

The Regional Sector Reference Model

Business Function:

Consents, permits and
authorisations

RSHL

Council
Collaboration
Into Action

This document is part of the Regional Sector Reference Model. It should be read in conjunction with document [1. Context and Framework](#).

Version: RSHL-1540269799-669 v1.0

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Document Control

The following documents make up the Regional Sector Reference Model. Current document versions are listed below.

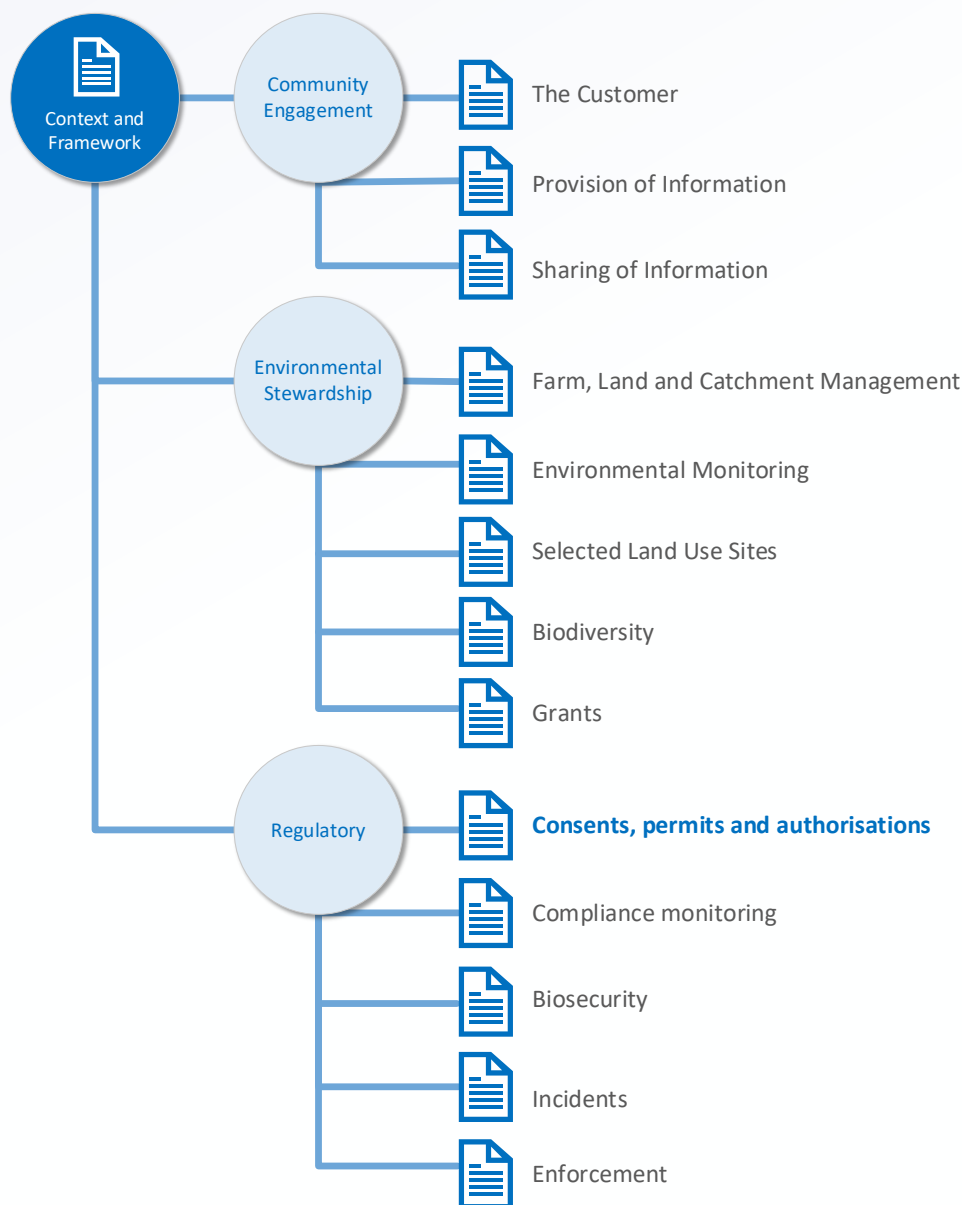
Document Name	Document ID	Version
1. Context and Framework	RSHL-1540269799-521	v1.0
2. Community Engagement – The Customer	RSHL-1540269799-518	v1.0
3. Community Engagement – Provision of Information	RSHL-1540269799-517	v1.0
4. Environmental Stewardship – Farm, Land and Catchment Management	RSHL-1540269799-527	v1.0
5. Environmental Stewardship – Environmental Monitoring	RSHL-1540269799-649	v1.0
6. Environmental Stewardship – Selected Land Use Sites	RSHL-1540269799-654	v1.0
7. Environmental Stewardship – Biodiversity	RSHL-1540269799-652	v1.0
8. Environmental Stewardship – Grants	RSHL-1540269799-656	v1.0
9. Regulatory – Consents, Permits and Authorisations	RSHL-1540269799-669	v1.0
10. Regulatory – Compliance Monitoring	RSHL-1540269799-668	v1.0
11. Regulatory – Biosecurity	RSHL-1540269799-664	v1.0
12. Regulatory – Incidents	RSHL-1540269799-658	v1.0
13. Regulatory – Enforcement	RSHL-1540269799-660	v1.0

The reference model

The Regional Sector Reference Model aims to provide regional council consistent good practice processes, enabling councils to benchmark themselves and measure the degree to which good practice is being achieved.

This document makes up part of the Regional Sector Reference Model. The process and activity diagrams seen within this document were developed through a series of workshops under a collaborative approach by 11 regional councils. User story IDs are shown in grey – please contact RSHL if you require further detail.

The Regional Sector Reference Model structure



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General Activities

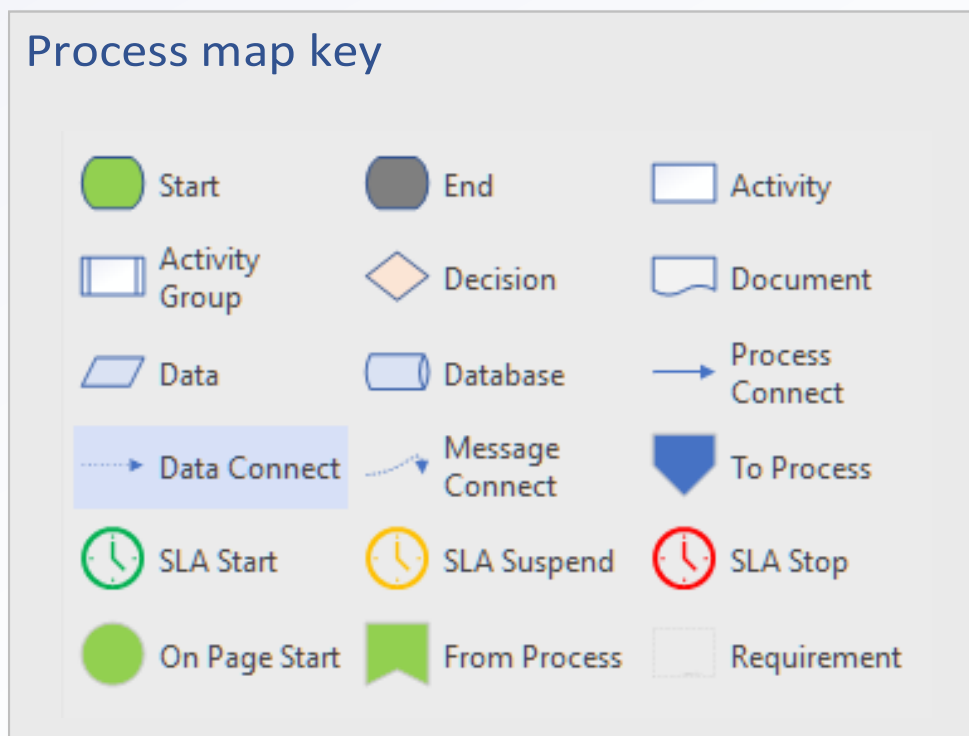
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Process map key

Please use the key below to understand the process maps and their meaning.



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Regulatory

The regulatory responsibility area refers to councils’ legislative functions, with specific reference to the Resource Management Act and the Biosecurity Act. Permitting and consenting regulatory activity encompasses receiving and processing applications, while monitoring regulatory activity covers the initiation, planning and execution of compliance activities and work programmes. Where legislative non-compliance is found, councils invoke incident and enforcements processes.

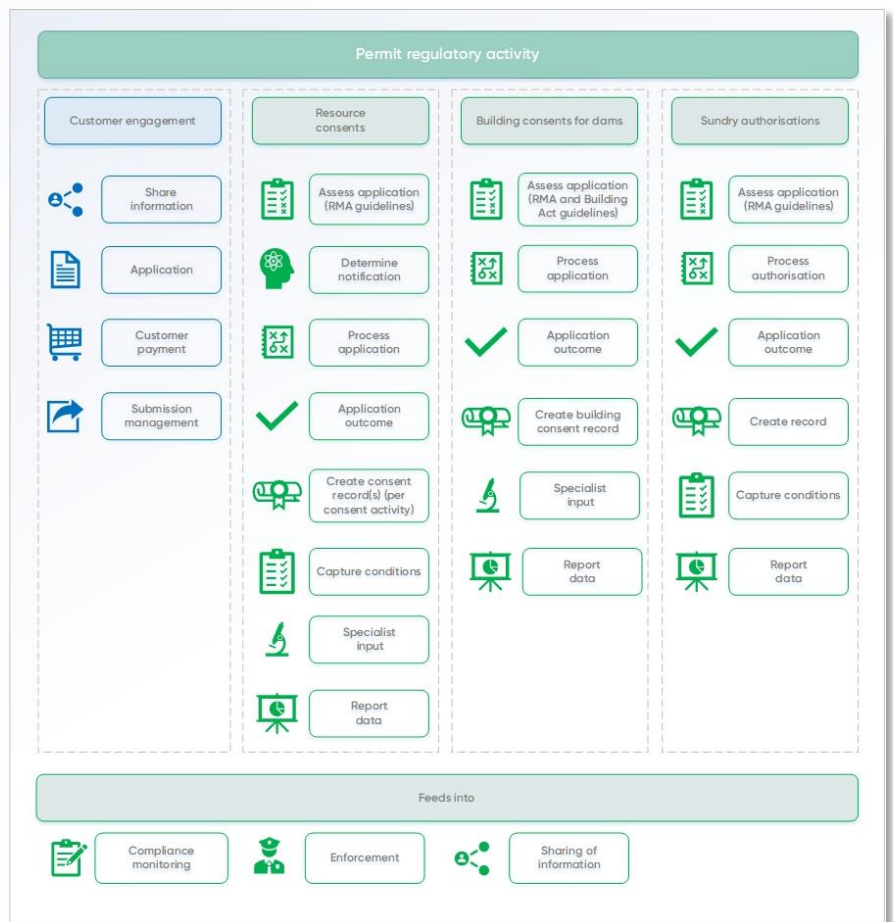
Council’s biosecurity activities are undertaken in accordance with the Biosecurity Act together with council’s regional plans to control and/or eradicate pest plants and animals from their respective regions.

Consents, permits and authorisations

Regional councils grant resource consents, building consents for dams, permits and other authorisations to avoid, fix or reduce effects on the environment resulting from an activity. This includes:

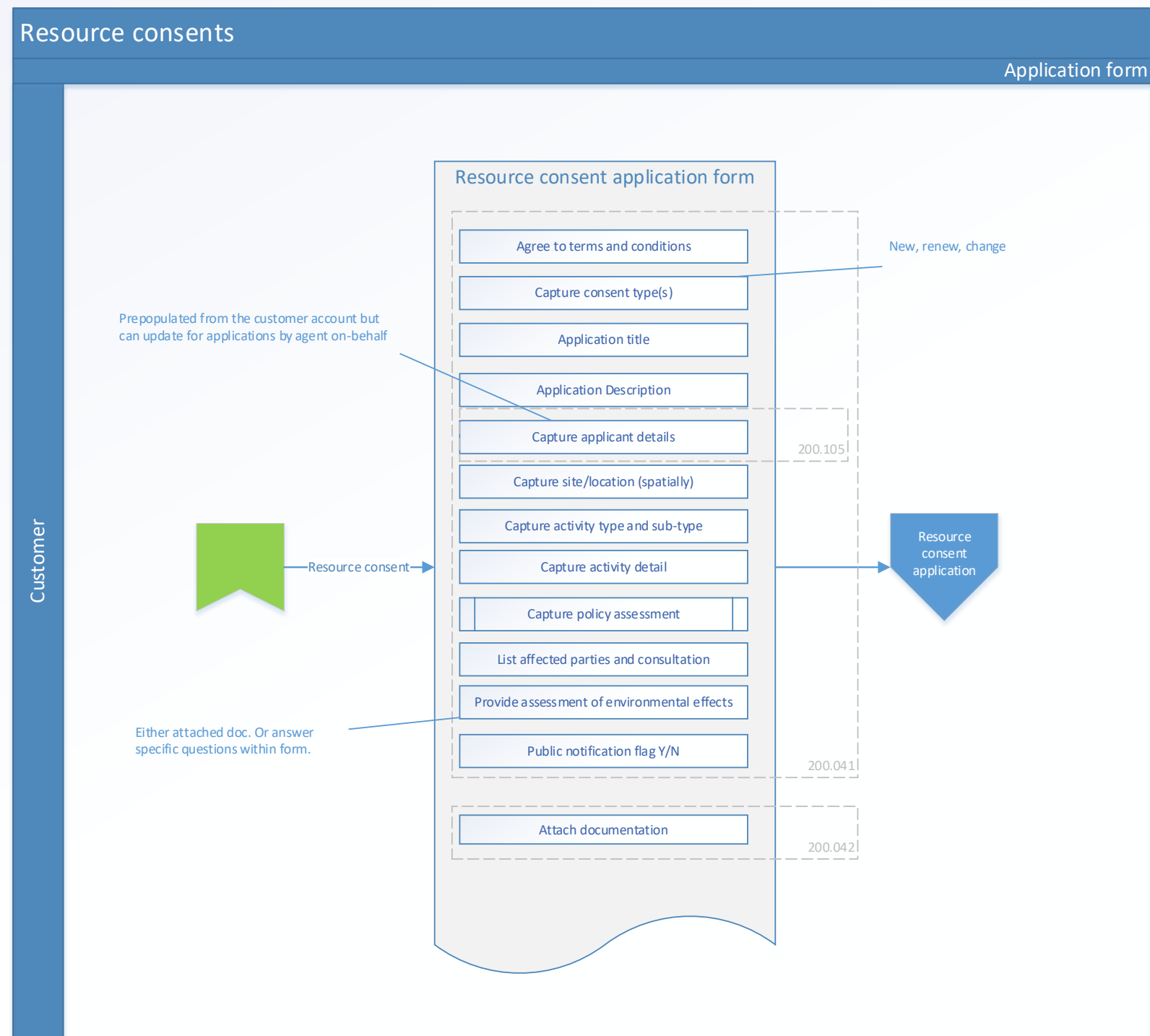
- Resource consents (discharges to land, water and air; land use consents; water permit and coastal permits)
- Permitted activities (minor activities that are permitted by rules in regional plans or national environment standards)
- Building consents for dams
- Special events
- Certificate of compliance

For each type, councils provide advice and information to customers, receive (digital) applications, process applications in accordance with the RMA and grant the resulting consent or authorisation. Councils are required to report data to central government on the regulatory activities that occur in their region.



