Delegations from Council to Officers under the Resource Management Act 1991

Resource Management Act 1991		
Section	**Description**	**Delegated to**
10	Extension of existing use rights	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Regulatory Manager > Team Leader – Resource consents > Monitoring, Enforcement & Environmental
10A	Authority to allow certain existing activities (now made unlawful/not permitted) to continue while application for resource consent is pending	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents
10B	Authority to allow certain building work to continue where it has been subsequently made unlawful by a district plan	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents
32	Duty to meet requirements for preparing s 32 reports and evaluations.	> Planning Policy Manager

36(5) 36(6)	Authority to make decisions about additional administrative charges Authority to provide a fee estimate	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > **Planning Technical Support Manager**

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
36AAB	Remit the whole or part of a charge	> Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Monitoring, Enforcement & Environmental Manager > Monitoring, Enforcement & Environmental Team Leader
37	Power to extend time periods as provided in this section	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Hearings Commissioner(s)
37A	Requirement to consider matters before extending a time limit.	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager**

		> Team Leader - Resource Consents > Hearings Commissioner(s)
38	Authority to **appoint** persons to be enforcement officers under this section **to carry out all or any of the functions and powers of enforcement officers under the Act**	> Regulatory Manager
39AA	Authority to direct that a hearing or part of a hearing may be conducted using 1 or more remote access facilities	> Resource Consents Manager > **Resource Consents Operations Manager**
39B	Selection of commissioners for specific hearings from pool of commissioners appointed by the Council	> **Resource Consents Manager** > **Resource Consents Operations Manager**

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
40(2)-(3)	Authority to exercise powers in relations to hearings	> Hearings Commissioner(s)
41B 41C	Power to direct applicant to provide evidence before hearings; power to make directions about conduct of hearings	> Principal Planner Resource Consents **Operations Practice Lead** > Planning Policy Manager > Resource Consents Manager > **Resource Consents Operations Manager** > Hearings Commissioner(s)
41D	Power to make a direction striking out a submission before, at, or after a hearing	> Hearing Commissioner(s) > Resource Consents Manager > **Resource Consents Operations Manager** > Principal Planner Resource Consents **Operations Practice Lead**

42	Power to make directions to protect sensitive information.	> Hearing Commissioner(s) > Resource Consents Manager > **Resource Consents Operations Manager**
42A	Powers regarding the preparation, commissioning and provision of reports	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Planning Policy Manager > Team Leader - Resource Consents > Senior Planner
44A	Power to amend plans to address national environmental standards	> Planning Policy Manager
46A	Authority to make a submission or consult on a national environmental standard or national policy statement	> Planning Policy Manager
55(2)	Duty to amend plan or proposed plan if directed by national policy statement	> Planning Policy Manager

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
58I(2)	Duty to amend the plan or proposed plan if directed by national planning standard	> Planning Policy Manager
58I(4)	Power to exercise the Council's powers under this section in relation to discretionary directions	> Planning Policy Manager
76A	**Amendments to the district plan during the transition period without using the process in Schedule 1 to –** **(a) Remove provisions relating to matters specified in section 104(1A)** **(b) Modify provisions to extent necessary to ensure that matters specified in section 104(1A)**	> **Planning Policy Manager**

	no longer apply or are no longer considered	
80C	Power to decide to apply to the Minister to use the streamlined planning process	> Full Council
86D	Ability to apply to Environment Court for a rule to have legal effect	> General Manager Planning & Development
87BA(2)(a)	To issue a written notice confirming that an activity is a permitted boundary activity	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner
87BA(2)(b)	To return an application for a boundary activity to the applicant if it is not a permitted activity, with written reasons	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner > Planner > **Planning Officer**
87BB(1)(d)	To determine that an activity is a permitted activity where a non-compliance is marginal or temporary	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
87BB(2) and (3)	Provision of a permitted activity notice including reasons	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner > Planner > **Planning Officer**
87E 87F 87G	Power to determine Council position on a request for direct referral (87E), prepare reports (87F) and provide information to Environment Court (87G)	> 87E – **Smart Growth** Committee or if insufficient time, a group of Councilors comprising the Mayor, Chairperson and Deputy Chairperson of the **Smart Growth** Committee > 87F and 87G – General Manager Planning & Development
88	Making an application for resource consent	> General Manager Property & Infrastructure > General Manager Community Services > General Manager Planning & Development > General Manager Corporate Services

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
88(1)	Authority to receive consent applications and determine whether the information meets the minimum requirements of the Act	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner > Planner > **Planning Officer**
88(3) & 3A	Power to determine an application is incomplete	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner > Planner > **Planning Officer**
91	Power to determine not to proceed with a resource consent application on certain grounds	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader – Resource Consents > Hearing Commissioner(s)

