Authorised Persons shall be conclusive evidence of the agreement to and authorisation, approval and confirmation of that matter by Council and the Authorised Persons.
- 7 The authorisations set out in 4 to 6 above:
 - 7.1 Shall remain in force and effect until they are revoked by resolution of Council, provided that any person dealing with the Authorised Person shall be entitled to assume that the authorisations have not been revoked and remain in force and effect and, in so assuming, shall be protected unless and until actual notice of revocation has been given; and
 - 7.2 Shall be exercisable by the Authorised Persons without, and be valid and effective to bind Council notwithstanding the absence of, notice to or approval by Council, but shall not operate to the exclusion of Council powers in respect of

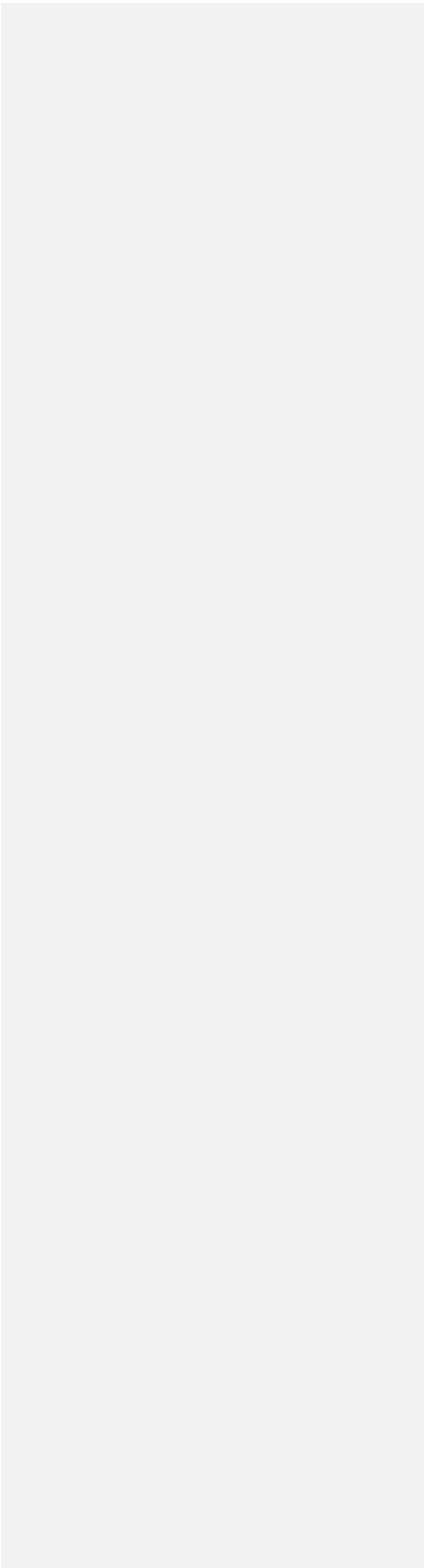
the matters referred to therein, to the effect that Council may continue to exercise those powers themselves notwithstanding the authorisations.



PART D

STATUTORY DELEGATIONS

Part D of the Delegations Manual sets out delegations under various statutes to Council committees, staff, and other functionaries.



9. DELEGATION TO OFFICERS

Title	Delegation / Authority
Chief Executive	<p>An Enforcement Officer pursuant to Section 232, and an Authorised Officer pursuant to Section 222(4) of the Building Act 2004 with the following delegated responsibilities, powers and duties:</p> <ul style="list-style-type: none"> • Section 45A – Grant a Minor Variation • Section 49 – Grant a Building Consent • Section 50 – Refusal of application for Building Consent • Section 51 – The Authority to Issue a Building Consent • Section 215 – Territorial Authority must gain accreditation and be registered • Section 381 – District Council may grant injunctions for certain continuing breaches <p>An Authorised Officer pursuant to the Building Research Levy Act 1969.</p> <p>An Authorised Officer pursuant to the Burial and Cremation Act 1964.</p> <p>An Authorised Officer pursuant to Civil Defence Emergency Management Act 2002 for the purpose of:</p> <ul style="list-style-type: none"> • Section 64 – duties of local authorities <p>A warranted Dog Control Officer pursuant to Section 11 of the Dog Control Act 1996, for the purpose of:</p> <ul style="list-style-type: none"> • Section 33E(5) – Effect of classification as menacing dog <p>An Authorised Officer pursuant to the Electronic Transactions – Land Transfer Act 1952.</p> <p>An Authorised Officer pursuant to Fencing Act 1978.</p> <p>An Inspector pursuant to Section 11 of the Fencing of Swimming Pools Act 1987 for the purpose of:</p> <p>An Authorised Officer pursuant to the Food Act 2014.</p> <p>An Authorised Officer pursuant to the Freedom Camping Act 2011 for the purpose of:</p> <ul style="list-style-type: none"> • Section 32 – Appointment of enforcement officers by local authorities <p>An Authorised Officer pursuant to the Gambling Act 2003 for the purpose of:</p> <ul style="list-style-type: none"> • Section 100 – Considering and determining application for territorial authority consent <p>An Authorised Officer pursuant to the Gas Act 1992.</p> <p>An Authorised Officer pursuant to the Government Rounding Powers Act 1989.</p>

	<p>An Authorised Officer pursuant to the Hazardous Substance and New Organisms Act 1996 for the purpose of:</p> <ul style="list-style-type: none"> • Section 100 – Appointment of enforcement officers <p>An Authorised Officer pursuant to the Health Act 1956 for the purpose of:</p> <ul style="list-style-type: none"> • Section 23 – General powers and duties of local authorities in respect of public health • Section 28 – Appointment of environmental health officers by local authorities • Section 42 – Local authority may require repairs and issue closing order • Section 45 – Determination of closing order • Section 54 – Restrictions on carrying on offensive trade • Section 58 – Restrictions on establishment of stock saleyards • Section 128 – Power of entry and inspection <p>An Authorised Officer pursuant to the Impounding Act 1955.</p> <p>An Authorised Officer pursuant to the Land Drainage Act 1908.</p> <p>An Authorised Officer pursuant to the Land Transport Act 1998 for the purpose of:</p> <ul style="list-style-type: none"> • Section 128D – Appointment of parking wardens <p>An Authorised Officer pursuant to the and Transport Management Act 2003.</p> <p>A litter Control Officer pursuant to Section 5 of the Litter Act 1979 for the purpose of:</p> <ul style="list-style-type: none"> • Section 5 – Litter control officers • Section 8 – Litter wardens • Section 10 – Territorial authority may require occupier of private land to clear litter <p>An Authorised Office pursuant to the Local Government Act 1974.</p> <p>An Enforcement Officer pursuant to Section 177 of the Local Government Act 2002, in relation to any offence under this Act including, without limitation:</p> <ul style="list-style-type: none"> • Section 171 – General power of entry • Section 172 – Power to entry for enforcement purposes • Section 173 – Power of entry in cases of emergency • Section 174 – Authority to Act • Section 177 – Power to appoint Enforcement Officer <p>An Authorised Officer pursuant to the New Zealand Library Association Act 1939.</p> <p>An Authorised Officer pursuant to the Ombudsmen Act 1975.</p> <p>An Authorised Officer pursuant to the Plumbers, Gasfitters, and Drainlayers Act 2006 for the purpose of:</p> <ul style="list-style-type: none"> • Section 15 – Exemption for householders
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	<ul style="list-style-type: none"> • Section 16 – Exemption for sanitary plumbing in areas in rural districts • Section 91 – Registrar must appoint investigator <p>An Authorised Officer pursuant to the Public Records Act 2005.</p> <p>An Authorised Officer pursuant to the Public Works Act 1981 for the purpose of:</p> <ul style="list-style-type: none"> • Section 48 – Easement may be granted over land held for public work • Section 49 – Dealing with strata • Section 63 – compensation for injurious affection where no land taken • Section 65 – Compensation for land for which no general demand exists • Section 70(1) – Offer of compensation when land taken • Section 75 – Compensation for tenants of residential and business premises • Section 96 – When title doubtful compensation, etc, to be paid to Public Trust • Section 105 – Granting of land as compensation where equivalent land not readily available • Section 107(1) – Provisions relating to grants of land in exchange <p>An Authorised Officer pursuant to the Racing Act 2003.</p> <p>An Authorised Officer pursuant to the Rates Rebate Act 1973.</p> <p>An Authorised Officer pursuant to the Reserves Act 1977 for the purpose of:</p> <ul style="list-style-type: none"> • Section 15(3) – Minister may authorize exchange of reserves for other land • Section 18(2)(e) – Historic reserves • Section 19(2)(a) - Scenic reserves • Section 19(3)(a) – Scenic reserves • Section 44(2) – Unauthorised use of reserve • Section 50(1) – Taking or killing of fauna • Section 53(1)(e) – Powers (other than leasing) in respect of recreation reserves <p>An Enforcement Officer pursuant to Section 38(1) of the Resource Management Act 1991, for the purposes of:</p> <ul style="list-style-type: none"> • Section 42 – Protection of sensitive information <p>An inspector pursuant to Section 197 of the Sale and Supply of Alcohol Act 2012 for the purpose of:</p> <ul style="list-style-type: none"> • Section 64(1) – Issue of licences, certificates, and authorities • Section 196 – Secretary of licensing committees • Section 197(5) – Licensing inspectors <p>An Authorised Officer pursuant to the Statutory Land Charges Registration Act 1928 for the purpose of:</p> <ul style="list-style-type: none"> • Section 7(2)
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	<p>An Authorised Officer pursuant to the Utilities Access Act 2010.</p> <p>An Authorised Officer pursuant to the Walking Access Act 2008</p> <p>An Authorised Officer pursuant to the Waste Minimisation Act 2008.</p> <p>An Authorised Officer pursuant to the Weathertight Homes Resolution Services Act 2006.</p> <p>An Authorised Officer pursuant to the Wairoa District Council Bylaws for the purpose of:</p> <ul style="list-style-type: none"> • Part 1 – Introductory • Part 2 – Land Transport • Part 3 – Public Safety • Part 4 – Urban Fire Prevention • Part 5 – Water Supply • Part 6 – Cemeteries • Part 7 – Dog Control • Part 8 – Trade Waste and Wastewater • Part 9 – Freedom Camping
Group Manager – Assets and Infrastructure	<p>An Authorised Officer pursuant to the Burial and Cremation Act 1964.</p> <p>An Authorised Officer pursuant to the Electronic Transactions – Land Transfer Act 1952.</p> <p>An Authorised Officer pursuant to the Gas Act 1992.</p> <p>An Authorised Officer pursuant to the Government Roding Powers Act 1989.</p> <p>An Authorised Officer pursuant to the Land Drainage Act 1908.</p> <p>An Authorised Officer pursuant to the Land Transport Act 1998.</p> <p>An Authorised Officer pursuant to the Land Transport Management Act 2003.</p> <p>An Authorised Officer pursuant to the Litter Act 1979 for the purpose of:</p> <ul style="list-style-type: none"> • Section 5 – Litter control officers • Section 8 – Litter wardens • Section 10 – Territorial authority may require occupier of private land to clear litter <p>An Authorised Officer pursuant to the Local Government Act 1974 for the purpose of:</p> <ul style="list-style-type: none"> • Section 330 – Road levels • Section 331 – Footpaths and channels • Section 333 – Dividing strips, etc • Section 334 – Erection of monuments, etc, and provision of facilities on or under roads • Section 335(1) – Vehicle crossings • Section 335(9) – Vehicle crossings • Section 337 – Alternation of pipes and drains

	<ul style="list-style-type: none"> • Section 338 – Council may grant right to lay conduit pipes along or under road • Section 340 – Motor garages • Section 341 – Leases of airspace or subsoil of roads • Section 342(1)(b) – To close any road on a temporary basis • Section 344(1) – Gates and cattle stops across roads • Section 355 – Council may require removal of overhanging trees, etc • Section 356 – Removal of abandoned vehicles from roads • Section 356A – Further provision in relation to removal of vehicles from roads • Section 356B – Relationship between section 356 and section 356A • Section 357 – Penalties for damage to roads • Section 459 – Council may require owners of land in certain cases to provide private drains • Section 460 – Construction of private drains through adjoining premises • Section 461 – Further provisions with respect to private drains • Section 468 – Tree roots obstructing public drains • Section 511 – Removal of obstructions from drainage channel or watercourse • Section 514 – Council may make advances to owners • Schedule 10 – Clause 11 – Temporary prohibition of traffic • Schedule 10 – Clause 12 – Temporary prohibition of traffic <p>An Enforcement Officer pursuant to Section 177 of the Local Government Act 2002, in relation to any offence under this Act including, without limitation:</p> <ul style="list-style-type: none"> • Section 171 – General power of entry • Section 172 – Power to entry for enforcement purposes • Section 173 – Power of entry in cases of emergency <p>An Authorised Officer pursuant to the Local Government Act 2002 for the purpose of:</p> <ul style="list-style-type: none"> • Section 181 – Construction of works on private land • Section 181(1) – Construction of works on private land • Section 181(2) – Construction of works on private land • Section 199C – Right to object to assessed amount of development contributions • Section 199D – Scope of development contribution objections • Section 199E – Procedure for development contribution objections • Section 199F – Appointment and register of development contributions commissioners • Section 199G – Removal of development contribution commissioners • Section 199H – Who may decide development contribution objections • Section 199I – Development contribution objection hearings • Section 199J – Consideration of development contribution objection • Section 199K – Additional powers of development contributions commissioners
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	<ul style="list-style-type: none"> • Section 199L – Liability of development contributions commissioners • Section 199M – Residual powers of territorial authority relating to development contribution objection decision • Section 199N – Objector’s right to apply for judicial review unaffected • Section 208 – Powers of territorial authority if development contributions not paid or made • Schedule 13A – Procedure relating to development contribution objections <p>An Authorised Officer pursuant to Parking and Traffic Enforcement.</p> <p>An Authorised Officer pursuant to the Public Works Act 1981 for the purpose of:</p> <ul style="list-style-type: none"> • Section 4(6)(b)(ii) – Service and content of notices • Section 17(1) – Acquisition by agreement • Section 17(4) – Acquisition by agreement • Section 18(1) – Prior negotiations required for acquisition of land for essential works • Section 18(1)(d) – Prior negotiations required for acquisition of land for essential works • Section 18(2) – Prior negotiations required for acquisition of land for essential works • Section 18(3) – Prior negotiations required for acquisition of land for essential works • Section 18(4) – Prior negotiations required for acquisition of land for essential works • Section 18(5) – Prior negotiations required for acquisition of land for essential works • Section 18(7) – Prior negotiations required for acquisition of land for essential works • Section 20 – Declaration may give effect to agreement • Section 21 – Land may be purchased or improved for granting as compensation • Section 23(1) – Notice of intention to take land • Section 23(8) – Notice of intention to take land • Section 24(6) – Objection to be heard by Environment Court • Section 25 – Environment Judge may conduct inquiry alone by agreement • Section 26 – When Proclamation may issue • Section 27 – National material on land may be acquired or taken for public work • Section 28 – Particular estates in land may be acquired or taken • Section 31 – Surface, subsoil, or air space may be acquired separately • Section 34(3) – Owner may require severed land to be taken • Section 40 – Disposal of former owner of land not required for public work • Section 41(e) – Disposal of former Māori land when no longer required • Section 42 – Disposal in other cases of land not required for public work • Section 43 – Land may be sold on deferred payments
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	<ul style="list-style-type: none"> • Section 45(1) – Land held for public work may be leased, etc • Section 45(6) – Land held for public work may be leased, etc • Section 47 – Issue of record of title to land held for public work • Section 48 – Easement may be granted over land held for public work • Section 49 – Dealing with strata • Section 50 – Transfer of existing public works • Section 52(4) – Setting apart Crown land, public reserve, etc, for public work • Section 65 – Compensation for land for which no general demand exists • Section 71(6) – Claimant’s acts making execution of work more costly • Section 71(7) – Claimant’s acts making execution of work more costly • Section 73(4) – Assistance to purchase dwelling • Section 74(4) – Assistance to purchase dwelling • Section 75 – Compensation for tenants of residential and business premises • Section 76 – Refund of expenses where acquisition of land abandoned • Section 79 – Minister or local authority may take proceedings to determine compensation if person entitled fails to make claim • Section 81 – Public Trust may be ordered to represent infants, absentee owners, etc • Section 84 – Filing claims in District Court • Section 96 – When title doubtful compensation, etc, to be paid to Public Trust • Section 99(2) – Mortgaged land • Section 100(3) – Land subject to rent charge • Section 103 – Minister or local authority may grant easements, etc, in lieu of compensation • Section 105 – Granting of land as compensation where equivalent land not readily available • Section 107(1) – Provisions relating to grants of land in exchange • Section 107(2) – Provisions relating to grants of land in exchange • Section 107(5) – Provisions relating to grants of land in exchange • Section 107(6) – Provisions relating to grants of land in exchange • Section 107(9C) – Provisions relating to grants of land in exchange • Section 107A – Grant of lease or licence as compensation • Section 110 – Powers of entry for certain survey purposes • Section 111 – Powers of entry for other survey and investigation purposes • Section 114 – Declaring land to be road • Section 115(9) – Certificate of consent may be registered • Section 133(2) – Removal of trees, hedges, etc, that obscure visibility or interfere with a public work • Section 133(5) – Removal of trees, hedges, etc, that obscure visibility or interfere with a public work
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	<ul style="list-style-type: none"> • Section 133(7) – Removal of trees, hedges, etc, that obscure visibility or interfere with a public work • Section 133(8) – Removal of trees, hedges, etc, that obscure visibility or interfere with a public work • Section 133(9) – Removal of trees, hedges, etc, that obscure visibility or interfere with a public work • Section 134 – Service of notice • Section 135 – Emergency work on trees, etc • Section 191 – Secondary use of land held for public work • Section 233 – Notice of entry to be given • Section 234 – Emergency entry on land • Section 237 – Excavations near public works • Section 239 – Removal and disposal of abandoned property from public works land <p>An Authorised Officer pursuant to the Reserves Act 1977 for the purpose of:</p> <ul style="list-style-type: none"> • Section 15(3) – Minister may authorise exchange of reserves for other land • Section 48(1) – Grants of rights of way and other easements • Section 48A(1) – Use of reserve for communications station • Section 48A(3) – Use of reserve for communications station • Section 49 – Taking of specimens • Section 50(1) – Taking or killing of fauna • Section 51(1) – Introduction of flora and fauna • Section 52(1) – Union of reserves • Section 53(1)(d) – Powers (other than leasing) in respect of recreation reserves • Section 53(1)(e) – Powers (other than leasing) in respect of recreation reserves • Section 54(1) – Leasing powers in respect of recreation reserves (except farming, grazing, or afforestation leases) • Section 56(1) – Leasing powers in respect of scenic reserves • Section 58A(1) – Leasing powers in respect of historic reserves • Section 59A(1) – Granting of concessions on reserves administered by Crown • Section 73(1) – Leasing of recreation reserves for farming, grazing, afforestation, or other purposes • Section 73(2) – Leasing of recreation reserves for farming, grazing, afforestation, or other purposes • Section 73(3) – Leasing of recreation reserves for farming, grazing, afforestation, or other purposes • Section 73(6) – Leasing of recreation reserves for farming, grazing, afforestation, or other purposes • Section 74(1)(b)(ii) – Licences to occupy reserves temporarily • Section 121 – Minister may give conditional consent or approval <p>An Authorised Officer pursuant to the Resource Management Act 1991 for the purpose of:</p> <ul style="list-style-type: none"> • Section 176 – Effect of designation • Section 235 – Creation of esplanade strips by agreement • Section 237B – Access strips • Section 237C – Closure of strips to public • Section 237D – Transfer to the Crown or regional council
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	<ul style="list-style-type: none"> • Section 237H - Valuation • Section 388 – Requirement to supply information <p>An Authorised Officer pursuant to the Utilities Access Act 2010.</p> <p>An Authorised Officer pursuant to the Walking Access Act 2008.</p> <p>An Authorised Officer pursuant to the Waste Minimisation Act 2008.</p> <p>An Authorised Officer pursuant to the Wairoa District Council Bylaws for the purpose of:</p> <ul style="list-style-type: none"> • Part 2 – Land Transport • Part 3 – Public Safety • Part 5 – Water Supply • Part 6 – Cemeteries • Part 8 – Trade Waste and Wastewater
<p>Group Manager – Finance and Corporate Support</p>	<p>An Authorised Officer pursuant to the Building Act 2004 for the purpose of:</p> <ul style="list-style-type: none"> • Section 62 – Territorial authority may recover unpaid levies from applicant for building consent • Section 221 – Recovery of costs when territorial authority carries out work on default <p>An Authorised Officer pursuant to the Impounding Act 1955 for the purpose of:</p> <ul style="list-style-type: none"> • Section 42(1) – Disposal of wild stock straying on roads <p>An Authorised Officer pursuant to the Public Works Act 1981 for the purpose of:</p> <ul style="list-style-type: none"> • Section 63 – Compensation for injurious affection where no land taken • Section 65 – Compensation for land for which no general demand exists • Section 70(1) – Offer of compensation when land taken • Section 75 – Compensation for tenants of residential and business premises • Section 96 – When title doubtful compensation, etc, to be paid to Public Trust • Section 105 – Granting of land as compensation here equivalent land not readily available • Section 107(1) – Provisions relating to grants of land in exchange <p>An Authorised Officer pursuant to the Rates Rebate Act 1973 for the purpose of:</p> <ul style="list-style-type: none"> • Section 13 – Form of verification <p>An Authorised Officer pursuant to the Reserves Act 1977 for the purpose of:</p> <ul style="list-style-type: none"> • Section 15(3) – Minister may authorise exchange of reserve for other land • Section 53(1)(e) – Powers (other than leasing) in respect of recreation reserves

