

**Christchurch City Council**  
**MINUTES ATTACHMENTS**

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**Date:** Thursday 10 September 2020  
**Time:** 9.37am  
**Venue:** Council Chambers, Civic Offices,  
53 Hereford Street, Christchurch

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Updated as at 10 September 2020 (changes shown in green highlight)

## ATTACHMENT A

### AMENDMENTS TO DELEGATIONS AS SET OUT BELOW

[NOTE: Unless amended all other delegations remain unchanged]

Page 42, Part B, Sub-part 1 - Staff

### Resource Management Act 1991 and Covid-19 (Fast-track Consenting) Act 2020

#### 4. Resource Management Act 1991

Delegations made under the authority of sections 34 and 34A of the Resource Management Act as the case may be.

The Deputy Mayor and the Chief Executive are delegated the authority to appoint Hearings Panels on matters under the Resource Management Act 1991.

RMA Hearings Panel <sup>1</sup>	HP
Commissioner	C
General Manager Consenting and Compliance	GMCN
Head of Resource Consents	HRC
Planning Team Leader	PTL
Principal Advisor – Resource Consents	PAR
Senior Planner	SP

Manager Property Consultancy	MPC
General Manager City Services	GMCS
General Manager Citizens and Community	GMCC
Head of Transport	HOT
Head of Parks	HOP
Head of Legal	HOL

<sup>1</sup> An RMA Hearings Panel may include elected members appointed as hearings commissioners under s34A of the RMA

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Planner or any person who is engaged as a consultant planner to the Council	P
General Manager Strategy and Transformation	GMST
Head of Planning and Strategic Transport	HPST
Team Leader City Planning	CPT
Principal Advisor, Planning	PAP
General Manager Corporate Services	GMCP
Head of Regulatory Compliance	HRCP

Associate General Counsel <sup>2</sup>	AGC
<b>Manager Legal Services Delivery – Public, Regulatory, and Litigation</b>	<b>MLS</b>
Corporate Counsel <sup>3</sup>	CoC
<b>Senior Legal Counsel - Litigation</b>	<b>SLC</b>

Section	Delegation	HP	C	GMST	GMCN	HRC	PTL	PAR	SP	P	HPST	CPT	PAP	HRCP	GMCP	GMCS	HOT	HOP	MPC	GMCC	HOL	AGC-MLS	CoC-SLC
42A	To approve the content of a report in relation to a plan change before that report is circulated in accordance with this section.			✓							✓	✓											
<b>91F</b>	<b>To decide whether to return an application to the applicant or continue to process the application, if it has been suspended for a total of 20 working days in response to 1 or more requests under section 91D.</b>				✓	✓	✓	✓	✓														
General	To authorise an officer holding one of the authorised positions listed below to participate in mediation or any other alternative dispute resolution process (not	✓	✓		✓	✓																	

<sup>2</sup> Comes into force on 5 October 2020.

<sup>3</sup> Comes into force on 5 October 2020.

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Section	Delegation	HP	C	GMST	GMCN	HRC	PTL	PAR	SP	P	HPST	CPT	PAP	HRCP	GMCP	GMCS	HOT	HOP	MPC	GMCC	HOL	AGC-MLS	CoG-SLC
	<p>covered by sections 267 or 268A) of any proceeding before the Environment Court that does not arise out of the First Schedule of the Resource Management Act 1991, including the power to commit the Council to a binding agreement to resolve the proceeding provided it does not require any Council expenditure not authorised by a Council delegation.</p> <p>The authorised positions are as follows:</p> <ul style="list-style-type: none"> <li>Head of Resource Consents</li> <li>Team Leader Planning</li> <li>Senior Planner</li> <li>Principal Adviser – Resource Consents</li> <li>Head of Legal</li> <li><del>Associate General Counsel</del> <b>Manager Legal Services Delivery – Public, Regulatory, and Litigation<sup>4</sup></b></li> <li><del>Corporate Counsel</del> <b>Senior Legal Counsel - Litigation<sup>5</sup></b></li> </ul>																						

<sup>4</sup> Comes into force on 5 October 2020.

<sup>5</sup> Comes into force on 5 October 2020.

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**7. COVID-19 Recovery (Fast-track Consenting) Act 2020**

Section	Delegation	HP	C	GMST	GMCN	HRC	PTL	PAR	SP	P	HSPT	CPT
<b>21</b>	<b>To provide written comments under this section on an application for referral</b>					✓	✓	✓				
<b>Sch 5, cl 3</b>	<b>To nominate a person to be a member of an expert consenting panel</b>					✓						
<b>Sch 5, cl 3</b>	<b>To be a member of an expert consenting panel</b>		✓									
<b>Sch 6, cl 17</b>	<b>To provide written comments on a consent application or notice of requirement to the expert consent panel (whether a listed or referred project).</b>					✓	✓	✓				
<b>Sch 6, cl 41(2)</b>	<b>To include the designation in the district plan or proposed district plan in accordance with this clause</b>										✓	✓
<b>Sch 6, cl 44</b>	<b>To decide to appeal a decision made on a consent application or notice of requirement</b>	✓			✓	✓						

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## Changes to the Reserves Act 1977 and Conservation Act 1987 delegations

### Page 149, Part D, Sub-part 1 – Community Boards

#### Reserves Act 1977

Section	Responsibilities, duties, and powers etc.	Limits etc.
54	To grant leases <b>and licences</b> of recreation reserves in accordance with this section.	This power may not be sub-delegated.  Excludes the hearing and determining of submissions/objections (refer Delegations Register Part D Sub-Part 4 Council Hearings Panels).
<b>59A</b>	<b>To grant concessions in respect of any reserve vested in the Crown that is controlled or managed by the Council.</b>	<b>This power may not be sub-delegated.</b>  <b>Excludes the hearing and determining of submissions/objections (refer Delegations Register Part D Sub-Part 4 Council Hearings Panels).</b>

### Page 179, Part D, Sub-part 4 – Council's Hearings Panels

#### 9. Conservation Act 1987

Section	Delegation	Date Amended
<b>49</b>	<b>To hear and determine submissions and objections, and to make recommendations in relation to the granting of leases, licences, permits or easements in relation to a reserve</b>	

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## Tree removals

Page 75, Part B, Sub-part 3 - Staff

### 19. Parks / Trees etc

Delegation	GMCC	HOP	HOT
<p>In consultation with any other units affected, where there is an approved regeneration plan in place to authorise the removal of any tree or vegetation from any land that was formerly known as the Christchurch residential red zone for the purposes of ecological restoration, land drainage improvement or flood protection.</p> <p>The relevant Community Board and the Transformative Governance Group Te Tira Kāhikuhiku are to be informed of any removals prior to being carried out under this delegation.</p> <p>To avoid any doubt, this delegation is subject to all requirements of the Christchurch District Plan and the Resource Management Act 1991.</p> <p>This delegation may not be sub-delegated.</p>		✓	



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**Page 148, Part D, Sub-part 1 – Community Boards**

**Reserves Act 1977**

Section	Responsibilities, duties, and powers etc.	Limits etc.
42	<p>To determine to plant, maintain and remove trees on reserves within the policy set by the Council and in accordance with this section.</p> <p>This delegation does not include the removal of structurally unsound and unhealthy trees, trees causing damage to infrastructure or other safety concerns where there is no viable alternative other than to remove the tree.</p>	<p>Staff are delegated the power to remove on reserves, parks, and open spaces structurally unsound and unhealthy trees, trees causing damage to infrastructure or other safety concerns where there is no viable alternative other than to remove the tree.</p> <p><b>The Head of Parks is delegated the power to remove trees or vegetation for the purposes of ecological restoration, land drainage improvement or flood protection, where there is an approved regeneration plan in place, from any land that was formerly known as the Christchurch residential red zone.</b></p>

**Page 151, Part D, Sub-part 1 – Community Boards**

**Parks**

Responsibilities, duties, powers etc.	Limits etc.
Determine to plant, maintain and remove trees on parks within the policy set by the Council.	<p>Staff are delegated the power to remove on reserves, parks, and open spaces structurally unsound and unhealthy trees, trees causing damage to infrastructure or other safety concerns where there is no viable alternative other than to remove the tree.</p> <p><b>The Head of Parks is delegated the power to remove trees or vegetation for the purposes of ecological restoration,</b></p>

Updated as at 10 September 2020 (changes shown in green highlight)

Responsibilities, duties, powers etc.	Limits etc.
	land drainage improvement or flood protection, where there is an approved regeneration plan in place, from any land that was formerly known as the Christchurch residential red zone.

