

# Resource Management Act 1991

## Register of Delegations

Proposed for Full Council meeting of 26 May 2016

These delegations are subject to the "General rules applying to all delegations" as adopted by the Queenstown Lakes District Council on 30 January 2014.

Section	Description	Existing Delegation	Proposed Delegation
10	Extension of existing use rights	Manager, Resource Consenting	Manager Planning Practice
10A	Authority to allow certain existing activities (now made unlawful/not permitted) to continue while application for resource consent is pending.	Manager, Resource Consenting	Manager Planning Practice
10B	Authority to allow certain building work to continue where it has been subsequently made unlawful by a district plan.	Manager, Resource Consenting	Manager Planning Practice
32	Duty to meet requirements for preparing s32 reports and evaluations.	District Plan Manager	Planning Policy Manager
36(3) 36(3A) 36(5)	Authority to make decisions about additional administrative charges	Manager, Resource Consenting	Manager Planning Practice Team Leader Resource Consents
37	Power to extend time periods as provided in this section	Manager, Resource Consenting	Manager Planning Practice Team Leader, Resource Consents Hearings Commissioner(s)
37A	Requirement to consider matters before extending a time limit.	Manager, Resource Consenting Hearings Commissioner	Manager Planning Practice Team Leader Resource Consents Hearings Commissioner(s)
39B	Appointment of commissioner to hearings	Resource Consent Commissioner Appointment Committee	Resource Consent Commissioner Appointment Committee
41B 41C	Power to direct applicant to provide evidence before hearings; power to make directions about conduct of hearings	Manager, Resource Consenting District Plan Manager Hearings Commissioner	Manager Planning Practice Planning Policy Manager Team Leader Resource Consents

		Hearings Panel	Hearings Commissioner(s)
42	Power to make directions about hearings to protect sensitive information.	Hearings Commissioner  <del>Hearings Panel</del>	Hearings Commissioner(s)
42A	Powers regarding the preparation, commissioning and provision of reports	Manager, Resource Consenting	Manager Planning Practice  Planning Policy Manager  Team Leader Resource Consents
44A	Power to amend plans to address national environmental standards	District Plan Manager	Planning Policy Manager
55(2)	Duty to amend plan or proposed plan is directed by national policy statement.	District Plan Manager	Planning Policy Manager
86D	Ability to apply to Environment Court for a rule to have legal effect.	General Manager, Planning and Infrastructure	General Manager, Planning and Development
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: Full Council or if insufficient time, a group of Councillors comprising the Mayor, the Planning and Development Portfolio Leader and Deputy with Councillor Gazzard to act if either the Portfolio Leader or Deputy is unavailable.  <del>87F &amp; 87G: General Manager, Planning and Infrastructure</del>	87E: Full Council or if insufficient time, a group of Councillors comprising the Mayor, the Planning and Development Portfolio Leader and Deputy with Councillor Gazzard to act if either the Portfolio Leader or Deputy is unavailable.  87F & 87G: General Manager, Planning and Development
88	Power to lodge a resource consent application	General manager Infrastructure  General Manager, Planning and Development  General Manager, Corporate Services	General Manager, Property and Infrastructure  General Manager, Planning and Development  General Manager, Corporate Services
88(1)	Authority to receive consent applications and determine whether the information meets the minimum requirements of the Act.	Resource Consent Manager  Senior Planner  Planner	Manager Planning Practice  Team Leader, Resource Consents  Senior Planner  Planner
88(3) & 3A	Power to determine an application is incomplete	Resource Consent Manager  Senior Planner  Planner	Manager Planning Practice  Team Leader, Resource Consents