<p>Group Manager – Community Services and Development</p>	<p>An Authorised Officer pursuant to the Gambling Act 2003 for the purpose of:</p> <ul style="list-style-type: none"> • Section 100 – Consideration and determining application for territorial authority consent <p>An Authorised Officer pursuant to the Hazardous Substances and New Organisms Act 1996 for the purpose of:</p> <ul style="list-style-type: none"> • Section 100 – Appointment of enforcement officers <p>An Authorised Officer pursuant to the Local Government Act 2002 for the purpose of:</p> <ul style="list-style-type: none"> • Section 174 – Authority to act • Section 177 – Appointment of enforcement officer <p>An Authorised Officer pursuant to the Local Government Official Information and Meetings Act 1987 for the purpose of:</p> <ul style="list-style-type: none"> • Section 11 - Assistance • Section 12 – Transfer of request • Section 13 – Decisions on requests • Section 14 – Extension of time limits • Section 15 - Documents • Section 16 – Deletion of information from documents • Section 17 – Refusal of requests • Section 17A – Requests involving substantial collation or research • Section 17B – Duty to consider consulting person if request likely to be refused under section 17(e) or (f) • Section 18 – Reason for refusal to be given • Section 21 – Right of access to internal rules affecting decisions • Section 22 – Right of access by person to reasons for decisions affecting that person • Section 24 Precautions • Section 25 – Correction of information • Section 26 – Reasons for refusal of requests for personal information • Section 46 – Meetings of local authorities to be publicly notified • Section 46A – availability of agendas and reports • Section 49 – Provisions applying when meeting open to public • Section 51 – Right of public to inspect or receive copies of minutes of meeting • Section 51A – Public notification of resolution at extraordinary meeting <p>An Authorised Officer pursuant to the Public Records Act 2005 for the purpose of:</p> <ul style="list-style-type: none"> • Section 17 – Requirement to create and maintain records • Section 40 – Protected records of local authorities • Section 45 – Requirement to classify access status of local authority records • Section 46 – Basis for determining access status of local authority records • Section 47 – Public inspection of open access records
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Group Manager – Planning and Regulatory	<p>An Enforcement Officer pursuant to Section 232, and an Authorised Officer pursuant to Section 222(4) of the Building Act 2004 with the following delegated responsibilities, powers and duties:</p> <ul style="list-style-type: none"> • Section 7 - Interpretation • Section 31 – Building consent authority must apply for project information memorandum • Section 33 – Content of application • Section 34 – Issue of project information memorandum • Section 35 – Content of project information memorandum • Section 36 – Territorial authority may issue development contribution notice • Section 37 – Territorial authority must issue certificate if resource consent required • Section 38 – Territorial authority must give copy of project information memorandum in certain circumstances • Section 39 – Territorial authority must advise Heritage New Zealand Pouhere Taonga in certain circumstances • Section 42 – Owner must apply for certificate of acceptance if building work carried out urgently • Section 45 – How to apply for building consent • Section 45A – Minor variations to building consents • Section 46 – Copy of certain applications for building consent must be provided to Fire and Emergency New Zealand • Section 48(1) – Processing application for building consent • Section 49 – Grant of building consent • Section 50 – Refusal of application for building consent • Section 51 – Issue of building consent • Section 52 – Lapse of building consent • Section 54 – Building consent authority must advise applicant of amount of levy payable • Section 58 – Liability to pay levy: building consent authority • Section 59 – Liability to pay levy: territorial authority • Section 62 – Territorial authority may recover unpaid levies from applicant for building consent • Section 64 – Audit of issue of building consents for purpose of ascertaining payment of levy • Section 67 – Territorial authority may grant building consent subject to waivers or modifications of building code • Section 67A – Territorial authority may grant waivers or modifications in relation to means of restricting access to residential pools • Section 68 – Territorial authority must notify chief executive if waiver or modification granted • Section 70 – Applications relating to energy work • Section 71 – Building on land subject to national hazards • Section 72 – Building consent for building on land subject to natural hazards must be granted in certain cases • Section 73 – Conditions on building consents granted under section 72 • Section 74 – Steps after notification • Section 75 – Construction of building on 2 or more allotments • Section 77 – Building consent must not be granted until condition is imposed under section 75 • Section 83 – Owner may apply for entry to be removed
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	<ul style="list-style-type: none"> • Section 90 – Inspections by building consent authorities • Section 91 – Building consent authority that grants building consent to issue code compliance certificate • Section 93 – Time in which building consent authority must decide whether to issue code compliance certificate • Section 94 – Matters for consideration by building consent authority in deciding issue of code compliance certificate • Section 95 – Issue of code compliance certificate • Section 95A – Refusal to issue code compliance certificate • Section 96 – Territorial authority may issue certificate of acceptance in certain circumstances • Section 97 – How to apply for certificate of acceptance • Section 98 – Processing application for certificate of acceptance • Section 99 – Issue of certificate of acceptance • Section 99AA – Withholding certificate of acceptance • Section 99A – Refusal of application for certificate of acceptance • Section 102 – When compliance schedule must be issued • Section 102A – Procedure for obtaining compliance schedule where building consent not required • Section 103 – Content of compliance schedule • Section 104 – Building consent authority must notify territorial authority of issue of compliance schedule • Section 106 – Applications of owner if compliance schedule is issued • Section 107 – Territorial authority may amend compliance schedule on own initiative • Section 111 – Inspections by territorial authority • Section 112 – Alterations of existing buildings • Section 113 – Buildings with specified intended lives • Section 115 – Code compliance requirements: change of use • Section 116 – Code compliance requirements: extension of life • Section 116A – Code compliance requirements: subdivision • Section 124 – Dangerous, affected, or insanitary buildings: powers of territorial authority • Section 125 – Requirements for notice requiring building work or restricting entry • Section 126 – Territorial authority may carry out work • Section 127 – Building work includes demolition of building • Section 128 – Prohibition on using dangerous, affected, or insanitary building • Section 128A – Offences in relation to dangerous, affected, or insanitary buildings • Section 129 – Measures to avoid immediate danger or to fix insanitary conditions • Section 130 – Territorial authority must apply to District Court for confirmation of warrant • Section 163 – Definitions for this subpart • Section 164 – Issue of notice to fix • Section 165 – Form and content of notice to fix • Section 166 – Special provisions for notices to fix from building consent authority • Section 167 – Inspection of building work under notice to fix • Section 177 – Application for determination • Section 180 – Application for determination may be withdrawn
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	<ul style="list-style-type: none"> • Section 212 – Territorial authority must act as building consent authority for its district • Section 215 – Territorial authority must gain accreditation and be registered • Section 216 – Territorial authority must keep information about buildings • Section 217 – Access to certain information kept by territorial authority • Section 218 – Territorial authority must provide information to chief executive for purpose of facilitating performance of chief executive’s function under sections 169 and 169A • Section 219 – Territorial authority may impose fee or charge and must collect levy • Section 220 – Territorial authority may carry out building work on default • Section 221 – Recovery of costs when territorial authority carries out work on default • Section 222 – Inspections by territorial authority • Section 362A – Outline of this Part • Section 362B – Meaning of building work and residential building contract • Section 362C – Consumer rights under Fair Trading Act 1986 or Consumer Guarantees Act 1993 not affected by this Part • Section 362D – Building contractor must provide information before residential building contract entered into • Section 362E – Purpose of regulations under section 362D • Section 362F – Minimum requirements for residential building contract over certain value • Section 362G – Regulations may prescribe content, etc of residential building contract • Section 362H – When provisions relating to implied warranties apply • Section 362I – Implied warranties for building work in relation to household units • Section 362J – Proceedings for breach of warranties may be taken by non-party to contract • Section 362K – Person may not give away benefit of warranties • Section 362L – Remedies for breach of implied warranty • Section 362M – Remedies if breach of warranty can be remedied • Section 362N – Remedies if breach of warranty cannot be remedied or breach is substantial • Section 362O – Meaning of substantial breach • Section 362P – Rules applying to cancellation • Section 362Q – Building contractor or on-seller must remedy defect notified within 1 year of completion • Section 362R – Definitions for purposes of section 362Q • Section 362S – Exclusion of liability for event not attributable to fault of building contractor or on-seller • Section 362T – Building contractor must provide prescribed information and documentation on completion of residential building work • Section 362U – Purpose of regulations under section 362T(2) • Section 362V – Offence for commercial on-seller to transfer household unit without code compliance certificate
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	<ul style="list-style-type: none"> • Section 362W – Premises in respect of which duty arises under section 363 • Section 363 – Protecting safety of members of public using premises open to public or intended for public use • Section 363A – Public use of premises may be allowed before issue of code compliance certificate in some circumstances • Section 363C – Section 363 does not apply to building work commenced before 31 March 2005 • Section 371 – Proceedings for infringement offences • Section 371A – Who may issue infringement notices • Section 371B – Authorisation to issue infringement notice • Section 371C – Conditions of authorisation • Section 371D – Offence to impersonate enforcement officer • Section 372 – Issue of infringement notices • Section 373 – Form of infringement notices • Section 374 – Payment of infringement fees • Section 377 – Filing charging document • Section 378 – Time limit for filing charging document • Section 379 – Offence under more than 1 enactment • Section 381 – District Court may grant injunctions for certain continuing breaches <p>An Authorised Officer pursuant to the Building Research Levy Act 1969.</p> <p>A warranted Dog Control Officer pursuant to Section 11 of the Dog Control Act 1996, for the purpose of:</p> <ul style="list-style-type: none"> • Section 2 - Interpretation • Section 10A – Territorial authority must report on dog control policy and practices • Section 11 – Dog control officers • Section 12 – Dog rangers • Section 13 – Dog control officer and dog ranger to produce warrant of authority and evidence of identity • Section 20 – Dog control bylaws • Section 21 – Classification of probationary owners • Section 23A – Territorial authority may require probationary owner to undertake training • Section 25 – Disqualification of owners • Section 28(6) – Effect of disqualification • Section 30 – Maintenance of records and provision of information • Section 31 – Territorial authority to classify dangerous dogs • Section 32(1)(f) – Effect of classification as dangerous dog • Section 32(5)(b) – Effect of classification as dangerous dog • Section 33 – Territorial authority's consent to disposal of dangerous dog • Section 33A – Territorial authority may classify dog as menacing • Section 33C – Dogs belonging to breed or type listed in Schedule 4 to be classified as menacing • Section 33E(1) – Effect of classification as menacing dog • Section 33E(5) – Effect of classification as menacing dog • Section 33EB(2) – Territorial authority (other than classifying authority) may require neutering of menacing dog
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	<ul style="list-style-type: none"> • Section 33ED – Territorial authority to classify certain dogs as dangerous or menacing • Section 35 – Supply of register information • Section 35A – National dog control information database • Section 35AB – National dog control information database may contain additional information supplied by territorial authority • Section 36(5) – Application for registration • Section 36A – Microchip transponder must be implanted in certain dogs • Section 37 – Territorial authority to set fees • Section 38 – Registration fee for certain dogs registered on or after 2 August • Section 39 – Refund or reduction of fees • Section 40 – Proof of class of dog • Section 42 – Offence of failing to register dog • Section 46 – Issue of label or disc and completion of registration • Section 48 – Change of ownership of dog • Section 49 – Transfer of dog from one address or district to another • Section 50 – Dog not wearing proper label or disc may be impounded • Section 55 – Barking dogs • Section 66 – Infringement notices • Section 67 – Provision of pound facilities • Section 69 – Impounding and subsequent disposal of dog • Section 70 – Custody of dog removed for barking • Section 71 – Retention of dog threatening public safety • Section 71A – Disposal of dog seized under section 15 or 33EC <p>An Authorised Officer pursuant to the Electronic Transactions - Land Transfer Act 1952.</p> <p>An Authorised Officer pursuant to Fencing Act 1978.</p> <p>An Authorised Officer pursuant to the Food Act 2014.</p> <p>An Authorised Officer pursuant to the Freedom Camping Act 2011 for the purpose of:</p> <ul style="list-style-type: none"> • Section 32 – Appointment of enforcement offices by local authorities • Section 39 – Return of property seized and impounded • Section 40 – Disposal of property seized and impounded <p>An Authorised Officer pursuant to the Hazardous Substances and New Organisms Act 1996 for the purpose of:</p> <ul style="list-style-type: none"> • Section 100 – Appointment of enforcement officers <p>An Authorised Officer pursuant to the Health Act 1956 for the purpose of:</p> <ul style="list-style-type: none"> • Section 23 – General powers and duties of local authorities in respect of public health • Section 28 – Appointment of environmental health officer by local authority • Section 33 – Proceedings in respect of nuisances
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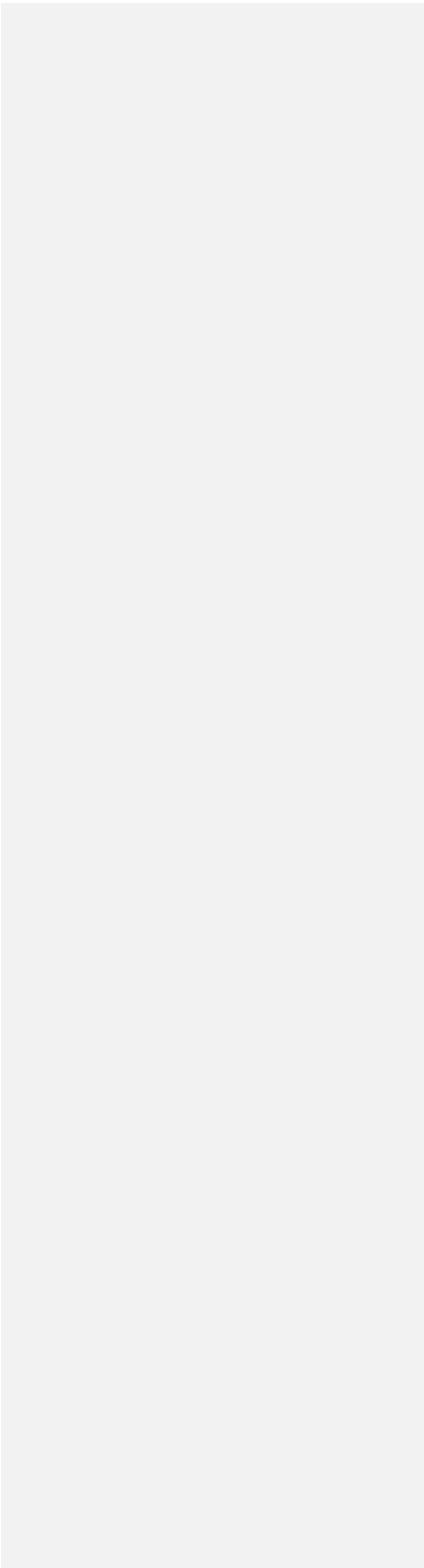
	<ul style="list-style-type: none"> • Section 41 – Owner or occupiers may be required to cleanse premises • Section 42 – Local authority may require repairs and issue closing order • Section 45 – Determination of closing order • Section 54 – Restriction on carrying on offensive trade • Section 58 – Restrictions on establishment of stock saleyards • Section 81 – Power of local authority to disinfect premises • Section 128 – Power of entry and inspection <p>An Authorised Officer pursuant to the Health (Registration of Premises) Regulations 1966 for the purpose of:</p> <ul style="list-style-type: none"> • Clause 4 • Clause 5 • Clause 8 • Clause 9 <p>An Authorised Officer pursuant to the Impounding Act 1955 for the purpose of:</p> <ul style="list-style-type: none"> • Section 8 – Appointment of poundkeepers, etc • Section 9 – Appointment of deputies • Section 42(1) – Disposal of wild stock straying on roads <p>A litter Control Officer pursuant to Section 5 of the Litter Act 1979 for the purpose of:</p> <ul style="list-style-type: none"> • Section 10 – Territorial authority may require occupier of private land to clear litter <p>An Enforcement Officer pursuant to Section 177 of the Local Government Act 2002, in relation to any offence under this Act including, without limitation:</p> <ul style="list-style-type: none"> • Section 171 – General power of entry • Section 172 – Power to entry for enforcement purposes • Section 173 – Power of entry in cases of emergency <p>An Authorised Officer pursuant to Section 356 of Local Government Act 1974 for the purpose of:</p> <ul style="list-style-type: none"> • Section 327A – Building-line restrictions • Section 340 – Motor garages • Section 348 – Powers of council with respect to private roads and private ways <p>An Enforcement Officer pursuant to Section 177 of the Local Government Act 2002, in relation to any offence under this Act including, without limitation:</p> <ul style="list-style-type: none"> • Section 171 – General power of entry • Section 172 – Power to entry for enforcement purposes • Section 173 – Power of entry in cases of emergency • Section 174 – Authority to Act • Section 177 – Power to appoint Enforcement Officer <p>An Authorised Officer pursuant to Local Government Official Information and Meetings Act 1987 for the purpose of:</p> <ul style="list-style-type: none"> • Section 44A – Land information memorandum
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	<ul style="list-style-type: none"> • Section 46A – Availability of agendas and reports • Section 49 – Provisions applying when meeting open to public • Section 51 – right of public to inspect or receive copies of minute of meeting • Section 51A – Public notification of resolution at extraordinary meeting <p>An Authorised Officer pursuant to the Amusement Devices Regulations 1978 for the purpose of:</p> <ul style="list-style-type: none"> • Clause 11 – Local authority permit <p>An Authorised Officer pursuant to Parking and Traffic Enforcement.</p> <p>An Authorised Officer pursuant to the Plumbers, Gasfitters, and Drainlayers Act 2006 for the purpose of:</p> <ul style="list-style-type: none"> • Section 15 – Exemption for householders • Section 16 – Exemption for sanitary plumbing in areas in rural districts • Section 91 – Registrar must appoint investigator <p>An Authorised Officer pursuant to the Reserves Act 1977 for the purpose of:</p> <ul style="list-style-type: none"> • Section 18(2)(e) – Historic reserves • Section 19(2)(a) – Scenic reserves • Section 19(3)(a) – Scenic reserves • Section 50(1) – Taking or killing of fauna <p>An Authorised Officer pursuant to the Resource Management Act 1991 for the purpose of:</p> <ul style="list-style-type: none"> • Section 10 – Certain existing uses in relation to land protected • Section 10A – Certain existing activities allowed • Section 10B – Certain existing building works allowed • Section 22 – Duty to give certain information • Section 32 – Requirements for preparing and publishing evaluation reports • Section 36 – Administrative charges • Section 36(3) – Administrative charges • Section 36(3)(a) – Administrative charges • Section 36(5) – Administrative charges • Section 36(7) – Administrative charges • Section 36AAA – Criteria for fixing administrative charges • Section 36AAB – Other matters relating to administrative charges • Section 37 – Power to waiver and extension of time limits • Section 37A – Requirements for waivers and extensions • Section 38 – Authorisation and responsibilities of enforcement officers • Section 39B – Persons who may be given hearing authority • Section 41D – Striking out submissions • Section 42 – Protection of sensitive information • Section 42A – Reports to local authority • Section 44A – Local authority recognition of national environmental standards
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	<ul style="list-style-type: none"> • Section 55(2) – Local authority recognition of national policy statements • Section 58I(2) – Local authority recognition of national planning standards • <u>Section 58I(7) – Local authority recognition of national planning standards</u> • <u>Section 58R Contents of Mana Whakahono ā Rohe</u> • <u>Section 58S Resolution of disputes that arise in course of Negotiating a Mana Whakahono ā Rohe</u> • <u>Section 58T review and monitoring</u> • Section 86D – Environment Court may order rule to have legal effect from date other than standard date • Section 87BA – boundary activities approved by neighbours on infringed boundaries are permitted activities • Section 87BB – Activities meeting certain requirements are permitted activities • Section 87E – Consent authority’s decision on request • Section 87F – Consent authority’s subsequent processing • Section 87G – Environment Court determines application • Section 88 – Making an application • Section 91 – Deferral pending application for additional consents • Section 92 – Further information, or agreement, may be requested • Section 92A – Responses to request • Section 95 – Time limit for public notification or limited notification • Section 95A – Public notification of consent applications • Section 95B – Limited notification of consent applications • Section 95C – Public notification of consent application after request for further information or report • Section 95D – Consent authority decides if adverse effects likely to be more than minor • Section 95E – Consent authority decides if persons is affected person • Section 95F – Meaning of affected protected customary rights group • Section 96 – Making submissions • Section 98 – Advice of submissions to applicant • Section 99 – Pre-hearing meetings • Section 99A - Mediation • Section 100 – Obligation to hold a hearing • Section 101 – Hearing date and notice • Section 102 – Joint hearings by 2 or more consent authorities • Section 103 – Combined hearings in respect of 2 or more applications • Section 104 – Consideration of applications • Section 104A – Determination of applications for controlled activities • Section 104B – Determination of applications for discretionary or non-complying activities • Section 104C – Determination of applications for restricted discretionary activities • Section 104D – Particular restrictions for non-complying activities
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	<ul style="list-style-type: none">• Section 104F - Implementation of national environmental standards• Section 105 - Matters relevant to certain applications
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	<ul style="list-style-type: none"> • Section 106 – Consent authority may refuse subdivision consent in certain circumstances • Section 107 – Restriction on grant of certain discharge permits • Section 108 – Conditions of resource consents • Section 108A - Bonds • Section 109(3) – Special provisions in respect of bonds or covenants • Section 110 – Refund of money and return of land where activity does not proceed • Section 113 – Decisions on applications to b in writing, etc • Section 114 - Notification • Section 114(7) - Notification • Section 114 (8) - Notification • Section 116B – When resource consent commences if subject to grant of application to exchange recreation reserve land • Section 120 – Right to appeal • Section 124 – Exercise of resource consent while applying for new consent • Section 125 – Lapsing of consents • Section 126 – Cancellation of consent • Section 127 – Change or cancellation of consent condition on application by consent holder • Section 128 – Circumstances when consent conditions can be reviewed • Section 129 – Notice of review • Section 130 – Public notification, submissions, and hearing, etc • Section 131 – Matters to be considered in review • Section 132 – Decisions on review of consent conditions • Section 133A – Minor corrections of resource consents • Section 136(2) – Transferability of water permits • Section 137(5) – Transferability of discharge permits • Section 138(2) – Surrender of consent • Section 138A – Special provisions relating to coastal permits for dumping and incineration • Section 139 – Consent authorities and Environmental Protection Authority to issue certificates of compliance • Section 139A – Consent authorities to issue existing use certificates • Section 142 – Minister may call in matter that is or is part of proposal of national significance • Section 143 – Restriction on when local authority may request call in • Section 144 – Restriction on when Minister may call in matter • Section 144A – EPA to advise and make recommendations to Minister in relation to call-in • Section 145 – Matter lodged with EPA • Section 146 – EPA to recommend course of action to Minister • Section 147 – Minister makes direction after EPA recommendation • Section 148 – Proposals relating to coastal marine area • Section 149 – EPA may request further information or commission report • Section 149B – Local authority's obligations if matter called in
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	<ul style="list-style-type: none"> • Section 149E – EPA to receive submissions on matter if public notice of direction has been given • Section 149F – EPA to receive further submissions if matter is request, change, or variation • Section 149G – EPA must provide board or court with necessary information • Section 149I – Limitation on withdrawal of change or variation • Section 149K – How members appointed • Section 149M – Process if matter is request for regional plan or change and particular circumstance apply • Section 149V – Appeal from decisions only on question of law • Section 149ZD – Cost of processes under this Part recoverable from applicant • Section 159 – Acceptance of tender, etc • Section 168 – Notice of requirement to territorial authority • Section 168A – Notice of requirement by territorial authority • Section 171(2) – Recommendation by territorial authority • Section 173 – Notification of decision on designation • Section 174 - Appeals • Section 175 – Designation to be provided for in district plan • Section 176 – effect of designation • Section 176A – Outline plan • Section 181(1) – Alternation of designation • Section 181(2) – Alternation of designation • Section 181(3) – Alternation of designation • Section 182 – Removal of designation • Section 184 – Lapsing of designations which have not been given effect to • Section 189 – Notice of requirement to territorial authority • Section 189A – Notice of requirement for heritage order by territorial authority • Section 190 – Further information, notification, submissions, and hearing for notice of requirement to territorial authority • Section 193 – Effect of heritage order • Section 195- Appeals relating to sections 193 and 194 • Section 195A – alternation of heritage order • Section 196 – Removal of heritage order • Section 198D – Territorial authority’s subsequent processing • Section 198H – Sections 198I to 198M apply to requirements under section 168A or 189A • Section 198I – Territorial authority’s decision • Section 198J – Territorial authority’s subsequent processing • Section 198K – Environment Court decides • Section 198L – Residual powers of territorial authority • Section 198M – When territorial authority must deal with requirement • Section 221 – Territorial authority to issue a consent notice • Section 222 – Completion certificates • Section 223 – Approval of survey plan by territorial authority • Section 224 – Restrictions upon deposit of survey plan • Section 235 – Creation of esplanade strips by agreement • Section 237B – Access strips • Section 237D – Transfer to the Crown or regional council • Section 237H - Valuation
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	<ul style="list-style-type: none"> • Section 240(4) – Covenant against transfer of allotments • Section 241(3) – Amalgamation of allotments • Section 243(e) – Survey plan approved subject to grant or reservation of easements • Section 245(4) – Consent authority approval of a plan of survey of a reclamation • Section 245(5)(b) – Consent authority approval of a plan of survey of a reclamation • Section 267 - Conferences • Section 268 – Alternative dispute resolution • Section 269 – Court procedure • Section 270 – Hearing matter together • Section 271 – Local hearing • Section 272 – Hearing of proceedings • Section 273 – Successors to partis to proceedings • Section 274 – Representation at proceedings • Section 275 – Personal appearance or by representative • Section 276 - Evidence • Section 276A – Evidence of documents • Section 277 – Hearings and evidence generally to the public • Section 277A – Powers of Environment Court in relation to evidence heard on appeal by way of rehearing • Section 278 – Environment Court has powers of District Court • Section 279 – Powers of Environment Judge sitting alone • Section 280 – Powers of Environment commissioner sitting without Environment Judge • Section 281 – Waivers and directions • Section 281A – Registrar may waive, reduce, or postpone payment of fee • Section 281B – Review of exercise of power by Registrar • Section 282 – Application of Contempt of Court Act 2019 • Section 283 – Non-attendance or refusal to co-operate • Section 284 – Witnesses’ allowances • Section 285 – Awarding costs • Section 286 – Enforcing orders for costs • Section 287 – Reference of questions of law to High Court • Section 288 – Privileges and immunities • Section 288A – Information regarding reserved judgements • Section 288B – Recusal guidelines • Section 288C – Judge may make order restricting commencement or continuation of proceeding • Section 288D – Grounds for making section 288C order • Section 288E – Terms of section 288C order • Section 288F – Procedure and appeals relating to section 288C orders • Section 290 – Powers of court in regard to appeals and inquiries • Section 290AA – Powers of court in regard to certain appeals under clause 14 of Schedule 1 • Section 290A – Environment Court to have regard to decision that is subject to appeal or inquiry • Section 291 – Other proceedings before court • Section 294 – Review of decision by court • Section 299 – Appeal to High Court on question of law • Section 300 – Notice of appeal
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	<ul style="list-style-type: none"> • Section 301 – Right to appear and be heard on appeal • Section 302 – Parties to the appeal before the High Court • Section 303 – Orders of the High Court • Section 304 – Dismissal of appeal • Section 305 – Additional appeals on questions of law • Section 306 – Extension of time • Section 307 – Date of hearing • Section 308 – appeals to the Court of Appeal • Section 311 – Application for declaration • Section 312 – Notification of application • Section 315 – Compliance with enforcement order • Section 316 – Application for enforcement order • Section 320 – Interim enforcement order • Section 321 – Change or cancellation of enforcement order • Section 322 – Scope of abatement notice • Section 323 – Compliance with abatement notice <p>Section 325A – Cancellation of abatement notice.</p> <p><u>Section 327 – Issue and effect of excessive noise direction</u></p> <ul style="list-style-type: none"> • <u>Section 328 – Compliance with an excessive noise direction</u> • Section 330 – Emergency works and power to take preventative or remedial action • Section 331 – Reimbursement or compensation for emergency works • Section 332 – Power of entry for inspection • Section 333 – Power of entry for survey • Section 334 – Application for warrant for entry for search • Section 336 – Return of property seized under sections 323 and 328 • Section 338 – Offences against this Act • Section 355 – Vesting of reclaimed land • Section 357 – Right of objection against certain decisions • Section 388 – Requirement to supply information • Schedule 1 – Clause 3 - Consultation • Schedule 1 – Clause 3B – Consultation with iwi authorities • Schedule 1 – Clause 3C – Previous consultation under other enactments • Schedule 1 – Clause 4 – Requirements to be inserted prior to notification of proposed district plans • Schedule 1 – Clause 4A – Further pre-notification requirements concerning iwi authorities • Schedule 1 – Clause 5 – Public notice and provision of document to public bodies • Schedule 1 – Clause 5A – Option to give limited notification of proposed change or variation • Schedule 1 – Clause 6 – Making of submissions under clause 5 • Schedule 1 – Clause 7 – Public notice of submissions • Schedule 1 – Clause 8 – Certain persons may make further submissions • Schedule 1 – Clause 8A – Service of further submissions • Schedule 1 – Clause 8D – Withdrawal of proposed policy statements and plans • Schedule 1 – Clause 10A – Application to Minister for extension of time • Schedule 1 – Clause 11 – Notification of decision • Schedule 1 – Clause 14 – Appeals to Environment Court
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	<ul style="list-style-type: none"> • Schedule 1 – Clause 16 – Amendment of proposed policy statement or plan • Schedule 1 – Clause 20 – Operative date • Schedule 1 – Clause 20A – Correction of operative policy statement or plan • Schedule 1 – Clause 21 - Requests • Schedule 1 – Clause 23 – Further information may be required • Schedule 1 – Clause 24 – Modification of request • Schedule 1 – Clause 25 – Local authority to consider request • Schedule 1 – Clause 26 – Notification timeframes • Schedule 1 – Clause 28 – Withdrawal of requests • Schedule 1 – Clause 29(2) – Procedure under this Part • Schedule 1 – Clause 29(5) – Procedure under this Part • Schedule 1 – Clause 29(9) – Procedure under this Part • Schedule 1 – Clause 34 – Consultation on proposal to incorporate material by reference • Schedule 1 – Clause 35 – Access to material incorporated by reference • Schedule 1 – Clause 43 – Conference of experts • Schedule 1 – Clause 45 – Freshwater hearings panel may commission reports • Schedule 1 – Clause 49 – Freshwater hearings panel must make recommendations to regional council on freshwater planning instrument • Schedule 1 – Clause 51 – Deadline for recommendations • Schedule 1 – Clause 57 – Judicial review • Schedule 1 – Clause 64 – continued existence of freshwater hearings panel • Schedule 1 – Clause 88 – Power to withdraw • Schedule 1 – Clause 90 – Notification of responsible Minister's decision <p>An Authorised Officer pursuant to the Sale and Supply of Alcohol Act 2012 for the purpose of:</p> <ul style="list-style-type: none"> • Section 64(1) – Issue of licences, certificates, and authorities • Section 65(1) – Secretary of authority to set up and maintain registers • Section 66(1) – Record of applications • Section 66(3) – Record of applications • Section 67 – Certified extracts to be evidence • Section 72 – Duplicate licence or certificate • Section 73(2) – Surrender of licence or manager's certificate • Section 102(5) – Objections to applications • Section 103(1) – Police, Medical Officer of Health, and inspector must inquire into application • Section 103(5) – Police, Medical Officer of Health, and inspector must inquire into application • Section 120 – Variation of conditions • Section 128(4) – Objections to renewal • Section 129 – Police, Medical Officer of Health, and inspector must inquire into application • Section 139(b) – Notification requirements • Section 140(2) – Objections to applications • Section 140(4) – Objections to applications
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	<ul style="list-style-type: none"> • Section 141(1) – Inquiry into applications by Police, inspector, and Medical Officer of Health • Section 141(6) – Inquiry into applications by Police, inspector, and Medical Officer of Health • Section 155(6) – Procedure for commencing appeal • Section 196 – Secretary of licensing committees • Section 197(5) – Licensing inspectors • Section 220(1) - Reports • Section 220(2) - Reports • Section 220 (5) - Reports • Section 225(1) – Reports and applications for renewals • Section 225(2) – Reports and applications for renewals • Section 283(1) – Variation, suspension, or cancellation of special licences • Section 283(4) – Variation, suspension, or cancellation of special licences • Section 284(3) – Hearing for variation, suspension, or cancellation of special licences under section 283 <p>An Authorised Officer pursuant to the Unit Titles Act 2010 for the purpose of:</p> <ul style="list-style-type: none"> • Section 32 – Restrictions on deposit of unit plans <p>An Authorised Officer pursuant to the Waste Minimisation Act 2008.</p> <p>An Authorised Officer pursuant to the Weathertight Homes resolution Services Act 2006.</p> <p>An Authorised Officer pursuant to the Wairoa District Council Bylaws for the purpose of:</p> <ul style="list-style-type: none"> • Part 3 – Public Safety • Part 4 – Urban Fire Prevention • Part 7 – Dog Control • Part 8 – Trade Waste and Wastewater • Part 9 – Freedom Camping
Recovery Manager	<p>An Authorised Officer pursuant to the Local Government Act 2002 for the purpose of:</p> <ul style="list-style-type: none"> • Section 174 – Authority to act <p>An Authorised Officer pursuant to Civil Defence Emergency Management Act 2002 for the purpose of:</p> <ul style="list-style-type: none"> • Section 30A – Functions of Recovery Managers • Section 64 – Duties of local authorities
Archivist	<p>An Authorised Officer pursuant to the Public Records Act 2005 for the purpose of:</p> <ul style="list-style-type: none"> • Section 17 – Requirement to create and maintain records • Section 40 – Protected records of local authorities • Section 45 – Requirement to classify access status of local authority records • Section 46 – Basis for determining access status of local authority records • Section 47 – Public inspection of open access records

