

Local Government (Rating) Act 2002

The Queenstown Lakes District Council, pursuant to Section 132 of the Local Government (Rating) Act 2002 (LGRA), delegates those of its responsibilities, duties and powers under the LGRA as set out in the following table, to the delegates specified.

Except as permitted by LGRA Section 90C, these delegations exclude the authority to sub-delegate such responsibilities, duties and powers, as sub-delegation is prohibited under LGRA Section 132.

These delegations are made subject to Schedule 1 General rules in the Queenstown Lakes District Council Register of Delegations.

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Clause	Description	Delegate
Subpart 2 of Part 1 – sections 7 - 26	Setting rates	Not delegated – reserved to Council
Subpart 1 of part 5 – sections 118 - 130	Replacement of rates	Not delegated – reserved to Council
Section 132	Power to delegate	Not delegated – reserved to Council
All sections except sections 7 – 26, 118 – 130, and 132.	All functions, powers and duties under the Act except those reserved to Council	Chief Executive Assurance Finance and Risk (AFR) – General Manager (GM-AFR)

Clause	Description	Delegate
20	Rating units in common ownership – decision on two or more rating units to be treated as one rating unit	GM-AFR Finance Manager Financial Services Team Leader Rates Team Leader
27 (5)	Divide rating units - decisions on whether to divide rating units and on the methodology for division for general rate, targeted rate, rateability, or remission	GM-AFR Finance Manager Financial Services Team Leader Rates Team Leader
28 (2)	Identify rating unit - whether disclosure of the name of a person is necessary to identify a rating unit	GM-AFR Finance Manager Financial Services Team Leader Rates Team Leader
28 (3)	Rating database information copy fee - to determine the fee for supplying copies of information from the rating information database	GM-AFR Finance Manager Financial Services Team Leader
29	Objections to Rating Information database - to determine objections to the rating information database	GM-AFR Finance Manager Financial Services Team Leader
35 (b)	Names – Rating Information database - to remove names from the rating information database	GM-AFR Finance Manager Financial Services Team Leader Rates Team Leader

Clause	Description	Delegate
39	Objections – Rates records - to determine objections to rates records	GM-AFR Finance Manager Financial Services Team Leader
40	Correction of errors - to correct errors in the rating information database and rating records	GM-AFR Finance Manager Financial Services Team Leader
41	Amended assessment if error in rating information database or rates record is corrected	GM-AFR Finance Manager Financial Services Team Leader Rates Team Leader
50	Rates invoices - to issue invoices based on previous years rates	GM-AFR Finance Manager
52	Rate payments - determine agreeable method of rate payments	GM-AFR Finance Manager Financial Services Team Leader Rates Team Leader Rates Officer Finance Officer - Rates
54	Collectable amounts - not to collect small amounts	GM-AFR Finance Manager Financial Services Team Leader

Clause	Description	Delegate
61 (1)	Collect unpaid rates - to recover unpaid rates from owner & to make arrangements with ratepayers to repay arrears over an acceptable period	GM-AFR Finance Manager Financial Services Team Leader Rates Team Leader Rates Officer Finance Officer – Rates
62	Recover unpaid rates - to recover unpaid rates from persons other than owners	GM-AFR Finance Manager Financial Services Team Leader Rates Team Leader
63	Proceedings for unpaid rates – to commence proceedings for unpaid rates	GM-AFR
67	Rating sale – to commence rating sale or lease provisions	GM-AFR
72	Rating Sale – to sell or lease rating unit by private treaty	GM-AFR
77 - 83	Abandoned land – to sell abandoned land	GM-AFR
85	Rates Remission for Land affected by Natural Calamity - the extent of any remission shall be determined by the Council or its delegated officers.	GM-AFR Planning & Development General Manager
90A-90D	Power to write-off rates	GM-AFR Finance Manager
99	Application for Charging Order - to apply for charging orders	GM-AFR Finance Manager

Clause	Description	Delegate
85, 87, 114, 115	Remissions and postponement - To administer remissions and postponement policies.	GM-AFR Finance Manager Financial Services Team Leader Rates Team Leader
135	Evidence Provision - To sign documents for Court proceedings.	GM-AFR
Schedule 1 & 2	Non-rateability of land - Determining non-rateable land.	GM-AFR Finance Manager Financial Services Team Leader Rates Team Leader
All, but only in relation to administrative functions	Administrative functions that do not involve the exercise of a discretion or evaluative judgment (note: this may not be technically required but is included for clarity and the avoidance of doubt).	All AFR staff

Previous delegations (if applicable) under the **Local Government (Rating) Act 2002** are revoked and these delegations shall take effect from this _____ day of _____ 2024.

Queenstown Lakes District Council