			Senior Planner Planner
91	Power to determine not to proceed with a resource consent application on certain grounds.	Manager, Resource Consenting	Manager Planning Practice Team Leader, Resource Consents
92 92A 23	Authority to request further information to be provided, or to commission a report.	Manager, Resource Consenting Senior Planner Planner	Manager Planning Practice Team Leader, Resource Consents Senior Planner Planner
95 95A 95B 95C 95D	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.	Manager, Resource Consenting Senior Planner Planner Hearings Commissioner	Manager Planning Practice Team Leader, Resource Consents Senior Planner Planner 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.	Manager, Resource Consenting Senior Planner Planner	Manager Planning Practice Team Leader, Resource Consents Senior Planner Planner
99	Power to call pre-hearing meetings and invite or require parties to attend and the duty to prepare a report of the meeting.	Manager, Resource Consenting	Manager Planning Practice Team Leader, Resource Consents
99A	Power to refer parties who have made a resource consent application or submissions on the application to mediation.	Manager, Resource Consenting	Manager Planning Practice Team Leader, Resource Consents
100	Authority to determine whether a hearing should be held in respect of any application for a resource consent.	Manager, Resource Consenting	Manager Planning Practice
101	Authority to decide when and where a hearing is to be held within the constraints of section 37.	Manager, Resource Consenting Planning Support Coordinator	Manager Planning Practice Team Leader, Resource Consents Team Leader Planning

			Support
102	Authority to determine issues concerning joint considerations by two or more consent applications in relation to the same proposal.	Manager, Resource Consenting	Manager Planning Practice Team Leader, Resource Consents
103	Authority to determine issues concerning two or more consent authorities.	Manager, Resource Consenting	Manager Planning Practice Team Leader, Resource Consents
104	Duty to take matters into consideration and to exclude other matters when considering an application.	Manager, Resource Consenting Senior Planner Planner Hearings Commissioner Hearings Panel	Manager Planning Practice Team Leader, Resource Consents Senior Planner Planner Hearings Commissioner(s)
104A 104B 104C 104D 105 106	Power to determine resource consent applications and impose conditions.  Power to decline subdivision consent.	Manager, Resource Consenting Senior Planner Planner Hearings Commissioner Hearings Panel	Manager Planning Practice Team Leader, Resource Consents Senior Planner Hearings Commissioner(s)
108 108A	Power to impose conditions on resource consent.  Power to impose a bond as one of the conditions.	Manager, Resource Consenting Senior Planner Subdivision Planner	Manager Planning Practice Team Leader, Resource Consents Senior Planner Hearings Commissioner(s)
108 108A	Power to execute documents to register a bond (whether cash or by registered guarantee) or covenant together with all ancillary administrative tasks	Manager, Resource Consenting Senior Planner Subdivision Planner	Manager Planning Practice Team Leader, Resource Consents Senior Planner Hearings Commissioner(s)
109	Conditions relating to bonds; power to enter on to land to ensure work for which bond is given is being completed.	Manager, Resource Consenting Senior Planner	Manager Planning Practice Team Leader, Resource Consents

		Planner  Hearings Commissioner  <del>Hearings Panel</del>	Senior Planner  Planner  Hearings Commissioner(s)
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.	Manager, Resource Consenting  Senior Planner	Manager Planning Practice  Team Leader, Resource Consents  Senior Planner
110	Power to refund financial contribution to consent holder where consent has lapsed.	Manager, Resource Consenting	Manager Planning Practice
113	Recording reasons for decisions on resource consent applications in writing.	Manager, Resource Consenting  Senior Planner  Hearings Commissioner  <del>Hearings Panel</del>	Manager Planning Practice  Team Leader, Resource Consents  Senior Planner  Hearings Commissioner(s)
114	Authority to serve consent applicant and submitters with notice of the decision on an application.	Planning Support Coordinator	Team Leader Planning Support  Planning Support
116	Authority to consent to commencement of consent which is subject to Environment Court appeal	Manager, Resource Consenting	Manager Planning Practice
120	Authority to lodge appeal on Council's behalf in Environment Court	Full Council or if insufficient time, a group of Councillors comprising the Mayor, the Planning and Development Portfolio Leader and Deputy with Councillor Gazzard to act if either the Portfolio Leader or Deputy is unavailable.	Full Council or if insufficient time, a group of Councillors comprising the Mayor, the Planning and Development Portfolio Leader and Deputy with Councillor Gazzard to act if either the Portfolio Leader or Deputy is unavailable.
124(2)	Power to allow a consent holder to continue to operate while applicant is seeking a new resource consent	Manager, Resource Consenting	Manager Planning Practice
125	Power to grant extension of period after which a consent will lapse	Manager, Resource Consenting	Manager Planning Practice

