

01 December 2023

Official information request No. 8140012779  
(Please quote this in any correspondence)

Gardner Brickford

By email: [fyi-request-24649-15900fea@requests.fyi.org.nz](mailto:fyi-request-24649-15900fea@requests.fyi.org.nz)

Tēnā koe Gardner

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**Local Government Official Information and Meetings Act 1987**

**Re: Request for Training Materials**

Thank you for your email of 3 November 2023. Your specific request and our response are set out below.

*Under the Local Government Official Information and Meetings Act 1987 (LGOIMA), I am writing to formally request a copy of any training materials, guides, or handbooks that are used by council agents in the process of assessing and processing resource consent applications. This includes, but is not limited to, resources used by employees or contractors working in the capacities of duty planners, advisors, or consultants.*

Our Regulatory Engineering and Resource Consents department have provided the following information:

- Onedrive folder with all the resources available to consultants for resource consent processing –

[https://resourceconsentrsrscs-my.sharepoint.com/:f/g/personal/consultantsupport\\_resourceconsentrsrscs\\_onmicrosoft\\_com/Eqnpow-uEP5CrH9FGiA8qJYBSVletHfA5B0oj3yGtYXTXQ](https://resourceconsentrsrscs-my.sharepoint.com/:f/g/personal/consultantsupport_resourceconsentrsrscs_onmicrosoft_com/Eqnpow-uEP5CrH9FGiA8qJYBSVletHfA5B0oj3yGtYXTXQ)

- An excel table with all the training topics

- Auckland Design Manual website links

<https://www.aucklanddesignmanual.co.nz/>

<https://www.aucklanddesignmanual.co.nz/regulations/practice-notes>

<https://www.aucklanddesignmanual.co.nz/regulations/consent-conditions-manual>

Decisions relating to the information that is being released to you were made by **Simon Tredgett, Specialist Unit Manager, Regulatory Engineering and Resource Consents Department.**

Should you believe Auckland Council has not responded appropriately to your request, you have the right by way of complaint, under section 27(3) of the LGOIMA, to apply to the Ombudsman to seek an investigation and review of the decision.

Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or freephone 0800 802 602.

If you have any further queries, please contact me on 09 301 0101 quoting official information request number 8140012779.

Ngā mihi

A handwritten signature in black ink, appearing to read 'Angela Hare', written in a cursive style.

Angela Hare  
Senior Privacy & LGOIMA Business Partner  
Governance Services