



**Far North  
District Council**



# **ATTACHMENTS MINUTES**

**Ordinary Council Meeting**

**28 February 2019**

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**Rating Delegations Schedule 2019**

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- Rates Remission Policy (R04) – Section 85
- Rates Postponement Policy (P04) – Section 87
- Remission & Postponement of Rates on Maori Freehold Land (ML04)

Senior Rates Officer becomes  
Technical Rates Officer (new)

New role - Manager Transaction Services (new)

replaces manager financial  
Accounting (old posn)

**Rating Delegations**

| Act                                | Section | Delegations   | Title   |
|------------------------------------|---------|---|---|
| Local Government (Rating) Act 2002 | 27(5)   | Determine whether to divide rating units and the methodology for division.  | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> <li>• Team Leader - Rating Services</li> <li>• <u>Technical Rates Officer</u></li> </ul> |
| Local Government (Rating) Act 2002 | 29      | Determine objections to the Rating Information Database.  | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> <li>• Team Leader - Rating Services</li> <li>• <u>Technical Rates Officer</u></li> </ul> |
| Local Government (Rating) Act 2002 | 35      | Remove a name from the Rating Information Database.   | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Manager District Administration</li> <li>• Property Information Team Leader</li> </ul>                                |
| Local Government (Rating) Act 2002 | 39      | Determine objections to rates records.  | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> </ul>  |
| Local Government (Rating) Act 2002 | 40      | Correct an error in the rating information database or rates records.   | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> <li>• Team Leader - Rating Services</li> <li>• <u>Technical Rates Officer</u></li> </ul> |
| Local Government (Rating) Act 2002 | 52      | Agree the method by which rates may be paid.  | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> </ul>  |
| Local Government (Rating) Act 2002 | 54      | Determine that the rates payable on a rating unit in a financial year are uneconomic to collect, and not to collect them. Notify the ratepayer. | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> </ul>  |

|                                    |    |   |  |
|------------------------------------|----|---|--|
| Local Government (Rating) Act 2002 | 61 | Collect unpaid rates from the owner ( <i>where ratepayer is other than the owner</i> )  | <ul style="list-style-type: none"> <li>Chief Executive</li> <li>GM: Corporate Services</li> <li>Chief Financial Officer</li> <li>Manager - Transaction Services</li> </ul> |
| Local Government (Rating) Act 2002 | 62 | Collect, accept, or recover as a debt unpaid rates from persons other than the owner  | <ul style="list-style-type: none"> <li>Chief Executive</li> <li>GM: Corporate Services</li> <li>Chief Financial Officer</li> <li>Manager - Transaction Services</li> </ul> |
| Local Government (Rating) Act 2002 | 63 | Commence proceedings to recover as a debt unpaid rates and execute all related statutory and legal documents on behalf of the Council   | <ul style="list-style-type: none"> <li>Chief Executive</li> <li>GM: Corporate Services</li> <li>Chief Financial Officer</li> <li>Manager - Transaction Services</li> </ul> |
| Local Government (Rating) Act 2002 | 67 | Apply to the Registrar of the High Court to have a judgment for rates enforced by sale or lease of the rating unit.   | <ul style="list-style-type: none"> <li>Chief Executive</li> <li>GM: Corporate Services</li> <li>Chief Financial Officer</li> <li>Manager - Transaction Services</li> </ul> |
| Local Government (Rating) Act 2002 | 72 | Give consent of the Council to the sale or lease of a rating unit by private treaty for any consideration that the Registrar thinks reasonable  | <ul style="list-style-type: none"> <li>Chief Executive</li> <li>GM: Corporate Services</li> <li>Chief Financial Officer</li> <li>Manager - Transaction Services</li> </ul> |
| Local Government (Rating) Act 2002 | 77 | <p>Give public notice that the Council intends to have the land declared abandoned and to sell or lease the land.</p> <p>Apply to the District Court for an order that declares the land to be abandoned and authorises the Council to sell or lease the land.</p> <p>Commence proceedings under section 67 to sell or lease abandoned land</p> | <ul style="list-style-type: none"> <li>Chief Executive</li> <li>GM: Corporate Services</li> <li>Chief Financial Officer</li> <li>Manager - Transaction Services</li> </ul> |
| Local Government (Rating) Act 2002 | 78 | Sell or lease the land under sections 79 to 83 of the Act   | <ul style="list-style-type: none"> <li>Chief Executive</li> <li>GM: Corporate Services</li> <li>Chief Financial Officer</li> <li>Manager - Transaction Services</li> </ul> |
| Local Government (Rating) Act 2002 | 79 | <p>Determine whether the sale or lease of abandoned land will be by public auction or public tender.</p> <p>Determine any terms or conditions of sale or lease and place a reserve on the land.</p> <p>Decide to refuse any tender; or put the abandoned land up for sale or lease as often as may be required until it is sold or</p>          | <ul style="list-style-type: none"> <li>Chief Executive</li> <li>GM: Corporate Services</li> <li>Chief Financial Officer</li> </ul>   |