		Senior Planner  Hearings Commissioner  <u>Hearings Panel</u>	Team Leader, Resource Consents  Senior Planner  Hearings Commissioner(s)
126	Power to cancel a resource consent by written notice	<u>Manager, Resource Consenting</u>	Manager Planning Practice  Team Leader, Resource Consents
127	Power to change or cancel conditions imposed on a resource consent	<u>Manager, Resource Consenting</u>  Senior Planner  Hearings Commissioner  <u>Hearings Panel</u>	Manager Planning Practice  Team Leader, Resource Consents  Senior Planner  Hearings Commissioner(s)
128 129	Power to review a resource consent and to give notice of review.	<u>Manager, Resource Consenting</u>	Manager Planning Practice
132	Power to change the conditions of a resource consent on a review under s128, or to cancel resource consent.	<u>Manager, Resource Consenting</u>	Manager Planning Practice  Hearings Commissioner(s)
133A	Power to make minor changes or corrections to resource consent (within 20 working days of grant).	<u>Manager, Resource Consenting</u>  Senior Planner	Manager Planning Practice  Team Leader, Resource Consents  Senior Planner
138	Authority to issue a notice of acceptance of surrender of consent	<u>Manager, Resource Consenting</u>  Senior Planner	Manager Planning Practice  Senior Planner
139 139A	Authority to issue certificate of compliance, other powers and existing use certificates.	<u>Manager, Resource Consenting</u>  Senior Planner	Manager Planning Practice  Team Leader, Resource Consents  Senior Planner
149B 149E 149G 149Q 149T 149V 149ZD	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).  Power to make a submission on behalf of Council on a matter of national importance.	149B: <u>General Manager, Planning and Infrastructure</u>  149E: Full Council or if insufficient time, a group of Councillors comprising the Mayor, the Planning and Development Portfolio Leader and Deputy with Councillor Gazzard to act if	149B: General Manager, Planning and Development  149E: Full Council or if insufficient time, a group of Councillors comprising the Mayor, the Planning and Development Portfolio Leader and Deputy with Councillor Gazzard to act if

	<p>Duty to prepare a report commissioned by the EPA.</p> <p>Authority to receive report from EPA and to make comments on it.</p> <p>Power to give notice on Council's behalf under s274 of matter referred directly to the Environment Court.</p> <p>Power to lodge appeal to the High Court on question of law on Council's behalf.</p> <p>Power to recover costs incurred by the Council from the applicant.</p>	<p>either the Portfolio Leader or Deputy is unavailable.</p> <p><del>149G: General Manager, Planning and Infrastructure</del></p> <p><del>149Q: General Manager, Planning and Infrastructure</del></p> <p><del>149T: General Manager, Planning and Infrastructure</del></p> <p>149V: Full Council or if insufficient time, a group of Councillors comprising the Mayor, the Planning and Development Portfolio Leader and Deputy with Councillor Gazzard to act if either the Portfolio Leader or Deputy is unavailable.</p> <p>149ZD: Full Council or if insufficient time, a group of Councillors comprising the Mayor, the Planning and Development Portfolio Leader and Deputy with Councillor Gazzard to act if either the Portfolio Leader or Deputy is unavailable.</p>	<p>either the Portfolio Leader or Deputy is unavailable.</p> <p>149G: General Manager, Planning and Development</p> <p>149Q: General Manager, Planning and Development</p> <p>149T: General Manager, Planning and Development</p> <p>149V: Full Council or if insufficient time, a group of Councillors comprising the Mayor, the Planning and Development Portfolio Leader and Deputy with Councillor Gazzard to act if either the Portfolio Leader or Deputy is unavailable.</p> <p>149ZD: Full Council or if insufficient time, a group of Councillors comprising the Mayor, the Planning and Development Portfolio Leader and Deputy with Councillor Gazzard to act if either the Portfolio Leader or Deputy is unavailable.</p>
149W(2)(a) and (4)	Power to implement decision of Board or Court about proposed plan or change or variation.	General Manager, Planning and Infrastructure	General Manager, Planning and Development
168 168A	Duty to receive notice of requirement	Manager, Resource Consenting  Senior Planner	Manager Planning Practice  Team Leader, Resource Consents  Senior Planner
168A	Authority to lodge notice of requirement on behalf of Council	Chief Executive Officer  <del>General Manager, Planning and Infrastructure</del>  <del>General Manager, Operations</del>	Chief Executive Officer  General Manager, Planning and Development  General Manager, Property and Infrastructure
168A	Power to determine whether to publicly notify Council's notice of requirement for a designation.	Hearings Commissioner  <del>Hearings Panel</del>	Hearings Commissioner(s)  Manager Planning Practice