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
91A 91B	Receipt of request for suspension of processing a notified application Duty to give written notice of when a suspension ceased	> Team Leader - Resource Consents > Senior Planner > Planner > **Planning Officer** > Planning and Development Technical Support
91C	Decision on whether to return or continue to process a notified application	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents
91F	Decision on whether to return or continue to process a non-notified application	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader – Resource Consents

92 92A	Authority to request further information to be provided, or to commission a report	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner > Planner > **Planning Officer** > Hearings Commissioner(s)

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
92AA(1) 92AA(2)	Authority to determine an application for resource consent is incomplete under 92 (2AA) (1) (2) Authority to return an application for non-response to requests under 92 (1) and 92 (2)	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader Resource Consents

95 95A-95G	Requirement to comply with time limit on notification Authority to determine whether the adverse effects on the environment of an application will be minor Requirement for notification or limited notification of the application where applicable.	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner > Planner > **Planning Officer** > Hearings Commissioner(s)
95E	Duty to determine which persons may be adversely affected by an application and to serve notice of the application on them if required.	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner > Planner > **Planning Officer**
99	Power to call pre-hearing meetings and invite or require parties to attend and the duty to prepare a report of the meeting.	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Hearing Commissioner(s)

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
99A	Power to refer parties who have made a resource consent application or submissions on the application to mediation	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Hearing Commissioner(s)
100	Authority to determine whether a hearing should be held in respect of any application for a resource consent	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents
101	Authority to decide when and where a hearing is to be held within the constraints of section 37	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents

102	Authority to determine issues concerning joint considerations by two or more consent applications in relation to the same proposal.	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader – Resource Consents

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
103	Authority to determine issues concerning two or more consent authorities.	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Hearings Commissioner(s)
104	Duty to take matters into consideration and to exclude other matters when considering an application	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource

		Consents > Senior Planner > Planner > **Planning Officer** > Hearings Commissioner(s)
104A 104B 104C 104D 105	Power to determine resource consent applications and impose conditions Power to decline subdivision consent	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner > Hearings Commissioner(s)
104AA (1) **104AA (3)**	**Power to issue a written notice under s 104AA that a district land use activity is a permitted activity,** **Authority to determine that an application must be returned to the applicant and is not to be further processed, considered, or decided.**	> **Principal Planner Resource Consents Operations Practice Lead** > **Resource Consents Manager** > **Resource Consents Operations Manager** > **Team Leader - Resource Consents**

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
104(6A)	Power to decline an application for significant non – compliance	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader Resource Consents > Senior Planner > Hearing Commissioner(s) – notified application decision making only
106 106(A)(1)	Power to decline subdivision consent, or grant subdivision consent subject to conditions, where there is a significant risk from natural hazards or insufficient physical/legal access. Power to decline a land use application, or grant land use consent subject to conditions, where there is a significant risk from natural hazards.	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner > Hearings Commissioner(s)
107G(2)(a), 2(b),(6)	Provision of draft consent conditions when requested by the applicant, and if the application was notified, to submitters, seeking comments within a reasonable timeframe. Ability to suspend the time frame that applies to the processing of the application to allow the applicant and any submitters to consider the draft conditions.	> **Planning Officer** > Planner > Senior Planner > Hearing Commissioner(s)
108 108A 108AA	Power to impose conditions on resource consent Power to impose a bond as one of the conditions Requirements for conditions of resource consents	> Principal Planner Resource Consents **Operations Practice Lead (not impose a bond)** > Resource Consents Manager > **Resource Consents Operations Manager**

		> Team Leader - Resource Consents **(not impose a bond)** > Senior Planner **(not impose a bond)** > Hearings Commissioner(s)

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
108 108A	Power to execute documents to register a bond (whether cash or by registered guarantee) or covenant together with all ancillary administrative tasks	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader – Subdivision, Development Contributions & Property > Manager - Development Engineering > Principal Subdivision Engineer > Team Leaders - Engineering Reporting > Team Leader - Engineering Acceptance > Senior Subdivision Officer > Subdivision Officer > Team Leader - Resource Consents > Senior Planner > Hearings Commissioner(s)

108(2)(da)	Power to impose conditions to mitigate any risk that the resource consent may not be complied with having regard to any previous non-compliance by the applicant.	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader Resource Consents > Senior Planner > Hearing Commissioner(s) – notified application decision making only

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
109	Conditions relating to bonds; power to enter on to land to ensure work for which bond is given is being completed.	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader – Subdivision, Development Contributions & Property > Team Leader - Resource Consents > Senior Planner > Planner > Hearings Commissioner(s) > Manager Development Engineering > Team Leader – Engineering Reporting > Team Leader – Engineering Acceptance > Senior Land Development Engineer > Land Development Engineer (LDE) > Principal Subdivision Engineer > Senior Subdivision Officer > Subdivision Officer

