

# Resource Management Policy

## PURPOSE

The purpose of this Resource Management Policy is to ensure fiscal responsibility and long-term sustainability of our Association.

## SCOPE

The scope of the Resource Management Policy includes:

- Board (Persons Conducting a Business or Undertaking PCBU)
- General Manager (GM)
- Senior Teacher (ST)
- All staff – permanent, fixed term and relieving.
- Tamariki
- Whānau
- Volunteers
- Contractors
- Visitors

## REQUIRED DOCUMENTS / PROCEDURES (what actually happens)

### Legislative Requirements

Act	Weblink
Accident Compensation Act 2001	<a href="https://www.legislation.govt.nz/act/public/2001/0049/latest/DLM99494.html">https://www.legislation.govt.nz/act/public/2001/0049/latest/DLM99494.html</a>
Anti-Money Laundering and Countering Financing of Terrorism Act 2009	<a href="https://legislation.govt.nz/act/public/2009/0035/latest/DLM2140720.html">https://legislation.govt.nz/act/public/2009/0035/latest/DLM2140720.html</a>
Building Act 2004	<a href="https://www.legislation.govt.nz/act/public/2004/0072/latest/DLM306036.html">https://www.legislation.govt.nz/act/public/2004/0072/latest/DLM306036.html</a>
Counter-Terrorism Legislation Act 2021	<a href="https://www.legislation.govt.nz/act/public/2021/0037/latest/LMS479298.html">https://www.legislation.govt.nz/act/public/2021/0037/latest/LMS479298.html</a>
Civil Defence Emergency Management Act 2002	<a href="https://www.legislation.govt.nz/act/public/2002/0033/51.0/DLM149789.html">https://www.legislation.govt.nz/act/public/2002/0033/51.0/DLM149789.html</a>
Companies Act 1993	<a href="https://www.legislation.govt.nz/act/public/1993/0105/latest/DLM319570.html">https://www.legislation.govt.nz/act/public/1993/0105/latest/DLM319570.html</a>
Consumer Guarantees Act 1993	<a href="https://www.legislation.govt.nz/act/public/1993/0091/24.0/DLM311053.html">https://www.legislation.govt.nz/act/public/1993/0091/24.0/DLM311053.html</a>