		<del>Manager, Resource Consenting</del>	Team Leader, Resource Consents
168A	Power to make decision on Council's notice of requirement for a designation.	Hearings Commissioner  <del>Hearings Panel</del>  <del>Manager, Resource Consenting</del>	Manager Planning Practice  Manager, Planning Policy  Team Leader, Resource Consents  Hearings Commissioner(s)
169	Power to request further information and determine whether to publicly notify notice of requirement for a designation	<del>Manager, Resource Consenting</del>	Manager Planning Practice  Manager Planning Policy  Team Leader, Resource Consents  Senior Planner
171	Power to consider and make recommendations on requirements for a designation	<del>Manager, Resource Consenting</del>	Manager Planning Practice  Manager, Planning Policy  Team Leader, Resource Consents  Senior Planner  Hearings Commissioner(s)
173	Power to give notice of requiring authority's decision on designation	<del>Planning Support Coordinator</del>	Team Leader Planning Support  Planning Support
174	Power to appeal to Environment Court against requiring authority's decision on designation	<del>General Manager, Planning and Infrastructure</del>	General Manager, Planning and Development
175	Authority to include a designation in district plan	<del>District Plan Manager</del>	Planning Policy Manager
176	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)	<del>Manager, Parks and Commercial Operations</del>	General Manager, Property and Infrastructure  General Manager, Planning and Development  Parks and Reserves Planning Manager
176A	Power to lodge an outline plan	<del>General Manager, Infrastructure</del>  <del>Manager Parks and</del>	General Manager, Property and Infrastructure  Parks and Reserves

	Power to request changes & to waive requirement for an outline plan	Commercial Operations Manager, Resource Consenting	Planning Manager Manager Planning Practice Team Leader, Resource Consents
181	Power to receive application for alterations to designations  Power to determine applications for alteration of designations	Manager, Resource Consenting  Senior Planner  Manager, Resource Consenting  Senior Planner  Hearings Commissioner	Manager Planning Practice Team Leader, Resource Consents Senior Planner  Manager Planning Practice Team Leader, Resource Consents Senior Planner  Hearings Commissioner(s)
182	Authority to receive withdrawals of designations and to amend the District Plan accordingly	Manager, Resource Consenting  District Plan Manager	Planning Policy Manager
184	Power to extend designation which has not been given effect to	District Plan Manager	Planning Policy Manager
189	Duty to receive notice of requirement for heritage order	Manager, Resource Consenting  Senior Planner	Manager Planning Practice Team Leader, Resource Consents Senior Planner
189A	Authority to lodge notice of requirement for a heritage order on behalf of Council	General Manager, Planning and Infrastructure	General Manager, Planning and Development
189A	Power to determine whether to publicly notify Council's notice of requirement for a heritage order	Hearings Commissioner  Hearings Panel	Hearings Commissioner(s)
189A	Power to make decision of Council's notice of requirement for a heritage order	Hearings Commissioner  Hearings Panel	Hearings Commissioner(s)
190	Power to request further information and determine notification of notice of requirement for heritage order	Manager, Resource Consenting  Senior Planner	Manager Planning Practice Team Leader, Resource Consents