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
109	Power to execute documents to discharge, cancel or vary bonds (in part or whole), together with all ancillary administrative tasks including certification and online registration of certificates as authorised officer Power to register a land charge (or remove a land charge) on the land for costs of performing works where costs exceed funds secured	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner > Planner > Manager Development Engineering > Team Leader – Subdivision, Development Contributions & Property > Team Leader – Engineering Reporting > Team Leader – Engineering Acceptance > Principal Subdivision Engineer > Senior Subdivision Officer > Subdivision Officer
110	Power to refund financial contribution to consent holder where consent has lapsed	> Resource Consents Manager > **Resource Consents Operations Manager**

113	Recording reasons for decisions on resource consent applications in writing	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner > Hearings Commissioner(s)

Resource Management Act 1991 continued...		
Section	**Description**	**Delegated to**
114	Authority to serve consent applicant and submitters with notice of the decision on an application	> Team Leader - Resource Consents > Planning and Development Technical Support
120	Authority to lodge appeal on Council's behalf in Environment Court	> **Smart Growth** Committee or if insufficient time, a group of Councillors comprising the Mayor, Chairperson and Deputy Chairperson of the **Smart Growth** Committee.
124(2)	Power to allow a consent holder to continue to operate while applicant is seeking a new resource consent	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Regulatory Manager

		> Team Leader - Monitoring, Enforcement & Environmental
125	Power to grant extension of period after which a consent will lapse	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner > Hearings Commissioner(s)

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
126	Power to cancel a resource consent by written notice	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents
127	Power to change or cancel conditions imposed on a resource consent	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner > Hearings Commissioner(s)
128 129 130 131	Power to review a resource consent and to give notice of review	> ~~**Principal Planner Resource Consents**~~ > Resource Consents Manager > **Resource Consents Operations Manager** > ~~**Team Leader - Resource Consents**~~
132	Power to change the conditions of a resource consent on a review under s128, or to cancel resource consent	> ~~**Principal Planner Resource Consents**~~ > Resource Consents Manager > **Resource Consents Operations Manager** > Hearings Commissioner(s)

133A	Power to make minor changes or corrections to resource consent (within 20 working days of grant)	> Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > **Principal Planner Resource Consents Operations Practice Lead** > Senior Planner

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
138	Authority to issue a notice of acceptance of surrender of consent	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner > Planning and Development Technical Support
139 139A	Authority to issue certificate of compliance, other powers and existing use certificates	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner
142	Authority to request the Minister to make a direction to call in a matter that is or part of a proposal of national significance	> General Manager Planning & Development
149B	Duty of local authority to provide EPA with all related information to a matter (where the Minister has called in a matter and the local authority has been served with a direction under s149A)	> General Manager Planning & Development

149E	Power to make a submission on behalf of Council on a matter of national importance.	> **Smart Growth** Committee or if insufficient time, a group of Councillors comprising the Mayor, Chairperson and Deputy Chairperson of the **Smart Growth** Committee

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
149G	Duty to prepare a report commissioned by the EPA	> General Manager Planning & Development
149T	Power to give notice on Council's behalf under s274 of matter referred directly to the Environment Court.	> General Manager Planning & Development
149V	Power to lodge appeal to the High Court on question of law on Council's behalf	> **Smart Growth** Committee or if insufficient time, a group of Councillors comprising the Mayor, Chairperson and Deputy Chairperson of the **Smart Growth** Committee
149ZD	Power to recover costs incurred by the Council from the applicant	> General Manager Planning & Development
149W(2) (a) and (4)	Power to implement decision of Board or Court about proposed plan or change or variation	> General Manager Planning & Development
168 168A	Duty to receive notice of requirement	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner

168A	Authority to lodge notice of requirement on behalf of Council	> Chief Executive Officer > General Manager Planning & Development > Programme Director > Infrastructure Operations Manager > Parks Manager

Resource Management Act 1991 continued...		
Section	**Description**	**Delegated to**
168A	Power to determine whether to notify Council's notice of requirement for a designation	> Hearings Commissioner(s) > Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents
168A	Power to consider and make recommendations on requirements for a designation	> Hearings Commissioner(s) > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader Resource Consents > Principal Planner Resource Consents **Operations Practice Lead** > Senior Planner Resource Consents

168A	Power to make decision on Council's notice of requirement for a designation	> Chief Executive Officer > General Manager Property and Infrastructure > General Manager Community Services
169	Power to request further information and determine whether to notify notice of requirement for a designation	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Planning Policy Manager > Team Leader - Resource Consents > Senior Planner

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
170	Authority to include requirement in a proposed plan, with the consent of the requiring authority	> Principal Planner Resource Consents **Operations Practice Lead** > **Resource Consents Operations Manager** > Planning Policy Manager