Copyright Act 1994	<a href="https://www.legislation.govt.nz/act/public/1994/0143/latest/DLM345634.html">https://www.legislation.govt.nz/act/public/1994/0143/latest/DLM345634.html</a>
Covid-19 Public Health Response Act 2020	<a href="https://www.legislation.govt.nz/act/public/2020/0012/latest/LMS344134.html">https://www.legislation.govt.nz/act/public/2020/0012/latest/LMS344134.html</a>
Crimes Act 1961	<a href="https://www.legislation.govt.nz/act/public/1961/0043/latest/DLM330275.html">https://www.legislation.govt.nz/act/public/1961/0043/latest/DLM330275.html</a>
Earthquake Commission Act 1993	<a href="https://www.legislation.govt.nz/act/public/1993/0084/latest/DLM305968.html">https://www.legislation.govt.nz/act/public/1993/0084/latest/DLM305968.html</a>
Education & Training Act 2020	<a href="https://www.legislation.govt.nz/act/public/2020/0038/latest/LMS170676.html">https://www.legislation.govt.nz/act/public/2020/0038/latest/LMS170676.html</a>
Employment Relations Act 2000	<a href="https://www.legislation.govt.nz/act/public/2000/0024/latest/whole.html">https://www.legislation.govt.nz/act/public/2000/0024/latest/whole.html</a>
Fair Trading Act 1986	<a href="https://www.legislation.govt.nz/act/public/1986/0121/latest/DLM96439.html">https://www.legislation.govt.nz/act/public/1986/0121/latest/DLM96439.html</a>
Family Violence Act 2018	<a href="https://www.legislation.govt.nz/act/public/2018/0046/latest/whole.html">https://www.legislation.govt.nz/act/public/2018/0046/latest/whole.html</a>
Fire and Emergency New Zealand Act 2017	<a href="https://www.legislation.govt.nz/act/public/2017/0017/latest/DLM6712701.html">https://www.legislation.govt.nz/act/public/2017/0017/latest/DLM6712701.html</a>
Food Act 2014	<a href="https://www.legislation.govt.nz/act/public/2014/0032/latest/whole.html">https://www.legislation.govt.nz/act/public/2014/0032/latest/whole.html</a>
Goods and Services Tax Act 1985	<a href="https://www.legislation.govt.nz/act/public/1985/0141/latest/whole.html">https://www.legislation.govt.nz/act/public/1985/0141/latest/whole.html</a>
Harmful Digital Communications Act 2015	<a href="https://www.legislation.govt.nz/act/public/2015/0063/latest/whole.html">https://www.legislation.govt.nz/act/public/2015/0063/latest/whole.html</a>
Health & Safety at Work Act 2015	<a href="https://www.legislation.govt.nz/act/public/2015/0070/latest/DLM5976660.html">https://www.legislation.govt.nz/act/public/2015/0070/latest/DLM5976660.html</a>
Human Rights Act 1993	<a href="https://www.legislation.govt.nz/act/public/1993/0082/latest/DLM304212.html">https://www.legislation.govt.nz/act/public/1993/0082/latest/DLM304212.html</a>
Incorporated Societies Act 1908	<a href="https://www.legislation.govt.nz/act/public/1908/0212/latest/whole.html">https://www.legislation.govt.nz/act/public/1908/0212/latest/whole.html</a>
Incorporated Societies Bill 2021	<a href="https://www.legislation.govt.nz/bill/government/2021/0015/latest/LMS100809.html?src=qs">https://www.legislation.govt.nz/bill/government/2021/0015/latest/LMS100809.html?src=qs</a>
Income Tax Act 2007	<a href="https://www.legislation.govt.nz/act/public/2007/0097/latest/DLM1512301.html">https://www.legislation.govt.nz/act/public/2007/0097/latest/DLM1512301.html</a>
Insurance (Prudential Supervision) Act 2010	<a href="https://www.legislation.govt.nz/act/public/2010/0111/latest/DLM2478115.html?src=qs">https://www.legislation.govt.nz/act/public/2010/0111/latest/DLM2478115.html?src=qs</a>
KiwiSaver Act 2006	<a href="https://www.legislation.govt.nz/act/public/2006/0040/latest/DLM378380.html">https://www.legislation.govt.nz/act/public/2006/0040/latest/DLM378380.html</a>
Local Government Act 2002	<a href="https://www.legislation.govt.nz/act/public/2002/0084/latest/whole.html">https://www.legislation.govt.nz/act/public/2002/0084/latest/whole.html</a>
New Zealand Public Health & Disability Act 2000	<a href="https://www.legislation.govt.nz/act/public/2000/0091/latest/DLM80051.html">https://www.legislation.govt.nz/act/public/2000/0091/latest/DLM80051.html</a>
New Zealand Superannuation and Retirement Income Act 2001	<a href="https://www.legislation.govt.nz/act/public/2001/0084/latest/versions.aspx">https://www.legislation.govt.nz/act/public/2001/0084/latest/versions.aspx</a>
Privacy Act 2020	<a href="https://www.legislation.govt.nz/act/public/2020/0031/latest/LMS23223.html">https://www.legislation.govt.nz/act/public/2020/0031/latest/LMS23223.html</a>
Public Finance Act 1989	<a href="https://www.legislation.govt.nz/act/public/1989/0044/latest/DLM160809.html">https://www.legislation.govt.nz/act/public/1989/0044/latest/DLM160809.html</a>
Public Service Act 2020	<a href="https://www.legislation.govt.nz/act/public/2020/0040/latest/LMS106159.html">https://www.legislation.govt.nz/act/public/2020/0040/latest/LMS106159.html</a>