			Senior Planner
191	Power to make recommendations on notice of requirement for heritage order	Manager, Resource Consenting Senior Planner Hearings Commissioner Hearings Panel	Manager Planning Practice 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 and Infrastructure	General Manager, Planning and Development
195	Power to appeal to Environment Court against heritage protection authority's decisions under sections 193 or 194	General Manager, Planning and Infrastructure	General Manager, Planning and Development
195A	Power to receive application for alterations to heritage order  Power to determine applications for alterations of heritage order	Manager, Resource Consenting Senior Planner  Hearings Commissioner Hearings Panel	Manager Planning Practice Team Leader, Resource Consents Senior Planner  Hearings Commissioner(s)
196	Power to receive withdrawals of heritage orders and to amend the District Plan accordingly	Manager, Resource Consenting District Plan Manager	Manager Planning Practice Team Leader, Resource Consents Planning Policy Manager
220	Power to impose conditions on subdivision consents	Manager, Resource Consenting Senior Planner Subdivision Planner Hearings Commissioner Hearings Panel	Manager Planning Practice Team Leader, Resource Consents Senior Planner Subdivision Planner Hearings Commissioner(s)
220(1)(a) and (2)(b)	Authority to undertake registration of certificates as authorised officer	Manager, Resource Consenting Subdivision Planner	Manager Planning Practice Team Leader, Resource Consents

			Subdivision Planner
221(2)	Authority to issue and sign a consent notice	Manager, Resource Consenting	Manager Planning Practice
221(3)	Authority to vary or cancel a condition specified in a consent notice	Manager, Resource Consenting Senior Planner Subdivision Planner	Manager Planning Practice Team Leader, Resource Consents Senior Planner Subdivision Planner Hearings Commissioner(s)
221(5)	Authority to execute, as authorised person instrument(s) creating, varying, cancelling or recording expiry of consent notice	Manager, Resource Consenting Senior Planner Subdivision Planner	Manager Planning Practice Subdivision Planner
222	Powers related to the issue of completion certificates enabling the deposit of survey plan	Manager, Resource Consenting Subdivision Planner	Manager Planning Practice Subdivision Planner
223	Powers related to approval of survey plan as authorised officer	Manager, Resource Consenting Subdivision Planner	Manager Planning Practice Subdivision Planner
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.	Manager, Resource Consenting Subdivision Planner	Manager Planning Practice Subdivision Planner
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	Manager, Resource Consenting Subdivision Planner	Manager Planning Practice Subdivision Planner

	<p>with relevant district plan rules.</p> <p>Authority to execute all documents (as authorised officer) for registration</p> <p>Authority to undertake online de-registration of certificates as authorised officer.</p>		
234	<p>Power to vary or cancel esplanade strips on application</p>	<p><b>Manager, Resource Consenting</b> Subdivision Planner</p> <p>Note: Decisions will be considered on a case by case basis and will be escalated to Full Council where appropriate.</p>	<p>Manager Planning Practice Subdivision Planner</p> <p>Note: Decisions will be considered on a case by case basis and will be escalated to Full Council where appropriate.</p>
235	<p>Power to agree on Council's behalf to creation of esplanade strip</p>	<p><b>Manager, Resource Consenting</b> Subdivision Planner</p> <p>Note: Decisions will be considered on a case by case basis and will be escalated to Full Council where appropriate.</p>	<p>Manager Planning Practice Subdivision Planner</p> <p>Note: Decisions will be considered on a case by case basis and will be escalated to Full Council where appropriate.</p>
237	<p>Power to approve a survey plan where esplanade reserves or strips are required</p>	<p><b>Manager, Resource Consenting</b> Subdivision Planner</p>	<p>Manager Planning Practice Subdivision Planner</p>
237B	<p>Power to acquire an easement for access strip</p>	<p><b>Manager, Resource Consenting</b> Subdivision Planner</p>	<p>Manager Planning Practice Subdivision Planner</p>
237C	<p>Authority to close access strips and give notice of closure</p>	<p><b>Manager, Resource Consenting</b> Subdivision Planner</p>	<p>Manager Planning Practice Subdivision Planner</p>
237D	<p>Authority to agree to transfer of access strip to Crown or regional council</p>	<p><b>Manager, Resource Consenting</b> Subdivision Planner</p>	<p>Manager Planning Practice Subdivision Planner</p>
237H	<p>Authority to object to compensation valuation determination</p>	<p><b>Manager, Resource Consenting</b> Subdivision Planner</p>	<p>Manager Planning Practice Subdivision Planner</p>
239	<p>Authority to certify survey plans subject to specified interests and</p>	<p><b>Manager, Resource Consenting</b></p>	<p>Manager Planning Practice</p>