171	Power to consider and make recommendations on requirements for a designation	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Planning Policy Manager > Team Leader - Resource Consents > Senior Planner > Hearings Commissioner(s)
173	Power to give notice of requiring authority's decision on designation	> Planning and Development Technical Support
174	Power to appeal to Environment Court against requiring authority's decision on designation	> General Manager Planning & Development
175	Authority to include a designation in district plan	> Planning Policy Manager
176, 178	Power to give written consent in relation to land subject to Council designation *NOTE: This is where Council has designated the land, and another party seeks to undertake an activity within Council's designation*	> General Manager Property & Infrastructure > General Manager Planning & Development > General Manager Community Services > Team Leader Parks Planning

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**

176A	Power to lodge an outline plan	> Programme Director > Infrastructure Operations Manager > Parks Manager
	Power to request changes to an outline plan or waive requirement for an outline plan	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader – Resource Consents > Hearings Commissioner(s) > Senior Planner Resource Consents
	Power to appeal to the Environment Court the decision of a Requiring Authority to not make the changes requested by the territorial consent authority (s176A(5))	> General Manager Planning and Development

Resource Management Act 1991 continued...		
Section	**Description**	**Delegated to**
181	Power to give notice of requirement to alter designations	> Chief Executive Officer > Programme Director > Infrastructure Operations Manager > Parks Manager
	Power to receive application for alterations to designations	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner
	Power to determine applications for alteration of designations	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner > Hearings Commissioner(s)

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
182	Power to give notice of removal of designation	> Chief Executive Officer > Programme Director > Infrastructure Operations Manager > Parks Manager
	Duty to receive notices of removal (or partial withdrawal) of designations, decide whether to accept them and to amend the District Plan accordingly	> Planning Policy Manager
184, 184A	Power to apply for an extension of a lapse period for a designation	> Chief Executive Officer > Programme Director > Infrastructure Operations Manager > Parks Manager
	Power to extend designation which has not been given effect to	> Planning Policy Manager > Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader Resource Consents

Resource Management Act 1991 continued...		
Section	**Description**	**Delegated to**
189	Duty to receive notice of requirement for heritage order	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner
189A	Authority to lodge notice of requirement for a heritage order on behalf of Council	> General Manager Planning & Development
189A	Power to determine whether to publicly notify Council's notice of requirement for a heritage order	> Hearings Commissioner(s)
189A	Power to make decision on Council's notice of requirement for a heritage order	> Hearings Commissioner(s)
190	Power to request further information and determine notification of notice of requirement for heritage order	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner

191	Power to make recommendations on notice of requirement for heritage order	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner > Hearings Commissioner(s)
193	Authority to give written consent in relation to land protected by Council's heritage order	> General Manager Planning & Development
195	Power to appeal to Environment Court against heritage protection authority's decisions under sections 193 or 194	> General Manager Planning & Development

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
195A	Power to receive application for alterations to heritage order Power to determine applications for alteration of heritage order	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner > Hearings Commissioner(s)
195B(5)	To make a written objection to the Minister on the Minister's proposal to transfer responsibility for an existing heritage order to another heritage protection authority	> Planning Policy Manager > ~~**Principal Planner Resource Consents**~~ > Resource Consents Manager > **Resource Consents Operations Manager**

195C	To amend the District Plan by noting a transfer of responsibility for a heritage order	> Planning Policy Manager > ~~Principal Planner Resource Consents~~ > ~~Resource Consents Manager~~
196	Power to receive withdrawals of heritage orders and to amend the District Plan accordingly	> ~~Principal Planner Resource Consents~~ > Planning Policy Manager > ~~Resource Consents Manager~~ > ~~Team Leader - Resource Consents~~
198C	Authority to make a decision under section 198C on a request made under section 198B for direct referral of a notice of requirement for a designation or heritage order to the Environment Court	> General Manager Planning & Development

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
198D	Authority to approve the content of a consent authority report on a requirement that has been directly referred to the Environment Court	> Planning Policy manager
198D(7)	Authority to attend hearings and discuss report	> Planning Policy Manager

220	Power to impose conditions on subdivision consents and to engage with Registrar-General of Land as required	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner > Team Leader – Subdivision, Development Contributions & Property > Hearings Commissioner(s) > Manager – Development Engineering > Principal Subdivision Engineer > Team Leader – Engineering reporting > Team Leader – Engineering Acceptance > Senior Subdivision Officer > Subdivision Officer

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
220	Where a subdivision consent granted by the consent authority imposes conditions requiring the registration of certificate or other instrument, the power to register the certificate or other instrument	> Principle Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader – Resource Consents > Team Leader – Subdivision, Development Contributions & Property > Senior Engineer – Engineering Acceptance/ Subdivision > Subdivision Officer