|                                    |     |   |  |
|------------------------------------|-----|---|--|
|                                    |     | <p>leased.</p> <p>If the abandoned land is not sold or leased at public auction or by public tender, sell or lease the land by private treaty for any consideration that is not less than the reserve.</p> <p>Bid for the abandoned land at any public auction of it and buy the land on behalf of the Council.</p> |  |
| Local Government (Rating) Act 2002 | 80  | Approve documents for execution under Council seal.   | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> </ul>   |
| Local Government (Rating) Act 2002 | 82  | If the proceeds of a sale or lease of abandoned land under section 79 are not sufficient to meet the rates, interest, costs, and expenses, write off the deficiency.  | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> <li>•</li> </ul>  |
| Local Government (Rating) Act 2002 | 85  | Remit all or part of the rates on a rating unit (including penalties for unpaid rates) in accordance with the rates remission policy.   | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> <li>• <b>Manager - Transaction Services</b></li> <li>• Team Leader - Rating Services</li> <li>• <b>Technical Rates Officer</b></li> </ul> |
| Local Government (Rating) Act 2002 | 87  | Postpone the requirement to pay all or part of the rates on a rating unit (including penalties for unpaid rates) in accordance with the rates postponement policy.  | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> <li>• <b>Manager - Transaction Services</b></li> <li>• Team Leader - Rating Services</li> <li>• <b>Technical Rates Officer</b></li> </ul> |
| Local Government (Rating) Act 2002 | 99  | Apply to the Maori Land Court for an order charging the unpaid rates against land.  | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> <li>• Manager Enabling MFL</li> <li>• <b>Manager - Transaction Services</b></li> </ul>  |
| Local Government (Rating) Act 2002 | 114 | Remit all or part of the rates (including penalties for unpaid rates) on Maori freehold land in accordance with the policy on the remission and postponement of rates on Maori freehold land.   | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> <li>• Manager Enabling MFL</li> <li>• <b>Manager - Transaction Services</b></li> </ul>  |
| Local Government (Rating) Act 2002 | 115 | Postpone the requirement to pay all or part of the rates on Maori freehold land (including penalties for unpaid rates) in accordance with the policy on   | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> <li>• Manager Enabling MFL</li> <li>• <b>Manager - Transaction Services</b></li> </ul>  |



|                                    |     |   |   |
|------------------------------------|-----|---|---|
|                                    |     | the remission and postponement of rates on Maori freehold land. | <ul style="list-style-type: none"> <li>• Team Leader - Rating Services</li> <li>• <b>Technical Rates Officer</b></li> </ul>   |
| Local Government (Rating) Act 2002 | 135 | Sign documents as evidence for court proceedings                | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> <li>• Manager Enabling MFL</li> <li>• <b>Manager - Transaction Services</b></li> </ul> |

|                            |         |  |  |
|----------------------------|---------|--|--|
| Rates Rebate Act 1973      | 13      | To witness declarations made on Applications for rates rebates   | <ul style="list-style-type: none"> <li>• Community &amp; Customer Services Manager</li> <li>• Team Leader, Kaikohe Service Centre</li> <li>• Branch Manager, Kerikeri</li> <li>• Branch Manager, Kaitiaia</li> <li>• Customer Service Officers</li> <li>• Chief Financial Officer</li> <li>• Team Leader - Rating Services</li> <li>• <b>Technical Rates Officer</b></li> <li>• <b>Manager - Transaction Services</b></li> </ul> |
| Rating Valuations Act 1998 | 50 & 34 | Determine an objection following review, EXCEPT THAT where the determination differs from the outcome of the registered valuers review, the matter must be brought to the Council for final determination. | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Manager District Administration</li> <li>• Property Information Team Leader</li> </ul>   |
| Rating Valuations Act 1998 | 50 & 36 | Require an objection to be heard by the Land Valuation Tribunal.   | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Manager District Administration</li> <li>• Property Information Team Leader</li> </ul>   |