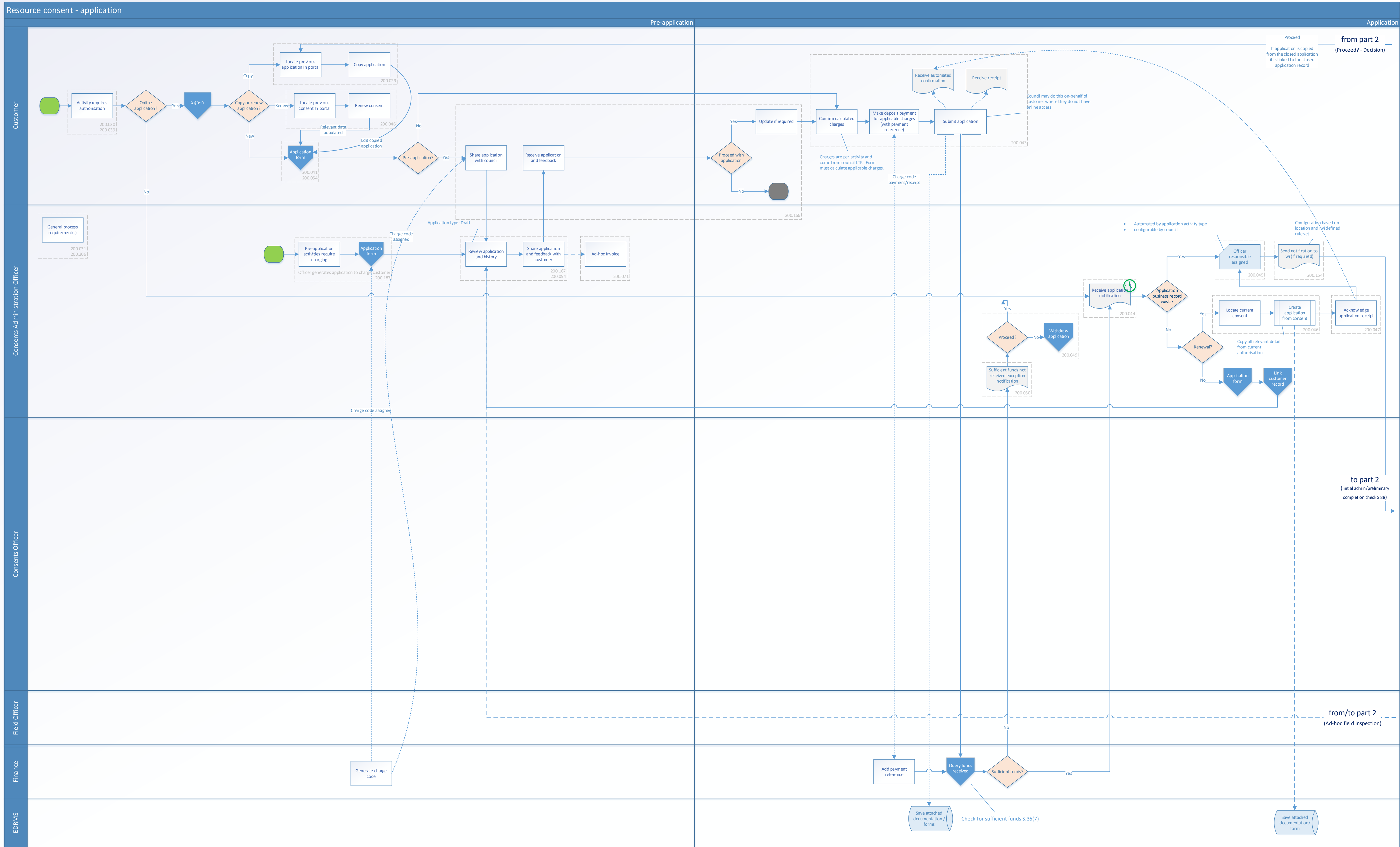
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Resource Consents (Application form)

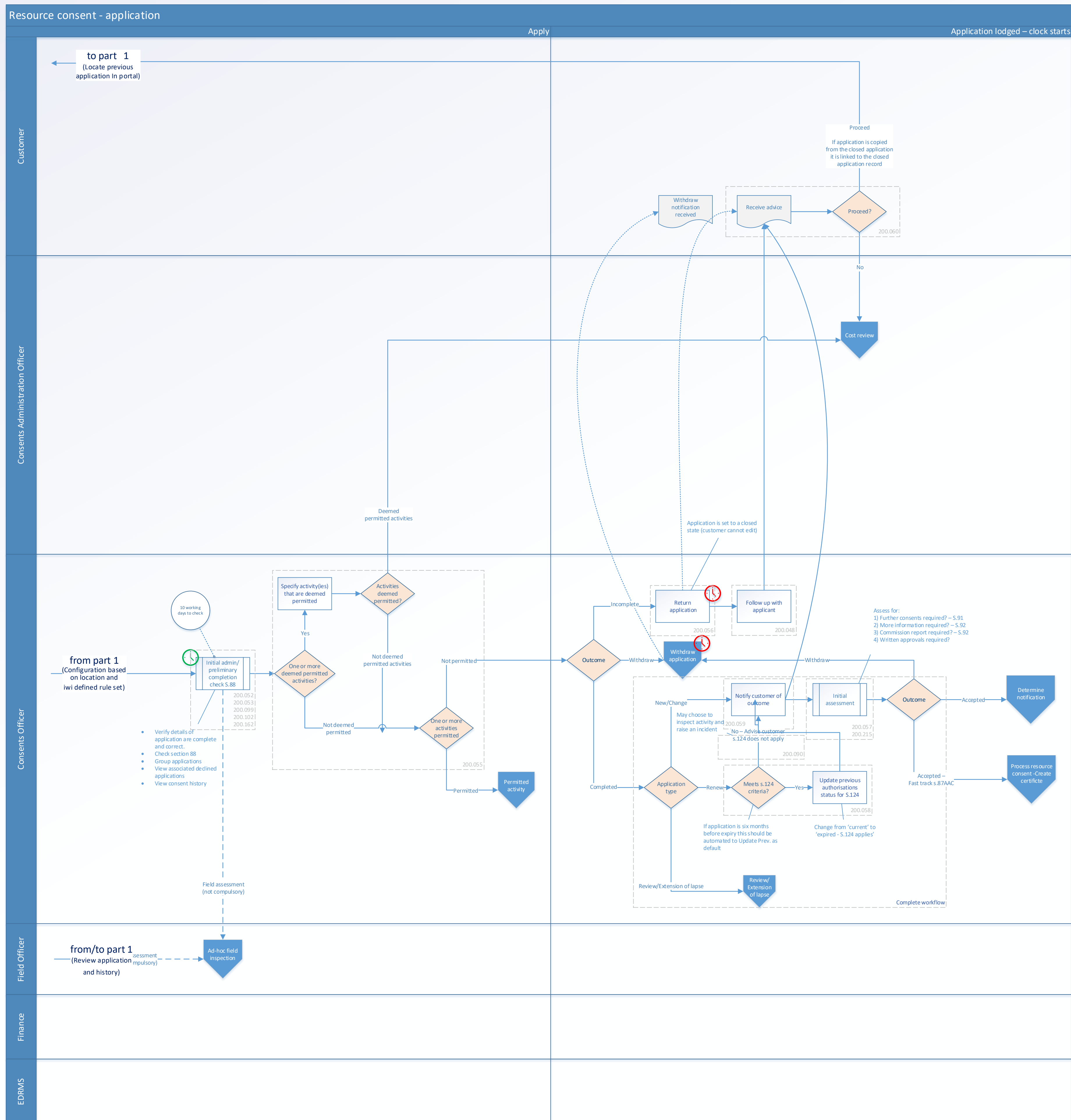




Resource Consents (Application) – part 1



Resource Consents (Application) – part 2

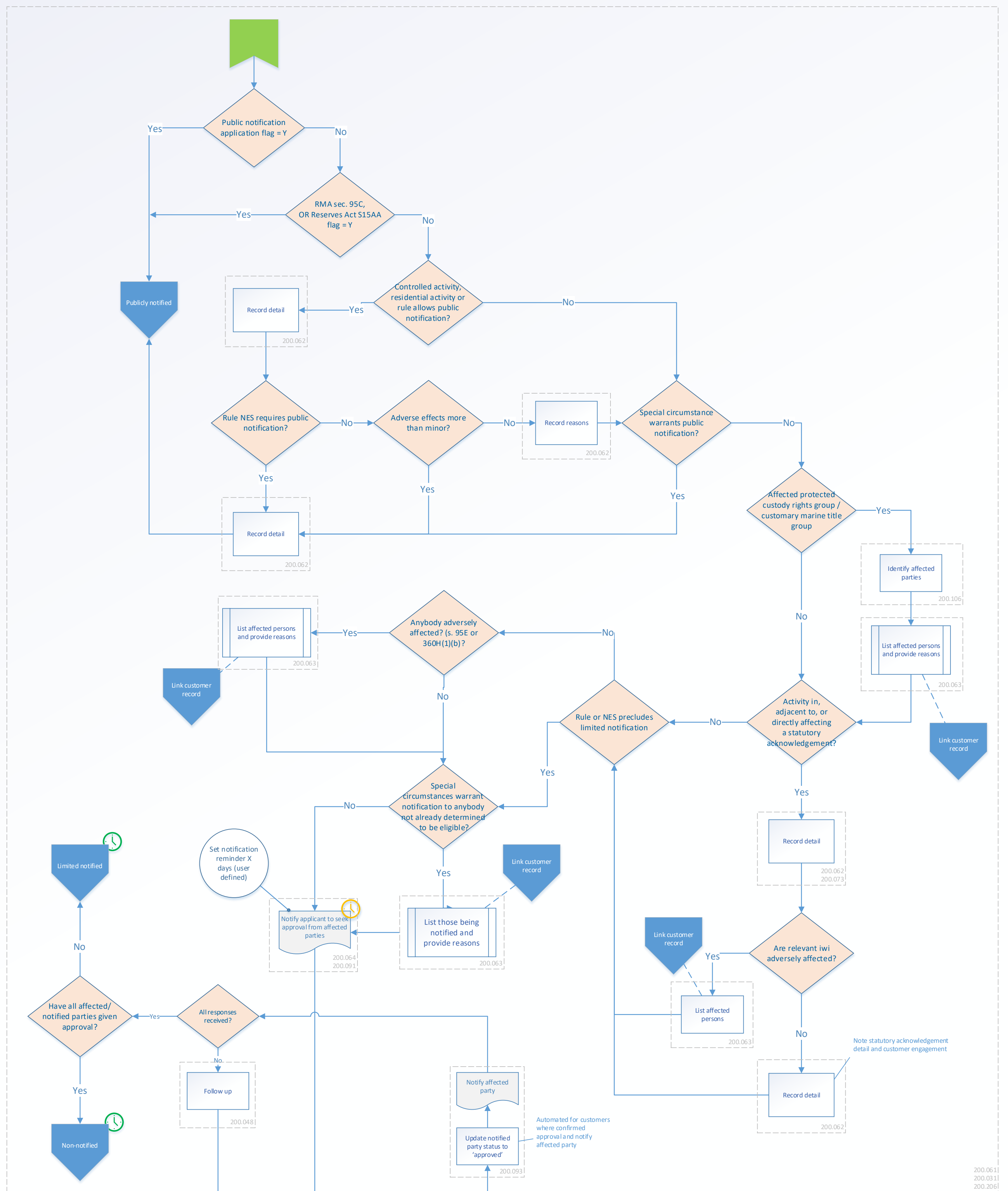


Resource Consents (Determine notification)