221(2)	Authority to issue and sign a consent notice	> Principal Planner Resource Consents **Operations Practice Lead** > **Resource Consents Operations Manager** > Manager Development Engineering > Team Leader - Subdivision, Development Contributions & Property > Principal Subdivision Engineer > Team Leader - Engineering Reporting > Team Leader - Engineering Acceptance > Senior Subdivision Officer > Subdivision Officer

Resource Management Act 1991 continued…

Section	Description	Delegated to

221(3)	Authority to vary or cancel a condition specified in a consent notice	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader - Resource Consents > Senior Planner > Team Leader - Subdivision, Development Contributions & Property > Manager Development Engineering > Team Leader - Engineering Reporting > Team Leader - Engineering Acceptance > Principal Subdivision Engineer > Senior Subdivision Officer > Subdivision Officer > Hearings Commissioner(s)

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
221(5)	Authority to execute, as authorized person instrument(s) creating, varying, cancelling or recording expiry of consent notice	> Principal Planner Resource Consents **Operations Practice Lead** > **Resource Consents Operations Manager** > Team Leader - Subdivision, Development Contributions & Property > Manager Development Engineering > Team Leader - Engineering Reporting > Team Leader - Engineering Acceptance > Principal Subdivision Engineer > Senior Subdivision Officer > Subdivision Officer

222	Powers related to the issues of completion certificates enabling the deposit of survey plan	> Principal Planner Resource Consents **Operations Practice Lead** > **Resource Consents Operations Manager** > Team Leader - Subdivision, Development Contributions & Property > Manager Development Engineering > Team Leader - Engineering Reporting > Team Leader - Engineering Acceptance > Principal Subdivision Engineer > Senior Subdivision Officer

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**

223	Powers related to approval of survey plan as authorised officer	> Principal Planner Resource Consents **Operations Practice Lead** > **Resource Consents Operations Manager** > Team Leader - Subdivision, Development Contributions & Property > Engineering Reporting Team Leader > Manager Development Engineering > Principal Subdivision Engineer > Senior Subdivision Officer
224 (c), (f)	Authority to certify compliance of survey plan as authorised officer (includes circumstances where a bond is registered) Authority to issue certificate of approval as authorised officer, and all ancillary tasks including the execution of documents for consent notices, bonds and completion certificates	> Principal Planner Resource Consents **Operations Practice Lead** > **Resource Consents Operations Manager** > Team Leader - Subdivision, Development Contributions & Property > Engineering Reporting Team Leader > Team Leader – Engineering Acceptance > Manager Development Engineering > Principal Subdivision Engineer > Senior Subdivision Officer

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
226(1)(e)	Authority to certify any plans of subdivision or copy thereof, which has not had a previous statutory approval. Authority to issue a certificate for cancellation of an amalgamation condition Authority to confirm compliance with relevant district plan rules. Authority to execute all documents (as authorised officer) for registration	> Principal Planner Resource Consents **Operations Practice Lead** > **Resource Consents Operations Manager** > Team Leader - Subdivision, Development Contributions & Property > Team Leader - Resource Consents > Engineering Reporting Team Leader > Manager Development Engineering > Principal Subdivision Engineer > Senior Subdivision Officer > Subdivision Officer

232	Where an esplanade strip is created, in relation to the instrument to be registered, determine matters to be included and excluded, authority to do all things necessary to effect registration of the instrument.	> Principal Planner Resource Consents **Operations Practice Lead** > **Resource Consents Operations Manager** > Team Leader – Subdivision, Development Contributions & Property > Team Leader – Resource Consents > Manager Development Engineering > Engineering Reporting Team Leader > Senior Engineer – Engineering Acceptance/Subdivision Principal Subdivision Engineer > Senior Subdivision Officer

Resource Management Act 1991 continued…

Section	Description	Delegated to
234	Power to vary or cancel esplanade strips on application	> Principal Planner Resource Consents **Operations Practice Lead** > **Resource Consents Operations Manager** > Team Leader - Subdivision, Development Contributions & Property > Manager Development Engineering > Principal Subdivision Engineer

		Note: Decisions will be considered on a case-by-case basis and will be escalated to full Council where appropriate.
235	Power to agree on Council's behalf to creation of esplanade strip	> Principal Planner Resource Consents **Operations Practice Lead** > **Resource Consents Operations Manager** > Team Leader - Subdivision, Development Contributions & Property > Manager Development Engineering > Principal Subdivision Engineer *Note: Decisions will be considered on a case-by-case basis and will be escalated to full Council where appropriate.*

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
237	Power to approve a survey plan where esplanade reserves or strips are required	> Principal Planner Resource Consents **Operations Practice Lead** > **Resource Consents Operations Manager** > Team Leader - Subdivision, Development Contributions & Property > Engineering Reporting Team Leader > Manager Development Engineering > Principal Subdivision Engineer > Senior Engineer – Engineering Acceptance/Subdivision
237B	Power to acquire an easement for access strip	> Principal Planner Resource Consents **Operations Practice Lead** > **Resource Consents Operations Manager** > Team Leader - Subdivision, Development Contributions & Property > Engineering Reporting Team Leader > Manager Development Engineering > Principal Subdivision Engineer

