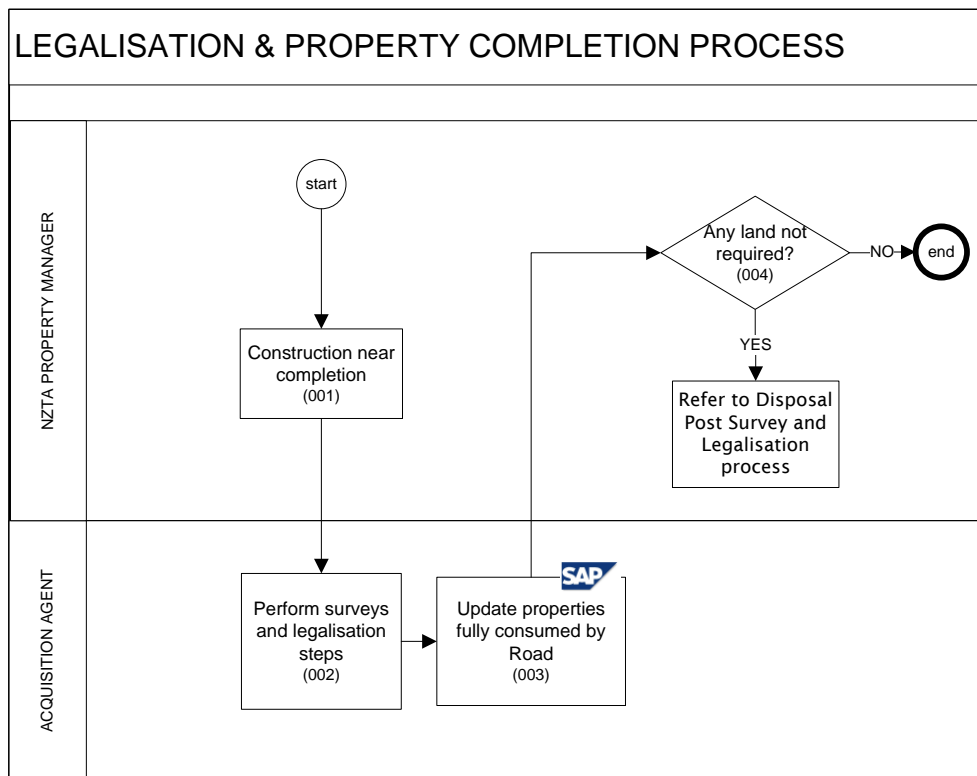


## Legalisation and Property Completion (PM5.4)

This process details the steps required for the legalisation of land, being the land consumed by the project (Road Reserve) and any property not required by the project.

### Process flow diagram

The process flow is shown below.



### Process steps

The steps for this process are detailed below.

Step	Action
1.	The NZTA Property Manager is notified when the project is nearing completion and in turn notifies the Acquisition Agent for legal surveying and legalisation to take place.
2.	The Acquisition Agent performs all the actions required in conjunction with external parties such as LINZ and including instructing Surveyors to legalise the land into appropriate land types (e.g. Road Reserve, Segregation strips etc.).
3.	The Acquisition Agent ensures that the Property Manager is aware of the property activity and assigns the status of 'legalised as road' to the property fully consumed as road using transaction RE80. Refer to the <a href="#">RE80 (Maintain Property Legalised as Road)</a> transaction guide for more detail.  <b>Note:</b> If a property has been partially used for road and there is a balance of property left over, it will be updated as being consumed by road and new property records created for the new properties. this is so that a clear record is retained of the property converted to road.

*Continued on next page...*

Step	Action
4.	<p>The Acquisition Agent, in conjunction with the NZTA Property Manager, determines whether any land left over is not required by NZTA. If:</p> <ul style="list-style-type: none"> <li>No, the process ends.</li> <li>yes, then complete the <a href="#">PM9.5 Disposal Post Survey and Legalisation</a> process.</li> </ul>

## Business rules

The following business rules apply:

- The NZTA Property Manager and Property Manager will monitor progress of the project and inform the Acquisition Agent when project is substantially complete.
- The original property is expected to have it's areas and status changed to 'Road' or 'Road Reserve'.
- The new property entries are created for all severances, segregation strips and any additional land. These will be created using the 'from template' option, so that the information from the original property is transferred.
- When the Property object status is changed to 'Disposal' a mandatory requirement is to have a business partner type of Property Disposal Consultant.

The diagram below provides an overview of a severance situation:

