



DELEGATIONS

Part 4

Delegation to Staff

General Manager Finance and Business Support (Rating) and Acting General Manager Finance and Business Support (Rating)

Introduction

The Council delegates the following functions to the General Manager Finance and Business Support in respect to the Rating Act 2002

Note

Section 132 of the Rating Act 2002 states:

132 Delegation

- (1) A local authority may delegate the exercise of functions, powers, or duties conferred by this Act on the local authority to –
 - a. Its chief executive officer; or
 - b. Any other specified officer of the local authority.
- (2) A local authority must not delegate –
 - a. The power to delegate; or
 - b. A function, power, or duty conferred by subpart 2 of Part 1 or subpart 1 of Part 5.

Delegations

Section	Delegation
15	To determine a separately used or inhabited part of a rating unit.
20	To determine whether 2 or more rating units are to be treated as 1 rating unit.
27	To keep and maintain the rating information database and to make decisions about the recognition of a rating unit in the rating information database.
27 (s 7-9, 22, Schedules 1 and 2)	To determine the non-rateable status of a rating unit. *Any two of the delegates acting jointly.
27(4)	To make decisions with respect to determining <ul style="list-style-type: none"> § The category to which a rating unit belongs for the general rate: § The categories to which the rating unit belongs for a targeted rate: § Excess water charges.
27(5)	To make decisions with respect to recording separately for different parts of a rating unit (if separate records are necessary because of different rating treatment for each part of a rating unit), any of the matters specified in this section.
28(2)	To determine whether or not to include the name of any person in the rating information database because it is necessary to identify the rating unit.
28(3)	To determine the reasonable fee for being supplied with a copy of the particulars from the rating information database. *Any two of the delegates acting jointly.
28(4)	To give notice as required.
28C	To remove names from the rating information database.



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Section	Delegation
29	To determine ratepayer objections to the rating information database.
29	To determine further ratepayer objections to the rating information database that staff authorised under section 29. * Acting as the Rating Review Panel
32,33	To update the rating information database in accordance with this section.
35	To remove names from the rating information database in accordance with this section.
36	To update the rating information database in accordance with this section.
37	To keep and maintain the rates records.
39	To determine objections to the rates record.
39	To determine further ratepayer objections to the rates record that staff authorised under section 39.
* Acting as the Rating Review Panel	
40	To correct an error in the rating information database or the rates records.
41, 41A	To issue an amended rates assessment if an error is corrected.
42	To recover additional rates from a ratepayer. To set the interest rate in accordance with this section.
44-51	To provide for the delivery of rates assessments and rates invoices in accordance with these sections.
45, 46	To provide for the design (form and content) of rates assessments and invoices.
54	To not collect rates that are uneconomic to collect. The amount limit is \$200 per annum.
58	To impose penalties not paid by the due date.
61, 62	To exercise powers for recovery of rates if owner in default.
63	To commence legal proceedings to recover unpaid rates
85	To determine the applicability of remissions for late payment penalties
85	To determine the applicability of remissions for not for profit community organisations. *Any two of the delegates acting jointly.
87-90	To determine the applicability of rates postponements.
*Any two of the delegates acting jointly.	
85-90	To carry out any administrative tasks associated with remissions or postponements under these sections, and not otherwise delegated.
99	To apply to Maori Land Court for charging order.
108	To apply to apply to Maori Land Court to enforce charging order.
111	To apply to Maori Land Court for payment of unpaid rates.
114-115	To remit or postpone rates pursuant to Council rates remission and postponement policy. *Any two of the delegates acting jointly.
114-115	To carry out any administrative tasks associated with remissions or postponements under these sections, and not otherwise delegated.
135	To sign documents as correct copies for the purpose of Court or Tribunal proceedings.



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Acting General Manager Finance and Business Support (Rating)**