<p>Building Compliance Officer and BCA Approved Contractors</p>	<p>An Enforcement Officer pursuant to Section 232, and an Authorised Officer pursuant to Section 222(4) of the Building Act 2004 with the following delegated responsibilities, powers and duties:</p> <ul style="list-style-type: none"> • Section 31 – Building consent authority must apply for project information memorandum • Section 33 – Content of application • Section 34 – Issue of project information memorandum • Section 35 – Content of project information memorandum • Section 37 – Territorial authority must issue certificate if resource consent required • Section 38 – Territorial authority must give copy of project information memorandum in certain circumstances • Section 39 – Territorial authority must advise Heritage New Zealand Pouhere Taonga in certain circumstances • Section 42 – Owner must apply for certificate of acceptance if building work carried out urgently • Section 45 – How to apply for building consent • Section 45A – Minor variations to building consents • Section 46 – Copy of certain applications for building consent must be provided to Fire and Emergency New Zealand • Section 48(+) – Processing application for building consent • Section 49 – Grant of building consent • Section 50 – Refusal of application for building consent • Section 51 – Issue of building consent • Section 52 – Lapse of building consent • Section 54 – Building consent authority must advise applicant of amount of levy payable • Section 67 – Territorial authority may grant building consent subject to waivers or modifications of building code • Section 67A – Territorial authority may grant waivers or modifications in relation to means of restricting access to residential pools • Section 68 – Territorial authority must notify chief executive if waiver or modification granted • Section 70 – Applications relating to energy work • Section 71 – Building on land subject to national hazards • Section 72 – Building consent for building on land subject to natural hazards must be granted in certain cases • Section 73 – Conditions on building consents granted under section 72 • Section 74 – Steps after notification • Section 75 – Construction of building on 2 or more allotments • Section 77 – Building consent must not be granted until condition is imposed under section 75 • Section 83 – Owner may apply for entry to be removed • Section 90 – Inspections by building consent authorities • Section 91 – Building consent authority that grants building consent to issue code compliance certificate • Section 93 – Time in which building consent authority must decide whether to issue code compliance certificate • Section 94 – Matters for consideration by building consent authority in deciding issue of code compliance certificate • Section 95 – Issue of code compliance certificate • Section 95A – Refusal to issue code compliance certificate
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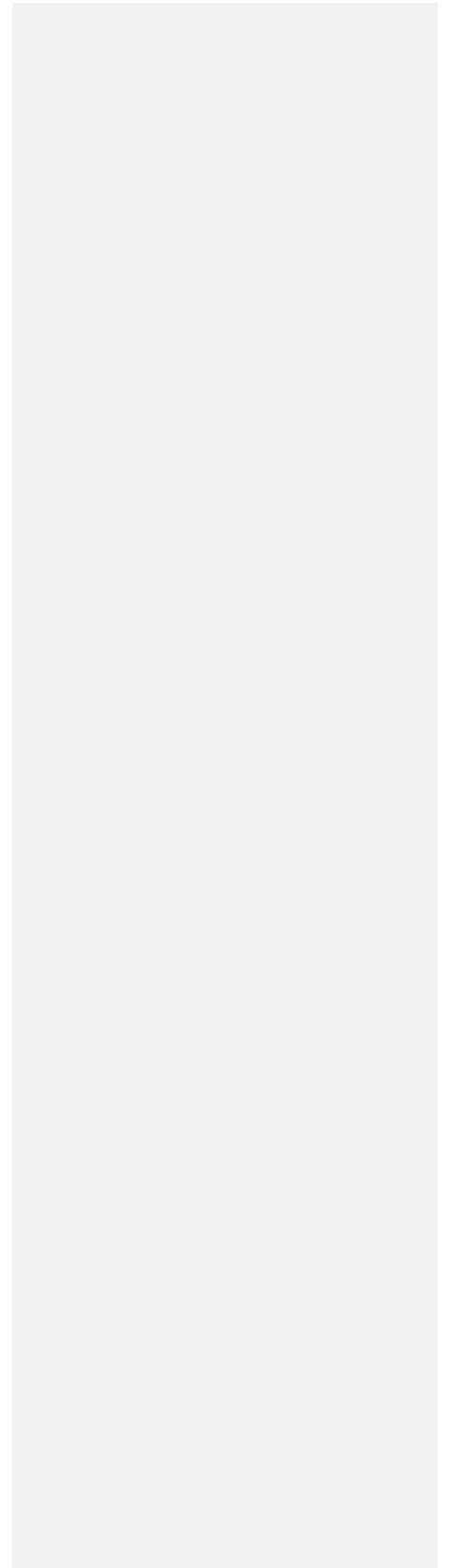
	<ul style="list-style-type: none"> • Section 96 – Territorial authority may issue certificate of acceptance in certain circumstances • Section 97 – How to apply for certificate of acceptance • Section 98 – Processing application for certificate of acceptance • Section 99 – Issue of certificate of acceptance • Section 99AA – Withholding certificate of acceptance • Section 99A – Refusal of application for certificate of acceptance • Section 102 – When compliance schedule must be issued • Section 102A – Procedure for obtaining compliance schedule where building consent not required • Section 103 – Content of compliance schedule • Section 104 – Building consent authority must notify territorial authority of issue of compliance schedule • Section 106 – Applications of owner if compliance schedule is issued • Section 107 – Territorial authority may amend compliance schedule on own initiative • Section 111 – Inspections by territorial authority • Section 112 – Alterations of existing buildings • Section 113 – Buildings with specified intended lives • Section 115 – Code compliance requirements: change of use • Section 116 – Code compliance requirements: extension of life • Section 116A – Code compliance requirements: subdivision • Section 124 – Dangerous, affected, or insanitary buildings: powers of territorial authority • Section 125 – Requirements for notice requiring building work or restricting entry • Section 126 – Territorial authority may carry out work • Section 127 – Building work includes demolition of building • Section 128 – Prohibition on using dangerous, affected, or insanitary building • Section 128A – Offences in relation to dangerous, affected, or insanitary buildings • Section 129 – Measures to avoid immediate danger or to fix insanitary conditions • Section 130 – Territorial authority must apply to District Court for confirmation of warrant • Section 163 – Definitions for this subpart • Section 164 – Issue of notice to fix • Section 165 – Form and content of notice to fix • Section 166 – Special provisions for notices to fix from building consent authority • Section 167 – Inspection of building work under notice to fix • Section 177 – Application for determination • Section 180 – Application for determination may be withdrawn • Section 212 – Territorial authority must act as building consent authority for its district • Section 216 – Territorial authority must keep information about buildings • Section 217 – Access to certain information kept by territorial authority • Section 218 – Territorial authority must provide information to chief executive for purpose of facilitating performance of chief executive’s function under sections 169 and 169A
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	<ul style="list-style-type: none"> • Section 219 – Territorial authority may impose fee or charge and must collect levy • Section 220 – Territorial authority may carry out building work on default • Section 221 – Recovery of costs when territorial authority carries out work on default • Section 222 – Inspections by territorial authority • Section 362A – Outline of this Part • Section 362B – Meaning of building work and residential building contract • Section 362C – Consumer rights under Fair Trading Act 1986 or Consumer Guarantees Act 1993 not affected by this Part • Section 362D – Building contractor must provide information before residential building contract entered into • Section 362E – Purpose of regulations under section 362D • Section 362F – Minimum requirements for residential building contract over certain value • Section 362G – Regulations may prescribe content, etc of residential building contract • Section 362H – When provisions relating to implied warranties apply • Section 362I – Implied warranties for building work in relation to household units • Section 362J – Proceedings for breach of warranties may be taken by non-party to contract • Section 362K – Person may not give away benefit of warranties • Section 362L – Remedies for breach of implied warranty • Section 362M – Remedies if breach of warranty can be remedied • Section 362N – Remedies if breach of warranty cannot be remedied or breach is substantial • Section 362O – Meaning of substantial breach • Section 362P – Rules applying to cancellation • Section 362Q – Building contractor or on-seller must remedy defect notified within 1 year of completion • Section 362R – Definitions for purposes of section 362Q • Section 362S – Exclusion of liability for event not attributable to fault of building contractor or on-seller • Section 362T – Building contractor must provide prescribed information and documentation on completion of residential building work • Section 362U – Purpose of regulations under section 362T(2) • Section 362V – Offence for commercial on-seller to transfer household unit without code compliance certificate • Section 362W – Premises in respect of which duty arises under section 363 • Section 363 – Protecting safety of members of public using premises open to public or intended for public use • Section 363A – Public use of premises may be allowed before issue of code compliance certificate in some circumstances • Section 363C – Section 363 does not apply to building work commenced before 31 March 2005 • Section 371 – Proceedings for infringement offences • Section 371A – Who may issue infringement notices • Section 371B – Authorisation to issue infringement notice
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	<ul style="list-style-type: none"> • Section 371C – Conditions of authorisation • Section 371D – Offence to impersonate enforcement officer • Section 372 – Issue of infringement notices • Section 373 – Form of infringement notices • Section 374 – Payment of infringement fees • Section 377 – Filing charging document • Section 378 – Time limit for filing charging document • Section 379 – Offence under more than 1 enactment <p>An Authorised Officer pursuant to the Health Act 1956 for the purpose of:</p> <ul style="list-style-type: none"> • Section 42 – Local authority may require repairs and issue closing order • Section 45 – Determination of closing order <p>An Enforcement Officer pursuant to Section 177 of the Local Government Act 2002, in relation to any offence under this Act including, without limitation:</p> <ul style="list-style-type: none"> • Section 171 – General power of entry • Section 172 – Power to entry for enforcement purposes • Section 173 – Power of entry in cases of emergency <p>An Authorised Officer pursuant to the Local Government Official Information and Meetings Act 1987 for the purpose of: Section 44A – Land information memorandum</p>
Civil Defence Emergency Management Controller	<p>An Authorised Officer pursuant to Civil Defence Emergency Management Act 2002 for the purpose of:</p> <ul style="list-style-type: none"> • Section 64 – duties of local authorities
Communications Officer	<p>An Authorised Officer pursuant to the Local Government Official Information and Meetings Act 1987 for the purpose of:</p> <ul style="list-style-type: none"> • Section 46 – Meetings of local authorities to be publicly notified • Section 46A – Availability of agendas and reports • Section 49 – Provisions applying when meeting open to public • Section 51 – Right of public to inspect or receive copies of minutes of minutes <p>Section 51A – Public notification of resolution at extraordinary meeting</p>
Compliance and Licencing Manager	<p>An Authorised Officer pursuant to the Amusement Devices Regulations 1978 for the purpose of:</p> <ul style="list-style-type: none"> • Clause 11 – Local authority permit <p>A Dog Control Officer pursuant to Section 11 of the Dog Control Act 1996 for the purpose of:</p> <ul style="list-style-type: none"> • Section 14 – Power of entry • Section 15 – Power of dog control officer or dog ranger to feed and shelter dogs • Section 16 – Districts in which dog control officer or dog ranger may exercise powers • Section 17 – Powers of warranted officers • Section 19 – Power of constable, dog control officer, or dog ranger to request information about owner