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## Disposal of land parcels where excess land purchased

### Page 22, Part A, Sub-part 3 – Chief Executive

#### 1. Acquisition and disposal of land (including interests in land)

Delegation	Date Amended
<p>Authority to negotiate, enter into, implement, vary, enforce and cancel contracts with other parties on behalf of the Council for the acquisition of land (including interests in land) or the disposition of land (including interests in land) owned by the Council, and to sign all required documentation.</p> <p><b>This delegation includes the authority to dispose of land where by necessity additional land has been acquired in relation to a Council project and that additional land is not required. This delegation only applies where there is no immediate identified alternative public use or work. Retaining the property for an alternative public use or work must:</b></p> <ul style="list-style-type: none"> <li>• Meet a clearly identified need,</li> <li>• Be supported by a sound and robust business case,</li> <li>• Support Council strategies, and</li> <li>• Be provided for with established funding in the Council's annual and long term plans.</li> </ul>	

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## Sale and Supply of Alcohol Act 2012

### Page 62, Part B, Sub-part 1 – Staff

#### 6. Sale and Supply of Alcohol Act 2012

Head of Regulatory Compliance	HRCP
Principal Adviser Regulatory Compliance	PARC
Team Leader Alcohol Licensing	TLA
Alcohol Licensing Inspector	ALI
Any of the following persons holding any of these positions:  Level 2 Planner  Planning technician  Level 3 Planner  Senior Planner	PLa
Any of the following persons holding any of these positions:  Principal Advisor – Building Consenting;  Team Leader Engineering Services;  Team Leader Processing (Commercial)  Senior Building Consent Officer (Commercial)  Senior Building Control Officers (Commercial)  Building Consent Officer (Commercial)	BCd

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Section	Delegation	HRCP	PARC	PLa <sup>6</sup>	BCd <sup>7</sup>	TLA	ALI
100(f)	To issue certificates.  * That the proposed use of the premises meets the requirements of the Resource management Act 1991 ∞ That the proposed use of the premises meets the requirements of the building code			✓*	✓∞	✓ <sup>8</sup>	✓ <sup>9</sup>
143(1)(b)	To issue certificates.  * That the proposed use of the premises meets the requirements of the Resource management Act 1991 ∞ That the proposed use of the premises meets the requirements of the building code			✓*	✓∞	✓ <sup>10</sup>	✓ <sup>11</sup>

<sup>6</sup> These delegations come into force on 1 March 2021

<sup>7</sup> These delegations come into force on 1 March 2021

<sup>8</sup> This revocation comes into force on 1 March 2021

<sup>9</sup> This revocation comes into force on 1 March 2021

<sup>10</sup> This revocation comes into force on 1 March 2021

<sup>11</sup> This revocation comes into force on 1 March 2021

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## Innovation and Sustainability Fund

Page 64, Part B, Sub-part 2 – Staff

### 5. Innovation and Sustainability Fund

Delegation	HURU
To approve Innovation and Sustainability Grant applications of up to and including \$10,000 in accordance with the Terms of Reference for the Fund.	✓
To determine and carry out the administration requirements for this Fund, and to enter into Funding Agreements with Grant recipients.	✓

## Heritage Grants

Page 162, Part D, Sub-part 2 – Committees (Sustainability and Community Resilience Committee)

### Community Funding

The Council delegates to the Committee authority to make decisions on the following funds, where the decision is not already delegated to staff:

- Heritage Incentive Grant Applications
- Extensions of up to two years for the uptake of Heritage Incentive Grants
- Applications to the Events and Festivals Fund
- Applications to the Capital Endowment Fund
- Applications to the Enliven Places Projects Fund
- Applications to the Innovation and Sustainability Fund
- Applications to the Metropolitan Strengthening Communities Fund *[The Funding Committee will make recommendations on applications to this fund and report back to this Committee]*

