



Ref: [REDACTED]

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4 March 2024

Dear [REDACTED]

OFFICIAL INFORMATION REQUEST - RESERVE CONTRIBUTION INVOICES

I refer to your official information request dated 9 February 2024, which is reproduced below, with our responses shown in **bold type**:

1. How many, other developments/individuals/Iwi or organisations have Nelson City Council issued a Reserve Contribution invoice to in conjunction with the Building Consent approval invoice from, October 1, 2023 to February 8, 2024.
We have created 6 invoices for Reserve Contribution in conjunction with the Building Consent approval from October 1, 2023 to February 8, 2024.
2. How many of these other developments/individuals/Iwi or organisations have actually paid the Reserve Contribution at Building Consent approval stage, as requested by Nelson City Council.
Four invoices have been paid in relation to the Reserve Contribution at Building Consent approval stage, as requested by Nelson City Council.
3. If the Reserve Contribution invoice was not paid with the Building Consent approval invoice, what action did Nelson City Council take to address these reserve contribution invoices with these other developments/individuals/Iwi or organisations.
Our standard procedure for Building Consents is
 - a. Debtors system send 30 day reminder letter
 - b. Debtors system send 60 day reminder letter
 - c. Debtors refer account to Building Unit
 - d. Building unit checks for Building act charges outstanding and if so sends three email reminders and then sends to debt collection.
4. How many Reminder Notices for a one month overdue balance, a final two month overdue balance have been issued by Nelson City Council to these other developments/individuals/Iwi or organisations.
Standard procedure followed for both the other unpaid invoices. Both have received 30, 60 day letters and first follow up email from the Building Unit.
5. What action, if any, has Nelson City Council taken against these other developments/individuals/Iwi or organisation for non-payment of the Reserve Contributions at Building Consent stage approval after the final two month reminder notice.
Building consents have been retained by NCC.

Internal Document ID: [REDACTED]

You have the right to seek an investigation and review by the Ombudsman of this response. Information about how to make a complaint is available at www.ombudsman.parliament.nz or Freephone 0800 802 602.

If you wish to discuss this decision with us, please feel free to contact myself.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'M Hunter', with a stylized flourish at the end.

Mark Hunter
Manager Building