	<ul style="list-style-type: none"> • Section 19A – Power of constable, dog control officer, or dog ranger to request information about dog <p>An Authorised Officer pursuant to Section 173 of the Food Act 2014 for the purpose of:</p> <ul style="list-style-type: none"> • Section 137 – Recognition of territorial authorities for certain verification functions and activities • Section 173 – Functions of territorial authority <p>An Authorised Officer pursuant to the Health Act 1956 for the purpose of:</p> <ul style="list-style-type: none"> • Section 34 – Power to abate nuisance without notice • Section 128 – Power of entry and inspection <p>An Authorised Officer pursuant to the Housing Improvements Regulations 1947 for the purpose of:</p> <ul style="list-style-type: none"> • Section 22 - Power to exercise powers and functions of a local authority <p>A litter Control Officer pursuant to Section 5 of the Litter Act 1979 for the purpose of:</p> <ul style="list-style-type: none"> • Power to enforce the Litter Act 1979 • Section 14 – Infringement notices <p>An Enforcement Officer pursuant to Section 177 of the Local Government Act 2002, in relation to any offence under this Act including, without limitation:</p> <ul style="list-style-type: none"> • Section 163 – Removal of works in reach of bylaws • Section 164 – Seizure of property not on private land • Section 165 – Seizure of property from private land • Section 171 – General power of entry • Section 172 – Power to entry for enforcement purposes • Section 173 – Power of entry in cases of emergency • Section 174 – Authority to act <p>An Enforcement Officer pursuant to Section 38(1)(a) of the Resource Management Act 1991 for the purpose of:</p> <ul style="list-style-type: none"> • Section 22 – Duty to give certain information • Section 327 – Issue and effect of excessive noise direction • Section 328 – Compliance with an excessive noise direction • Section 332 – Power of entry for inspection <p>An Authorised Officer pursuant to the Sale and Supply of Alcohol Act 2012 for the purpose of:</p> <ul style="list-style-type: none"> • Section 197 – Licensing inspectors • Power to enforce the provisions of the Sale and Supply of Alcohol Act 2012 • Power to enforce the Wairoa District Council Local Alcohol Policy <p>An Authorised Officer pursuant to the Waste Minimisation Act 2008.</p> <p>An Authorised Officer pursuant to the Wairoa District Council Bylaws for the purpose of:</p> <ul style="list-style-type: none"> • Part 3 – Public Safety Bylaw
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	<ul style="list-style-type: none">• Part 7 – Dog Control Bylaw• Part 9 – Freedom Camping Bylaw• Part 9 – Trade Waste and Wastewater Bylaw
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Compliance Officer	<p>A warranted Dog Control Officer pursuant to Section 11 of the Dog Control Act 1996, for the purpose of:</p> <ul style="list-style-type: none"> • Section 14 – Power of entry • Section 15 – Power of dog control officer or dog ranger to feed and shelter dogs • Section 16 – Districts in which dog control officer or dog ranger may exercise powers • Section 17 – Powers of warranted officers • Section 19 – Power of constable, dog control officer, or dog ranger to request information about owner • Section 19A – Power of constable, dog control officer, or dog ranger to request information about dog <p>An Enforcement Officer pursuant to Section 32 of the Freedom Camping Act 2011 for the purpose of:</p> <ul style="list-style-type: none"> • Section 20 – Offences • Section 27 – Issue of infringement notices • Section 35 – Enforcement officers may require certain information • Section 36 – Enforcement officers may require certain persons to leave local authority area or conservation land • Section 37 – Enforcement officers may seize and impound certain property • Section 38 – Requirements relating to seizure and impoundment of boats, caravans and motor vehicles <p>An Authorised Officer pursuant to Section 63 of the Impounding Act 1955 for the purpose of:</p> <ul style="list-style-type: none"> • Part 6 – Provisions for stock found straying or wandering on roads, and for wild stock • Part 7 – Procedure for impounding stock in a pound • Part 8 – Procedure for disposing of unclaimed, suffering, or worthless impounded stock <p>A Litter Control Officer pursuant to Section 5 of the Litter Act 1979 for the purpose of:</p> <ul style="list-style-type: none"> • Section 14 - Infringement notices <p>An Enforcement Officer pursuant to Section 177 of the Local Government Act 2002, in relation to any offence under this Act including, without limitation:</p> <ul style="list-style-type: none"> • Section 163 – Removal of works in breach of bylaw • Section 164 – Seizure of property not on private land • Section 165 – Seizure of property from private land • Section 171 – General power of entry • Section 172 – Power to entry for enforcement purposes • Section 173 – Power of entry in cases of emergency • Section 174 – Authority to Act <p>An Authorised Officer pursuant to the Wairoa District Council Bylaws for the purpose of:</p> <ul style="list-style-type: none"> • Part 7 – Dog Control • Part 9 – Freedom Camping
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Compliance Team Leader	<p>A warranted Dog Control Officer pursuant to Section 11 of the Dog Control Act 1996, for the purpose of:</p> <ul style="list-style-type: none"> • Section 14 – Power of entry • Section 15 – Power of dog control officer or dog ranger to feed and shelter dogs • Section 16 – Districts in which dog control officer or dog ranger may exercise powers • Section 17 – Powers of warranted officers • Section 19 – Power of constable, dog control officer, or dog ranger to request information about owner • Section 19A – Power of constable, dog control officer, or dog ranger to request information about dog <p>An Enforcement Officer pursuant to Section 32 of the Freedom Camping Act 2011 for the purpose of:</p> <ul style="list-style-type: none"> • Section 20 – Offences • Section 27 – Issue of infringement notices • Section 35 – Enforcement officers may require certain information • Section 36 – Enforcement officers may require certain persons to leave local authority area or conservation land • Section 37 – Enforcement officers may seize and impound certain property • Section 38 – Requirements relating to seizure and impoundment of boats, caravans and motor vehicles <p>An Authorised Officer pursuant to Section 63 of the Impounding Act 1955 for the purpose of:</p> <ul style="list-style-type: none"> • Part 6 – Provisions for stock found straying or wandering on roads, and for wild stock • Part 7 – Procedure for impounding stock in a pound • Part 8 – Procedure for disposing of unclaimed, suffering, or worthless impounded stock <p>A Litter Control Officer pursuant to Section 5 of the Litter Act 1979 for the purpose of:</p> <ul style="list-style-type: none"> • Section 14 - Infringement notices <p>An Enforcement Officer pursuant to Section 177 of the Local Government Act 2002, in relation to any offence under this Act including, without limitation:</p> <ul style="list-style-type: none"> • Section 163 – Removal of works in breach of bylaw • Section 164 – Seizure of property not on private land • Section 165 – Seizure of property from private land • Section 171 – General power of entry • Section 172 – Power to entry for enforcement purposes • Section 173 – Power of entry in cases of emergency • Section 174 – Authority to Act <p>An Authorised Officer pursuant to the Wairoa District Council Bylaws for the purpose of:</p> <ul style="list-style-type: none"> • Part 7 – Dog Control • Part 9 – Freedom Camping
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Financial Support Officer - Rates	<p>An Authorised Officer pursuant to the Building Act 2004 for the purpose of:</p> <ul style="list-style-type: none"> • Section 62 – Territorial authority may recover unpaid levies from applicant for building consent • Section 221 – Recovery of costs when territorial authority carries out work on default <p>An Authorised Officer pursuant to the Rates Rebate Act 1973 for the purpose of:</p> <ul style="list-style-type: none"> • Section 5 – Applications to territorial authority for rates rebate • Section 6 – Applications for refunds of rates paid • Section 7 – Refund to owner of owner-occupier flat of contribution towards rates • Section 8 – Provisions applying where system of rating by instalments in force • Section 9 – Refund to territorial authorities of rebates granted • Section 10(1) – Recovery of overpayments • Section 13 – Form of verification
Customer Services Officer (Records)	<p>An Authorised Officer pursuant to the Public Records Act 2005 for the purpose of:</p> <ul style="list-style-type: none"> • Section 17 – Requirement to create and maintain records • Section 40 – Protected records of local authorities • Section 45 – Requirement to classify access status of local authority records • Section 46 – Basis for determining access status of local authority records • Section 47 – Public inspection of open access records
Information Services Manager	<p>An Authorised Officer pursuant to the Electronic Transactions – Land Transfer Act 1952.</p> <p>An Authorised Officer pursuant to the Local Government Act 1974 for the purpose of:</p> <ul style="list-style-type: none"> • Section 319B – Allocation of property numbers
Electoral Officer	<p>An Electoral Officer pursuant to Section 12 of the Local Electoral Act 2001 for the purpose of:</p> <ul style="list-style-type: none"> • Section 15 – Conducting Elections and Polls
Deputy Electoral Officer	<p>An Electoral Officer pursuant to Section 12 of the Local Electoral Act 2001 for the purpose of:</p> <ul style="list-style-type: none"> • Section 15 – Conducting Elections and Polls
Environmental Health Officer	<p>An Authorised Officer pursuant to the Building Act 2004 for the purpose of:</p> <ul style="list-style-type: none"> • Section 163 – Definitions for this subpart • Section 164 – Issue of notice to fix • Section 165 – Form and content of notice to fix • Section 166 – Special provisions for notices to fix from building consent authority • Section 167 – Inspection of building work under notice to fix • Section 371 – Proceedings for infringement offences • Section 371A – Who may issue infringement notices

	<ul style="list-style-type: none"> • Section 371B – Authorisation to issue infringement notice • Section 371C – Conditions of authorisation • Section 371D – Offence to impersonate enforcement officer • Section 372 – Issue of infringement notices • Section 373 – Form of infringement notices • Section 374 – Payment of infringement fees <p>An Authorised Officer pursuant to the Health Act 1956 for the purpose of:</p> <ul style="list-style-type: none"> • Section 33 – Proceedings in respect of nuisances • Section 41 – Owners or occupiers may be required to cleanse premises • Section 42 – Local authority may require repairs and issue closing order • Section 45 – Determination of closing order • Section 54 – Restrictions on carrying on offensive trade • Section 58 – Restrictions on establishment of stock saleyards • Section 81 – Power of local authority to disinfect premises <p>An Authorised Officer pursuant to the Health (Registration of Premises) Regulations 1966 for the purpose of:</p> <ul style="list-style-type: none"> • Clause 4 • Clause 5 • Clause 8 • Clause 9 <p>A litter Control Officer pursuant to Section 5 of the Litter Act 1979 for the purpose of:</p> <ul style="list-style-type: none"> • Section 10 – Territorial authority may require occupier of private land to clear litter <p>An Enforcement Officer pursuant to Section 177 of the Local Government Act 2002, in relation to any offence under this Act including, without limitation:</p> <ul style="list-style-type: none"> • Section 171 – General power of entry • Section 172 – Power to entry for enforcement purposes • Section 173 – Power of entry in cases of emergency <p>An Authorised Officer pursuant to the Local Government Official Information and Meetings Act 1987 for the purpose of: Section 44A – Land information memorandum</p> <p>An Authorised Officer pursuant to the Amusement Devices Regulations 1978 for the purpose of:</p> <ul style="list-style-type: none"> • Clause 11 – Local authority permit <p>An Authorised Officer pursuant to the Sale and Supply of Alcohol Act 2012 for the purpose of:</p> <ul style="list-style-type: none"> • Section 64(1) – Issue of licences, certificates, and authorities • Section 65(1) – Secretary of authority to set up and maintain registers • Section 66(1) – Record of applications • Section 66(3) – Record of applications • Section 72 – Duplicate licence or certificate
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	<ul style="list-style-type: none"> • Section 73(2) – Surrender of licence or manager’s certificate • Section 102(5) – Objections to applications • Section 103(1) – Police, Medical Officer of Health, and inspector must inquire into application • Section 103(2) - Police, Medical Officer of Health, and inspector must inquire into application • Section 103(5) – Police, Medical Officer of Health, and inspector must inquire into application • Section 120 – Variation of conditions • Section 128(4) – Objections to renewal • Section 129 – Police, Medical Officer of Health, and inspector must inquire into application • Section 139(b) – Notification requirements • Section 140(2) – Objections to applications • Section 140(4) – Objections to applications • Section 141(1) – Inquiry into applications by Police, inspector, and Medical Officer of Health • Section 141(2) - Inquiry into applications by Police, inspector, and Medical Officer of Health • Section 141(6) – Inquiry into applications by Police, inspector, and Medical Officer of Health • Section 154 – Who may appeal • Section 155(6) – Procedure for commencing appeal • Section 220(1) - Reports • Section 220(2) - Reports • Section 220 (5) - Reports • Section 225(1) – Reports and applications for renewals • Section 225(2) – Reports and applications for renewals • Section 283(1) – Variation, suspension, or cancellation of special licences • Section 283(4) – Variation, suspension, or cancellation of special licences • Section 284(3) – Hearing for variation, suspension, or cancellation of special licences under section 283 <p>An Authorised Officer pursuant to the Waste Minimisation Act 2008.</p> <p>An Authorised Officer pursuant to the Wairoa District Council Bylaws for the purpose of:</p> <ul style="list-style-type: none"> • Part 3 – Public Safety • Part 5 – Water Supply • Part 8 – Trade Waste and Wastewater
<p>Governance Officer</p>	<p>An Authorised Officer pursuant to the Local Government Official Information and Meetings Act 1987 for the purpose of:</p> <ul style="list-style-type: none"> • Section 46 – Meetings of local authorities to be publicly notified • Section 46A – Availability of agendas and reports • Section 49 – Provisions applying when meeting open to public • Section 51 – Right of public to inspect or receive copies of minutes of minutes • Section 51A – Public notification of resolution at extraordinary meeting

<p>Health, Safety and Wellbeing Officer</p>	<p>An Authorised Officer pursuant to the Amusement Devices Regulations 1978 for the purpose of:</p> <ul style="list-style-type: none"> • Clause 11 – Local authority permit <p>An Enforcement Officer pursuant to Section 177 of the Local Government Act 2002, in relation to any offence under this Act including, without limitation:</p> <ul style="list-style-type: none"> • Section 171 – General power of entry • Section 172 – Power to entry for enforcement purposes • Section 173 – Power of entry in cases of emergency
<p>Māori Relationships Manager</p>	<p>An Authorised Officer pursuant to the Resource Management Act 1991 for the purpose of:</p> <ul style="list-style-type: none"> • Section 42 – Protection of sensitive information
<p>Intermediate Planner</p>	<p>An Authorised Officer pursuant to the Electronic Transactions – Land Transfer Act 1952.</p> <p>An Authorised Officer pursuant to the Local Government Act 1974 for the purpose of:</p> <ul style="list-style-type: none"> • Section 327A – Building-line restrictions • Section 340 – Motor garages • Section 348 – Powers of council with respect to private roads and private ways <p>An Enforcement Officer pursuant to Section 177 of the Local Government Act 2002, in relation to any offence under this Act including, without limitation:</p> <ul style="list-style-type: none"> • Section 171 – General power of entry • Section 172 – Power to entry for enforcement purposes • Section 173 – Power of entry in cases of emergency <p>An Authorised Officer pursuant to the Local Government Official Information and Meetings Act 1987 for the purpose of: Section 44A – Land information memorandum</p> <p>An Authorised Officer pursuant to the Reserves Act 1977 for the purpose of:</p> <ul style="list-style-type: none"> • Section 18(2)(e) – Historic reserves • Section 19(2)(a) – Scenic reserves • Section 19(3)(a) – Scenic reserves <p>An Authorised Officer pursuant to the Resource Management Act 1991 for the purpose of:</p> <ul style="list-style-type: none"> • Section 10 – Certain existing uses in relation to land protected • Section 22 – Duty to give certain information • Section 32 – Requirements for preparing and publishing evaluation reports • Section 36 – Administrative charges • Section 36(3) – Administrative charges • Section 36(3)(a) – Administrative charges • Section 36(5) – Administrative charges • Section 36(7) – Administrative charges • Section 36AAA – Criteria for fixing administrative charges • Section 37 – Power to waiver and extension of time limits

	<ul style="list-style-type: none"> • Section 37A – Requirements for waivers and extensions • Section 42 – Protection of sensitive information • Section 42A – Reports to local authority • Section 58I(2) – Local authority recognition of national planning standards • Section 58I(7) – Local authority recognition of national planning standards • Section 87BA – boundary activities approved by neighbours on infringed boundaries are permitted activities • Section 87BB – Activities meeting certain requirements are permitted activities • Section 88 – Making an application • Section 91 – Deferral pending application for additional consents • Section 92 – Further information, or agreement, may be requested • Section 92A – Responses to request • Section 95 – Time limit for public notification or limited notification • Section 95A – Public notification of consent applications • Section 95B – Limited notification of consent applications • Section 95C – Public notification of consent application after request for further information or report • Section 95D – Consent authority decides if adverse effects likely to be more than minor • Section 95E – Consent authority decides if persons is affected person • Section 95F – Meaning of affected protected customary rights group • Section 98 – Advice of submissions to applicant • Section 99 – Pre-hearing meetings • Section 100 – Obligation to hold a hearing • Section 101 – Hearing date and notice • Section 104 – Consideration of applications • Section 104A – Determination of applications for controlled activities • Section 104B – Determination of applications for discretionary or non-complying activities • Section 104C – Determination of applications for restricted discretionary activities • Section 104D – Particular restrictions for non-complying activities • Section 104F – Implementation of national environmental standards • Section 105 – Matters relevant to certain applications • Section 106 – Consent authority may refuse subdivision consent in certain circumstances • Section 107 – Restriction on grant of certain discharge permits • Section 108 – Conditions of resource consents • Section 108A - Bonds • Section 109(3) – Special provisions in respect of bonds or covenants • Section 113 – Decisions on applications to b in writing, etc • Section 114 – Notification
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	<ul style="list-style-type: none"> • Section 114(7) – Notification • Section 114(8) – Notification • Section 116B – When resource consent commences if subject to grant of application to exchange recreation reserve land • Section 120 – Right to appeal • Section 124 – Exercise of resource consent while applying for new consent • Section 125 – Lapsing of consents • Section 126 – Cancellation of consent • Section 127 – Change or cancellation of consent condition on application by consent holder • Section 128 – Circumstances when consent conditions can be reviewed • Section 129 – Notice of review • Section 130 – Public notification, submissions, and hearing, etc • Section 131 – Matters to be considered in review • Section 132 – Decisions on review of consent conditions • Section 133A – Minor corrections of resource consents • Section 136(2) – Transferability of water permits • Section 137(5) – Transferability of discharge permits • Section 138(2) – Surrender of consent • Section 138A – Special provisions relating to coastal permits for dumping and incineration • Section 139 – Consent authorities and Environmental Protection Authority to issue certificates of compliance • Section 139A – Consent authorities to issue existing use certificates • Section 149G – EPA must provide board or court with necessary information • Section 149ZD – Cost of processes under this Part recoverable from applicant • Section 159 – Acceptance of tender, etc • Section 168 – Notice of requirement to territorial authority • Section 168A – Notice of requirement by territorial authority • Section 171(2) – Recommendation by territorial authority • Section 173 – Notification of decision on designation • Section 175 – Designation to be provided for in district plan • Section 176A – Outline plan • Section 181(1) – Alternation of designation • Section 181(2) – Alternation of designation • Section 181(3) – Alternation of designation • Section 182 – Removal of designation • Section 184 – Lapsing of designations which have not been given effect to • Section 189A – Notice of requirement for heritage order by territorial authority • Section 190 – Further information, notification, submissions, and hearing for notice of requirement to territorial authority • Section 193 – Effect of heritage order • Section 195A – alternation of heritage order • Section 196 – Removal of heritage order • Section 198D – Territorial authority’s subsequent processing • Section 198H – Sections 198I to 198M apply to requirements under section 168A or 189A
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	<ul style="list-style-type: none"> • Section 198I – Territorial authority’s decision • Section 198J – Territorial authority’s subsequent processing • Section 198K – Environment Court decides • Section 198L – Residual powers of territorial authority • Section 198M – When territorial authority must deal with requirement • Section 221 – Territorial authority to issue a consent notice • Section 222 – Completion certificates • Section 223 – Approval of survey plan by territorial authority • Section 224 – Restrictions upon deposit of survey plan • Section 235 – Creation of esplanade strips by agreement • Section 237B – Access strips • Section 240(4) – Covenant against transfer of allotments • Section 241(3) – Amalgamation of allotments • Section 267 - Conferences • Section 268 – Alternative dispute resolution • Section 281 – Waivers and directions • Section 315 – Compliance with enforcement order • Section 316 – Application for enforcement order • Section 320 – Interim enforcement order • Section 321 – Change or cancellation of enforcement order • Section 322 – Scope of abatement notice • Section 323 – Compliance with abatement notice • Section 325A – Cancellation of abatement notice • Section 330 – Emergency works and power to take preventative or remedial action • Section 332 – Power of entry for inspection • Section 333 – Power of entry for survey • Section 334 – Application for warrant for entry for search • Section 388 – Requirement to supply information • Schedule 1 – Clause 3 - Consultation • Schedule 1 – Clause 3B – Consultation with iwi authorities • Schedule 1 – Clause 3C – Previous consultation under other enactments • Schedule 1 – Clause 4 – Requirements to be inserted prior to notification of proposed district plans • Schedule 1 – Clause 4A – Further pre-notification requirements concerning iwi authorities • Schedule 1 – Clause 5 – Public notice and provision of document to public bodies • Schedule 1 – Clause 5A – Option to give limited notification of proposed change or variation • Schedule 1 – Clause 6 – Making of submissions under clause 5 • Schedule 1 – Clause 7 – Public notice of submissions • Schedule 1 – Clause 10A – Application to Minister for extension of time • Schedule 1 – Clause 11 – Notification of decision • Schedule 1 – Clause 16 – Amendment of proposed policy statement or plan • Schedule 1 – Clause 20 – Operative date • Schedule 1 – Clause 20A – Correction of operative policy statement or plan • Schedule 1 – Clause 23 – Further information may be required • Schedule 1 – Clause 26 – Notification timeframes
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	<ul style="list-style-type: none"> • Schedule 1 – Clause 29(2) – Procedure under this Part • Schedule 1 – Clause 29(5) – Procedure under this Part • Schedule 1 – Clause 34 – Consultation on proposal to incorporate material by reference • Schedule 1 – Clause 35 – Access to material incorporated by reference • Schedule 1 – Clause 43 – Conference of experts • Schedule 1 – Clause 45 – Freshwater hearings panel may commission reports • Schedule 1 – Clause 49 – Freshwater hearings panel must make recommendations to regional council on freshwater planning instrument • Schedule 1 – Clause 51 – Deadline for recommendations • Schedule 1 – Clause 57 – Judicial review • Schedule 1 – Clause 88 – Power to withdraw • Schedule 1 – Clause 90 – Notification of responsible Minister’s decision <p>An Authorised Officer pursuant to the Unit Titles Act 2010 for the purpose of:</p> <ul style="list-style-type: none"> • Section 32 – Restrictions on deposit of unit plans
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- [Section 36\(3\) – Administrative charges](#)
- [Section 36\(3\)\(a\) – Administrative charges](#)
- [Section 36\(5\) – Administrative charges](#)
- [Section 36\(7\) – Administrative charges](#)
- [Section 36AAA – Criteria for fixing administrative charges](#)
- [Section 37 – Power to waive and extension of time limits](#)
- [Section 37A – Requirements for waivers and extensions](#)
- [Section 42 – Protection of sensitive information](#)
- [Section 42A – Reports to local authority](#)
- [Section 58I\(2\) – Local authority recognition of national planning standards](#)
- [Section 58I\(7\) – Local authority recognition of national planning standards](#)
- [Section 87BA – boundary activities approved by neighbours on infringed boundaries are permitted activities](#)
- [Section 87BB – Activities meeting certain requirements are permitted activities](#)
- [Section 88 – Making an application](#)
- [Section 91 – Deferral pending application for additional consents](#)
- [Section 92 – Further information, or agreement, may be requested](#)
- [Section 92A – Responses to request](#)
- [Section 95 – Time limit for public notification or limited notification](#)
- [Section 95A – Public notification of consent applications](#)
- [Section 95B – Limited notification of consent applications](#)
- [Section 95C – Public notification of consent application after request for further information or report](#)
- [Section 95D – Consent authority decides if adverse effects likely to be more than minor](#)
- [Section 95E – Consent authority decides if persons is affected person](#)
- [Section 95F – Meaning of affected protected customary rights group](#)
- [Section 98 – Advice of submissions to applicant](#)
- [Section 99 – Pre-hearing meetings](#)
- [Section 100 – Obligation to hold a hearing](#)
- [Section 101 – Hearing date and notice](#)
- [Section 104 – Consideration of applications](#)
- [Section 104A – Determination of applications for controlled activities](#)
- [Section 104B – Determination of applications for discretionary or non-complying activities](#)
- [Section 104C – Determination of applications for restricted discretionary activities](#)
- [Section 104D – Particular restrictions for non-complying activities](#)
- [Section 104F – Implementation of national environmental standards](#)
- [Section 105 – Matters relevant to certain applications](#)
- [Section 106 – Consent authority may refuse subdivision consent in certain circumstances](#)
- [Section 107 – Restriction on grant of certain discharge permits](#)
- [Section 108 – Conditions of resource consents](#)

- [Section 108A - Bonds](#)
- [Section 109\(3\) – Special provisions in respect of bonds or covenants](#)
- [Section 113 – Decisions on applications to b in writing, etc](#)
- [Section 114 – Notification](#)
- [Section 114\(7\) – Notification](#)
- [Section 114\(8\) – Notification](#)
- [Section 116B – When resource consent commences if subject to grant of application to exchange recreation reserve land](#)
- [Section 120 – Right to appeal](#)
- [Section 124 – Exercise of resource consent while applying for new consent](#)
- [Section 125 – Lapsing of consents](#)
- [Section 126 – Cancellation of consent](#)
- [Section 127 – Change or cancellation of consent condition on application by consent holder](#)
- [Section 128 – Circumstances when consent conditions can be reviewed](#)
- [Section 129 – Notice of review](#)
- [Section 130 – Public notification, submissions, and hearing, etc](#)
- [Section 131 – Matters to be considered in review](#)
- [Section 132 – Decisions on review of consent conditions](#)
- [Section 133A – Minor corrections of resource consents](#)
- [Section 136\(2\) – Transferability of water permits](#)
- [Section 137\(5\) – Transferability of discharge permits](#)
- [Section 138\(2\) – Surrender of consent](#)
- [Section 138A – Special provisions relating to coastal permits for dumping and incineration](#)
- [Section 139 – Consent authorities and Environmental Protection Authority to issue certificates of compliance](#)
- [Section 139A – Consent authorities to issue existing use certificates](#)
- [Section 149G – EPA must provide board or court with necessary information](#)
- [Section 149ZD – Cost of processes under this Part recoverable from applicant](#)
- [Section 159 – Acceptance of tender, etc](#)
- [Section 168 – Notice of requirement to territorial authority](#)
- [Section 168A – Notice of requirement by territorial authority](#)
- [Section 171\(2\) – Recommendation by territorial authority](#)
- [Section 173 – Notification of decision on designation](#)
- [Section 175 – Designation to be provided for in district plan](#)
- [Section 176A – Outline plan](#)
- [Section 181\(1\) – Alternation of designation](#)
- [Section 181\(2\) – Alternation of designation](#)
- [Section 181\(3\) – Alternation of designation](#)
- [Section 182 – Removal of designation](#)
- [Section 184 – Lapsing of designations which have not been given effect to](#)
- [Section 189A – Notice of requirement for heritage order by territorial authority](#)
- [Section 190 – Further information, notification, submissions, and hearing for notice of requirement to territorial authority](#)
- [Section 193 – Effect of heritage order](#)
- [Section 195A – alternation of heritage order](#)

- [Section 196 – Removal of heritage order](#)
- [Section 198D – Territorial authority’s subsequent processing](#)
- [Section 198H – Sections 198I to 198M apply to requirements under section 168A or 189A](#)
- [Section 198I – Territorial authority’s decision](#)
- [Section 198J – Territorial authority’s subsequent processing](#)
- [Section 198K – Environment Court decides](#)
- [Section 198L – Residual powers of territorial authority](#)
- [Section 198M – When territorial authority must deal with requirement](#)
- [Section 221 – Territorial authority to issue a consent notice](#)
- [Section 222 – Completion certificates](#)
- [Section 223 – Approval of survey plan by territorial authority](#)
- [Section 224 – Restrictions upon deposit of survey plan](#)
- [Section 235 – Creation of esplanade strips by agreement](#)
- [Section 237B – Access strips](#)
- [Section 240\(4\) – Covenant against transfer of allotments](#)
- [Section 241\(3\) – Amalgamation of allotments](#)
- [Section 267 - Conferences](#)
- [Section 268 – Alternative dispute resolution](#)
- [Section 281 – Waivers and directions](#)
- [Section 315 – Compliance with enforcement order](#)
- [Section 316 – Application for enforcement order](#)
- [Section 320 – Interim enforcement order](#)
- [Section 321 – Change or cancellation of enforcement order](#)
- [Section 322 – Scope of abatement notice](#)
- [Section 323 – Compliance with abatement notice](#)
- [Section 325A – Cancellation of abatement notice](#)
- [Section 330 – Emergency works and power to take preventative or remedial action](#)
- [Section 332 – Power of entry for inspection](#)
- [Section 333 – Power of entry for survey](#)
- [Section 334 – Application for warrant for entry for search](#)
- [Section 388 – Requirement to supply information](#)
- [Schedule 1 – Clause 3 - Consultation](#)
- [Schedule 1 – Clause 3B – Consultation with iwi authorities](#)
- [Schedule 1 – Clause 3C – Previous consultation under other enactments](#)
- [Schedule 1 – Clause 4 – Requirements to be inserted prior to notification of proposed district plans](#)
- [Schedule 1 – Clause 4A – Further pre-notification requirements concerning iwi authorities](#)
- [Schedule 1 – Clause 5 – Public notice and provision of document to public bodies](#)
- [Schedule 1 – Clause 5A – Option to give limited notification of proposed change or variation](#)
- [Schedule 1 – Clause 6 – Making of submissions under clause 5](#)
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- [Schedule 1 – Clause 10A – Application to Minister for extension of time](#)
- [Schedule 1 – Clause 11 – Notification of decision](#)
- [Schedule 1 – Clause 16 – Amendment of proposed policy statement or plan](#)
- [Schedule 1 – Clause 20 – Operative date](#)
- [Schedule 1 – Clause 20A – Correction of operative policy](#)

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- certificates
- Section 149G – EPA must provide board or court with necessary information
 - Section 149ZD – Cost of processes under this Part recoverable from applicant
 - Section 159 – Acceptance of tender, etc
 - Section 168 – Notice of requirement to territorial authority
 - Section 168A – Notice of requirement by territorial authority
 - Section 171(2) – Recommendation by territorial authority
 - Section 173 – Notification of decision on designation
 - Section 175 – Designation to be provided for in district plan
 - Section 176A – Outline plan
 - Section 181(1) – Alternation of designation
 - Section 181(2) – Alternation of designation
 - Section 181(3) – Alternation of designation
 - Section 182 – Removal of designation
 - Section 184 – Lapsing of designations which have not been given effect to
 - Section 189A – Notice of requirement for heritage order by territorial authority
 - Section 190 – Further information, notification, submissions, and hearing for notice of requirement to territorial authority
 - Section 193 – Effect of heritage order
 - Section 195A – alternation of heritage order
 - Section 196 – Removal of heritage order
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 - Section 198H – Sections 198I to 198M apply to requirements under section 168A or 189A
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 - Section 198J – Territorial authority’s subsequent processing
 - Section 198K – Environment Court decides
 - Section 198L – Residual powers of territorial authority
 - Section 198M – When territorial authority must deal with requirement
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 - Section 222 – Completion certificates
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 - Section 224 – Restrictions upon deposit of survey plan
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 - Section 237B – Access strips
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 - Section 241(3) – Amalgamation of allotments
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 - Section 268 – Alternative dispute resolution
 - Section 281 – Waivers and directions
 - Section 315 – Compliance with enforcement order
 - Section 316 – Application for enforcement order
 - Section 320 – Interim enforcement order
 - Section 321 – Change or cancellation of enforcement order
 - Section 322 – Scope of abatement notice
 - Section 323 – Compliance with abatement notice
 - Section 325A – Cancellation of abatement notice
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 - Section 332 – Power of entry for inspection

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- [Section 107 – Restriction on grant of certain discharge permits](#)
- [Section 108 – Conditions of resource consents](#)
- [Section 109\(3\) – Special provisions in respect of bonds or covenants](#)
- [Section 113 – Decisions on applications to b in writing, etc](#)
- [Section 114 – Notification](#)
- [Section 114\(7\) – Notification](#)
- [Section 114\(8\) – Notification](#)
- [Section 116B – When resource consent commences if subject to grant of application to exchange recreation reserve land](#)
- [Section 120 – Right to appeal](#)
- [Section 124 – Exercise of resource consent while applying for new consent](#)
- [Section 125 – Lapsing of consents](#)
- [Section 126 – Cancellation of consent](#)
- [Section 127 – Change or cancellation of consent condition on application by consent holder](#)
- [Section 128 – Circumstances when consent conditions can be reviewed](#)
- [Section 129 – Notice of review](#)
- [Section 130 – Public notification, submissions, and hearing, etc](#)
- [Section 131 – Matters to be considered in review](#)
- [Section 132 – Decisions on review of consent conditions](#)
- [Section 133A – Minor corrections of resource consents](#)
- [Section 136\(2\) – Transferability of water permits](#)
- [Section 137\(5\) – Transferability of discharge permits](#)
- [Section 138\(2\) – Surrender of consent](#)
- [Section 138A – Special provisions relating to coastal permits for dumping and incineration](#)
- [Section 139 – Consent authorities and Environmental Protection Authority to issue certificates of compliance](#)
- [Section 139A – Consent authorities to issue existing use certificates](#)
- [Section 149G – EPA must provide board or court with necessary information](#)
- [Section 149ZD – Cost of processes under this Part recoverable from applicant](#)
- [Section 159 – Acceptance of tender, etc](#)
- [Section 168 – Notice of requirement to territorial authority](#)
- [Section 168A – Notice of requirement by territorial authority](#)
- [Section 171\(2\) – Recommendation by territorial authority](#)
- [Section 173 – Notification of decision on designation](#)
- [Section 175 – Designation to be provided for in district plan](#)
- [Section 176A – Outline plan](#)
- [Section 181\(1\) – Alternation of designation](#)
- [Section 181\(2\) – Alternation of designation](#)
- [Section 181\(3\) – Alternation of designation](#)
- [Section 182 – Removal of designation](#)
- [Section 184 – Lapsing of designations which have not been given effect to](#)
- [Section 189A – Notice of requirement for heritage order by territorial authority](#)
- [Section 190 – Further information, notification, submissions, and hearing for notice of requirement to territorial authority](#)
- [Section 193 – Effect of heritage order](#)