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
237C	Authority to close access strips and give notice of closure	> Principal Planner Resource Consents **Operations Practice Lead** > **Resource Consents Operations Manager** > Team Leader - Subdivision, Development Contributions & Property > Engineering Reporting Team Leader > Manager Development Engineering > Principal Subdivision Engineer
237D	Authority to agree to transfer of access strip to Crown or regional council	> Principal Planner Resource Consents **Operations Practice Lead** > **Resource Consents Operations Manager** > Team Leader - Subdivision, Development Contributions & Property > Engineering Reporting Team Leader > Manager Development Engineering > Principal Subdivision Engineer > Senior Subdivision Officer

237H	Authority to object to compensation valuation determination	> Principal Planner Resource Consents **Operations Practice Lead** > **Resource Consents Operations Manager** > Team Leader - Subdivision, Development Contributions & Property

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
239	Authority to certify survey plans subject to specified interests and undertake online registration of certificates as authorised officer.	> Principal Planner Resource Consents **Operations Practice Lead** > **Resource Consents Operations Manager** > Team Leader - Subdivision, Development Contributions & Property > Engineering Reporting Team Leader > Team Leader – Engineering Acceptance > Manager Development Engineering > Principal Subdivision Engineer > Senior Subdivision Officer > Subdivision Officer

240	Authority to sign any covenant pursuant to section 240(3) and cancel an existing amalgamation condition (in whole or part) and undertake online de-registration of certificates as authorised officer.	> Principal Planner Resource Consents **Operations Practice Lead** > **Resource Consents Operations Manager** > Team Leader - Subdivision, Development Contributions & Property > Engineering Reporting Team Leader > Manager Development Engineering > Principal Subdivision Engineer > Senior Subdivision Officer > Subdivision Officer

Resource Management Act 1991 continued…

Section	Description	Delegated to

241(1) and (3)	Authority to deal with amalgamation conditions and undertake online registration of certificates as authorised officer.	> Principal Planner Resource Consents **Operations Practice Lead** > **Resource Consents Operations Manager** > Team Leader - Subdivision, Development Contributions & Property > Engineering Reporting Team Leader > Manager Development Engineering > Team Leader – Engineering Acceptance > Principal Subdivision Engineer > Senior Subdivision Officer > Subdivision Officer > Team Leader - Resource Consents
	Authority to issue a certificate for cancellation of an amalgamation condition and execute all necessary documents (including online deregistration of certificates) as authorised officer.	> Principal Planner Resource Consents **Operations Practice Lead** > **Resource Consents Operations Manager** > Team Leader - Subdivision, Development Contributions & Property > Engineering Reporting Team Leader > Manager Development Engineering > Team Leader – Engineering Acceptance > Principal Subdivision Engineer > Senior Subdivision Officer > Subdivision Officer > Team leader resource consents > Hearings Commissioner(s)

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
243	Authority to deal with survey plans subject to grant or reservation of easements and undertake online registration of certificates as authorised officer, (includes variation and cancellation of easement instruments).	> Principal Planner Resource Consents **Operations Practice Lead** > **Resource Consents Operations Manager** > Team Leader - Subdivision, Development Contributions & Property > Engineering Reporting Team Leader > Manager Development Engineering > Principal Subdivision Engineer > Senior Subdivision Officer > Subdivision Officer > Team Leader – Engineering Acceptance
245	Authority to approve survey plan of reclamation	> Principal Planner Resource Consents **Operations Practice Lead** > **Resource Consents Operations Manager** > Team Leader - Subdivision, Development Contributions & Property > Manager Development Engineering > Principle Subdivision Engineer > Senior Subdivision Officer > Subdivision Officer

267	To participate in a conference and make decisions on behalf of the Council	> Principal Planner Resource Consents **Operations Practice Lead** > Planning Policy Manager > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader – Resource Consents

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
268A	To participate in a mandatory alternative dispute resolution process and make decisions on behalf of Council	> Principal Planner Resource Consents **Operations Practice Lead** > Planning Policy Manager > Resource Consents Manager > **Resource Consents Operations Manager** > Team Leader – Resource Consents > Principal Planner – Resource Management Policy
269 – 291	Authority to determine and direct Council involvement in Environment Court proceedings	> Principal Planner Resource Consents **Operations Practice Lead** > Planning Policy Manager > Resource Consents Manager > **Resource Consents Operations Manager** > Principal Planner – Resource Management Policy
292	Authority to seek that Environment Court remedy defect in plan	> Planning Policy Manager