## Policy Delegations

| Local Government (Rating) Act 2002 Section 85   |   |   |  |
|---|---|---|--|
| Rates Remission and Postponement - Policy R04   |   |   |  |
| Approval of any application for remission of rates up to \$20,000 by Chief Financial Officer  |   |   |  |
| Over \$20,000 by General Manager – Corporate Services and the Chief Financial Officer jointly |   |   |  |
| Policy Statement No   |   | Officer/s   | Amount   |
| R04/01  | Remissions of penalties   | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Community &amp; Customer Services Manager</li> <li>• Chief Financial Officer</li> <li>• Team Leader - Rating Services</li> <li>• Technical Rates Officer</li> <li>• Manager - Transaction Services</li> <li>• Branch Managers</li> </ul>                                      | ⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ \$1,000<br>⇒ \$1,000<br>⇒ \$1,000<br>⇒ \$500   |
| R04/02  | Remissions of additional penalties  | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Community &amp; Customer Services Manager</li> <li>• Chief Financial Officer</li> <li>• Team Leader - Rating Services</li> <li>• Technical Rates Officer</li> <li>• Manager - Transaction Services</li> <li>• Branch Managers</li> <li>• Customer Service Officers</li> </ul> | ⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ \$500<br>⇒ \$500 |
| R04/04  | Remission of rates on land owned or used by charitable or community organisations | <ul style="list-style-type: none"> <li>• General Manager – Corporate Services and the Chief Financial Officer</li> </ul>  | Jointly  |
| R04/05  | Remission of charges on properties only partly within district                    | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> <li>• Team Leader - Rating Services</li> <li>• Technical Rates Officer</li> <li>• Manager - Transaction Service</li> </ul>   | ⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%                                 |
| R04/06  | Remission of charges on contiguous properties                                     | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> <li>• Team Leader - Rating Services</li> <li>• Technical Rates Officer</li> <li>• Manager - Transaction</li> </ul>   | ⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%   |

|        |  |   |  |
|--------|--|---|--|
|        |  | Services  | ⇒ 100%   |
| R04/07 | Remission of school sewerage charges   | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> <li>• Team Leader - Rating Services</li> <li>• Technical Rates Officer</li> <li>• Manager - Transaction Services</li> </ul>  | ⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%           |
| R04/08 | Remission of excess water charges (up to 50% of normal water reading applications for more than 50% go to Council)   | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Community &amp; Customer Services Manager</li> <li>• Chief Financial Officer</li> <li>• Team Leader - Rating Services</li> <li>• Technical Rates Officer</li> <li>• Manager - Transaction Services</li> </ul> | ⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100% |
| R04/09 | Remission of postponed rates (basis of remission specified in each postponement policy)  | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> <li>• Team Leader - Rating Services</li> <li>• Technical Rates Officer</li> <li>• Manager - Transaction Services</li> </ul>  | ⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%           |
| R04/11 | Remission of rates on land subject to protection for natural, historic or cultural conservation purposes. (This now requires confirmation that the land concerns meets conservation or other requirements pursuant to the District Plan and that the covenant meets Council requirements.) | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> <li>• Team Leader - Rating Services</li> <li>• Technical Rates Officer</li> <li>• Manager - Transaction Services</li> </ul>  | ⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%           |



**Local Government (Rating) Act 2002 Section 87****Rates Remission and Postponement - Policy P04**

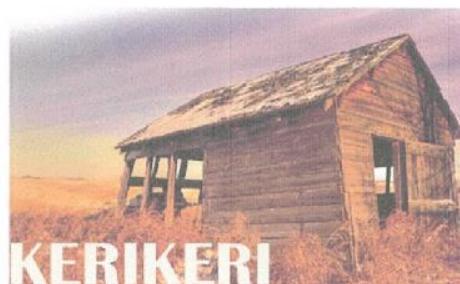
Any application for a postponement of rates outside of those allowed under these policies must be made in writing to Council. It must set out in detail the reasons why the application is being made outside of the policies established under the LG (Rating) Act 2002. Council is under no obligation to approve any applications that do not comply with the established policies and Council's decision on the matter is final