- [Section 195A – alternation of heritage order](#)
- [Section 196 – Removal of heritage order](#)
- [Section 198D – Territorial authority’s subsequent processing](#)
- [Section 198H – Sections 198I to 198M apply to requirements under section 168A or 189A](#)
- [Section 198I – Territorial authority’s decision](#)
- [Section 198J – Territorial authority’s subsequent processing](#)
- [Section 198K – Environment Court decides](#)
- [Section 198L – Residual powers of territorial authority](#)
- [Section 198M – When territorial authority must deal with requirement](#)
- [Section 221 – Territorial authority to issue a consent notice](#)
- [Section 222 – Completion certificates](#)
- [Section 223 – Approval of survey plan by territorial authority](#)
- [Section 224 – Restrictions upon deposit of survey plan](#)
- [Section 235 – Creation of esplanade strips by agreement](#)
- [Section 237B – Access strips](#)
- [Section 240\(4\) – Covenant against transfer of allotments](#)
- [Section 241\(3\) – Amalgamation of allotments](#)
- [Section 267 - Conferences](#)
- [Section 268 – Alternative dispute resolution](#)
- [Section 281 – Waivers and directions](#)
- [Section 315 – Compliance with enforcement order](#)
- [Section 316 – Application for enforcement order](#)
- [Section 320 – Interim enforcement order](#)
- [Section 321 – Change or cancellation of enforcement order](#)
- [Section 322 – Scope of abatement notice](#)
- [Section 323 – Compliance with abatement notice](#)
- [Section 325A – Cancellation of abatement notice](#)
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- [Section 332 – Power of entry for inspection](#)
- [Section 333 – Power of entry for survey](#)
- [Section 334 – Application for warrant for entry for search](#)
- [Section 388 – Requirement to supply information](#)
- [Schedule 1 – Clause 3 - Consultation](#)
- [Schedule 1 – Clause 3B – Consultation with iwi authorities](#)
- [Schedule 1 – Clause 3C – Previous consultation under other enactments](#)
- [Schedule 1 – Clause 4 – Requirements to be inserted prior to notification of proposed district plans](#)
- [Schedule 1 – Clause 4A – Further pre-notification requirements concerning iwi authorities](#)
- [Schedule 1 – Clause 5 – Public notice and provision of document to public bodies](#)
- [Schedule 1 – Clause 5A – Option to give limited notification of proposed change or variation](#)
- [Schedule 1 – Clause 6 – Making of submissions under clause 5](#)
- [Schedule 1 – Clause 7 – Public notice of submissions](#)
- [Schedule 1 – Clause 10A – Application to Minister for extension of time](#)
- [Schedule 1 – Clause 11 – Notification of decision](#)
- [Schedule 1 – Clause 16 – Amendment of proposed policy statement or plan](#)
- [Schedule 1 – Clause 20 – Operative date](#)

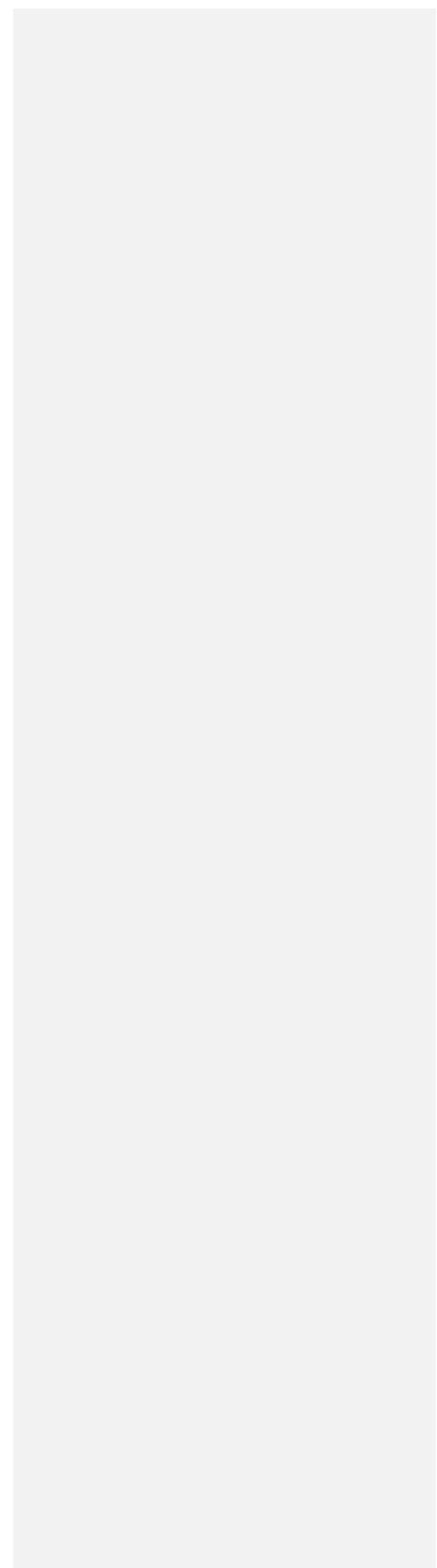
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- [Section 171\(2\) – Recommendation by territorial authority](#)
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- [Section 175 – Designation to be provided for in district plan](#)
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- [Section 181\(1\) – Alternation of designation](#)
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- [Section 184 – Lapsing of designations which have not been given effect to](#)
- [Section 189A – Notice of requirement for heritage order by territorial authority](#)
- [Section 190 – Further information, notification, submissions, and hearing for notice of requirement to territorial authority](#)
- [Section 193 – Effect of heritage order](#)
- [Section 195A – alternation of heritage order](#)
- [Section 196 – Removal of heritage order](#)
- [Section 198D – Territorial authority’s subsequent processing](#)
- [Section 198H – Sections 198I to 198M apply to requirements under section 168A or 189A](#)
- [Section 198I – Territorial authority’s decision](#)
- [Section 198J – Territorial authority’s subsequent processing](#)
- [Section 198K – Environment Court decides](#)
- [Section 198L – Residual powers of territorial authority](#)
- [Section 198M – When territorial authority must deal with requirement](#)
- [Section 221 – Territorial authority to issue a consent notice](#)
- [Section 222 – Completion certificates](#)
- [Section 223 – Approval of survey plan by territorial authority](#)
- [Section 224 – Restrictions upon deposit of survey plan](#)
- [Section 235 – Creation of esplanade strips by agreement](#)
- [Section 237B – Access strips](#)
- [Section 240\(4\) – Covenant against transfer of allotments](#)
- [Section 241\(3\) – Amalgamation of allotments](#)
- [Section 267 - Conferences](#)
- [Section 268 – Alternative dispute resolution](#)
- [Section 281 – Waivers and directions](#)
- [Section 315 – Compliance with enforcement order](#)
- [Section 316 – Application for enforcement order](#)
- [Section 320 – Interim enforcement order](#)
- [Section 321 – Change or cancellation of enforcement order](#)
- [Section 322 – Scope of abatement notice](#)
- [Section 323 – Compliance with abatement notice](#)
- [Section 325A – Cancellation of abatement notice](#)
- [Section 330 – Emergency works and power to take preventative or remedial action](#)

	<ul style="list-style-type: none"> • Section 332 – Power of entry for inspection • Section 333 – Power of entry for survey • Section 334 – Application for warrant for entry for search • Section 388 – Requirement to supply information • Schedule 1 – Clause 3 - Consultation • Schedule 1 – Clause 3B – Consultation with iwi authorities • Schedule 1 – Clause 3C – Previous consultation under other enactments • Schedule 1 – Clause 4 – Requirements to be inserted prior to notification of proposed district plans • Schedule 1 – Clause 4A – Further pre-notification requirements concerning iwi authorities • Schedule 1 – Clause 5 – Public notice and provision of document to public bodies • Schedule 1 – Clause 5A – Option to give limited notification of proposed change or variation • Schedule 1 – Clause 6 – Making of submissions under clause 5 • Schedule 1 – Clause 7 – Public notice of submissions • Schedule 1 – Clause 10A – Application to Minister for extension of time • Schedule 1 – Clause 11 – Notification of decision • Schedule 1 – Clause 16 – Amendment of proposed policy statement or plan • Schedule 1 – Clause 20 – Operative date • Schedule 1 – Clause 20A – Correction of operative policy
<p>Community and Engagement Manager</p>	<p>An Authorised Officer pursuant to the Local Government Official Information and Meetings Act 1987 for the purpose of:</p> <ul style="list-style-type: none"> • Section 46 – Meetings of local authorities to be publicly notified • Section 46A – Availability of agendas and reports • Section 49 – Provisions applying when meeting open to public • Section 51 – Right of public to inspect or receive copies of minutes of minutes • Section 51A – Public notification of resolution at extraordinary meeting
<p>Property Officer – Waste Management</p>	<p>A litter Control Officer pursuant to Section 5 of the Litter Act 1979 for the purpose of:</p> <ul style="list-style-type: none"> • Section 10 – Territorial authority may require occupier of private land to clear litter <p>An Enforcement Officer pursuant to Section 177 of the Local Government Act 2002, in relation to any offence under this Act including, without limitation:</p> <ul style="list-style-type: none"> • Section 171 – General power of entry • Section 172 – Power to entry for enforcement purposes • Section 173 – Power of entry in cases of emergency <p>An Authorised Officer pursuant to the Wairoa District Council Bylaws for the purpose of:</p> <ul style="list-style-type: none"> • Part 6 – Cemeteries

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<p>Property Officer – Open Spaces</p>	<p>A litter Control Officer pursuant to Section 5 of the Litter Act 1979 for the purpose of:</p> <ul style="list-style-type: none"> • Section 10 – Territorial authority may require occupier of private land to clear litter
	<p>An Enforcement Officer pursuant to Section 177 of the Local Government Act 2002, in relation to any offence under this Act including, without limitation:</p> <ul style="list-style-type: none"> • Section 171 – General power of entry • Section 172 – Power to entry for enforcement purposes • Section 173 – Power of entry in cases of emergency <p>An Authorised Officer pursuant to the Wairoa District Council Bylaws for the purpose of:</p> <ul style="list-style-type: none"> • Part 6 – Cemeteries



Regulatory Officer	<p>An Enforcement Officer pursuant to Section 232, and an Authorised Officer pursuant to Section 222(4) of the Building Act 2004 with the following delegated responsibilities, powers and duties:</p> <ul style="list-style-type: none"> • Section 31 – Building consent authority must apply for project information memorandum • Section 33 – Content of application • Section 37 – Territorial authority must issue certificate if resource consent required • Section 38 – Territorial authority must give copy of project information memorandum in certain circumstances • Section 39 – Territorial authority must advise Heritage New Zealand Pouhere Taonga in certain circumstances • Section 45 – How to apply for building consent Section 46 – Copy of certain applications for building consent must be provided to Fire and Emergency New Zealand • Section 51 – Issue of building consent • Section 52 – Lapse of building consent • Section 54 – Building consent authority must advise applicant of amount of levy payable • Section 58 – Liability to pay levy: building consent authority • Section 59 – Liability to pay levy: territorial authority • Section 64 – Audit of issue of building consents for purpose of ascertaining payment of levy • Section 74 – Steps after notification • Section 90 – Inspections by building consent authorities • Section 102 – When compliance schedule must be issued • Section 102A – Procedure for obtaining compliance schedule where building consent not required • Section 103 – Content of compliance schedule • Section 104 – Building consent authority must notify territorial authority of issue of compliance schedule • Section 106 – Applications of owner if compliance schedule is issued • Section 107 – Territorial authority may amend compliance schedule on own initiative • Section 111 – Inspections by territorial authority • Section 216 – Territorial authority must keep information about buildings • Section 217 – Access to certain information kept by territorial authority • Section 218 – Territorial authority must provide information to chief executive for purpose of facilitating performance of chief executive's function under sections 169 and 169A
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	<ul style="list-style-type: none"> • Section 219 – Territorial authority may impose fee or charge and must collect levy • Section 222 – Inspections by territorial authority • Section 371 – Proceedings for infringement offences • Section 371A – Who may issue infringement notices • Section 371B – Authorisation to issue infringement notice • Section 371C – Conditions of authorisation • Section 371D – Offence to impersonate enforcement officer • Section 372 – Issue of infringement notices • Section 373 – Form of infringement notices • Section 374 – Payment of infringement fees <p>A warranted Dog Control Officer pursuant to Section 11 of the Dog Control Act 1996, for the purpose of:</p> <ul style="list-style-type: none"> • Section 30 – Maintenance of records and provision of information • Section 32(1)(f) – Effect of classification as dangerous dog • Section 33 – Territorial authority's consent to disposal of dangerous dog • Section 33C – Dogs belonging to breed or type listed in Schedule 4 to be classified as menacing • Section 35 – Supply of register information • Section 35A – National dog control information database • Section 35AB – National dog control information database may contain additional information supplied by territorial authority • Section 36(5) – Application for registration • Section 36A – Microchip transponder must be implanted in certain dogs • Section 39 – Refund or reduction of fees • Section 40 – Proof of class of dog • Section 46 – Issue of label or disc and completion of registration • Section 48 – Change of ownership of dog • Section 49 – Transfer of dog from one address or district to another <p>An Authorised Officer pursuant to the Health (Registration of Premises) Regulations 1966 for the purpose of:</p> <ul style="list-style-type: none"> • Clause 4 • Clause 8 <p>An Enforcement Officer pursuant to Section 177 of the Local Government Act 2002, in relation to any offence under this Act including, without limitation:</p> <ul style="list-style-type: none"> • Section 171 – General power of entry • Section 172 – Power to entry for enforcement purposes • Section 173 – Power of entry in cases of emergency <p>An Authorised Officer pursuant to the Local Government Official Information and Meetings Act 1987 for the purpose of: Section 44A – Land information memorandum</p> <p>An Authorised Officer pursuant to the Amusement Devices Regulations 1978 for the purpose of:</p> <ul style="list-style-type: none"> • Clause 11 – Local authority permit
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	<p>An Authorised Officer pursuant to the Resource Management Act 1991 for the purpose of:</p> <ul style="list-style-type: none"> • Section 36(7) – Administrative Charges • Section 88 – Making an application • Section 95D – Consent authority decides if adverse effects likely to be more than minor • Section 95E – Consent authority decides if person is affected person • Section 95F – meaning of affected protected customary rights group • Section 98 – Advice of submissions to applicant • Section 101 – Hearing date and notice • Section 114 - Notification • Section 149ZD – Costs of processes under this Part recoverable from applicant • Section 173 – Notification of decision on designation • Section 175 – Designation to be provided for in district plan • Section 189 – Notice of requirement to territorial authority • Schedule 1 – Clause 43 – conference of experts • Schedule 1 – Clause 45 – Freshwater hearings panel may commission reports • Schedule 1 – Clause 49 – Freshwater hearings panel must make recommendations to regional council on freshwater planning instrument • Schedule 1 – Clause 57 – Judicial review <p>An Authorised Officer pursuant to the Sale and Supply of Alcohol Act 2012 for the purpose of:</p> <ul style="list-style-type: none"> • Section 65(1) – Secretary of authority to set up and maintain registers • Section 66(1) – Record of applications • Section 66(3) – Record of applications • Section 72 – Duplicate licence or certificate • Section 73(2) – Surrender of licence or manager’s certificate • Section 102(5) – Objections to applications • Section 103(1) – Police, Medical Officer of Health, and inspector must inquire into application • Section 103(2) - Police, Medical Officer of Health, and inspector must inquire into application • Section 103(5) – Police, Medical Officer of Health, and inspector must inquire into application • Section 120 – Variation of conditions • Section 128(4) – Objections to renewal • Section 129 – Police, Medical Officer of Health, and inspector must inquire into application • Section 139(b) – Notification requirements • Section 140(2) – Objections to applications • Section 140(4) – Objections to applications • Section 141(1) – Inquiry into applications by Police, inspector, and Medical Officer of Health • Section 141(6) – Inquiry into applications by Police, inspector, and Medical Officer of Health • Section 155(6) – Procedure for commencing appeal
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	<ul style="list-style-type: none"> • Section 220(1) - Reports • Section 220 (5) - Reports • Section 225(1) – Reports and applications for renewals • Section 283(4) – Variation, suspension, or cancellation of special licences • Section 284(3) – Hearing for variation, suspension, or cancellation of special licences under section 283
<p>BCA Manager</p>	<p>An Enforcement Officer pursuant to Section 232, and an Authorised Officer pursuant to Section 222(4) of the Building Act 2004 with the following delegated responsibilities, powers and duties:</p> <ul style="list-style-type: none"> • Section 31 – Building consent authority must apply for project information memorandum • Section 33 – Content of application • Section 34 – Issue of project information memorandum • Section 35 – Content of project information memorandum • Section 37 – Territorial authority must issue certificate if resource consent required • Section 38 – Territorial authority must give copy of project information memorandum in certain circumstances • Section 39 – Territorial authority must advise Heritage New Zealand Pouhere Taonga in certain circumstances • Section 45 – How to apply for building consent • Section 45A – Minor variations to building consents • Section 48 – Processing application for building consent • Section 46 – Copy of certain applications for building consent must be provided to Fire and Emergency New Zealand • Section 49 – The Authority to grant a Building Consent • Section 50 – Refusal of application for building consent • Section 51 – The Authority to Issue a Building Consent • Section 52 – Lapse of building consent • Section 54 – Building consent authority must advise applicant of amount of levy payable • Section 58 – Liability to pay levy: building consent authority • Section 59 – Liability to pay levy: territorial authority • Section 64 – Audit of issue of building consents for purpose of ascertaining payment of levy • Section 67 – Territorial authority may grant building consent subject to waivers or modifications of building code • Section 67A – Territorial authority may grant waivers or modifications in relation to means of restricting access to residential pools • Section 68 – Territorial authority must notify chief executive if waiver or modification granted • Section 70 – Applications relating to energy work • Section 71 – Building on land subject to national hazards • Section 72 – Building consent for building on land subject to natural hazards must be granted in certain cases • Section 73 – Conditions on building consents granted under section 72 • Section 74 – Steps after notification • Section 75 – Construction of building on 2 or more allotments • Section 77 – Building consent must not be granted until condition is imposed under section 75