294	Authority to seek that Environment Court review a decision or rehear proceedings	> General Manager Planning & Development
299 – 308	Authority to determine and direct Council involvement in High Court and Court of Appeal proceedings	> General Manager Planning & Development
311 – 312	Authority to initiate declaration proceedings and take other necessary steps	> General Manager Planning & Development

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
314 – 321	Authority to initiate enforcement order and interim enforcement order proceedings and take other necessary steps	> Assurance, Finance & Risk - General Manager > Regulatory Manager > Monitoring, Enforcement & Environmental Team Leader
325	Authority to consent to a stay of abatement notice	> Regulatory Manager > Team Leader – Monitoring, Enforcement & Environmental
325A	Power to cancel abatement notice	> Regulatory Manager > Team Leader – Monitoring, Enforcement & Environmental > Senior Monitoring, Enforcement & Environmental Officer
330	Power to take preventative or remedial action in emergency circumstances	> General Manager Property & Infrastructure > General Manager Community Services > Assurance, Finance & Risk - General Manager
330A, 330B	Authority to apply for resource consents for emergency works undertaken under section 330	> General Manager Property & Infrastructure > General Manager Community Services > General Manager Assurance, Finance & Risk

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
331	Power to seek reimbursement of Council's costs for emergency works	> General Manager Property & Infrastructure > Assurance, Finance & Risk - General Manager
336	Duty to return property seized under warrant or otherwise dispose of property if not claimed	> Monitoring, Enforcement & Environmental Officer
338	Authority to commence prosecution for breach of the Act	> Assurance, Finance & Risk - General Manager > Regulatory Manager
357B **357D**	**Authority to make decision on objections to imposing additional charges or recovery of costs**	> **Resource Consent Manager Operations** > **Principle Planner Operations Practice Lead** > **Team Leader Resource Consents** > **Hearing Commissioner**
357A s357A(1)(a), (d), (e) **357D**	**Authority to make decision on objections to conditions and matters under 357A**	> **Resource Consent Manager Operations** > **Principle Planner Operations Practice Lead** > **Team Leader Resource Consents** > **Hearing Commissioner**
357A(1)(f) or (g) **357D**	**Authority to make decisions on objections under 357AB**	> **Hearings Commissioner** > **Resource Consent Manager Operations** > **Principle Planner Operations Practice Lead** > **Team Leader Resource Consents**

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ss360I–360O	**Confirm which Council responses or decisions under the Ministerial process require delegation, including the appropriate authority to support, oppose or otherwise respond to an application under s360**	**Planning Policy Manager**
Sch 1 Cl 3, 3B	Duty to consult on proposed plan, including consultation with local iwi	> Planning Policy Manager
Sch 1 Cl 3C	Authority to determine whether consultation has already occurred under other enactments	> Planning Policy Manager
Sch 1 Cl 4	Duty to invite requiring authorities, with designations that have not lapsed, to give written notice of whether the designation is required to be included in the proposed plan by written request on designations in proposed plans.	> Planning Policy Manager
Sch 1 Cl 5	Authority to prepare s32 report and publicly notify proposed plan	> Planning Policy Manager, subject to authority of the **Smart Growth** Committee
Sch 1 Cl 5(1A)	Authority to determine which ratepayers are likely to be affected by a proposed plan, to determine the extent of the area affected by the proposed plan change, and to identify any other person who is directly affected by the plan.	> Planning Policy Manager
Sch 1 Cl5(1B)	Authority to determine which landowners and occupiers are likely to be directly affected by any requirement or modification of a designation or heritage order under clause 4	> Planning Policy Manager

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
Sch 1 Cl 5(5)	Authority to decide where any proposed policy statement or plan will be made available	> Planning Policy Manager
Sch 1 Cl 5A(2)	Authority to identify all persons directly affected by a proposed change or variation of a proposed policy statement or plan	> Planning Policy Manager

Sch 1 Cl 5A(5)	Authority to decide what further information relating to a proposed change or variation will be provided	> Planning Policy Manager
Sch 1 Cl 5A(9)	Authority to determine what other places a proposed change or variation should be available.	> Planning Policy Manager
Sch 1 Cl 6(2) & 6A(3)	Authority to make submissions on Council's behalf	> **Smart Growth** Committee or if insufficient time, a group of Councillors comprising the Mayor, Chairperson and Deputy Chairperson of the **Smart Growth** Committee
Sch 1 Cl 7	Duty to give public notice of submissions on proposed plan	> Planning Policy Manager
Sch 1 Cl 8, 8A	Authority to make and serve further submissions on Council's behalf	> General Manager Planning & Development
Sch 1 Cl 8AA	Authority to invite submitters to meetings or refer matters to mediation	> Planning Policy Manager
Sch 1 Cl 8B	Duty to give notice of hearings	> Senior District Plan Administrator
Sch 1 Cl 8C	Authority to determine whether hearing is required where no person indicates they wish to be heard	> Planning Policy Manager

