

<b>Central Hawke's Bay District Council</b>	<b>POLICY MANUAL</b>	
	<b>Document #</b>	3.14
<b>ALLOCATION OF PROPERTY NUMBERS POLICY</b>	<b>Approved by:</b>	Council
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Central Hawke's Bay District Council will implement the Rural Address Property Identification (RAPID) system to ensure all rural property numbers are correct to enable accurate electoral, postal and emergency application. Requests to change numbers from the correct number will not be granted by the Council so as to maintain the integrity of the numbering system. This also includes changing numbers that are duplicated or wrong and assigning the correct numbers.

The carrying out and on-going implementation of this policy shall be the responsibility of the Regulatory Services Manager.

RAPID numbers will be determined using a vehicle equipped with a calibrated Distance Measuring Instrument installed in a Council vehicle. Odometers on Council vehicles shall not be used due to their inaccuracy.

Council will comply with the Australian / New Zealand Standard – Rural and Urban Addressing – AS/NZS 4819:2011

**APPLICATION**

This policy will be applied throughout the District. The original cost of the numbers shall be the responsibility of the Council. The on-going renewal of numbers that become worn or faded will be at the cost of the rate-payer.

Numbers that are issued for non-residential rarely used buildings or sections will be the cost of the rate-payer and will be issued by the Council at the request of the rate-payer.

**REASONING**

Under the Local Government Act 1974 – 319B, a Local Authority (District Council), for electoral, postal and other purposes may allocate a number to any area of land or building or part of a building within its district and may change the number allocated to any such area of land or building.

One of the main purposes of doing this is to ensure emergency services have the ability to quickly locate a property should the need arise along with providing a unique identifier for property owners for mail delivery and other identification purposes.

This policy is intended to clarify how the Central Hawke's Bay District Council will implement the authority provided under the Local Government Act 1974 – 319B.

The system adopted by most Council's in New Zealand is the Rural Address Property Identification (RAPID) system. The system was chosen in 1991 by a national working party comprised of New Zealand Fire Service, New Zealand Ambulance Board, New Zealand Police, Local Government Association, Land Information New Zealand and Federated Farmers.

RAPID is based on providing a unique number to each property based on its distance along a road from its start point.

The number given to a property is calculated by dividing the number of kilometres that property is from the start point of the road by 100 (Example: 1.650 kilometres from the start of Blackhead Road provides a property number of 165 Blackhead Road).