Over \$20,000 by General Manager – Corporate Services and the Chief Financial Officer jointly

| Policy Statement No |  | Officer/s  | Amount   |
|---------------------|--|--|--|
| P04/01              | Postponement of rates on land subject to protection for natural, cultural or conservation purposes. <i>(This now requires confirmation that the land concerns meets conservation or other requirement pursuant to the District Plan and that the covenant meets Council requirements.)</i> | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> <li>• Team Leader - Rating Services</li> <li>• <b>Technical Rates Officer</b></li> <li>• <b>Manager - Transaction Services</b></li> </ul> | ⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100% |
| P04/02              | Postponement of rates on unusable land.  | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> <li>• Team Leader - Rating Services</li> <li>• <b>Technical Rates Officer</b></li> <li>• <b>Manager - Transaction Services</b></li> </ul> | ⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100% |
| P04/03              | Postponement of rates on landlocked general title land   | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> <li>• Team Leader - Rating Services</li> <li>• <b>Technical Rates Officer</b></li> <li>• <b>Manager - Transaction Services</b></li> </ul> | ⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100% |
| P06/04              | Postponement of rates on farmland  | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> <li>• Team Leader - Rating Services</li> <li>• <b>Technical Rates Officer</b></li> <li>• <b>Manager - Transaction Services</b></li> </ul> | ⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100% |

|        |   |  |  |
|--------|---|--|--|
| P04/05 | Postponement of rates on residential land | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Chief Financial Officer</li> <li>• Team Leader - Rating Services</li> <li>• Technical Rates Officer</li> <li>• Manager - Transaction Services</li> </ul> | ⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100% |
|--------|---|--|--|

| Local Government (Rating) Act 2002 Section 108 & 109                        |   |  |  |
|---|---|--|--|
| Remission and Postponement of Rates on Maori Freehold Land ML04             |   |  |  |
| All applications to be authorised by any two (2) delegated officers jointly |   |  |  |
| Policy Statement No   |   | Officer/s  | Amount   |
| ML04/01   | Remission of rates on unoccupied Maori freehold land.   | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Manager Enabling MFL</li> <li>• Chief Financial Officer</li> <li>• Team Leader - Rating Services</li> <li>• Technical Rates Officer</li> <li>• Manager - Transaction Services</li> </ul> | ⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100% |
| ML04/02   | Remission of rates on Maori freehold land used for the purposes of Papakainga or other housing projects subject to occupation licences or other informal arrangements | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Manager Enabling MFL</li> <li>• Chief Financial Officer</li> <li>• Team Leader - Rating Services</li> <li>• Technical Rates Officer</li> <li>• Manager - Transaction Services</li> </ul> | ⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100% |
| ML04/03   | Postponement of Rates on Maori freehold land  | <ul style="list-style-type: none"> <li>• Chief Executive</li> <li>• GM: Corporate Services</li> <li>• Manager Enabling MFL</li> <li>• Chief Financial Officer</li> <li>• Team Leader - Rating Services</li> <li>• Technical Rates Officer</li> <li>• Manager - Transaction Services</li> </ul> | ⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100%<br>⇒ 100% |



## **MEN'S SHED**

Postal Address:  
1324 SH 10  
RD 3  
Kerikeri 0293

### **WHAT IS A MEN'S SHED?**

Generally speaking, men do not prepare themselves for retirement; they have no real plan to fill the time that they have been so looking forward to. You can't go fishing all the time or play golf every day!

Men with nothing to do and no focus in life end up with the "under foot syndrome" which can lead to friction in their relationships and may manifest itself as depression and other health related issues. Because men don't make a fuss about their health, these problems have consistently been either ignored or swept under the mat by both our health system and modern society.

We are continuously bombarded by the media for men to have their prostate checked and those angry looking sun spots looked at - however few initiatives are available that target men's general welfare.

A Men's Shed is a community-based, non-profit, non-commercial organisation that is accessible to all men and whose primary activity is the provision of a safe and friendly environment where men are able to work on meaningful projects at their own pace, in their own time, in the company of other men. Its major objective is to advance the well-being and health of men.

Good health is based on many factors including feeling good about oneself, being productive and valuable to your community, connecting with friends and maintaining an active body and an active mind. Becoming a member of the Men's Shed gives a man that safe and busy environment where he can find many of these things in an atmosphere of old-fashioned comradeship. Importantly, there is no pressure, men can just come and have a yarn and a cuppa if that is all they are looking for.

### **KERIKERI MEN'S SHED Keeping Men Healthy.**

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