

18 December 2025

Local Government Official Information Request

Thank you for your request for information from Council. All requests to the Council for information are required to be considered in accordance with the Local Government Official Information and Meetings Act 1987 (LGOIMA). More information about how the Council handles LGOIMA requests can be found in the Council's LGOIMA Request Policy which is available on the Council's website [LGOIMA Request Policy: Rangitikei District Council](#).

Your request for information was received on 28 November 2025 and requested information about declined fireplace consent applications, and Council's consent processes and policies. On 5 December 2025, Council wrote to you requesting you to refine the part of your request related to 'all Council consent processes and policies, including how charges and fees are determined'. To date, we have not yet received a response from you to our request for refinement. However, we have responded to as much of your request as possible below.

Your questions and our response can be found below:

Question 1:

"Could you please provide me with copies of all fireplace consent applications that have been declined by Rangitikei Council in the last 10 years"

Response:

Council does not hold records of declined fireplace consent application prior to December 2021. This is because up to December 2021 Council used a paper-based system, where declined application forms were sent back to the applicant. Council did not retain a copy of the declined forms.

Council has located six fireplace consent applications that have been declined between December 2021 and 28 November 2025. The six declined fireplace consent applications are attached below. In accordance with Section 7(2)(a) of the LGOIMA, personal information has been redacted from each application for the purposes of protecting privacy. Please note that attachments one to four appear as different formats to attachments five and six, due to a change in Councils consent application system.

- Attachment 1 – Declined fireplace consent application (1)
- Attachment 2 – Declined fireplace consent application (2)
- Attachment 3 – Declined fireplace consent application (3)
- Attachment 4 – Declined fireplace consent application (4)
- Attachment 5 – Declined fireplace consent application (5)
- Attachment 6 – Declined fireplace consent application (6)

Question 2:

"In addition to this OIA request, please provide me with all Council consent processes and policies, including how charges and fees are determined."

Making this place home.

Response:

As above, Council has requested you to refine this question. As we have not received a response from you as at the date of this letter, we have not been able to proceed with this part of your request. As per our email to you of 5 December 2025, we are happy to consider any refinement you submit, or to provide an estimate of what we would need to charge to respond to your request in its current form. Please let us know if you would like us to proceed with either option.

Please note that any clarification or amendment of a request is considered to be a new request for the purpose of calculating the maximum statutory timeframe for response, as per section 13(7) of the Local Government Official Information and Meetings Act.

In the absence of a response from you, at a general level we can advise that Council's fees and charges are set by Elected Members as outlined in Councils Fees and Charges Schedule and Revenue and Financing Policy. The current Schedule of Fees and Charges and Revenue and Financing Policy are available on Councils website, or through the following links:

1. Schedule of Fees and Charges: [Schedule-of-Fees-and-Charges-2025-26-Adopted-1.pdf](#)
2. Revenue and Financing Policy [RDC-Revenue-and-Finance-Policy-2024-Web.pdf](#)

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

Please note that it is our policy to proactively release our responses to official information requests, where appropriate. Our response to your request will be published shortly at [RDC Official Information - Proactive Release](#) with your personal information removed.

If you wish to discuss this decision with us, please feel free to email lgoima@rangitikei.govt.nz.

Yours sincerely,

LGOIMA Officer
Rangitikei District Council

Encl:

- Attachment 1 – Declined fireplace consent application (1)
- Attachment 2 – Declined fireplace consent application (2)
- Attachment 3 – Declined fireplace consent application (3)
- Attachment 4 – Declined fireplace consent application (4)
- Attachment 5 – Declined fireplace consent application (5)
- Attachment 6 – Declined fireplace consent application (6)

NOTE: Attachments released to the requester have not been proactively released due to size, accessibility, or administrative reasons. They may be requested under LGOIMA.

Please email lgoima@rangitikei.govt.nz to request these.