Resource Management Act	<a href="https://www.legislation.govt.nz/act/public/1991/0069/latest/DLM230265.html">https://www.legislation.govt.nz/act/public/1991/0069/latest/DLM230265.html</a>
Sale & Supply of Alcohol Act 2012	<a href="https://www.legislation.govt.nz/act/public/2012/0120/latest/DLM3339333.html">https://www.legislation.govt.nz/act/public/2012/0120/latest/DLM3339333.html</a>
Serious Fraud Office Act 1990	<a href="https://www.legislation.govt.nz/act/public/1990/0051/latest/DLM210990.html">https://www.legislation.govt.nz/act/public/1990/0051/latest/DLM210990.html</a>
Smoke-free Environments & Regulated Products (Vaping) Amendment Act 2020	<a href="https://www.legislation.govt.nz/act/public/2020/0062/latest/LMS313857.html">https://www.legislation.govt.nz/act/public/2020/0062/latest/LMS313857.html</a>
Smoke-free Environments (Prohibiting Smoking in Motor Vehicles Carrying Children) Amendment Act 2020	<a href="https://www.legislation.govt.nz/act/public/2020/0019/latest/LMS211282.html">https://www.legislation.govt.nz/act/public/2020/0019/latest/LMS211282.html</a>
Tax Administration Act 1994	<a href="https://www.legislation.govt.nz/act/public/1994/0166/latest/DLM348343.html">https://www.legislation.govt.nz/act/public/1994/0166/latest/DLM348343.html</a>
Treaty of Waitangi Act 1975	<a href="https://www.legislation.govt.nz/act/public/1975/0114/latest/whole.html">https://www.legislation.govt.nz/act/public/1975/0114/latest/whole.html</a>
Trusts Act 2019	<a href="https://www.legislation.govt.nz/act/public/2019/0038/latest/DLM7382815.html">https://www.legislation.govt.nz/act/public/2019/0038/latest/DLM7382815.html</a>
Vulnerable Children Act 2014	<a href="https://www.legislation.govt.nz/act/public/2014/0040/latest/whole.html">https://www.legislation.govt.nz/act/public/2014/0040/latest/whole.html</a>

### Regulatory Requirements

Regulations	Weblink
Building Regulations 1992	<a href="https://www.legislation.govt.nz/regulation/public/1992/0150/latest/DLM162576.html">https://www.legislation.govt.nz/regulation/public/1992/0150/latest/DLM162576.html</a>
Early Childhood Regulations	<a href="https://www.legislation.govt.nz/regulation/public/2008/0204/latest/DLM1412501.html">https://www.legislation.govt.nz/regulation/public/2008/0204/latest/DLM1412501.html</a>
Fire & Emergency New Zealand (Fire Safety, Evacuation Procedures & Evacuation Schemes) Regulations 2018	<a href="https://www.legislation.govt.nz/regulation/public/2018/0096/latest/whole.html">https://www.legislation.govt.nz/regulation/public/2018/0096/latest/whole.html</a>
Food Regulations 2015	<a href="https://www.legislation.govt.nz/regulation/public/2015/0310/latest/DLM6684211.html">https://www.legislation.govt.nz/regulation/public/2015/0310/latest/DLM6684211.html</a>
Licensing criteria for centre based ECE services	<a href="https://www.education.govt.nz/early-childhood/licensing-and-regulations/the-regulatory-framework-for-ece/licensing-criteria/centre-based-ece-services/">https://www.education.govt.nz/early-childhood/licensing-and-regulations/the-regulatory-framework-for-ece/licensing-criteria/centre-based-ece-services/</a>
Playground Safety Standards – 5828, 2015	<a href="https://www.standards.govt.nz/shop/NZS-58282015">https://www.standards.govt.nz/shop/NZS-58282015</a>
Smoke-free Environments & Regulated Products Regulations 2021	<a href="https://www.legislation.govt.nz/regulation/public/2021/0204/latest/whole.html#LMS524981">https://www.legislation.govt.nz/regulation/public/2021/0204/latest/whole.html#LMS524981</a>
XRB Public Sector Standards	<a href="https://www.xrb.govt.nz/accounting-standards/public-sector/">https://www.xrb.govt.nz/accounting-standards/public-sector/</a>