



# FEES AND CHARGES

1 July 2018 - 30 June 2021

<b>Introduction</b> .....	<b>5</b>
Legislative framework .....	5
Schedules .....	5
<b>Sustainable Communities</b> .....	<b>6</b>
Customer Services.....	6
Library Services.....	6
Community Facilities: Cemeteries .....	7
Community Facilities: Halls and Meeting Rooms.....	8
Leisure Facilities: Aquatic Centres .....	10
Leisure Facilities: Parks .....	10
Community Facilities: Other .....	10
Information Management .....	11
<b>Sustainable Environment</b> .....	<b>12</b>
<b>Animal Control</b> .....	<b>12</b>
Cat Traps .....	13
Stock control .....	16
<b>Building Control</b> .....	<b>17</b>
<b>Strategic &amp; district planning</b> .....	<b>20</b>
Other matters .....	20
<b>Resource management</b> .....	<b>21</b>
Planning and planning information .....	21
Planning charges .....	22
Property information requests.....	27
Land Information Memoranda .....	28
<b>Environmental health &amp; alcohol licensing</b> .....	<b>28</b>
Environmental health .....	28
Alcohol licensing .....	31
Monitoring and enforcement.....	33
Resource monitoring .....	33
<b>Service Delivery</b> .....	<b>36</b>
Roading.....	36
Waste minimisation and refuse.....	37

<b>Water supply .....</b>	<b>37</b>
<b>Reticulation.....</b>	<b>37</b>
<b>Wastewater .....</b>	<b>39</b>
<b>Reticulation.....</b>	<b>39</b>
<b>Disposal .....</b>	<b>40</b>
<b>Trade waste .....</b>	<b>40</b>
<b>Stormwater .....</b>	<b>41</b>
<b>Reticulation .....</b>	<b>41</b>
<b>Request for official or personal information .....</b>	<b>42</b>
<b>Council Staff Charge out rates .....</b>	<b>43</b>
<b>Mileage charge out rates .....</b>	<b>46</b>



# Introduction

This document has been prepared to provide a comprehensive guide to fees and charges for the first three years of the 2018-28 Long Term Plan.

## Legislative framework

The Council derives its right to apply fees and charges in general from section 150 and section 12 of the Local Government Act (LGA) 2002. Other Acts which the Council administers, such as the Resource Management Act 1991, the Building Act 2004, the Dog Control Act 1996 and others, give all Territorial Authorities the right to prescribe fees and charges pertaining to the particular activity dealt with under that Act. In the following fees and charges schedules the empowering legislation is noted where the right to apply fees and charges is not derived from the LGA 2002.

Any situations for which no fee or charge has been prescribed but which involve costs to the Council, section 252 under the LGA 2002 also gives the Council the right to recover the reasonable costs incurred for works or services provided by the Council.

## Schedules

The following should be noted with regard to the fees and charges schedules:

In some cases the fees are defined by the relevant statute and are therefore not open for consultation or to change by the Council. These include:

- Infringement fees for parking, resource management and dog control offences
- Liquor licensing
- Amusement devices licensing
- Development contributions

Subdivision consent for additional lots, and any land use consent or permitted activity may include a condition requiring development contributions to ensure adequate and appropriate provision of infrastructure to service those new lots or activity. Contributions relate to roading network access, wastewater and stormwater disposal, rural drainage and water supply. These contributions relate solely to the Council's own infrastructure and not to infrastructure of other service providers who have their own charging regimes. For further information please refer to our Development Contributions Policy.

# Sustainable Communities

## Customer Services

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Requests, searches and enquires</b>			
Printing from internet (per side)	0.30	0.30	0.30
<b>Electronic communications</b>			
Fax Transaction Fee	3.00	3.00	3.00
Emailing documents (maximum 10 pages)	3.00	3.00	3.00
<b>Photocopying</b>			
Black & white – per side	0.30	0.30	0.30
Colour – per side	0.60	0.60	0.60
Photocopy/printing of CV/resume	Up to 5 copies free	Up to 5 copies free	Up to 5 copies free

## Library Services

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Books</b>			
4 weeks no renewal	Free of charge	Free of charge	Free of charge
Book renewal after 4 weeks (per book)	2.00	2.00	2.00
Overdue item fees (per day)	0.50	0.50	0.50
Reserve/hold fee	2.00	2.00	2.00
<b>Magazines</b>			
General – two weeks	0.50	0.50	0.50
<b>DVDs</b>			
Library New Release	4.00 first week & .50 per day thereafter	4.00 first week & .50 per day thereafter	4.00 first week & .50 per day thereafter
Library New Release Junior	3.00 first week & .50 per day thereafter	3.00 first week & .50 per day thereafter	3.00 first week & .50 per day thereafter
Library Older Release Adult	1.00 first week & .50 per day thereafter	1.00 first week & .50 per day thereafter	1.00 first week & .50 per day thereafter
Library Older Release Junior	1.00 first week & .50 per day thereafter	1.00 first week & .50 per day thereafter	1.00 first week & .50 per day thereafter
N.B: overdue item fees apply as per above			
<b>Card fees</b>			
Replacement card	3.00	3.00	3.00
Inter-loan charge	5.00 + charges incurred	5.00 + charges incurred	5.00 + charges incurred
<b>Withdrawn For Sale</b>			