	undertake online registration of certificates as authorised officer.	Subdivision Planner	Subdivision Planner
240(3) and (4)	Authority to certify survey plans subject to an amalgamation covenant against transfer of allotments and execute as authorised officer all documents (includes online de-registration of certificates).	Manager, Resource Consenting Subdivision Planner	Manager Planning Practice Subdivision Planner
241(1) and (3)	Authority to deal with amalgamation conditions and undertake online registration of certificates as authorised officer.  Authority to issue a certificate for cancellation of an amalgamation condition and execute all necessary documents (including online de-registration of certificates) as authorised officer.	Manager, Resource Consenting Subdivision Planner	Manager Planning Practice Subdivision Planner  Manager Planning Practice Subdivision Planner  Hearings Commissioner(s)
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).	Manager, Resource Consenting Subdivision Planner	Manager Planning Practice Subdivision Planner
245	Authority to approve survey plan of reclamation	Manager, Resource Consenting Subdivision Planner	Manager Planning Practice Subdivision Planner
269-291	Authority to determine and direct Council involvement in Environment Court proceedings	Manager, Resource Consenting District Plan Manager	Manager Planning Practice Planning Policy Manager
292	Authority to seek that Environment Court remedy defect in plan	District Plan Manager	Planning Policy Manager
294	Authority to seek that Environment Court review a decision or rehear proceedings	General Manager, Planning and Infrastructure	General Manager, Planning and Development
299-308	Authority to determine and direct Council involvement in High Court and Court of Appeal proceedings	General Manager, Planning and Infrastructure	General Manager, Planning and Development
311 312	Authority to initiate declaration proceedings and take other necessary steps	General Manager, Planning and Infrastructure	General Manager, Planning and Development
314-321	Authority to initiate enforcement order and interim enforcement order proceedings and take other	General Manager, Legal and Regulatory	Chief Financial Officer Regulatory Manager

	necessary steps		
325	Authority to consent to a stay of abatement notice	Regulatory Manager	Regulatory Manager
325A	Power to cancel abatement notice	Regulatory Manager	Regulatory Manager
330	Power to take preventative or remedial action in emergency circumstances	General Manager, Planning and Infrastructure	General Manager, Property and Infrastructure
331	Power to seek reimbursement of Council's costs for emergency works	General Manager, Planning and Infrastructure	General Manager, Property and Infrastructure
336	Duty to return property seized under warrant or otherwise dispose of property if not claimed	Principal Enforcement Officer	Principal Enforcement Officer
338	Authority to commence prosecution for breach of Act	General Manager, Legal and Regulatory	Chief Financial Officer Regulatory Manager
357D	Power to consider and determine objections	Hearings Commissioner	Hearings Commissioner
Sch 1 Cl 3, 3B	Duty to consult on proposed plan, including consultation with local iwi	District Plan Manager	Planning Policy Manager
Sch 1 CL 3C	Authority to determine whether consultation has already occurred under other enactments	District Plan Manager	Planning Policy Manager
Sch 1 Cl 4	Duty to invite requiring authorities by written request on designations in proposed plans	District Plan Manager	Planning Policy Manager
Sch 1 Cl 5	Authority to prepare s32 report and publicly notify proposed plan	District Plan Manager – but subject to authority of Full Council	Planning Policy Manager – but subject to authority of Full Council
Sch 1 Cl 6	Authority to make submissions on Council's behalf	Full Council or if insufficient time, a group of Councillors comprising the Mayor, the Planning and Development Portfolio Leader and Deputy with Councillor Gazzard to act if either the Portfolio Leader or Deputy is unavailable.	Full Council or if insufficient time, a group of Councillors comprising the Mayor, the Planning and Development Portfolio Leader and Deputy with Councillor Gazzard to act if either the Portfolio Leader or Deputy is unavailable.
Sch 1 Cl 7	Duty to give public notice of submissions on proposed plan	District Plan Manager	Planning Policy Manager
Sch 1 Cl 8, 8A	Authority to make further submissions on Council's behalf	General Manager, Planning and Infrastructure	General Manager, Planning and Development
Sch 1 Cl 8AA	Authority to invite submitters to meetings or refer matters to mediation	District Plan Manager	Planning Policy Manager
Sch 1 Cl 8B	Duty to give notice of hearings	District Plan Administrator	District Plan Administrator
Sch 1 Cl 8C	Authority to determine whether hearing is required	District Plan Manager	Planning Policy Manager
Sch 1 Cl 8D	Authority to withdraw proposed plan	General Manager, Planning and Infrastructure	General Manager, Planning and Development