Determine notification

Determine notification

Consents Officer



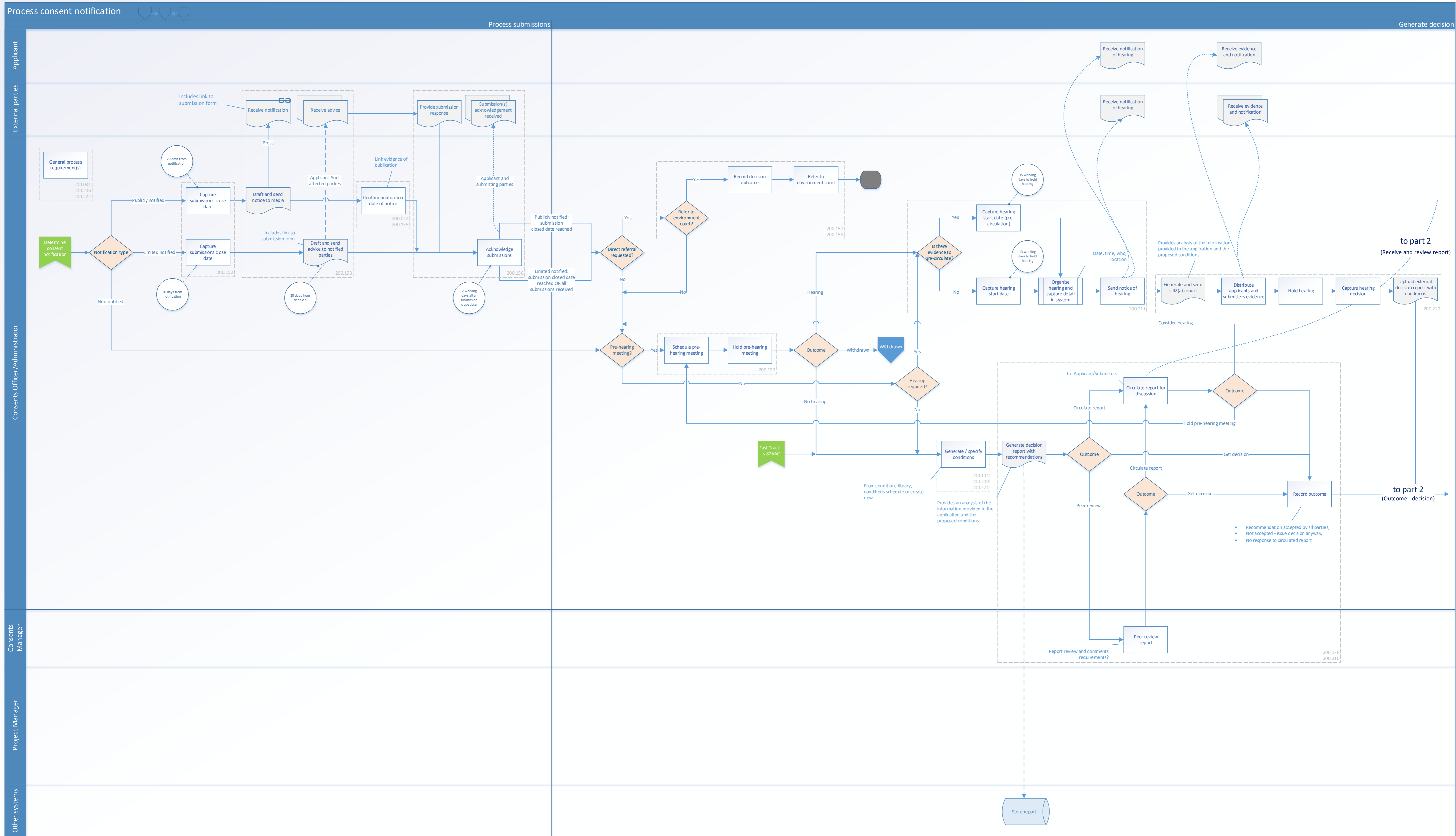
200.061
200.031
200.206

Customer

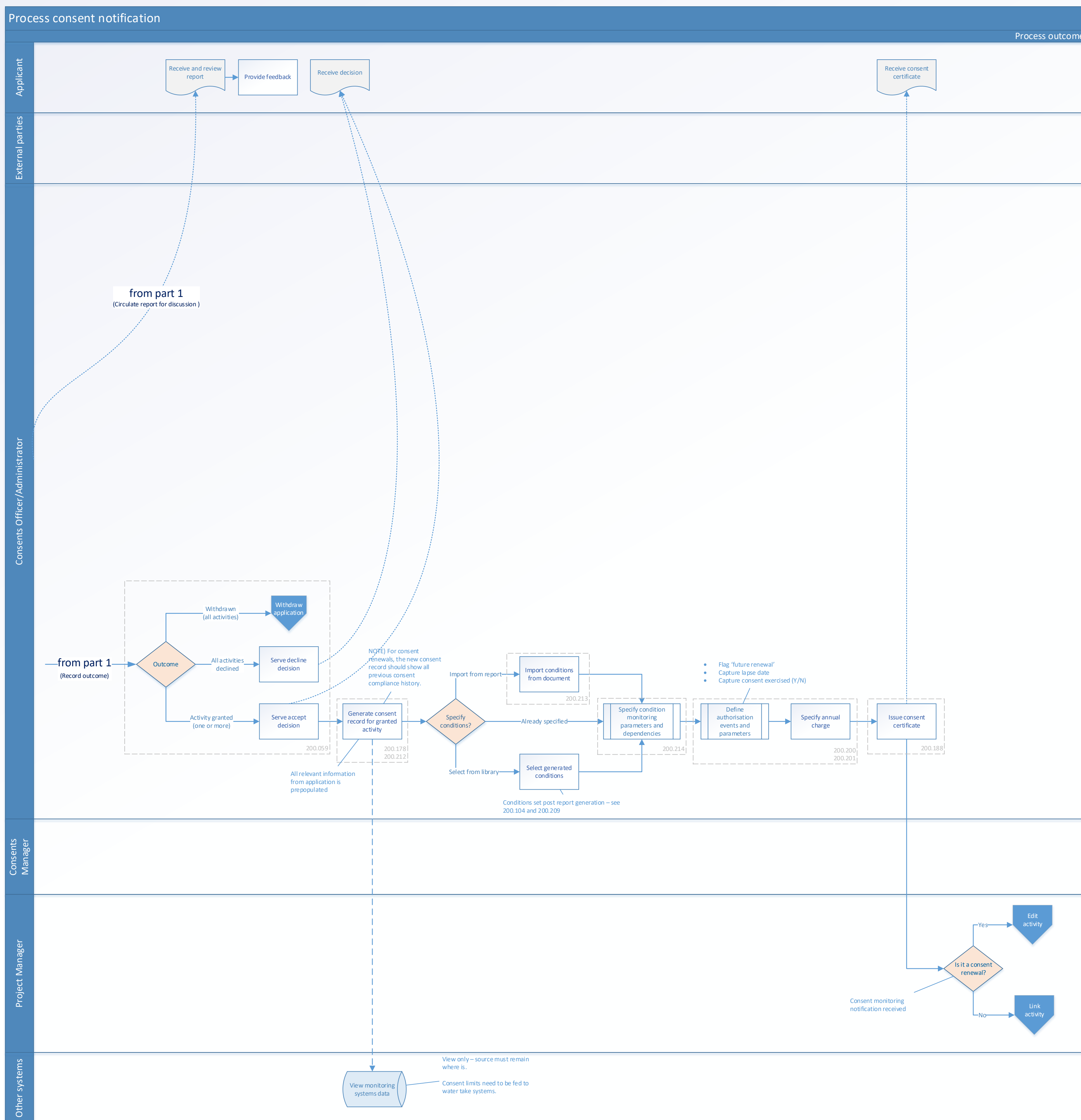
Notes

- 1) Outcomes of this workflow will generate a decision notification document
- 2) Where rules are specified through this process, they are auto populated on the authorisation record when it is created
- 3) Can we use an online form that uses user input as well as data reference to determine notification.

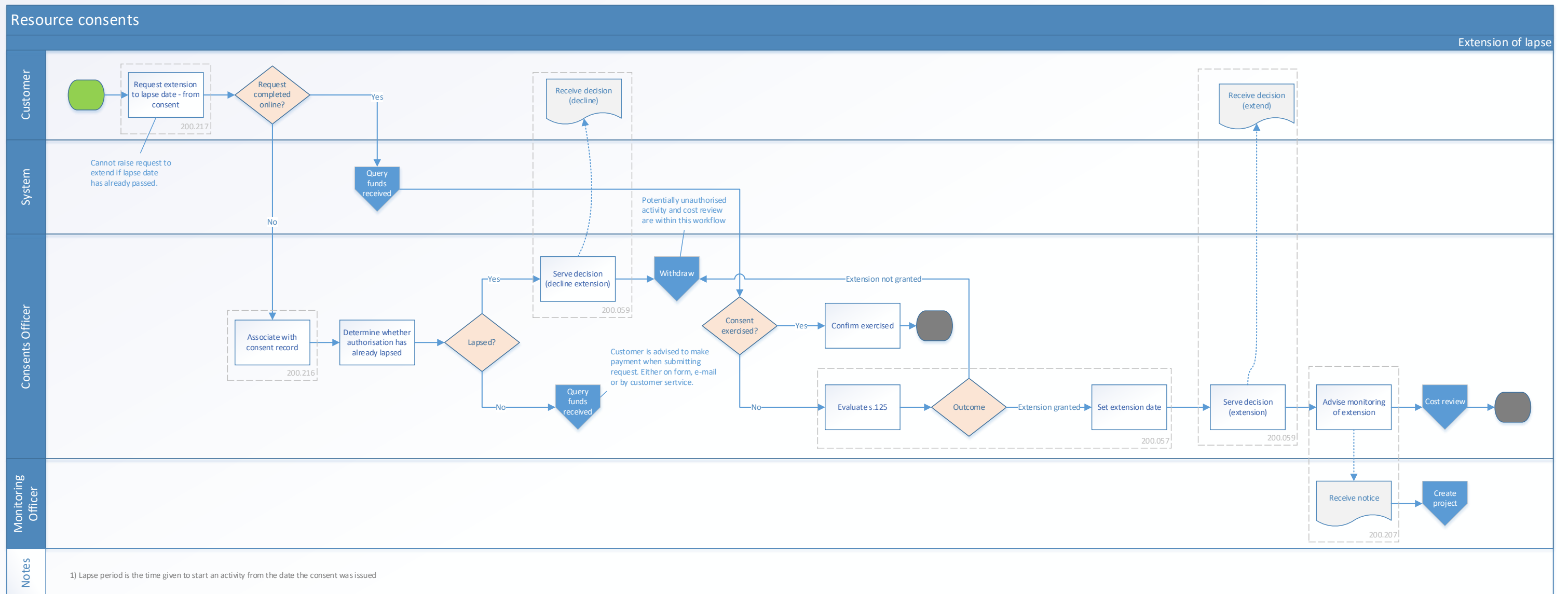
Resource Consents (Process resource consent) – part 1



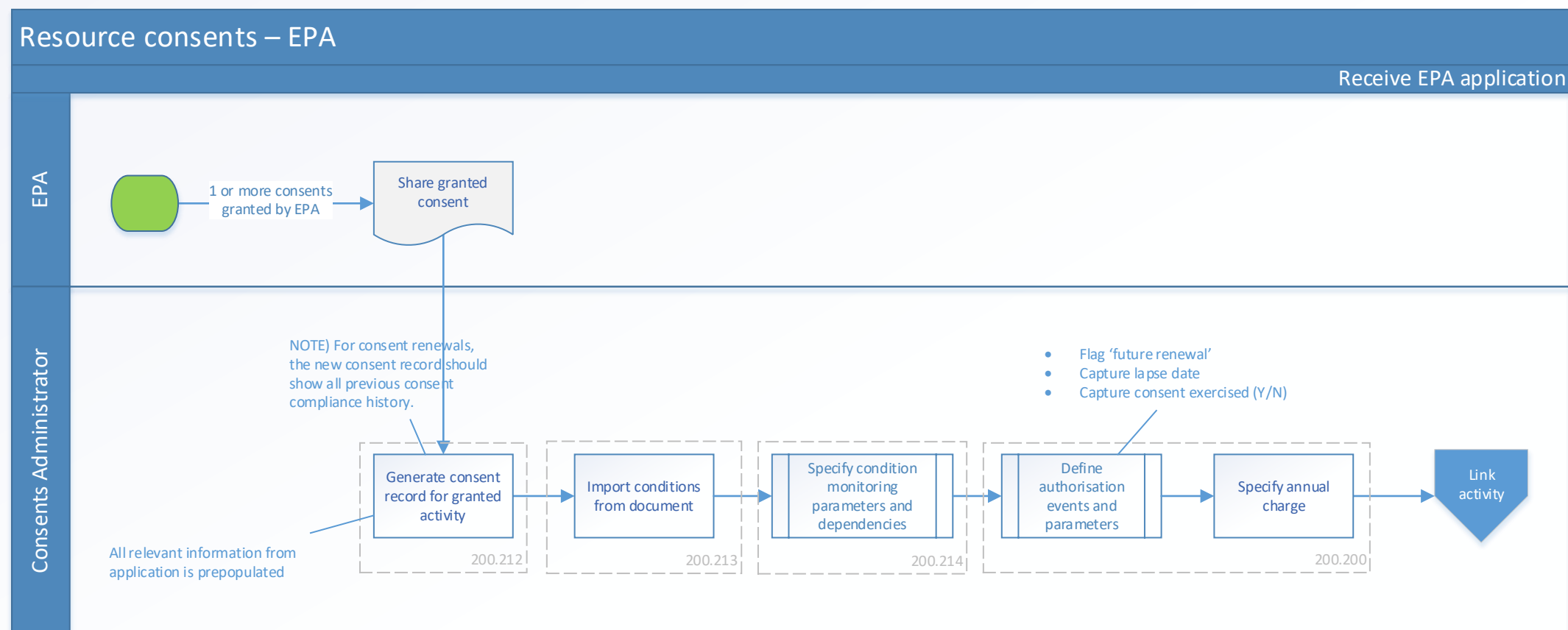
Resource Consents (Process resource consent) – part 2



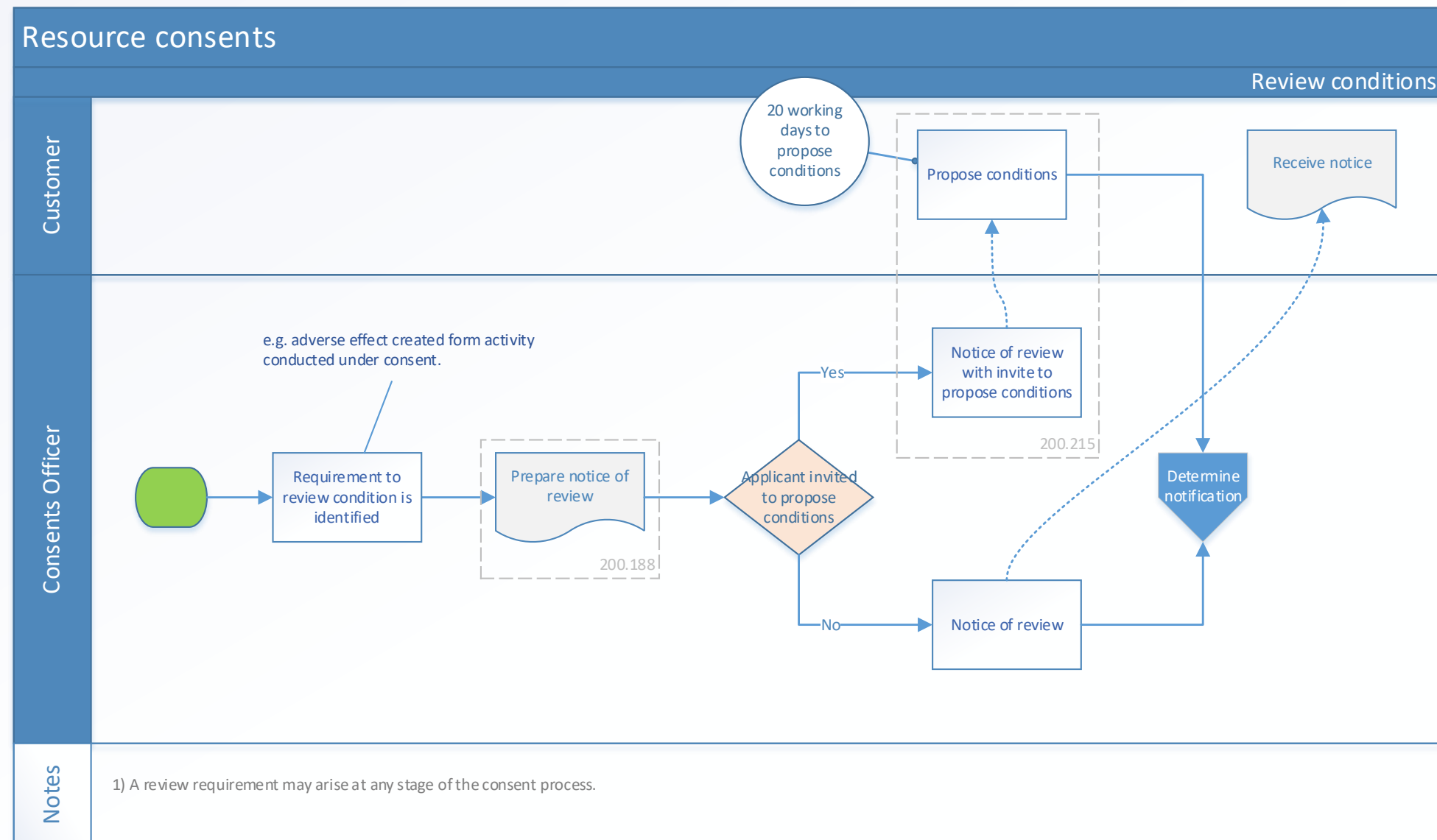
Resource Consents (Extension of lapse)