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	<ul style="list-style-type: none"> • Section 218 – Territorial authority must provide information to chief executive for purpose of facilitating performance of chief executive’s function under sections 169 and 169A • Section 219 – Territorial authority may impose fee or charge and must collect levy • Section 222 – Inspections by territorial authority • Section 371 – Proceedings for infringement offences • Section 371A – Who may issue infringement notices • Section 371B – Authorisation to issue infringement notice • Section 371C – Conditions of authorisation • Section 371D – Offence to impersonate enforcement officer • Section 372 – Issue of infringement notices • Section 373 – Form of infringement notices • Section 374 – Payment of infringement fees <p>An Authorised Officer pursuant to the Health Act 1956 for the purpose of:</p> <ul style="list-style-type: none"> • Section 42 – Local authority may require repairs and issue closing order • Section 45 – Determination of closing order <p>An Enforcement Officer pursuant to Section 177 of the Local Government Act 2002, in relation to any offence under this Act including, without limitation:</p> <ul style="list-style-type: none"> • Section 171 – General power of entry • Section 172 – Power to entry for enforcement purposes • Section 173 – Power of entry in cases of emergency <p>An Authorised Officer pursuant to the Local Government Official Information and Meetings Act 1987 for the purpose of: Section 44A – Land information memorandum</p>
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<p>Regulatory Support Officer</p>	<p>An Enforcement Officer pursuant to Section 232, and an Authorised Officer pursuant to Section 222(4) of the Building Act 2004 with the following delegated responsibilities, powers and duties:</p> <ul style="list-style-type: none"> • Section 31 – Building consent authority must apply for project information memorandum • Section 33 – Content of application • Section 37 – Territorial authority must issue certificate if resource consent required • Section 38 – Territorial authority must give copy of project information memorandum in certain circumstances • Section 39 – Territorial authority must advise Heritage New Zealand Pouhere Taonga in certain circumstances • Section 45 – How to apply for building consent • Section 46 – Copy of certain applications for building consent must be provided to Fire and Emergency New Zealand • Section 51 – Issue of building consent • Section 52 – Lapse of building consent • Section 54 – Building consent authority must advise applicant of amount of levy payable
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	<ul style="list-style-type: none"> • Section 58 – Liability to pay levy: building consent authority • Section 59 – Liability to pay levy: territorial authority • Section 64 – Audit of issue of building consents for purpose of ascertaining payment of levy • Section 74 – Steps after notification • Section 90 – Inspections by building consent authorities • Section 102 – When compliance schedule must be issued • Section 102A – Procedure for obtaining compliance schedule where building consent not required • Section 103 – Content of compliance schedule • Section 104 – Building consent authority must notify territorial authority of issue of compliance schedule • Section 106 – Applications of owner if compliance schedule is issued • Section 107 – Territorial authority may amend compliance schedule on own initiative • Section 111 – Inspections by territorial authority • Section 216 – Territorial authority must keep information about buildings • Section 217 – Access to certain information kept by territorial authority • Section 218 – Territorial authority must provide information to chief executive for purpose of facilitating performance of chief executive’s function under sections 169 and 169A • Section 219 – Territorial authority may impose fee or charge and must collect levy • Section 222 – Inspections by territorial authority • Section 371 – Proceedings for infringement offences • Section 371A – Who may issue infringement notices • Section 371B – Authorisation to issue infringement notice • Section 371C – Conditions of authorisation • Section 371D – Offence to impersonate enforcement officer • Section 372 – Issue of infringement notices • Section 373 – Form of infringement notices • Section 374 – Payment of infringement fees <p>An Authorised Officer pursuant to the Health (Registration of Premises) Regulations 1966 for the purpose of:</p> <ul style="list-style-type: none"> • Clause 4 • Clause 8 <p>An Enforcement Officer pursuant to Section 177 of the Local Government Act 2002, in relation to any offence under this Act including, without limitation:</p> <ul style="list-style-type: none"> • Section 171 – General power of entry • Section 172 – Power to entry for enforcement purposes • Section 173 – Power of entry in cases of emergency <p>An Authorised Officer pursuant to the Local Government Official Information and Meetings Act 1987 for the purpose of: Section 44A – Land information memorandum</p> <p>An Authorised Officer pursuant to the Amusement Devices Regulations 1978 for the purpose of:</p>
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	<ul style="list-style-type: none"> • Clause 11 – Local authority permit <p>An Authorised Officer pursuant to the Resource Management Act 1991 for the purpose of:</p> <ul style="list-style-type: none"> • Section 88 – Making an application • Section 95D – Consent authority decides if adverse effects likely to be more than minor • Section 95E – Consent authority decides if person is affected person • Section 95F – meaning of affected protected customary rights group • Section 98 – Advice of submissions to applicant • Section 101 – Hearing date and notice • Section 149ZD – Costs of processes under this Part recoverable from applicant • Section 173 – Notification of decision on designation • Section 175 – Designation to be provided for in district plan • Section 189 – Notice of requirement to territorial authority • Schedule 1 – Clause 43 – conference of experts • Schedule 1 – Clause 45 – Freshwater hearings panel may commission reports • Schedule 1 – Clause 49 – Freshwater hearings panel must make recommendations to regional council on freshwater planning instrument • Schedule 1 – Clause 57 – Judicial review <p>An Authorised Officer pursuant to the Sale and Supply of Alcohol Act 2012 for the purpose of:</p> <ul style="list-style-type: none"> • Section 65(1) – Secretary of authority to set up and maintain registers • Section 66(1) – Record of applications • Section 66(3) – Record of applications • Section 72 – Duplicate licence or certificate • Section 73(2) – Surrender of licence or manager’s certificate • Section 102(5) – Objections to applications • Section 103(1) – Police, Medical Officer of Health, and inspector must inquire into application • Section 103(5) – Police, Medical Officer of Health, and inspector must inquire into application • Section 120 – Variation of conditions • Section 128(4) – Objections to renewal • Section 129 – Police, Medical Officer of Health, and inspector must inquire into application • Section 139(b) – Notification requirements • Section 140(2) – Objections to applications • Section 140(4) – Objections to applications • Section 141(1) – Inquiry into applications by Police, inspector, and Medical Officer of Health • Section 141(6) – Inquiry into applications by Police, inspector, and Medical Officer of Health • Section 155(6) – Procedure for commencing appeal • Section 220(1) - Reports • Section 220 (5) - Reports • Section 225(1) – Reports and applications for renewals
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	<ul style="list-style-type: none"> • Section 283(4) – Variation, suspension, or cancellation of special licences • Section 284(3) – Hearing for variation, suspension, or cancellation of special licences under section 283
<p>Senior Building Compliance Officer / Technical Leader</p>	<p>An Enforcement Officer pursuant to Section 232, and an Authorised Officer pursuant to Section 222(4) of the Building Act 2004 with the following delegated responsibilities, powers and duties:</p> <ul style="list-style-type: none"> • Section 7 - Interpretation • Section 31 – Building consent authority must apply for project information memorandum • Section 33 – Content of application • Section 34 – Issue of project information memorandum • Section 35 – Content of project information memorandum • Section 36 – Territorial authority may issue development contribution notice • Section 37 – Territorial authority must issue certificate if resource consent required • Section 38 – Territorial authority must give copy of project information memorandum in certain circumstances • Section 39 – Territorial authority must advise Heritage New Zealand Pouhere Taonga in certain circumstances • Section 42 – Owner must apply for certificate of acceptance if building work carried out urgently • Section 45 – How to apply for building consent • Section 45A – Minor variations to building consents • Section 46 – Copy of certain applications for building consent must be provided to Fire and Emergency New Zealand • Section 48(1) – Processing application for building consent • Section 49 – Grant of building consent • Section 50 – Refusal of application for building consent • Section 51 – Issue of building consents • Section 52 – Lapse of building consent • Section 54 – Building consent authority must advise applicant of amount of levy payable • Section 58 – Liability to pay levy: building consent authority • Section 59 – Liability to pay levy: territorial authority • Section 64 – Audit of issue of building consents for purpose of ascertaining payment of levy • Section 67 – Territorial authority may grant building consent subject to waivers or modifications of building code • Section 67A – Territorial authority may grant waivers or modifications in relation to means of restricting access to residential pools • Section 68 – Territorial authority must notify chief executive if waiver or modification granted • Section 70 – Applications relating to energy work • Section 71 – Building on land subject to national hazards • Section 72 – Building consent for building on land subject to natural hazards must be granted in certain cases • Section 73 – Conditions on building consents granted under section 72 • Section 74 – Steps after notification • Section 75 – Construction of building on 2 or more allotments

	<ul style="list-style-type: none"> • Section 77 – Building consent must not be granted until condition is imposed under section 75 • Section 83 – Owner may apply for entry to be removed • Section 90 – Inspections by building consent authorities • Section 91 – Building consent authority that grants building consent to issue code compliance certificate • Section 93 – Time in which building consent authority must decide whether to issue code compliance certificate • Section 94 – Matters for consideration by building consent authority in deciding issue of code compliance certificate • Section 95 – Issue of code compliance certificate • Section 95A – Refusal to issue code compliance certificate • Section 96 – Territorial authority may issue certificate of acceptance in certain circumstances • Section 97 – How to apply for certificate of acceptance • Section 98 – Processing application for certificate of acceptance • Section 99 – Issue of certificate of acceptance • Section 99AA – Withholding certificate of acceptance • Section 99A – Refusal of application for certificate of acceptance • Section 102 – When compliance schedule must be issued • Section 102A – Procedure for obtaining compliance schedule where building consent not required • Section 103 – Content of compliance schedule • Section 104 – Building consent authority must notify territorial authority of issue of compliance schedule • Section 106 – Applications of owner if compliance schedule is issued • Section 107 – Territorial authority may amend compliance schedule on own initiative • Section 111 – Inspections by territorial authority • Section 112 – Alterations of existing buildings • Section 113 – Buildings with specified intended lives • Section 115 – Code compliance requirements: change of use • Section 116 – Code compliance requirements: extension of life • Section 116A – Code compliance requirements: subdivision • Section 124 – Dangerous, affected, or insanitary buildings: powers of territorial authority • Section 125 – Requirements for notice requiring building work or restricting entry • Section 126 – Territorial authority may carry out work • Section 127 – Building work includes demolition of building • Section 128 – Prohibition on using dangerous, affected, or insanitary building • Section 128A – Offences in relation to dangerous, affected, or insanitary buildings • Section 129 – Measures to avoid immediate danger or to fix insanitary conditions • Section 130 – Territorial authority must apply to District Court for confirmation of warrant • Section 163 – Definitions for this subpart • Section 164 – Issue of notice to fix • Section 165 – Form and content of notice to fix • Section 166 – Special provisions for notices to fix from building consent authority
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	<ul style="list-style-type: none"> • Section 167 – Inspection of building work under notice to fix • Section 177 – Application for determination • Section 180 – Application for determination may be withdrawn • Section 212 – Territorial authority must act as building consent authority for its district • Section 215 – Territorial authority must gain accreditation and be registered • Section 216 – Territorial authority must keep information about buildings • Section 217 – Access to certain information kept by territorial authority • Section 218 – Territorial authority must provide information to chief executive for purpose of facilitating performance of chief executive’s function under sections 169 and 169A • Section 219 – Territorial authority may impose fee or charge and must collect levy • Section 220 – Territorial authority may carry out building work on default • Section 221 – Recovery of costs when territorial authority carries out work on default • Section 222 – Inspections by territorial authority • Section 362A – Outline of this Part • Section 362B – Meaning of building work and residential building contract • Section 362C – Consumer rights under Fair Trading Act 1986 or Consumer Guarantees Act 1993 not affected by this Part • Section 362D – Building contractor must provide information before residential building contract entered into • Section 362E – Purpose of regulations under section 362D • Section 362F – Minimum requirements for residential building contract over certain value • Section 362G – Regulations may prescribe content, etc of residential building contract • Section 362H – When provisions relating to implied warranties apply • Section 362I – Implied warranties for building work in relation to household units • Section 362J – Proceedings for breach of warranties may be taken by non-party to contract • Section 362K – Person may not give away benefit of warranties • Section 362L – Remedies for breach of implied warranty • Section 362M – Remedies if breach of warranty can be remedied • Section 362N – Remedies if breach of warranty cannot be remedied or breach is substantial • Section 362O – Meaning of substantial breach • Section 362P – Rules applying to cancellation • Section 362Q – Building contractor or on-seller must remedy defect notified within 1 year of completion • Section 362R – Definitions for purposes of section 362Q • Section 362S – Exclusion of liability for event not attributable to fault of building contractor or on-seller • Section 362T – Building contractor must provide prescribed information and documentation on completion of residential building work
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	<ul style="list-style-type: none"> • Section 362U – Purpose of regulations under section 362T(2) • Section 362V – Offence for commercial on-seller to transfer household unit without code compliance certificate • Section 362W – Premises in respect of which duty arises under section 363 • Section 363 – Protecting safety of members of public using premises open to public or intended for public use • Section 363A – Public use of premises may be allowed before issue of code compliance certificate in some circumstances • Section 363C – Section 363 does not apply to building work commenced before 31 March 2005 • Section 371 – Proceedings for infringement offences • Section 371A – Who may issue infringement notices • Section 371B – Authorisation to issue infringement notice • Section 371C – Conditions of authorisation • Section 371D – Offence to impersonate enforcement officer • Section 372 – Issue of infringement notices • Section 373 – Form of infringement notices • Section 374 – Payment of infringement fees • Section 377 – Filing charging document • Section 378 – Time limit for filing charging document • Section 379 – Offence under more than 1 enactment <p>An Authorised Officer pursuant to the Electronic Transactions – Land Transfer Act 1952.</p> <p>An Authorised Officer pursuant to the Health Act 1956 for the purpose of:</p> <ul style="list-style-type: none"> • Section 42 – Local authority may require repairs and issue closing order • Section 45 – Determination of closing order <p>An Enforcement Officer pursuant to Section 177 of the Local Government Act 2002, in relation to any offence under this Act including, without limitation:</p> <ul style="list-style-type: none"> • Section 171 – General power of entry • Section 172 – Power to entry for enforcement purposes • Section 173 – Power of entry in cases of emergency <p>An Authorised Officer pursuant to the Local Government Official Information and Meetings Act 1987 for the purpose of: Section 44A – Land information memorandum</p> <p>An Authorised Officer pursuant to the Weathertight Homes Resolution Services Act 2006.</p>
Principal Planner	<p>An Authorised Officer pursuant to the Electronic Transactions – Land Transfer Act 1952.</p> <p>An Authorised Officer pursuant to the Local Government Act 1974 for the purpose of:</p> <ul style="list-style-type: none"> • Section 327A – Building-line restrictions • Section 340 – Motor garages

	<ul style="list-style-type: none"> • Section 348 – Powers of council with respect to private roads and private ways <p>An Enforcement Officer pursuant to Section 177 of the Local Government Act 2002, in relation to any offence under this Act including, without limitation:</p> <ul style="list-style-type: none"> • Section 171 – General power of entry • Section 172 – Power to entry for enforcement purposes • Section 173 – Power of entry in cases of emergency <p>An Authorised Officer pursuant to the Local Government Official Information and Meetings Act 1987 for the purpose of:</p> <ul style="list-style-type: none"> • Section 44A – Land information memorandum <p>An Authorised Officer pursuant to the Reserves Act 1977 for the purpose of:</p> <ul style="list-style-type: none"> • Section 18(2)(e) – Historic reserves • Section 19(2)(a) – Scenic reserves • Section 19(3)(a) – Scenic reserves <p>An Authorised Officer pursuant to the Resource Management Act 1991 for the purpose of:</p> <ul style="list-style-type: none"> • Section 10 – Certain existing uses in relation to land protected • Section 22 – Duty to give certain information • Section 32 – Requirements for preparing and publishing evaluation reports • Section 36 – Administrative charges • Section 36(3) – Administrative charges • Section 36(3)(a) – Administrative charges • Section 36(5) – Administrative charges • Section 36(7) – Administrative charges • Section 36AAA – Criteria for fixing administrative charges • Section 37 – Power to waiver and extension of time limits • Section 37A – Requirements for waivers and extensions • Section 42 – Protection of sensitive information • Section 42A – Reports to local authority • Section 58I(2) – Local authority recognition of national planning standards • Section 58I(7) – Local authority recognition of national planning standards • Section 86D – Environment Court may order rule to have legal effect from date other than standard date • Section 87BA – boundary activities approved by neighbours on infringed boundaries are permitted activities • Section 87BB – Activities meeting certain requirements are permitted activities • Section 88 – Making an application • Section 91 – Deferral pending application for additional consents • Section 92 – Further information, or agreement, may be requested • Section 92A – Responses to request • Section 95 – Time limit for public notification or limited notification
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	<ul style="list-style-type: none"> • Section 95A – Public notification of consent applications • Section 95B – Limited notification of consent applications • Section 95C – Public notification of consent application after request for further information or report • Section 95D – Consent authority decides if adverse effects likely to be more than minor • Section 95E – Consent authority decides if persons is affected person • Section 95F – Meaning of affected protected customary rights group • Section 98 – Advice of submissions to applicant • Section 99 – Pre-hearing meetings • Section 100 – Obligation to hold a hearing • Section 101 – Hearing date and notice • Section 104 – Consideration of applications • Section 104A – Determination of applications for controlled activities • Section 104B – Determination of applications for discretionary or non-complying activities • Section 104C – Determination of applications for restricted discretionary activities • Section 104D – Particular restrictions for non-complying activities • Section 104F – Implementation of national environmental standards • Section 105 – Matters relevant to certain applications • Section 106 – Consent authority may refuse subdivision consent in certain circumstances • Section 107 – Restriction on grant of certain discharge permits • Section 108 – Conditions of resource consents • Section 108A – Bonds • Section 109(3) – Special provisions in respect of bonds or covenants • Section 113 – Decisions on applications to b in writing, etc • Section 114 – Notification • Section 114(7) – Notification • Section 114(8) – Notification • Section 116B – When resource consent commences if subject to grant of application to exchange recreation reserve land • Section 120 – Right to appeal • Section 124 – Exercise of resource consent while applying for new consent • Section 125 – Lapsing of consents • Section 126 – Cancellation of consent • Section 127 – Change or cancellation of consent condition on application by consent holder • Section 128 – Circumstances when consent conditions can be reviewed • Section 129 – Notice of review • Section 130 – Public notification, submissions, and hearing, etc • Section 131 – Matters to be considered in review • Section 132 – Decisions on review of consent conditions • Section 133A – Minor corrections of resource consents • Section 136(2) – Transferability of water permits
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	<ul style="list-style-type: none"> • Section 137(5) – Transferability of discharge permits • Section 138(2) – Surrender of consent • Section 138A – Special provisions relating to coastal permits for dumping and incineration • Section 139 – Consent authorities and Environmental Protection Authority to issue certificates of compliance • Section 139A – Consent authorities to issue existing use certificates • Section 149G – EPA must provide board or court with necessary information • Section 149ZD – Cost of processes under this Part recoverable from applicant • Section 159 – Acceptance of tender, etc • Section 168 – Notice of requirement to territorial authority • Section 168A – Notice of requirement by territorial authority • Section 171(2) – Recommendation by territorial authority • Section 173 – Notification of decision on designation • Section 175 – Designation to be provided for in district plan • Section 176A – Outline plan • Section 181(1) – Alternation of designation • Section 181(2) – Alternation of designation • Section 181(3) – Alternation of designation • Section 182 – Removal of designation • Section 184 – Lapsing of designations which have not been given effect to • Section 189 – Notice of requirement to territorial authority • Section 189A – Notice of requirement for heritage order by territorial authority • Section 190 – Further information, notification, submissions, and hearing for notice of requirement to territorial authority • Section 193 – Effect of heritage order • Section 195A – alternation of heritage order • Section 196 – Removal of heritage order • Section 198D – Territorial authority’s subsequent processing • Section 198H – Sections 198I to 198M apply to requirements under section 168A or 189A • Section 198I – Territorial authority’s decision • Section 198J – Territorial authority’s subsequent processing • Section 198K – Environment Court decides • Section 198L – Residual powers of territorial authority • Section 198M – When territorial authority must deal with requirement • Section 221 – Territorial authority to issue a consent notice • Section 222 – Completion certificates • Section 223 – Approval of survey plan by territorial authority • Section 224 – Restrictions upon deposit of survey plan • Section 235 – Creation of esplanade strips by agreement • Section 237B – Access strips • Section 240(4) – Covenant against transfer of allotments • Section 241(3) – Amalgamation of allotments • Section 243(e) – Survey plan approved subject to grant or reservation of easements • Section 267 - Confernces • Section 268 – Alternative dispute resolution
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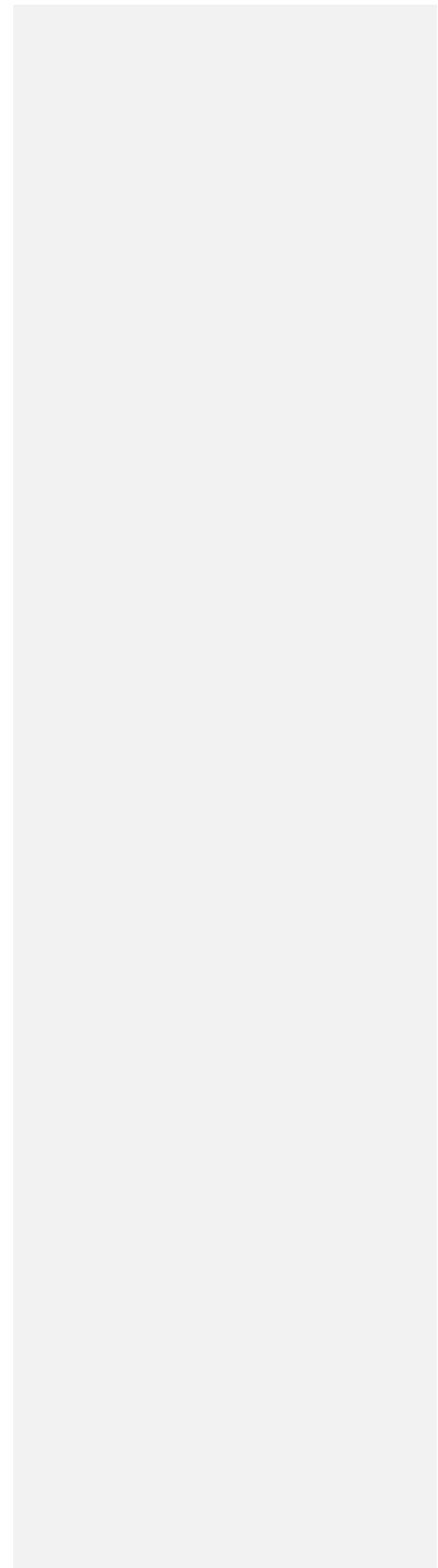
	<ul style="list-style-type: none"> • Section 281 – Waivers and directions • Section 315 – Compliance with enforcement order • Section 316 – Application for enforcement order • Section 320 – Interim enforcement order • Section 321 – Change or cancellation of enforcement order • Section 322 – Scope of abatement notice • Section 323 – Compliance with abatement notice • Section 325A – Cancellation of abatement notice • Section 330 – Emergency works and power to take preventative or remedial action • Section 332 – Power of entry for inspection • Section 333 – Power of entry for survey • Section 334 – Application for warrant for entry for search • Section 388 – Requirement to supply information • Schedule 1 – Clause 3 - Consultation • Schedule 1 – Clause 3B – Consultation with iwi authorities • Schedule 1 – Clause 3C – Previous consultation under other enactments • Schedule 1 – Clause 4 – Requirements to be inserted prior to notification of proposed district plans • Schedule 1 – Clause 4A – Further pre-notification requirements concerning iwi authorities • Schedule 1 – Clause 5 – Public notice and provision of document to public bodies • Schedule 1 – Clause 5A – Option to give limited notification of proposed change or variation • Schedule 1 – Clause 6 – Making of submissions under clause 5 • Schedule 1 – Clause 7 – Public notice of submissions • Schedule 1 – Clause 10A – Application to Minister for extension of time • Schedule 1 – Clause 11 – Notification of decision • Schedule 1 – Clause 16 – Amendment of proposed policy statement or plan • Schedule 1 – Clause 20 – Operative date • Schedule 1 – Clause 20A – Correction of operative policy statement or plan • Schedule 1 – Clause 23 – Further information may be required • Schedule 1 – Clause 26 – Notification timeframes • Schedule 1 – Clause 29(2) – Procedure under this Part • Schedule 1 – Clause 29(5) – Procedure under this Part • Schedule 1 – Clause 34 – Consultation on proposal to incorporate material by reference • Schedule 1 – Clause 35 – Access to material incorporated by reference • Schedule 1 – Clause 43 – Conference of experts • Schedule 1 – Clause 45 – Freshwater hearings panel may commission reports • Schedule 1 – Clause 49 – Freshwater hearings panel must make recommendations to regional council on freshwater planning instrument • Schedule 1 – Clause 51 – Deadline for recommendations • Schedule 1 – Clause 57 – Judicial review • Schedule 1 – Clause 88 – Power to withdraw
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	<ul style="list-style-type: none"> Schedule 1 – Clause 90 – Notification of responsible Minister’s decision <p>An Authorised Officer pursuant to the Unit Titles Act 2010 for the purpose of:</p> <ul style="list-style-type: none"> Section 32 – Restrictions on deposit of unit plans
Senior Property Operations Officer	<p>An Authorised Officer pursuant to the Burial and Cremation Act 1964.</p> <p>An Authorised Officer pursuant to the Electronic Transactions – Land Transfer Act 1952.</p> <p>A litter Control Officer pursuant to Section 5 of the Litter Act 1979 for the purpose of:</p> <ul style="list-style-type: none"> Section 5 – Litter control officers Section 8 – Litter wardens Section 10 – Territorial authority may require occupier of private land to clear litter <p>An Authorised Officer pursuant to the Local Government Act 1974 for the purpose of:</p> <ul style="list-style-type: none"> Section 355 – Council may require removal of overhanging trees, etc Section 356 – Removal of abandoned vehicles from roads Section 356A – Further provision in relation to removal of vehicles from roads Section 356B – Relationship between section 356 and 356A <p>An Enforcement Officer pursuant to Section 177 of the Local Government Act 2002, in relation to any offence under this Act including, without limitation:</p> <ul style="list-style-type: none"> Section 171 – General power of entry Section 172 – Power to entry for enforcement purposes Section 173 – Power of entry in cases of emergency <p>An Authorised Officer pursuant to the Resource Management Act 1991 for the purpose of:</p> <ul style="list-style-type: none"> Section 355 – Vesting of reclaimed land Section 388 – Requirement to supply information <p>An Authorised Officer pursuant to the Waste Minimisation Act 2008.</p> <p>An Authorised Officer pursuant to the Wairoa District Council Bylaws for the purpose of:</p> <ul style="list-style-type: none"> Part 6 – Cemeteries
Senior Rates Officer	<p>An Authorised Officer pursuant to the Rates Rebate Act 1973 for the purpose of:</p> <ul style="list-style-type: none"> Section 5 – Applications to territorial authority for rates rebate Section 6 – Applications for refunds of rates paid Section 7 – Refund to owner of owner-occupier flat of contribution towards rates Section 8 – Provisions applying where system of rating by instalments in force Section 9 – Refund to territorial authorities of rebates granted