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
Sch 1 Cl 8D	Authority to withdraw proposed plan	> General Manager Planning & Development
Sch 1 Cl 9	Power to hear and make recommendations and decisions on requirements	> Hearings Commissioner(s)

Sch 1 Cl 10	Power to hear and make recommendations on provisions and matters raised in submissions	> Hearings Commissioner(s)
Sch 1 Cl 10A	Authority to apply to the Minister for an extension of time and determine which persons may be directly affected by an extension sought	> Planning Policy Manager
Sch 1 Cl 11	Duty to give notice of decisions	> Senior District Plan Administrator
Sch I Cl 13(4)	Authority to determine which landowners and occupiers are directly affected by a decision of a requiring authority or heritage protection authority and must therefore be served with notice of the decision.	> Planning Policy Manager
Sch 1 Cl 14	Authority to lodge appeal with Environment Court	> General Manager Planning & Development
Sch 1 Cl 16(1)	Duty to amend proposed plan if directed by Environment Court	> Planning Policy Manager
Sch 1 Cl 16(2)	Authority to amend proposed plan to correct minor errors or alterations of minor effect.	> Planning Policy Manager
Sch 1 Cl 16A(2)	Authority to initiate variation to proposed plan	> General Manager Planning & Development
Sch 1 Cl 20	Duty to give notice of plan becoming operative	> Planning Policy Manager
Sch 1 Cl 20A	Authority to amend operative plan to correct minor errors	> Planning Policy Manager
Sch 1 Cl 21	Authority to request change to regional plan or regional policy statement	> General Manager Planning & Development

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
Sch 1 Cl 23	Power to seek further information relating to private plan change requests including power to commission a report under this section and power to reject the request or decide not to approve the plan change requested	> Planning Policy Manager > Senior Policy Planner > Policy Planner > Hearings Commissioner(s)

Sch 1 Cl 24	Power to modify plan change request	> General Manager Planning & Development
Sch 1 Cl 25	Power to determine how to proceed with plan change request, including power to adopt, accept or reject request	> General Manager Planning & Development, subject to authority of **Smart Growth** Committee or if insufficient time, a group of Councillors comprising the Mayor, Chairperson and Deputy Chairperson of the **Smart Growth** Committee
Sch 1 Cl 26	Authority to prepare and notify plan change request	> Planning Policy Manager
Sch 1 Cl 28	Power to deem a plan change request as withdrawn	> **Smart Growth** Committee or if insufficient time, a group of Councillors comprising the Mayor, Chairperson and Deputy Chairperson of the **Smart Growth** Committee
Sch 1 Cl 29(4)	Power to hear and make recommendations on plan change request	> Hearings Commissioner(s)
Sch 1 Cl 29(2) and (5)	Duty to send submissions to person who made plan change request and serve copy of its decision	> Senior District Plan Administrator
Sch 1 Cl 29(9)	Power to vary plan change request	> Planning Policy Manager

Resource Management Act 1991 continued…		
Section	**Description**	**Delegated to**
Sch 1 Cl 32	Authority to certify material incorporated by reference	> Planning Policy Manager
Sch 1 Cl 34	Duty to consult on incorporation of material by reference	> Planning Policy Manager

Sch 1 Cl 35	Duty to make information available and give public notice regarding material incorporated by reference	> Senior District Plan Administrator
Sch 1 Cl 41	Authority to attend pre-hearing meetings	> Planning Policy Manager > Associate Counsel > Senior Legal Counsel
Sch 1 Cl 43	Authority to attend expert conferencing	> Planning Policy Manager
Sch 1 Cl 44	Authority to attend alternative dispute resolution and authority to settle	> Planning Policy Manager > Senior Legal Counsel
Sch 1 Cl 55, 56	Authority to appeal decision in relation to rejected recommendation or accepted recommendation	> General Manager Planning & Development > Planning Policy Manager
Sch 1 Cl 80	Authority to request amendment of direction	> General Manager Planning & Development

Miscellaneous		
Section	**Description**	**Delegated to**
Alternative dispute resolution	Authority to enter into and participate in mediation for appeals under the Resource Management Act 1991 and to reach a mediated agreement within guidelines and parameters set by the **Smart Growth Committee.**	> Principal Planner Resource Consents **Operations Practice Lead** > Resource Consents Manager > **Resource Consent Manager Operations** > Team Leader - Resource Consents
Proposed District Plan Appeals	Authority to represent and participate on behalf of Queenstown Lakes District Council in mediation and/or alternative dispute resolution for appeals to the Council's decisions on the Proposed or Partially Operative District Plan and reach an agreement within the guidelines and parameters set by the Appeals Subcommittee.	> General Manager Planning & Development > Planning Policy Manager > Principal Planner - Resource Management Policy