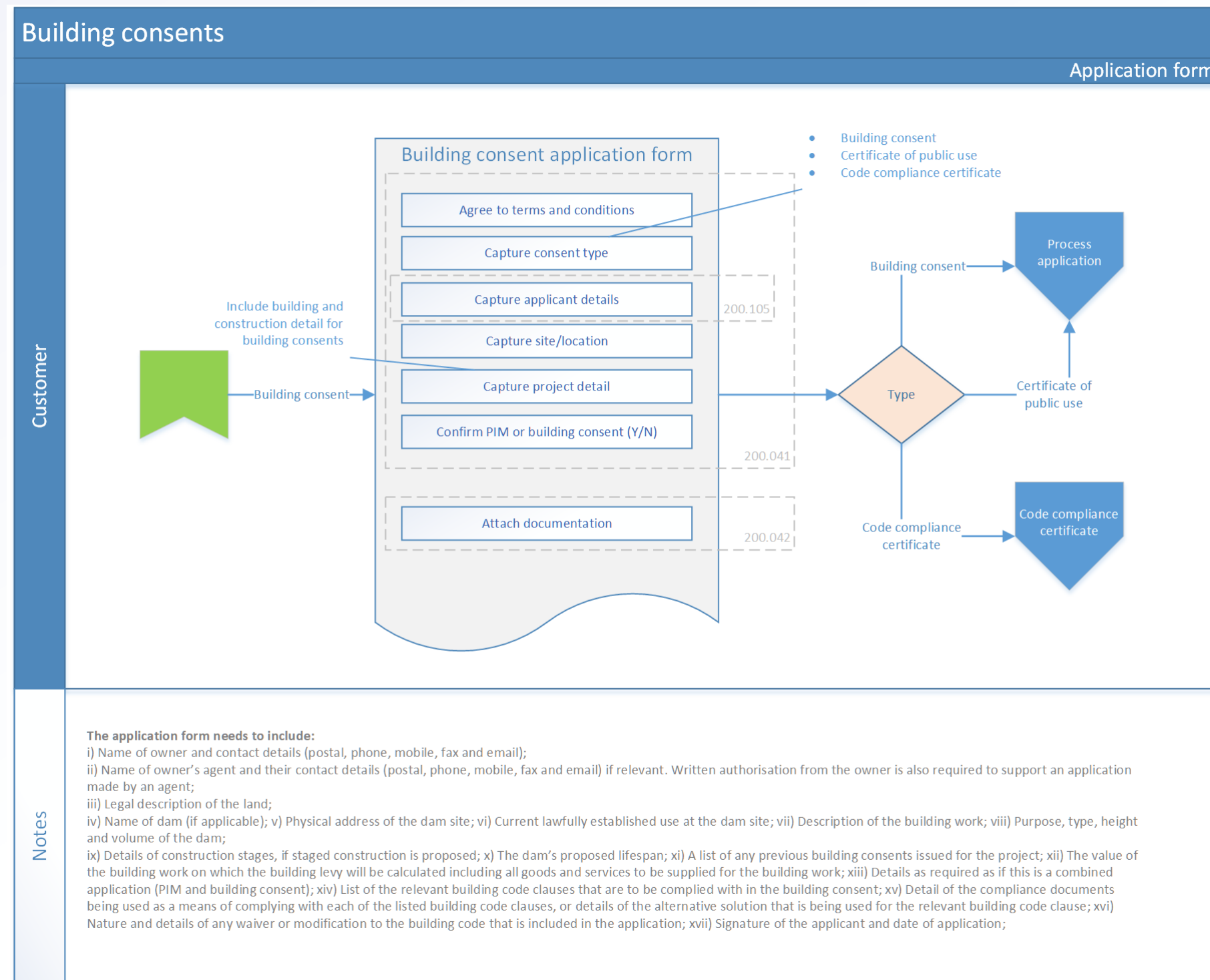
Resource Consents (Review EPA application)



Resource Consents (Review)

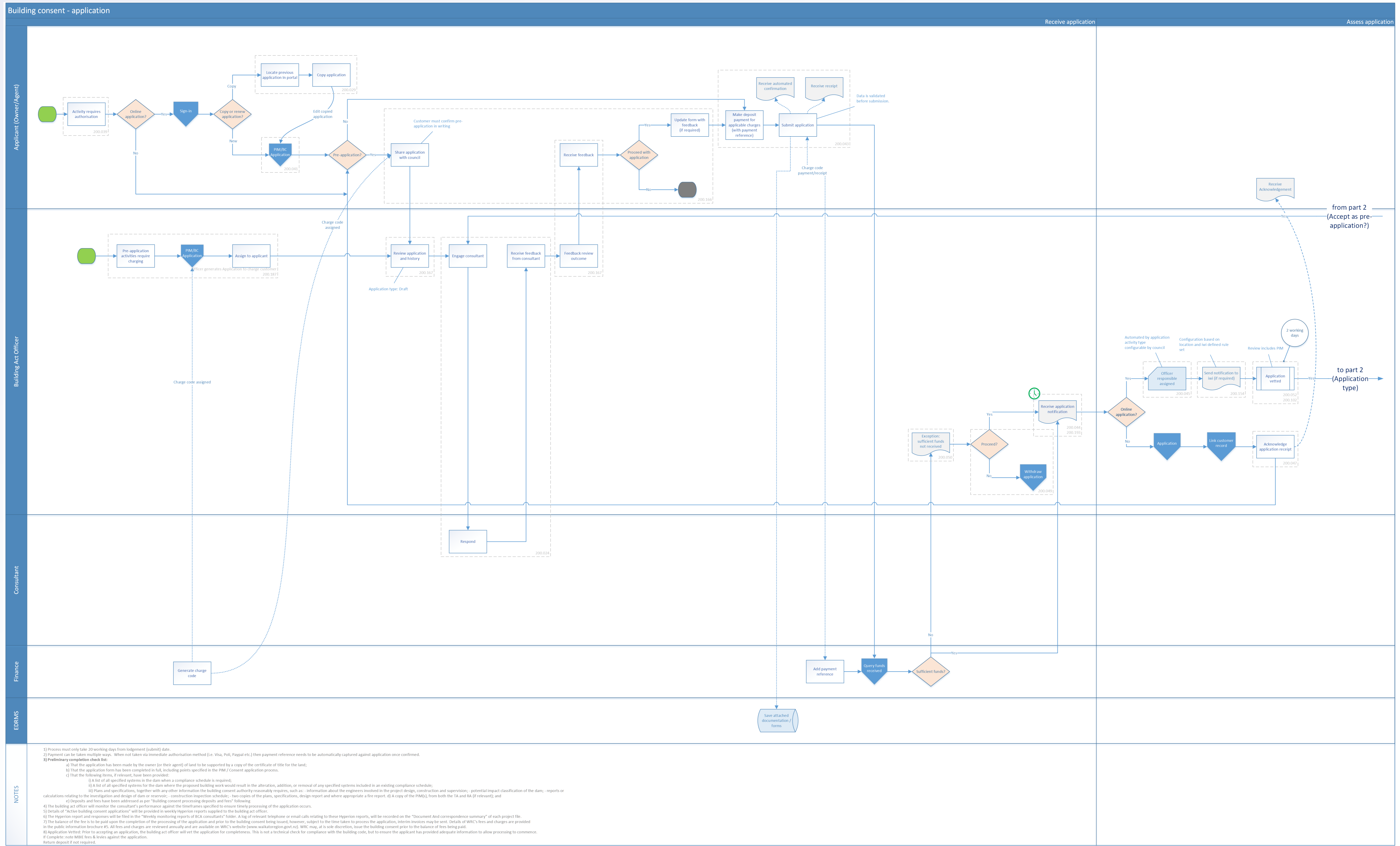


Building Consents (Application form)