	<ul style="list-style-type: none"> • Section 10(1) – Recovery of overpayments • Section 11A – Advice of Secretary for Local Government as to applications for rebates or refunds • Section 13 – Form of verification
Trade Waste Officer	<p>A warranted Dog Control Officer pursuant to Section 11 of the Dog Control Act 1996 for the purpose of:</p> <ul style="list-style-type: none"> • Section 14 – Power of entry • Section 15 – Power of dog control officer or dog ranger to feed and shelter dogs • Section 16 – Districts in which dog control officer or dog ranger may exercise powers • Section 17 – Powers of warranted officers • Section 19 – Power of constable, dog control officer, or dog ranger to request information about owner • Section 19A – Power of constable, dog control officer, or dog ranger to request information about dog <p>An Enforcement Officer pursuant to Section 32 of the Freedom Camping Act 2011 for the purpose of:</p> <ul style="list-style-type: none"> • Section 20 – Offences • Section 27 – Issue of infringement notices • Section 35 – Enforcement officers may require certain information • Section 36 – Enforcement officers may require certain persons to leave local authority area or conservation land • Section 37 – Enforcement officers may seize and impound certain property • Section 38 – Requirements relating to seizure and impoundment of boats, caravans and motor vehicles <p>An Authorised Officer pursuant to Section 63 of the Impounding Act 1955 for the purpose of:</p> <ul style="list-style-type: none"> • Part 6 – Provisions for stock found straying or wandering on roads, and for wild stock • Part 7 – Procedure for impounding stock in a pound • Part 8 – Procedure for disposing of unclaimed, suffering, or worthless impounded stock <p>A Litter Control Officer pursuant to Section 5 of the Litter Act 1979 for the purpose of:</p> <ul style="list-style-type: none"> • Section 14 - Infringement notices <p>An Enforcement Officer pursuant to Section 177 of the Local Government Act 2002, in relation to any offence under this Act including, without limitation:</p> <p>Offences against Bylaws made under this Act</p> <ul style="list-style-type: none"> • Section 163 – Removal of works in breach of bylaws • Section 164 – Seizure of property not on private land • Section 165 – Seizure of property from private land • Section 171 – General power of entry • Section 172 – Power of entry for enforcement purposes • Section 173 – Power of entry in cases of emergency • Section 174 – Authority to Act

	<p>An Authorised Officer pursuant to the Wairoa District Council Bylaw for the purpose of:</p> <ul style="list-style-type: none"> • Part 3 – Public Safety • Part 9 - Trade Waste and Wastewater • Part 9 – Freedom Camping
Transport Asset Manager	<p>An Authorised Officer pursuant to the Local Government Act 1974 for the purpose of:</p> <ul style="list-style-type: none"> • Section 319B – Allocation of property numbers • Section 356 – Removal of abandoned vehicles from roads • Section 356A – Further provision in relation to removal of vehicles from roads • Section 356B – Relationship between section 356 and 356A <p>An Authorised Officer pursuant to the Resource Management Act 1991 for the purpose of:</p> <ul style="list-style-type: none"> • Section 388 – Requirement to supply information <p>An Authorised Officer pursuant to the Wairoa District Council Bylaws for the purpose of:</p> <ul style="list-style-type: none"> • Part 2 – Land Transport
Utilities Manager	<p>An Enforcement Officer pursuant to Section 177 of the Local Government Act 2002, in relation to any offence under this Act including, without limitation:</p> <ul style="list-style-type: none"> • Section 171 – General power of entry • Section 172 – Power to entry for enforcement purposes • Section 173 – Power of entry in cases of emergency • Section 181(3) – Construction of works on private land • Section 181(4) – Construction of works on private land • Section 181(5) – Construction of works on private land • Section 186 – Local authority may execute works if owner or occupier defaults • Section 187 – Recovery of costs of works by local authority • Section 190 – Compensation payable by local authority for land taken or injuriously affected • Section 191 – Local authority not authorised to create nuisance • Section 196 – Discharge of trade waste • Section 199A – Right to reconsideration of requirement for development contribution • Section 199B – Territorial authority to notify outcome of reconsideration <p>An Authorised Officer pursuant to the Resource Management Act 1991 for the purpose of:</p> <ul style="list-style-type: none"> • Section 388 – Requirement to supply information <p>An Authorised Officer pursuant to the Wairoa District Council Bylaws for the purpose of:</p> <ul style="list-style-type: none"> • Part 5 – Water Supply • Part 8 – Trade Waste and Wastewater

<p>Noise Abatement Officer</p>	<p>An Enforcement Officer pursuant to Section 177 of the Local Government Act 2002, in relation to any offence under this Act including, without limitation:</p> <p>Offences Against Bylaws made under this Act</p> <ul style="list-style-type: none"> • Section 164 – Exercise the power to seize property not on private land • Section 165 – Exercise the power to seize property on private land • Section 171 – General power of entry • Section 172 – Power of entry for enforcement purposes • Section 173 – Power of entry in cases of emergency • Section 174 – Authority to act <p>An Enforcement Officer pursuant to Section 38(1) of the Resource Management Act 1991, for the purposes of:</p> <ul style="list-style-type: none"> • Section 323 – Compliance with abatement notice • Section 327 – Issue and effect of excessive noise direction
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8.4 LOCAL GOVERNMENT REFORM - MEMORANDUM OF UNDERSTANDING**Author: Matthew Lawson, Tumu Whakarae | Chief Executive****Authoriser: Matthew Lawson, Tumu Whakarae | Chief Executive****Appendices: 1. Hawke's Bay Regional Reform Memorandum of Understanding [↓](#)****1. PURPOSE**

- 1.1 The purpose of this report is to consider the adoption of a Memorandum of Understanding for Local Authorities to agree an acceptable framework by which Hawke's Bay Local Authorities will engage in discussions on Local Government reform.

RECOMMENDATION

The Tumu Whakarae | Chief Executive RECOMMENDS that Council

1. That Council receive the report.
2. That Council agree to enter into the Memorandum of association as attached to this report.

2. BACKGROUND

- 2.1 In November 2025 central government announced a proposal for the reform of local government which involved the removal of regional councils and the establishment of a mayoral forum comprising the regions four Mayors in what was touted as a combined territorial board.
- 2.2 Feedback was sought and provided on the proposed reform of local government which somehow has been allowed to morph into a directive that councils collaboratively enter into discussions to rationalise local government (amalgamation) by 9 August 2026 or have central government make those decisions for us.
- 2.3 There are some legal and constitutional issues with the way the reform has been promoted, not least of which is that the processes being promoted do not align with the currently required processes for local government reform as stipulated in the Local Government Act 2002.
- 2.4 However, if we proceed on the assumption that those proposing these reforms will have the necessary parliamentary majority and mandate following the elections, the possibility of the local government legislation being reformed to allow the proposed reform needs to be borne in mind.
- 2.5 As a result, the Hawke's Bay councils wish to have discussions regarding potential reform proposals and this memorandum of understanding seeks to set the parameters by which those discussions will be held.
- 2.6 The discussions are being facilitated by Laurence Yule and Wayne Eaglesome
- 2.7 At this stage, the only decision is whether the council should enter into the memorandum of understanding outlining the process to be followed.

3. OPTIONS

- 3.1 The options identified are:
 - a. Do nothing and hope that the reform proposals go away
 - b. Look at undertaking a “go it alone” process.
 - c. Enter into the memorandum of understanding for discussions with other councils about how future collaboration and amalgamation might be possible.
 - d. A combination of (b) and (c) above
- 3.2 Council could take the approach of doing nothing and hoping that local government reform goes away. There appears to be a widespread view that some form of local government reform is necessary and that simply doing nothing is not a long term strategy. Further, if we take a do nothing approach, the risk is there we have a form of local government forced upon us with having very little say.
- 3.3 With regard to option b, we should be investigating an approach of going alone whereby Wairoa District Council becomes a unitary authority responsible for both district functions and those functions formerly undertaken by the Regional Council that survive the potential RMA reform.
- 3.4 The preferred option is Option (d) whereby the go it alone Option is pursued alongside discussions with other councils in accordance with the Memorandum of understanding
- 3.5 This preferred option supports council’s position with regard to the four well beings which are:

Cultural wellbeing	Economic wellbeing	Social Wellbeing	Environmental Wellbeing
Valued and cherished community.	Strong and prosperous economy.	Safe, supported and well-led community.	Protected and healthy environment

4. CORPORATE CONSIDERATIONS

What is the change?

- 4.1 No change is proposed by this decision however it is noted that the memorandum of understanding proposes a discussion of how things might change in local government throughout the country.

Compliance with legislation and Council Policy

- 4.2 A decision to enter into the memorandum of understanding has no effect on council’s annual plan, long term plan, district plan or other strategies however it is again noted that that discussions may consider changes that will impact upon every aspect of councils functions and operations.

- 4.3 As already noted, the proposed reform of local government is not consistent with the current provisions of the Local Government Act 2002.
- 4.4 Any changes that arise out of discussions pursuant to the MoU will, of necessity, come back to Council for decision.

What are the key benefits?

- 4.5 The key benefit of entering into the memorandum of understanding is that we are at least around the table in the discussions and have the best chance of avoiding changes being forced upon us.

What is the cost?

- 4.6 There are no cost implications arising from entering into these discussions and the memorandum of understanding

Māori Standing Committee

- 4.7 This matter has not been referred to the MSC however the changes that we required to the draft memorandum of understanding included ensuring that processes for engagement with mana whenua were included in the memorandum of understanding. The process of engagement with Wairoa's PSGE's has already commenced.

5. SIGNIFICANCE

- 5.1 Entering into a memorandum of understanding is not, of itself, a matter of significance.
- 5.2 However, decisions regarding local government reform are potentially of very high significance. The changes we have sought to the memorandum of understanding seek to preserve the decision making processes currently required by the Local Government Act 2002.

6. RISK MANAGEMENT

- 6.1 In accordance with the Council's Risk Management Policy the inherent risks associated with entering into a memorandum of understanding is not, of itself, a matter of high risk.

Who has been consulted?

Consultation with the community on the memorandum of understanding has not been undertaken specifically however the memorandum of understanding seeks to provide for and preserve the consultation processes required by the Local Government Act.

Consultation has begun in the form of meeting with Wairoa PSGE's and a consultation programme is being developed for widespread community meetings.

Confirmation of statutory compliance

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,

- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

Hawke's Bay Councils

Regional Reform Memorandum of Understanding

1. Parties

This Memorandum of Understanding (MoU) is entered into between:

- Hastings District Council
- Napier City Council
- Central Hawke's Bay District Council
- Wairoa District Council
- Hawke's Bay Regional Council

(together referred to as "the Parties").

2. Purpose

The purpose of this MoU is to establish a collaborative framework through which the four Hawke's Bay territorial authorities and the Hawke's Bay Regional Council will jointly explore opportunities for future regional governance and service delivery reform in the context of the Government's Simplifying Local Government reforms. In particular, this includes agreement to consider options under the Head Start pathway.

This MoU is intended to support a constructive, evidence-based, and regionally focused process for considering future arrangements that may better support the long-term affordability, resilience and prosperity of Hawke's Bay communities.

This MoU relates to the process through which the Parties will work together and does not commit any Party to a predetermined governance, structural, or organisational outcome.

The understandings recorded in this MoU are subject to each of the Parties undertaking such consultation and engagement with its communities, mana whenua, and stakeholders on the proposed Local Government reforms and options available.

3. Role of the Territorial Authorities

The Parties acknowledge that the four Hawke's Bay territorial authorities are leading the exploration of potential future governance and service delivery arrangements under this MoU, including consideration of participation in the Government's Head Start local government reform pathway. The Parties further acknowledge the statutory responsibilities, regional functions, and perspectives of Hawke's Bay Regional Council and the importance of its participation throughout the process.

The Parties acknowledge that there may be aspects of the work programme associated with this MoU that are specific to the responsibilities, obligations, or decision-making requirements of the territorial authorities, and that the territorial authorities may, where appropriate, progress aspects of this work collaboratively and independently while continuing to keep Hawke's Bay Regional Council appropriately informed.

Formal decisions relating to participation in any future local government reorganisation proposal or submission under the Government's reform programme remain matters only for territorial authorities to determine through their own formal decision-making processes.

4. Principles

All work undertaken through this MoU must be informed and aligned with the following set of principles:

1. *Community Consultation*

The Parties recognise the importance of community views and commit to undertaking community consultation as part of any reform process. Each Party may conduct this in a manner of their choice, but the Parties agree that it would be beneficial for this to be done on an agreed common timeframe.

2. *Regional Benefit and Collective Responsibility*

The Parties acknowledge that the prosperity, resilience and wellbeing of Hawke's Bay are interconnected, and that many of the region's future challenges and opportunities are best considered collectively. The Parties also acknowledge that the delivery of local government services is becoming increasingly unaffordable for many in Hawke's Bay.

3. *Respect for Local Identity and Democratic Representation*

The Parties recognise the importance of local identity, community representation, and democratic accountability within Hawke's Bay and commit to ensuring these considerations remain central throughout the process.

4. *Good Faith Collaboration and Constructive Engagement*

The Parties commit to working collaboratively, respectfully and in good faith, including through the open sharing of information, constructive engagement, and a commitment to maintaining positive inter-council relationships.

5. *Evidence-Based and Future-Focused Decision Making*

The Parties commit to exploring future governance and service delivery options through robust evidence, strategic analysis, and a long-term focus on delivering sustainable outcomes for the communities of Hawke's Bay.

The Parties acknowledge the compressed timeframes associated with the Government's reform programme and commit to using their best efforts to progress constructive, evidence-based analysis and decision-making within the available timeframes.

5. Governance and Working Arrangements

The Parties agree to establish and maintain appropriate governance and working arrangements to support the process established under this MoU, which will include:

- A Mayoral Forum;
- A Chief Executive Steering Group;
- A Council Reference Group comprising senior officers from each Party;
- The Independent Advisors to the region;
- Engagement with mana whenua and key stakeholders; and

- Agreed work programmes and reporting arrangements.

The Chief Executive and Officers from the HBRC will be members of the officer-level groups.

The Interim Regional Office and the Council Reference Group will support coordination, information sharing, analysis, and the progression of work programmes associated with this MoU.

6. Engagement with Mana Whenua

The Parties acknowledge the importance of meaningful engagement with mana whenua throughout the process established under this MoU.

The Parties acknowledge the importance of maintaining and respecting existing relationships between councils and mana whenua and commit to engaging with mana whenua constructively and in good faith throughout the process.

The Parties further acknowledge that the perspectives of mana whenua will be important in informing consideration of any future governance or service delivery arrangements within Hawke's Bay.

7. Process Commitments

The Parties acknowledge the importance of maintaining momentum, transparency, and effective communication throughout the process established under this MoU.

Accordingly, the Parties agree that:

- The Mayoral Forum will meet at least monthly, unless otherwise agreed by the Parties;
- Each Mayor, Chair and Chief Executive is responsible for ensuring their respective council is appropriately informed regarding progress, key issues, and matters requiring consideration throughout the process;
- Each Party remains responsible for its own governance processes and decision-making requirements;
- The Parties will work collaboratively and in good faith to ensure that any decisions, approvals, or documentation required to support participation in the Government's Simplifying Local Government Head Start pathway are progressed within the relevant Government timeframes, including the initial proposal submission date of 9 August 2026;
- Where practical, the Parties will seek to align work programmes, reporting, and decision-making timeframes to support an efficient regional process.

8. Decision-Making

The Parties will seek to work collaboratively and reach consensus wherever possible throughout the process.

Each Party retains full autonomy regarding its own governance and formal decision-making processes in accordance with the requirements of the Local Government Act 2002.

Participation in this MoU does not limit or override the statutory obligations or decision-making responsibilities of any Party.

9. Communications and Media

The Parties acknowledge the importance of maintaining trust, confidence, and constructive regional relationships throughout the process.

Accordingly, the Parties agree to speaking with respect to the views and positions of all Parties.

Where appropriate, the Parties may agree to joint communications, public statements, or coordinated engagement approaches.

10. Confidentiality

The Parties acknowledge that frank discussion and the exchange of preliminary information will be necessary throughout the process and agree to maintain appropriate confidentiality where required to support constructive engagement.

11. Resources and Participation

Each Party agrees to reasonably support the process through the provision of staff resources, participation in agreed work programmes, and the sharing of relevant information where appropriate.

12. Duration and Review

This MoU will commence on the date it is signed by all Parties and will remain in effect until it is:

- Replaced by agreement of the Parties;
- Terminated by agreement of the Parties; or
- Withdrawn from by a Party in accordance with this MoU.

The Parties agree to periodically review the effectiveness and operation of this MoU

13. Withdrawal

Any Party may withdraw from this MoU at any time by providing written notice to the other Parties.

Prior to withdrawal, the Parties commit to making reasonable efforts to discuss and resolve any matters giving rise to the proposed withdrawal.

14. Status of MoU

Except where expressly stated, this MoU is not intended to create legally binding obligations between the Parties.

15. Signatories

Hastings District Council

Mayor Wendy Schollum

Signed: _____

Date: _____

Napier City Council

Mayor Richard McGrath

Signed: _____

Date: _____

Central Hawke's Bay District Council

Mayor Will Foley

Signed: _____

Date: _____

Wairoa District Council

Mayor Craig Little

Signed: _____

Date: _____

Hawke's Bay Regional Council

Chair, Councillor Sophie Siers

Signed: _____

Date: _____

9 RECEIPT OF MINUTES FROM COMMITTEES/ACTION SHEETS

Nil

10 PUBLIC EXCLUDED ITEMS**RESOLUTION TO EXCLUDE THE PUBLIC****RECOMMENDATION**

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
10.1 - 2027-30 NATIONAL LAND TRANSPORT PROGRAMME SUBMISSION	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7