

<b>Council delegations to council officers, per section 132 of Local Government (Rating) Act 2002.</b> Pursuant to Section 132 of the Act the Kaipara District Council delegates to the holder for the time being of the specified office such of its functions, powers and duties as are listed in this Schedule. Abbreviations: Revenue collections officer (RCO) , Revenue operations officer (ROO)		
Section	Description	Delegated to
27	Duty to keep and maintain rating information base	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager
28	Duty to make the rating information database available for inspection	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager
28C	Power to remove owners particulars from database pursuant to s28B request	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager, RCO, ROO
29	Power to determine objections to information in the Rating Information Database	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager
33	Duty to update the rating information database in respect of notification of transfer or assignment of lease or licence	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager, RCO, ROO
35	Power to remove the name of ratepayer entered in rating information databases if satisfied that the name has been removed from the land transfer register, if the entry relates to a rating unit that is entered in that register	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager, RCO, ROO
36	Duty to update the database in respect of change of name	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager, RCO, ROO
37	Duty to keep and maintain rates records for each rating unit	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager
38	Power to request confirmation with regard to who may inspect the rates record for a rating unit and duty to make rates record available for inspection at principal public office of the local authority	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager
39	Power to determine objections to information in rates records and, if the objection is upheld, correct the entry in the rates record accordingly	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager
40	Power to correct errors in rating information databases and rates records even though an objection has not been made	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager, RCO, ROO
41	Duty to issue an amended rates assessment if an error in rating information database or rates records is corrected and to refund to the person who paid the rates any rates paid in excess of the amount payable on the amended assessment	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager
41A	Duty to issue an amended rates assessment to give effect to valuation	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager
44	Duty to deliver rates assessments to ratepayers	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager
46	Duty to deliver to the ratepayer a rates invoice for the rating unit for that period.	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager
48	Duty to deliver rates assessments before rates invoices unless the rates assessment includes all information required by section 46 in which case the rates invoice and rates assessment may be delivered together	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager
50	Power to deliver a rates invoice for not more than 25% of the rates that are payable in the previous year	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager

Section	Description	Delegated to
51	Power to deliver a combined rates assessment and combined rates invoice for rating units	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager
52	Power to determine method of payment of rates	NOT DELEGATED
53	Power to appoint person or a local authority to collect the rates they assess and to agree with a collector to any other arrangement for the delivery of rates assessments and rates invoices and for the collection of rates	NOT DELEGATED
54	Power not to collect rates that are uneconomic to collect	Refer Attachment 4A
57	Power to add penalties for rates not paid by the due date, in accordance with the rates resolution	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager
58	Power to impose penalties when rates are unpaid subject to rates resolution	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager
61	Power of recovery of rates from owner when ratepayer other than owner defaults in paying rates, subject to informing <b>commissioners</b> prior to actioning	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager, RCO, ROO
62	Powers for recovery of rates if owner defaults	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager, RCO, ROO
63	Power to commence proceedings in a court of competent jurisdiction to recover as a debt unpaid rates subject to advising <b>Commissioners</b> prior to actioning	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager
67	Power to apply to High Court to have judgement for rates enforced by sale or lease of the rating unit subject to advising <b>Commissioners</b> prior to actioning	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager
77	Powers to apply to District Court for an order that declares land abandoned and authorises local authority to sell or lease the land subject to advising <b>Commissioners</b> prior to actioning	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager
85(1)	Power to remit all or part of the rates on a rating unit in accordance with Council's rates remission policy. Report to the next available Council meeting.	Refer Attachment 4A
86	Duty to record remitted rates	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager
87	Duty to postpone the requirement to pay all or part of the rates in accordance with Council's rates postponement policy	Refer Attachment 4A
88	Power to add a postponement fee to postponed rates	Refer Attachment 4A
89(2)	Duty to record the net cost of a postponement as paid by local authority	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager
90(1)	Power to register a notice of charge on a rating unit if the requirement to pay rates for the rating unit under section 87(1) has been postponed	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager
90(4)	Duty to register a notice of release of charge if all postponed rates for a rating unit are paid	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager
108	Power to apply to the Maori Land Court to enforce a charging order against land for the amount of unpaid rates and the cost of obtaining the charging order subject to advising Commissioners prior to actioning	Chief Executive, <b>General Manager Sustainable Growth and Investment</b> , Revenue Manager
114	Power to remit all or part of the rates (including penalties for unpaid rates) on Maori freehold land in accordance with Council policy. Report to the next available council meeting.	Refer Attachment 4A
115	Duty to postpone requirement to pay all or part of the rates on Maori freehold land in certain circumstances	Refer Attachment 4A
135(2)	Power, of chief executive officer or another person who is authorised by the local authority, to sign documents as correct copies of certain documents for the purpose of any proceedings	Chief Executive, <b>General Manager Sustainable Growth and Investment</b>