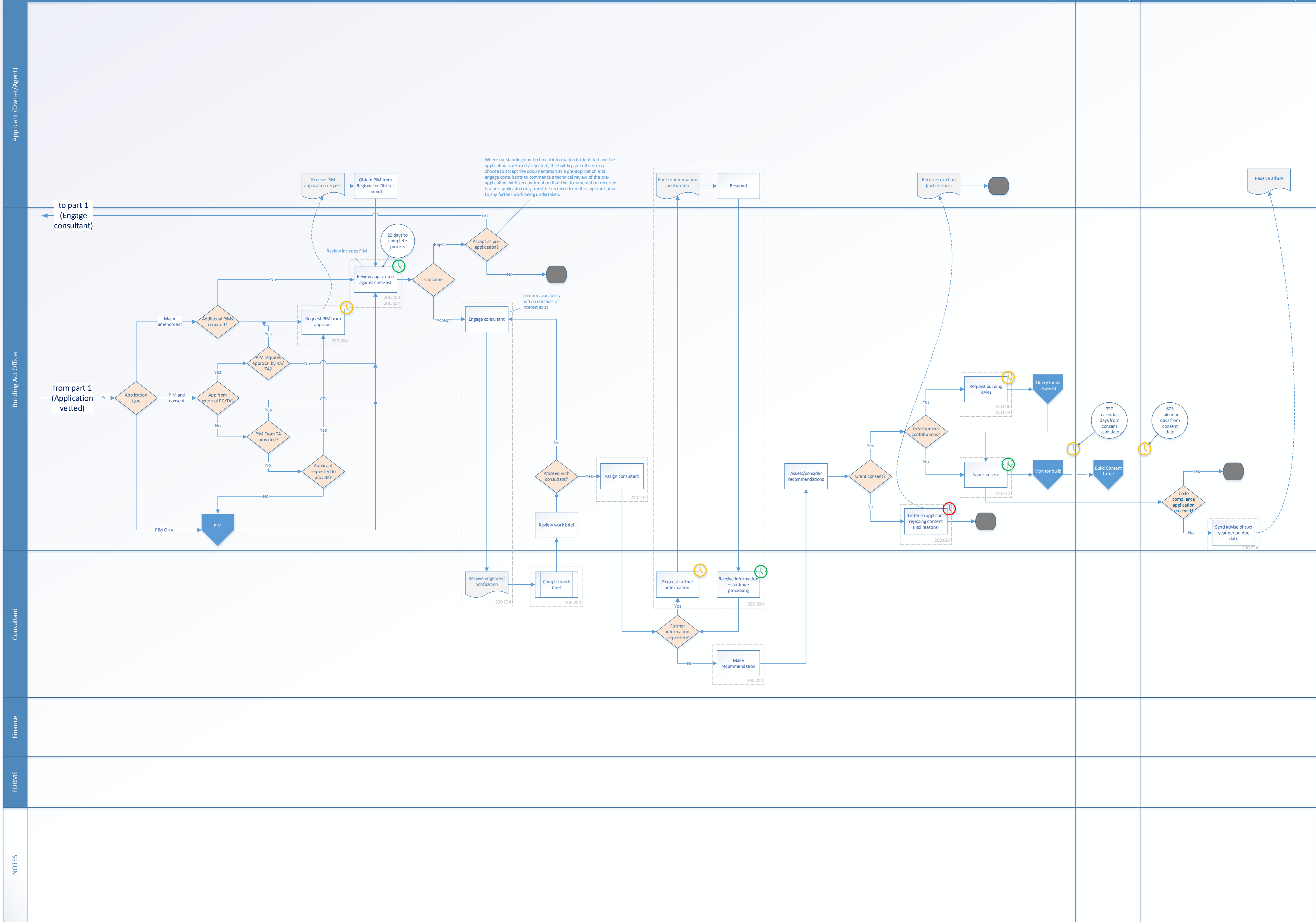


Building Consents (Application) – part 1

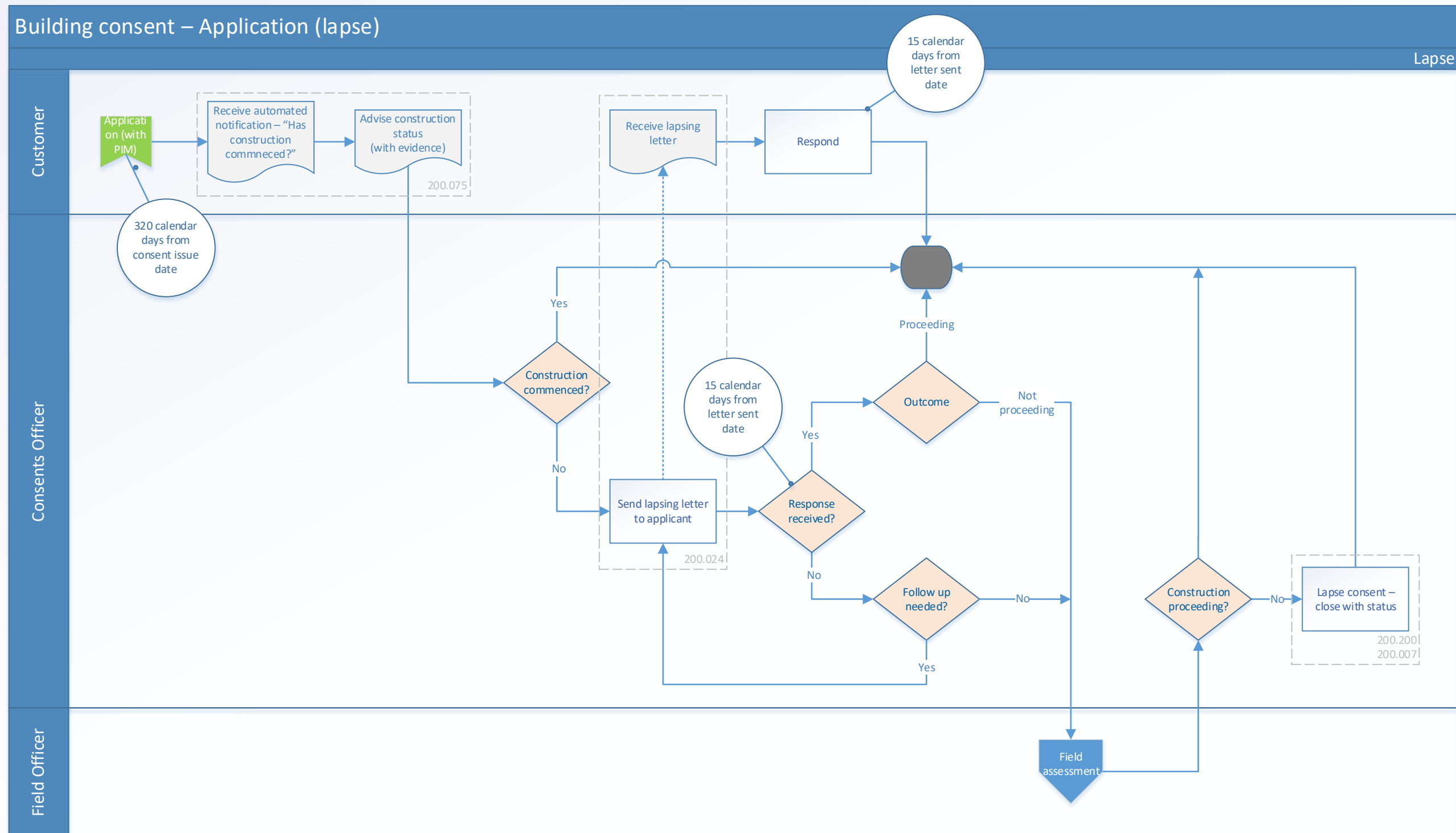


Building Consents (Application) – part 2

Building consent - application		Review and process	Lapse	Code compliance
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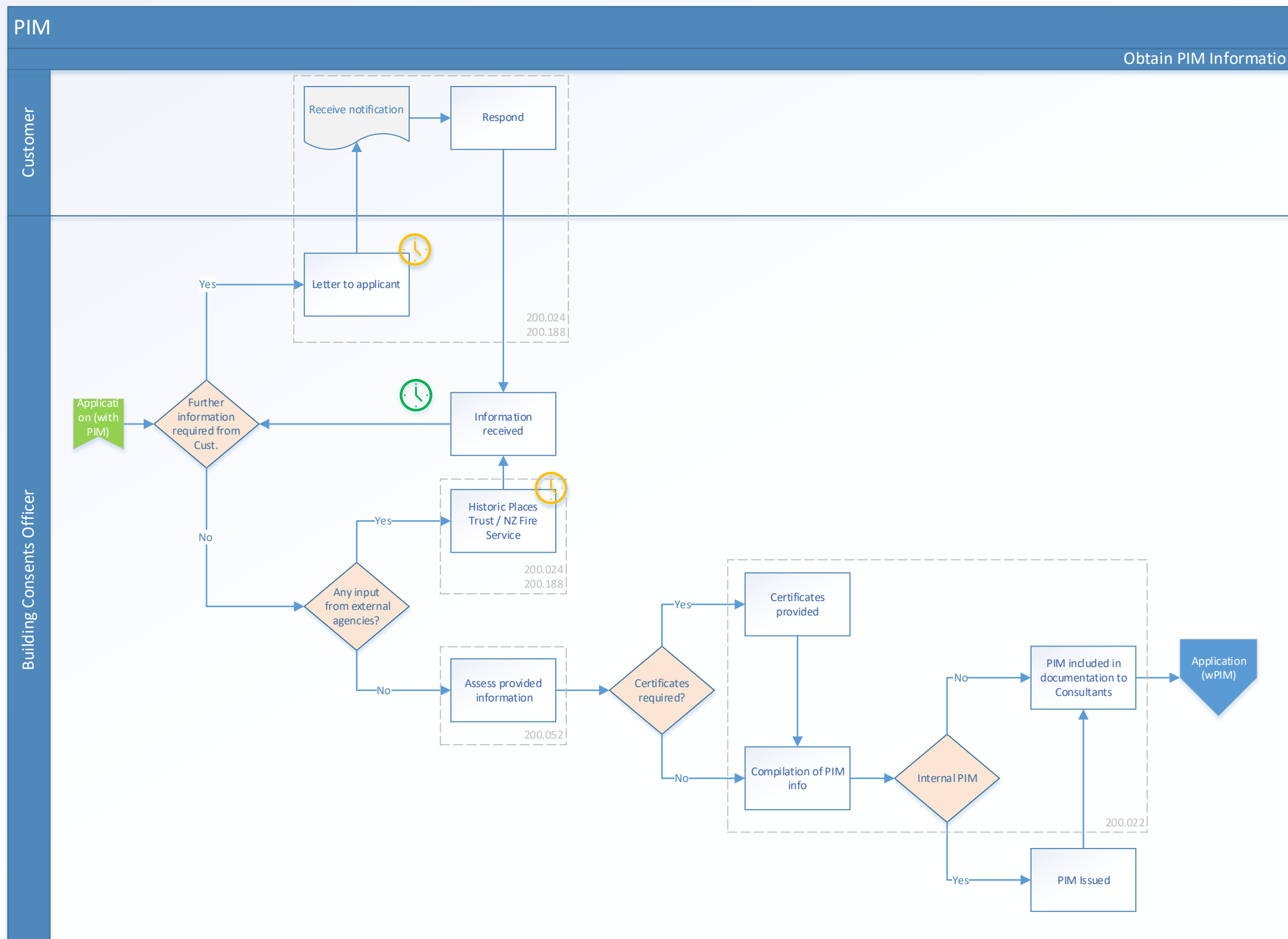


Building Consents (Consent lapse)

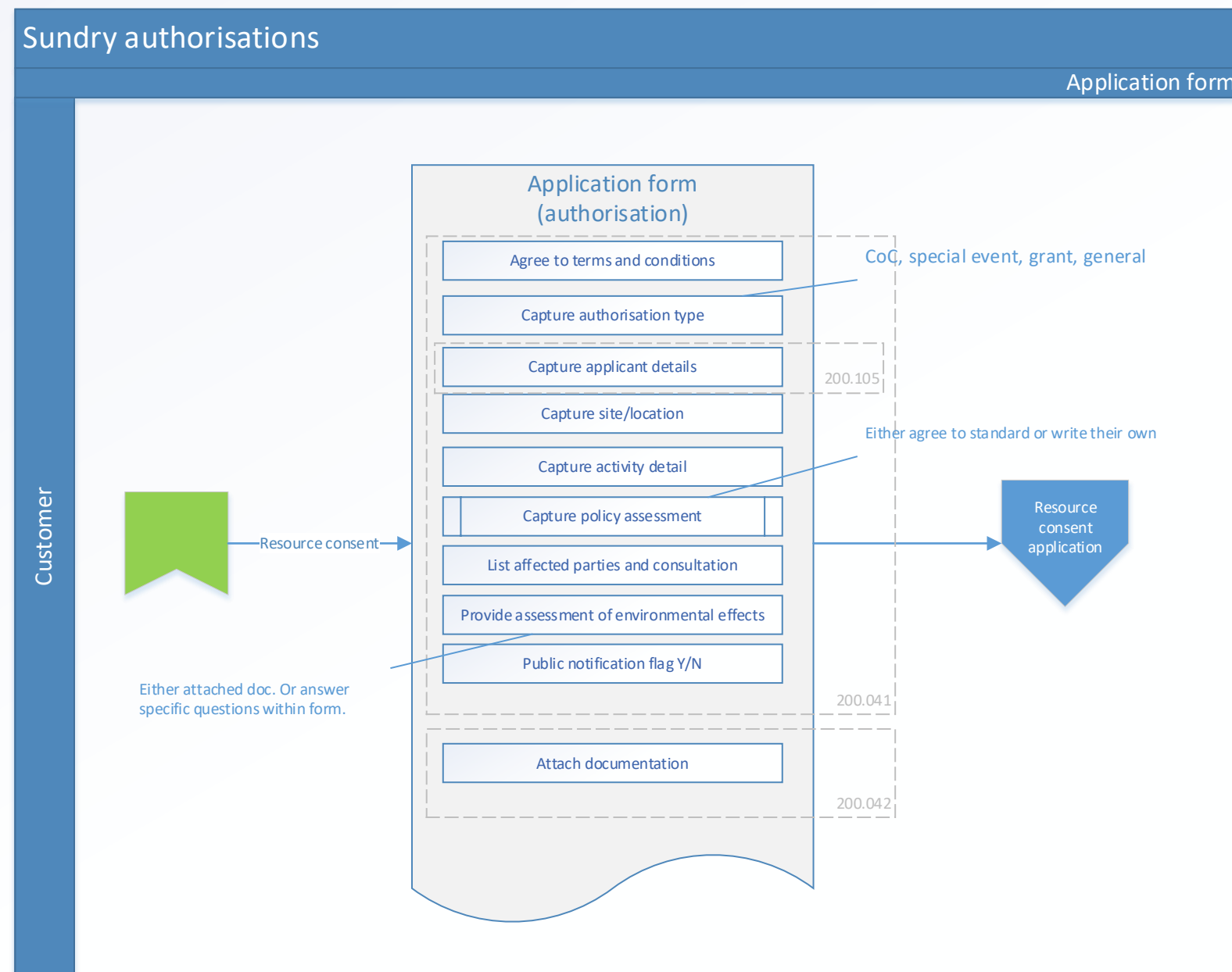




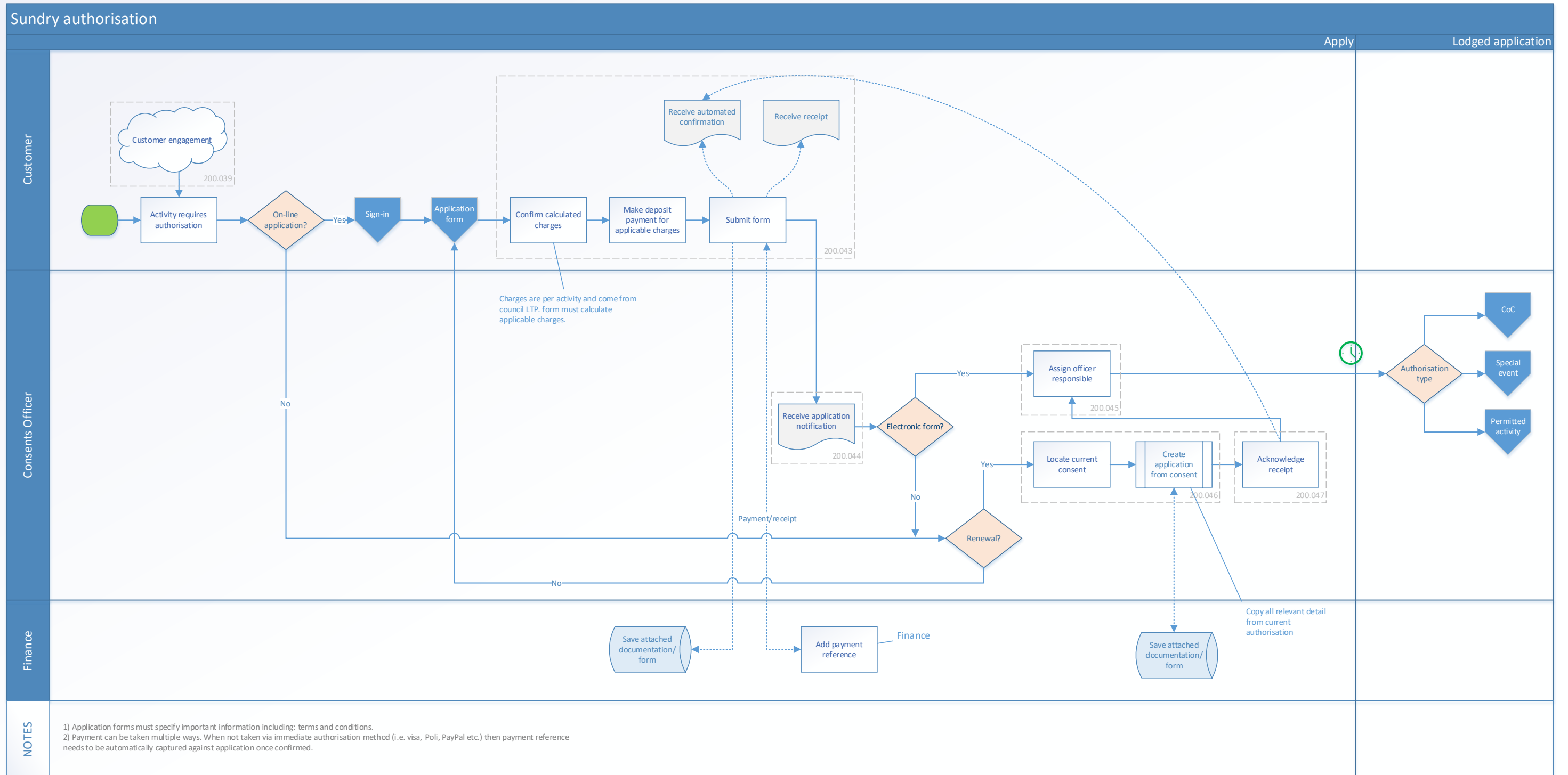
Building Consents (Obtain PIM Information)



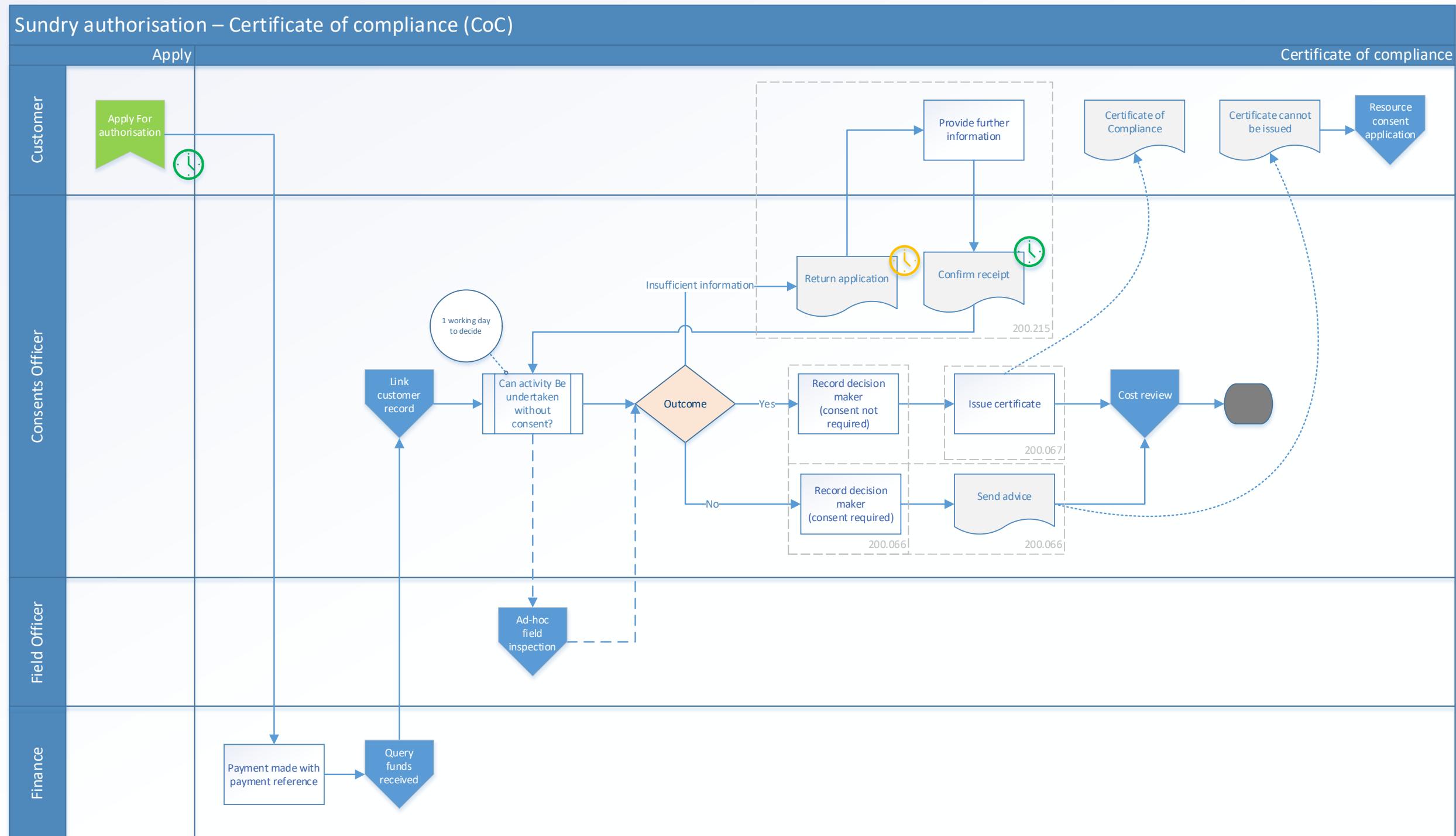
Sundry Authorisations (Application form)