Sch 1 Cl 9	Power to hear and make recommendations and decisions on requirements	Hearings Commissioner  <u>Hearings Panel</u>	Hearings Commissioner(s)  Hearings Panel
Sch 1 Cl 10	Power to hear and make recommendations on provisions and matters raised in submissions	Hearings Commissioner  <u>Hearings Panel</u>	Hearings Commissioner(s)
Sch 1 Cl 11	Duty to give notice of decisions	District Plan Administrator	District Plan Administrator
Sch 1 Cl 14	Authority to lodge appeal with Environment Court	General Manager, Planning and Infrastructure	General Manager, Planning and Development
Sch 1 Cl 16(1)	Duty to amend proposed plan if directed by Court	District Plan Manager	Planning Policy Manager
Sch 1 Cl 16(2)	Authority to amend proposed plan to correct minor errors	District Plan Manager	Planning Policy Manager
Sch 1 Cl 16A	Authority to initiate variation to proposed plan	General Manager, Planning and Infrastructure	General Manager, Planning and Development
Sch 1 Cl 20	Duty to give notice of plan becoming operative	District Plan Manager	Planning Policy Manager
Sch 1 Cl 20A	Authority to amend operative plan to correct minor errors	District Plan Manager	Planning Policy Manager
Sch 1 Cl 21	Authority to request change to regional plan or regional policy statement	General Manager, Planning and Infrastructure	General Manager, Planning and Development
Sch 1 Cl 23	Power to seek further information relating to private plan change requests	District Plan Manager  Senior Policy Planner  Policy Planner  Hearings Commissioner  <u>Hearings Panel</u>	Planning Policy Manager  Senior Policy Planner  Policy Planner  Hearings Commissioner(s)
Sch 1 Cl 24	Power to modify plan change request	General Manager, Planning and Infrastructure	General Manager, Planning and Development
Sch 1 Cl 25	Power to determine how to proceed with plan change request, including power to reject request	General Manager, Planning and Infrastructure, subject to authority of Full Council or if insufficient time, a group of Councillors comprising the Mayor, the Planning and Development Portfolio Leader and Deputy with Councillor Gazzard to act if either the Portfolio Leader or Deputy is unavailable.	General Manager, Planning and Development, subject to authority of Full Council or if insufficient time, a group of Councillors comprising the Mayor, the Planning and Development Portfolio Leader and Deputy with Councillor Gazzard to act if either the Portfolio Leader or Deputy is unavailable.
Sch 1 Cl 26	Authority to prepare and notify plan change request	District Plan Manager	Planning Policy Manager
Sch 1 Cl 28	Power to withdraw plan change request	Full Council or if insufficient time, a group of Councillors comprising the	Full Council or if insufficient time, a group of Councillors comprising the

		Mayor, the Planning and Development Portfolio Leader and Deputy with Councillor Gazzard to act if either the Portfolio Leader or Deputy is unavailable.	Mayor, the Planning and Development Portfolio Leader and Deputy with Councillor Gazzard to act if either the Portfolio Leader or Deputy is unavailable.
Sch 1 Cl 29(4)	Power to hear and make recommendations on plan change request	Hearings Commissioner  <b>Hearings Panel</b>	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	District Plan Administrator	District Plan Administrator
Sch 1 Cl 29(9)	Power to vary plan change request	<b>District Plan Manager</b>	Planning Policy Manager
Sch 1 Cl 32	Authority to certify material incorporated by reference	<b>District Plan Manager</b>	Planning Policy Manager
Sch 1 Cl 34	Duty to consult on incorporation of material by reference	<b>District Plan Manager</b>	Planning Policy Manager
Sch 1 Cl 35	Duty to make information available and give public notice regarding material incorporated by reference	District Plan Administrator	District Plan Administrator