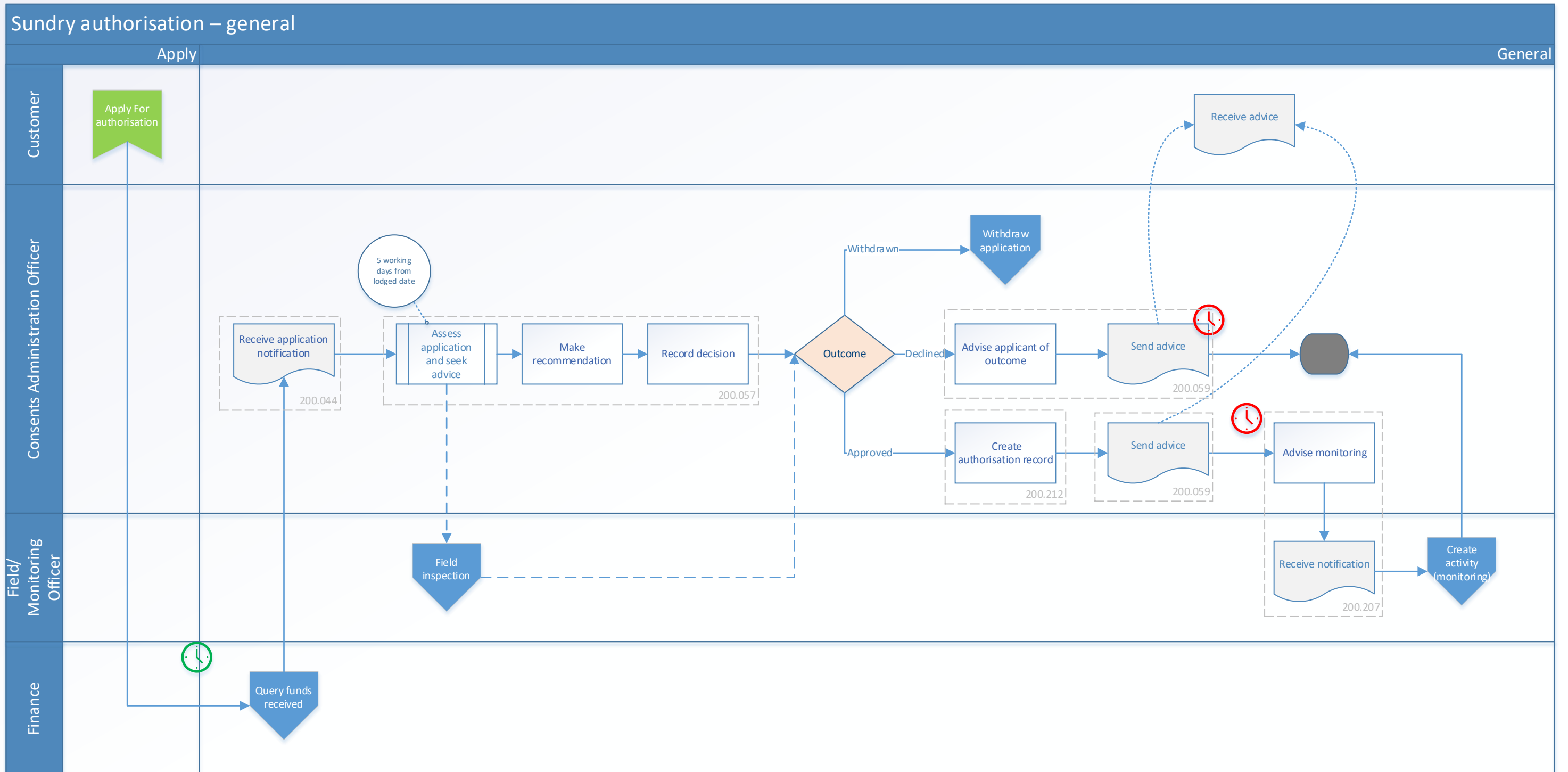
Sundry Authorisations (Apply for authorisation)



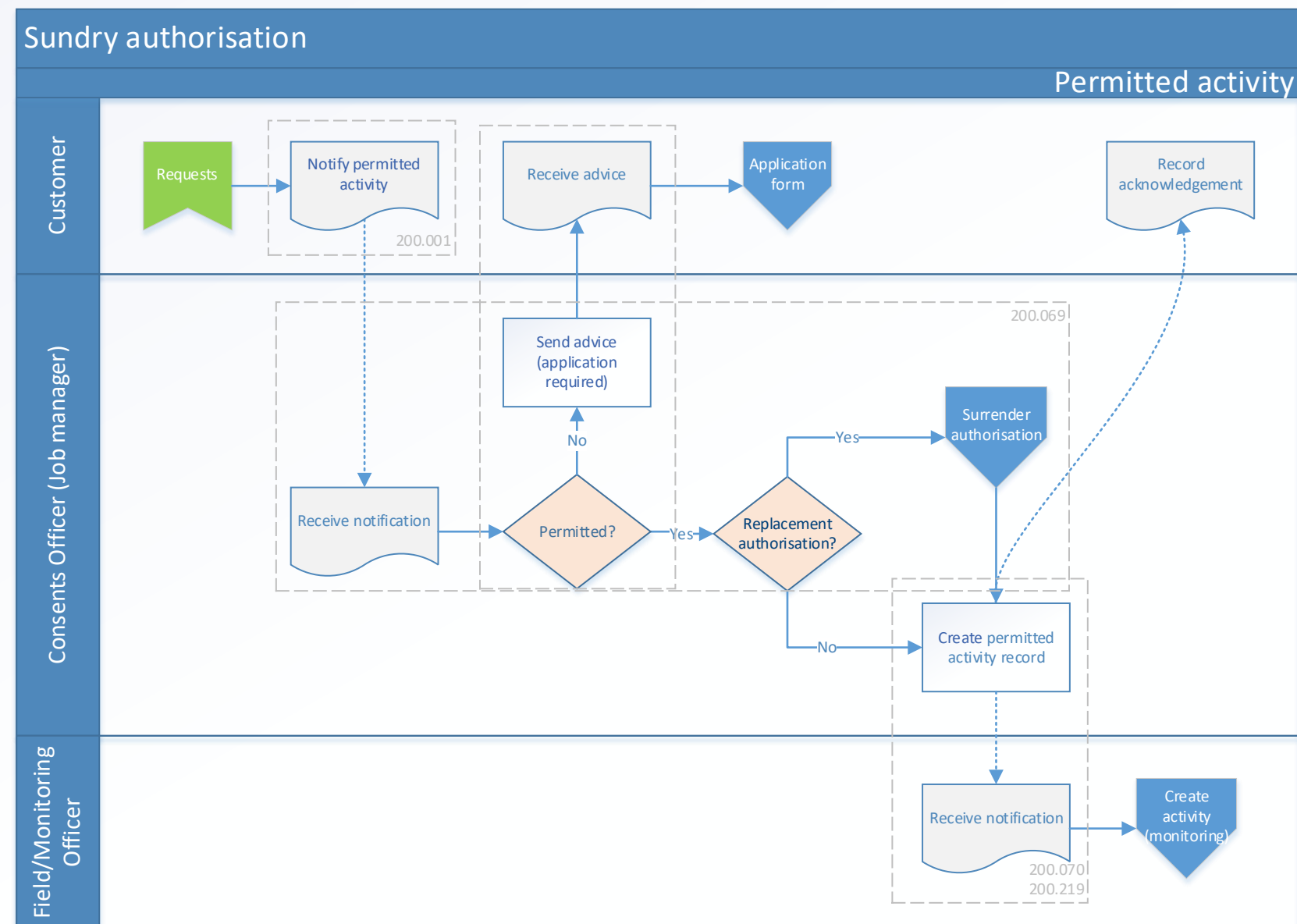
Sundry Authorisations (Certificate of Compliance)



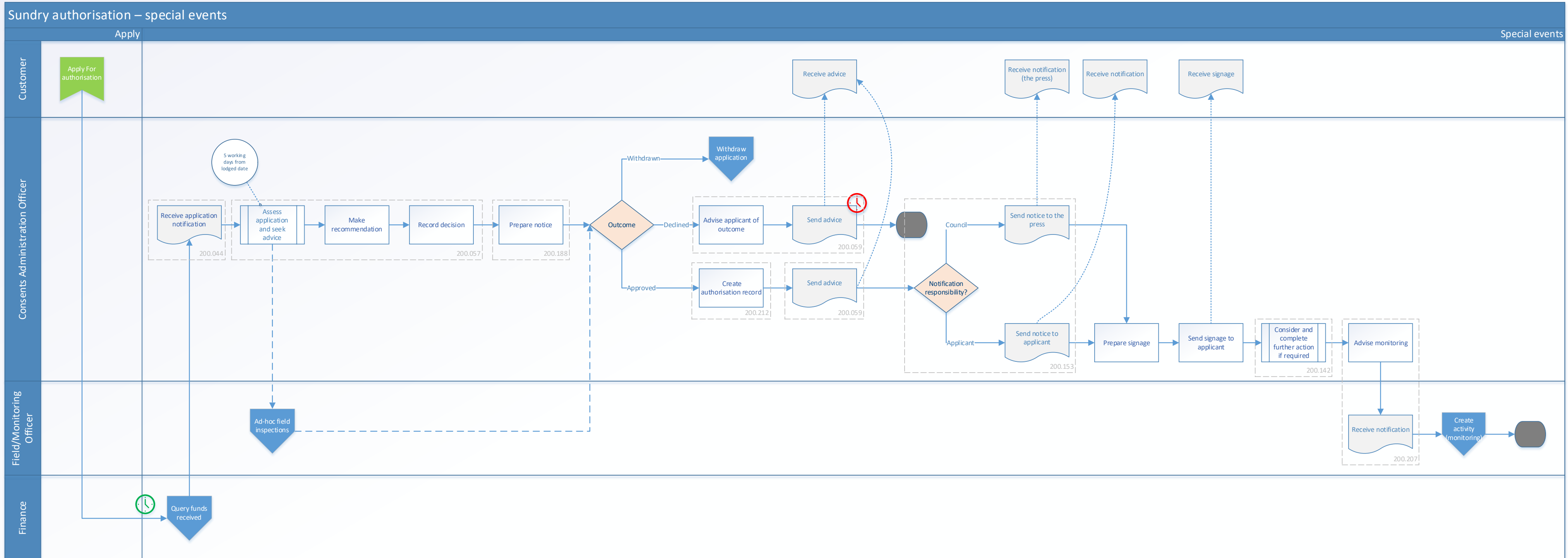
Sundry Authorisations (General)



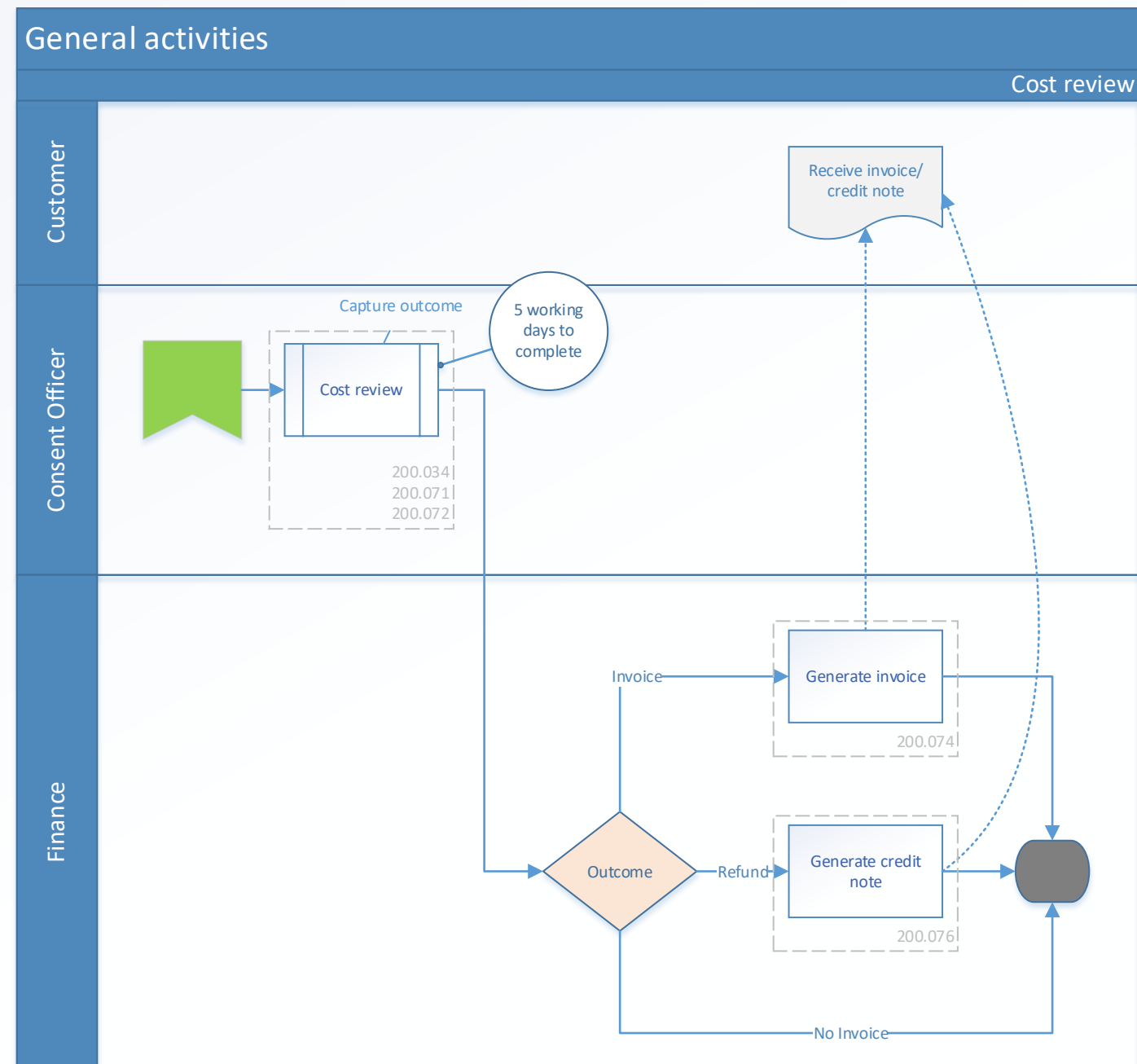
Sundry Authorisations (Permitted activity)



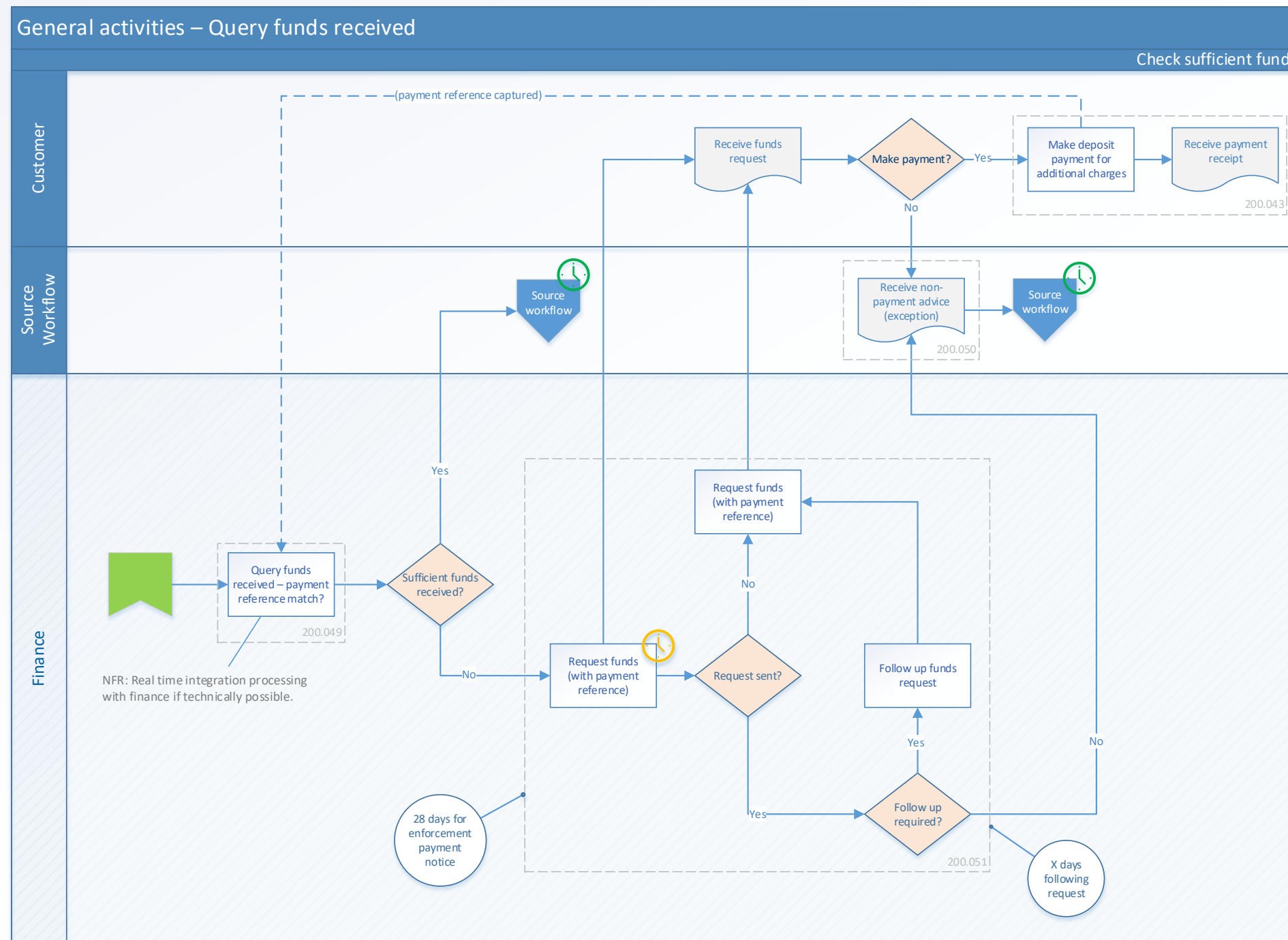
Sundry Authorisations (Special events)



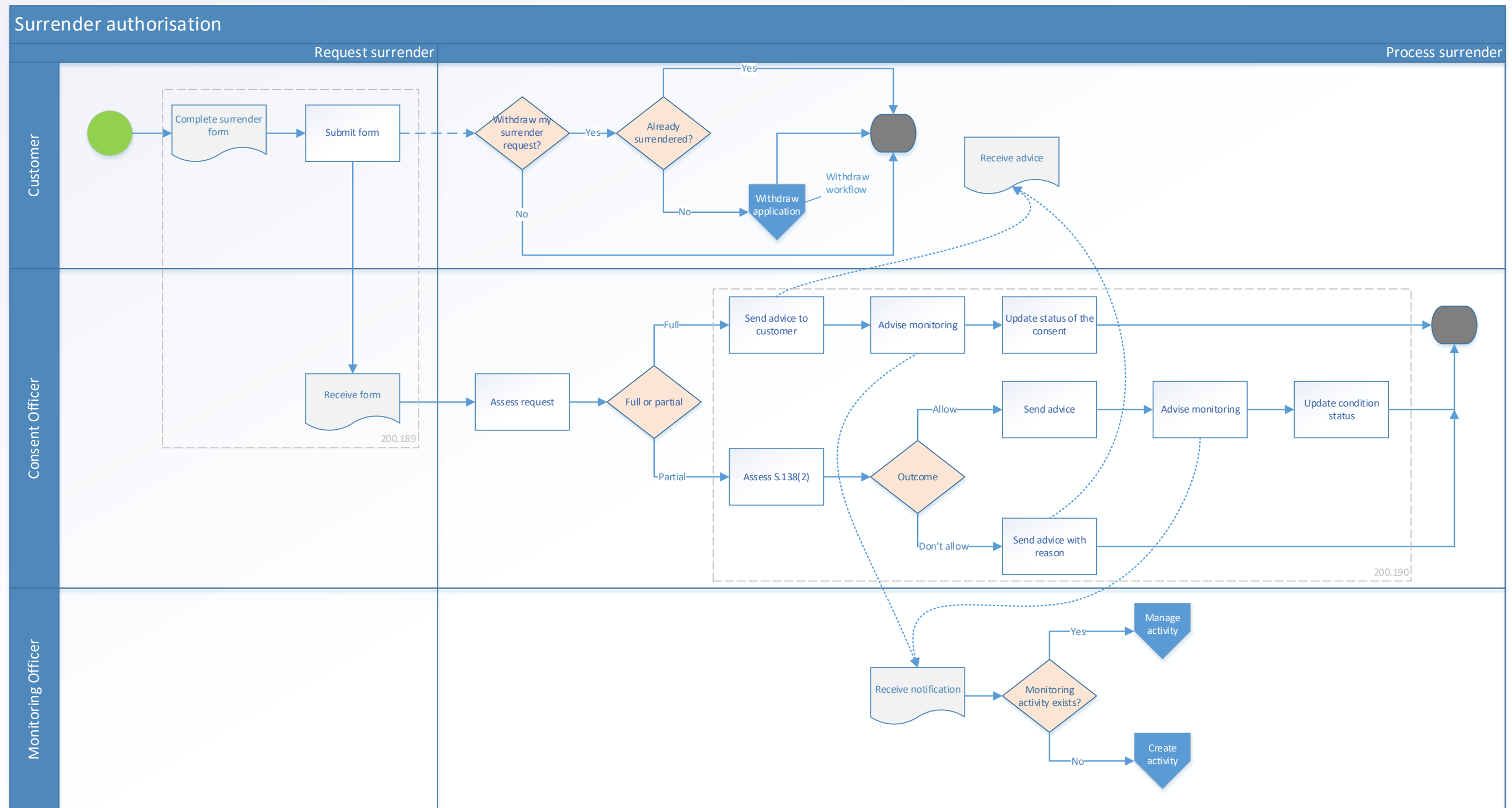
General activities (Cost review)



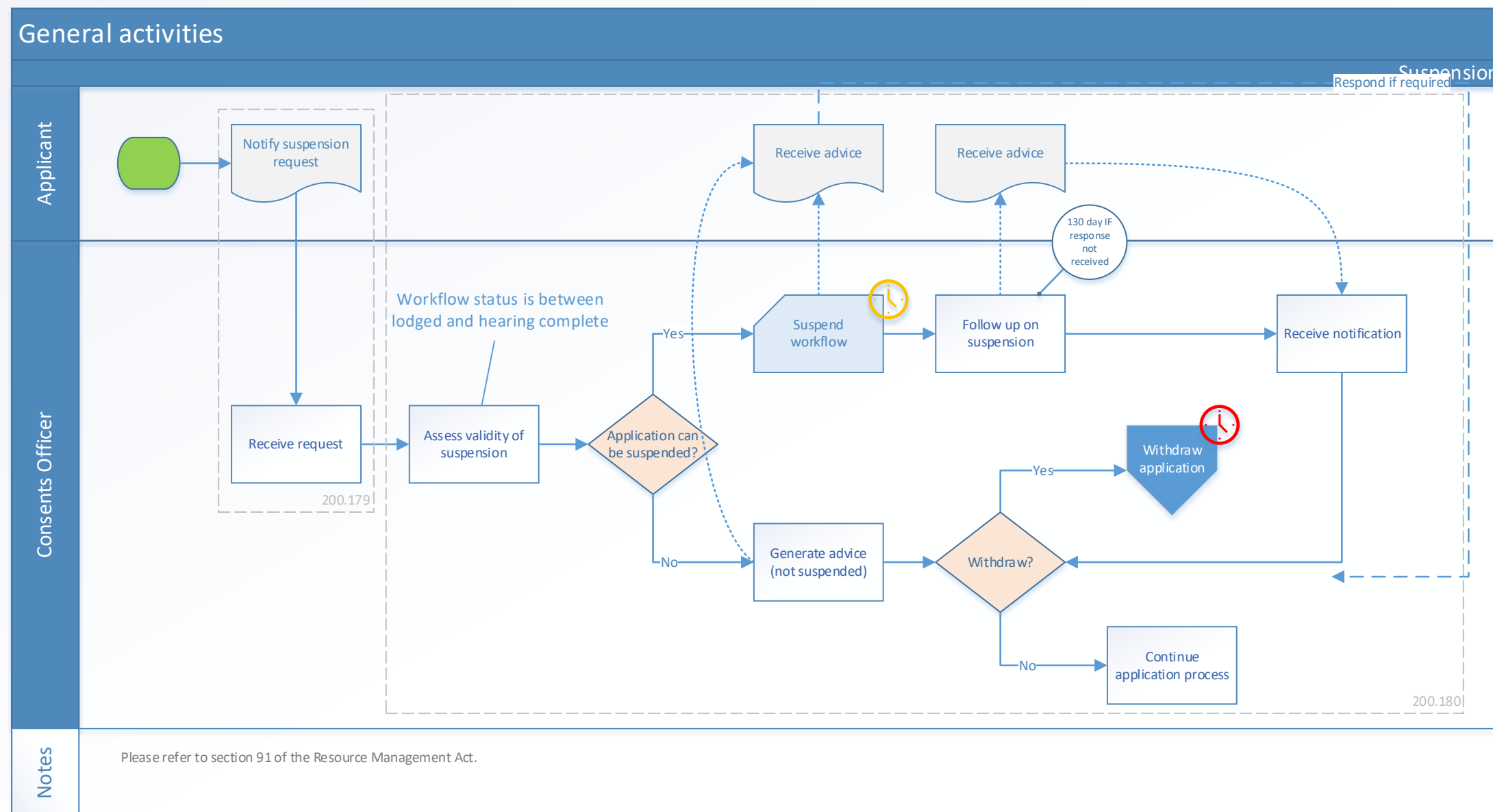
General activities (Query funds received)



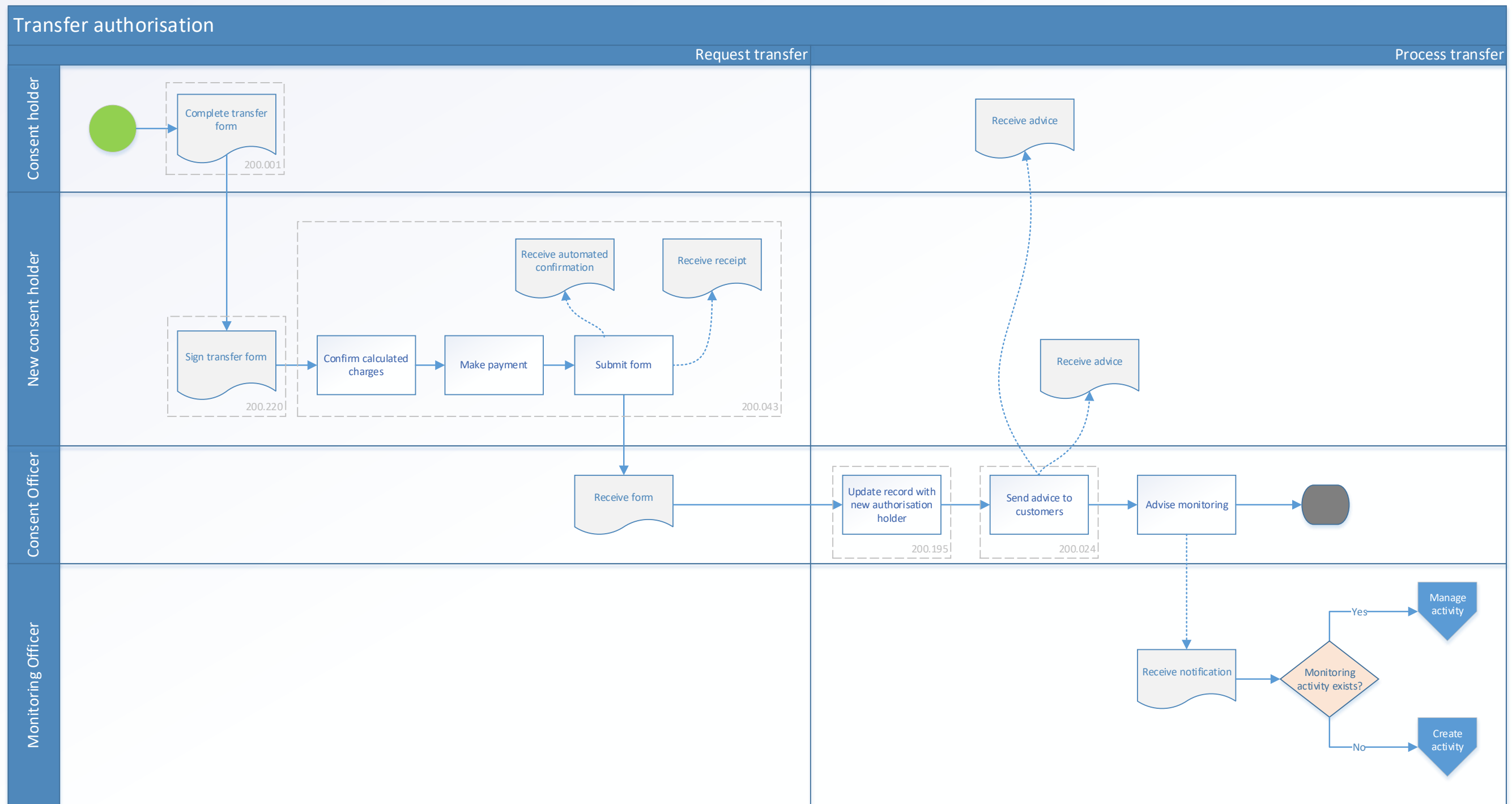
General activities (Surrender authorisation)



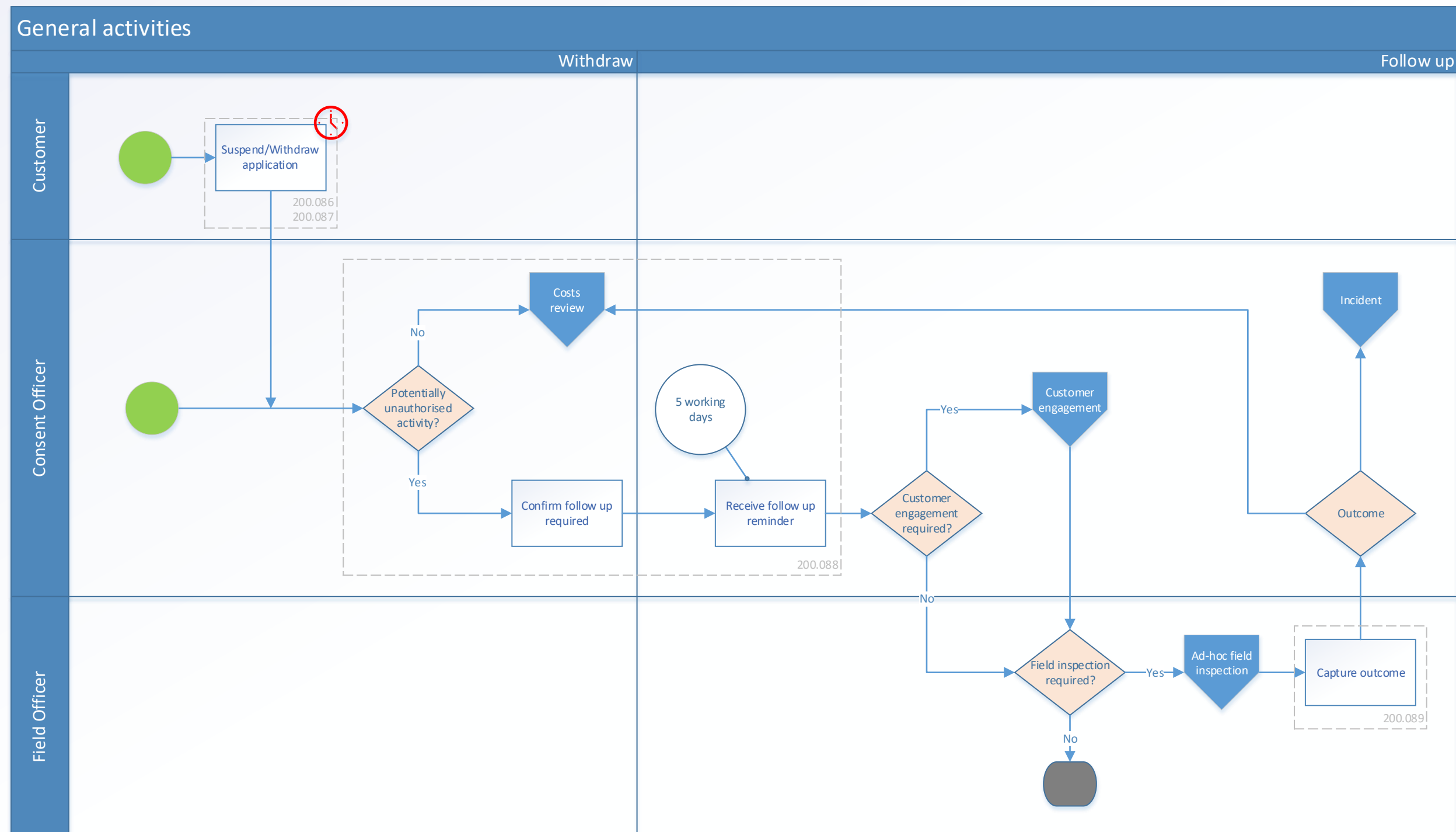
General activities (Suspension S.91)



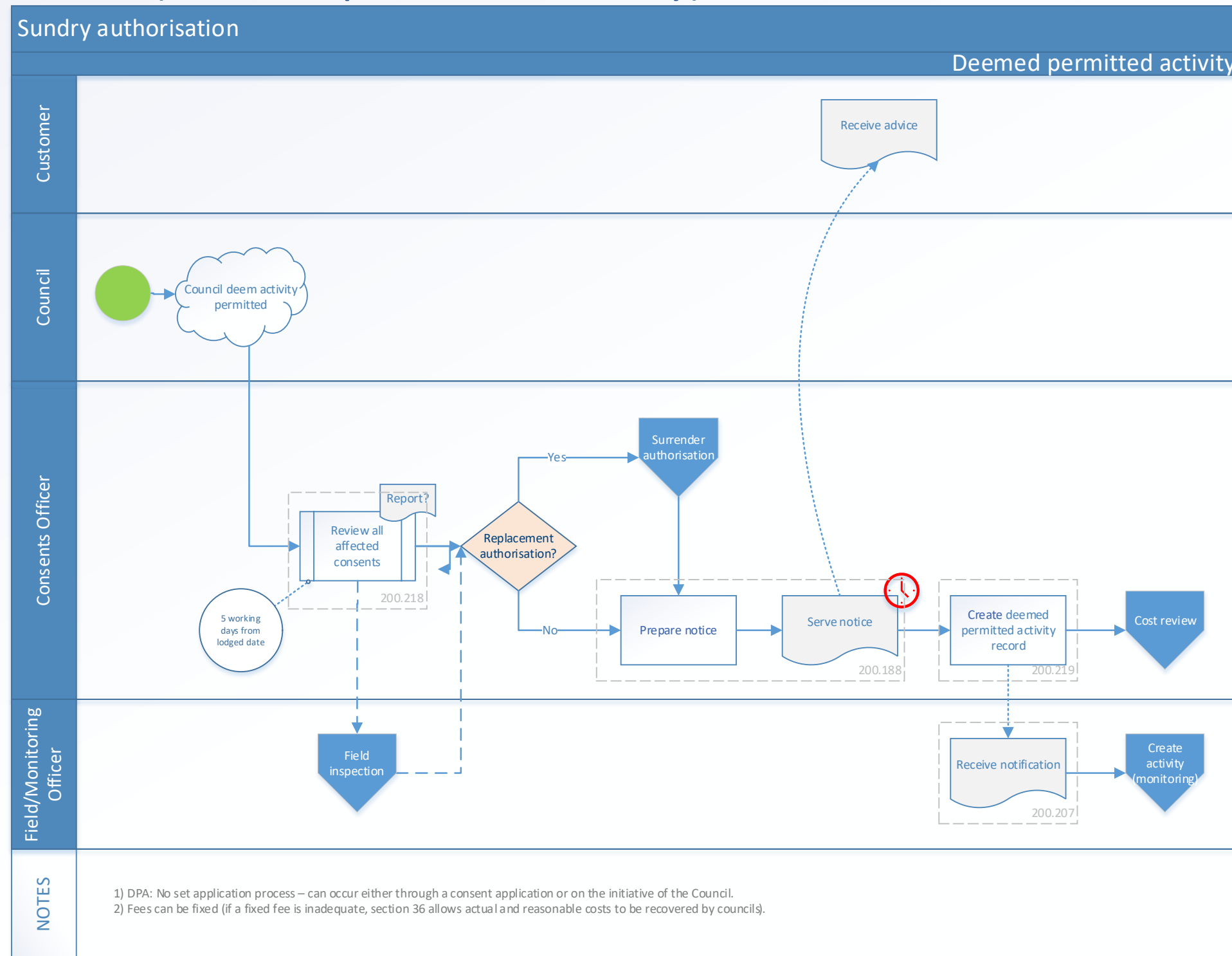
General activities (Transfer authorisation)



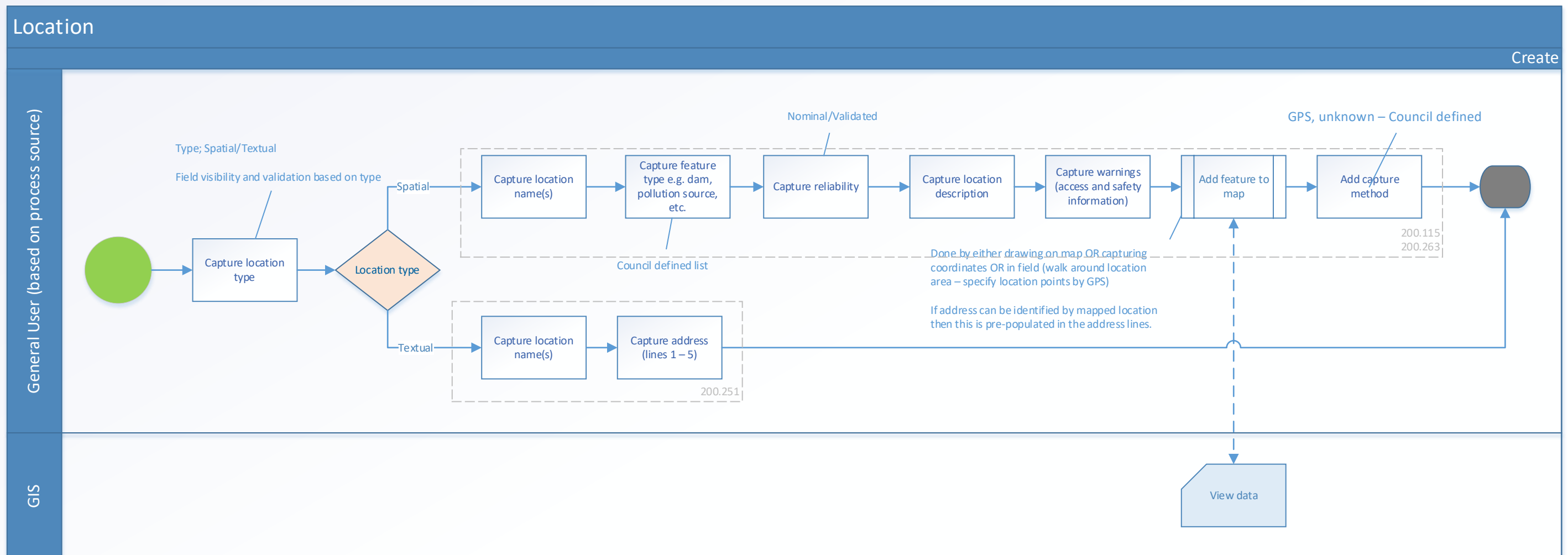
General activities (Withdraw application)



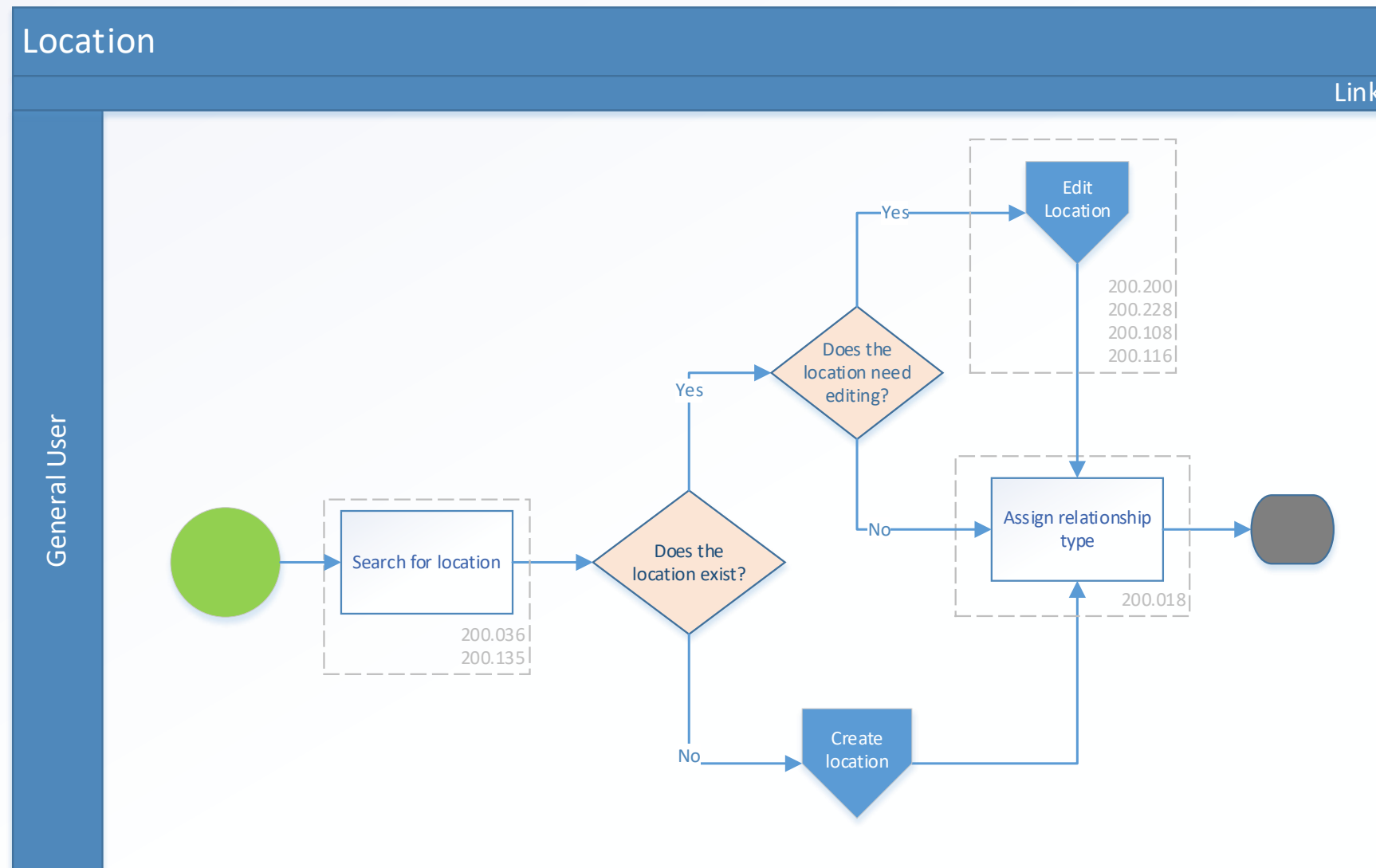
Sundry Authorisations (Deemed permitted activity)



Location (create)



Location (link)





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