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
Adult Books	3.00 per book or buy 5 and get one for free	3.00 per book or buy 5 and get one for free	3.00 per book or buy 5 and get one for free
Junior Books	1.50 per book or buy 5 and get one for free	1.50 per book or buy 5 and get one for free	1.50 per book or buy 5 and get one for free
All DVDs	3.00 per DVD or buy 5 and get one for free	3.00 per DVD or buy 5 and get one for free	3.00 per DVD or buy 5 and get one for free
Magazines	.50 per magazine or buy 5 and get one for free	.50 per magazine or buy 5 and get one for free	.50 per magazine or buy 5 and get one for free
<b>Library Membership</b>			
District ratepayers & residents	Free of charge	Free of charge	Free of charge
Out-of-district non-residents and non-ratepayers (per year)	80.00	80.00	80.00
<b>Requests, searches &amp; enquires</b>			
Research enquiry (per hour or part thereof)	70.00	70.00	70.00
Temporary DVD only membership non-residents bond	A bond of \$30 is required and a full refund will be issued at the return of all items and temporary membership card. No refund will be given if the item or temporary card is lost or damaged.		
<b>Laminating</b>			
A5	2.00	2.00	2.00
A4	3.00	3.00	3.00
A3	5.00	5.00	5.00
<b>Damaged/lost items</b>			
Major damage	Full replacement cost	Full replacement cost	Full replacement cost
Minor damage	5.00	5.00	5.00
Lost items	Full replacement cost	Full replacement cost	Full replacement cost

### Community Facilities: Cemeteries

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Plot purchase</b>			
All of the Waikato – including maintenance	2,413.00	2,483.00	2,556.00
All of the Waikato's Children's areas including maintenance	838.00	862.00	816.00
RSA plot	Free of charge	Free of charge	Free of charge
<b>Sexton fees</b>			
Interments	1,849.00	1,903.00	1,958.00
Stillborn babies	Free of charge	Free of charge	Free of charge
<b>Ashes</b>			
Plot	359.00	369.00	380.00

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
Sexton	308.00	317.00	326.00
RSA plot	Free of charge	Free of charge	Free of charge
<b>Other cemetery services</b>			
Disinterment	3,107.00	3,197.00	3,290.00
Reinterment	1,489.00	1,532.00	1,576.00
Breaking concrete	103.00	106.00	109.00
Memorial Permit	10.00	10.00	10.00
Locate Plot	21.00	22.00	23.00

### Community Facilities: Halls and Meeting Rooms

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>General charges</b>			
Bond	385.00	385.00	385.00
Bond - non-profit organisations	100.00	100.00	100.00
Penalty for late return of keys – per working day	26.00	27.00	28.00
Surcharge for events with alcohol	62.00	64.00	66.00
<b>Te Kauwhata Library – community meeting room</b>			
Community groups – per hour	8.00	8.00	8.00
Community groups – per half day (4 hours)	13.00	13.00	13.00
Community groups – per day	28.00	29.00	30.00
Commercial – per hour	27.00	28.00	29.00
Commercial – per half day (4 hours)	34.00	35.00	36.00
Commercial – per day	62.00	64.00	66.00
<b>Huntly Library – community meeting room</b>			
Community groups – per hour	8.00	8.00	8.00
Community groups – per half day (4 hours)	13.00	13.00	13.00
Community groups – per day	28.00	29.00	30.00
Commercial – per hour	27.00	28.00	29.00
Commercial – per half day (4 hours)	34.00	35.00	36.00
Commercial – per day	62.00	64.00	66.00
<b>Huntly Civic Centre</b>			
Full day (8 hours)	128.00	131.00	133.00
Part day (4 hours)	77.00	78.00	80.00
Commercial (8 hours)	307.00	313.00	320.00
Commercial (4 hours)	128.00	131.00	133.00
Charitable (8 hours)	66.00	68.00	69.00
Charitable (4 hours)	36.00	37.00	37.00
<b>Riverside Room Huntly</b>			
Full day (8 hours)	43.00	44.00	45.00
Part day (4 hours)	18.00	19.00	19.00



Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
Commercial (8 hours)	129.00	132.00	135.00
Commercial (4 hours)	99.00	101.00	104.00
<b>Ngaruawahia War Memorial Hall</b>			
Full day (8 hours)	85.00	87.00	89.00
Part day (4 hours)	43.00	44.00	45.00
Commercial (8 hours)	129.00	132.00	135.00
Commercial (4 hours)	106.00	109.00	111.00
Charitable (8 hours)	53.00	54.00	56.00
Charitable (4 hours)	28.00	28.00	29.00
<b>Tuakau War Memorial Hall</b>			
<b>Commercial</b>			
Main hall or supper room (8 hours)	105.00	108.00	110.00
Main hall and supper room (8 hours)	204.00	209.00	213.00
Mezzanine or committee rooms (8 hours)	47.00	48.00	49.00
Mezzanine and committee rooms (8 hours)	90.00	92.00	94.00
Main hall or supper room (day and evening)	204.00	209.00	213.00
Main hall and supper room (day and evening)	408.00	418.00	426.00
Mezzanine or committee rooms (day and evening)	95.00	97.00	99.00
Mezzanine and committee rooms (day and evening)	189.00	193.00	197.00
<b>Non-commercial</b>			
Main hall or supper room (8 hours)	55.00	56.00	58.00
Main hall and supper room (8 hours)	105.00	108.00	110.00
Mezzanine or committee rooms (8 hours)	26.00	26.00	27.00
Mezzanine and committee rooms (8 hours)	47.00	48.00	49.00
Main hall or supper room (day and evening)	105.00	108.00	110.00
Main hall and supper room (day and evening)	204.00	209.00	213.00
Mezzanine or committee rooms (day and evening)	48.00	49.00	50.00
Mezzanine and committee rooms (day and evening)	95.00	97.00	99.00
<b>Charitable</b>			
Main hall or supper room (8 hours)	28.00	28.00	29.00
Main hall and supper room (8 hours)	53.00	54.00	56.00
Mezzanine or committee rooms (8 hours)	15.00	16.00	16.00
Mezzanine and committee rooms (8 hours)	26.00	26.00	27.00
Main hall or supper room (day and evening)	55.00	56.00	58.00
Main hall and supper room (day and evening)	105.00	108.00	110.00
Mezzanine or committee rooms (day and evening)	15.00	16.00	16.00
Mezzanine and committee rooms (day and evening)	26.00	26.00	27.00

## Leisure Facilities: Aquatic Centres

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Huntly</b>			
Children	2.50	4.00	4.00
Adults	4.50	6.00	6.00
Seniors & tertiary students	3.00	4.00	4.00
One lane hire per hour	15.00	27.00	28.00
Spectators	1.50	2.00	2.00
Children aged 3 and under – accompanied by an adult	Free of charge	Free of charge	Free of charge
Parents supervising their children	2.00	2.00	2.00
Toddler's pool/bulkhead pool per hour	75.00	32.00	33.00
<b>Ngaruawahia</b>			
Children	2.00	3.00	3.00
Adults	4.00	5.00	5.00
Seniors & tertiary students	2.00	2.00	2.00
Spectators	1.50	2.00	2.00
Children aged 3 and under – accompanied by an adult	Free of charge	Free of charge	Free of charge
Parents supervising their children	2.00	2.00	2.00
<b>Tuakau</b>			
Children	2.50	3.00	3.00
Adults	4.50	5.00	5.00
Seniors & tertiary students	3.00	2.00	2.00
One lane hire per hour	21.00	22.00	23.00
Children aged 3 and under – accompanied by an adult	Free of charge	Free of charge	Free of charge
Parents supervising their children	2.00	2.00	2.00

## Leisure Facilities: Parks

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Sporting &amp; recreation facilities</b>			
Winter sports (field use)	Free of charge	Free of charge	Free of charge
Summer sports (field use)	Free of charge	Free of charge	Free of charge
Lake Puketirini - Key	100.00	100.00	100.00
Lake Puketirini - (refundable deposit on return of key deposit included)	21.00	21.00	21.00
Lake Kainui - Key	120.00	120.00	120.00
Lake Kainui - (refundable deposit on return of key deposit included)	21.00	21.00	21.00

## Community Facilities: Other

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Raglan wharf</b>			
Fishing vessels regularly using the port – per annum	1,258.00	1,294.00	1,332.00
<b>Raglan Aerodrome</b>			
Landing fees – casual use per day	10.00	10.00	10.00
Regular use ( annual aerodrome landing fee for clubs or similar organisations)	601.00	618.00	636.00
Administration fee (late payments etc)	21.00	22.00	23.00
Special events			
<b>Housing for the elderly</b>			
Ngaruawahia – per week	156.00	182.00	195.00
Huntly – per week	156.00	182.00	195.00
Tuakau – per week	156.00	182.00	195.00

## Information Management

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Photocopying</b>			
Per A4 page – single sided black & white	0.30	0.30	0.30
Per A4 page – double sided black & white	0.45	0.45	0.45
Per A4 page – single sided colour	0.55	0.55	0.55
Per A4 page – double sided colour	0.80	0.80	0.80
Individual map – A3 colour	4.40	4.40	4.40

# Sustainable Environment

## Animal Control

All fees are set in accordance with the Dog Control Act 1996. The registration fee is set to recover costs associated with the administration of the dogs register, response to service requests from the public, compliance monitoring and enforcement of the relevant provisions of the Dog Control Act 1996, the Waikato District Council Dog Control Bylaw 2007.

The Council's general approach when setting the fees is to presume that all owners are classified as 'approved' unless breaches to the classification are made within a 12-month period. The Waikato District Council classifies dog owners according to criteria detailed on the following pages.

### A1 Approved owner

The approved owner classification applies to all new dog owners who have not previously owned a dog, or current owners who have not been subject to any of the following offences:

- impounded dog
- registered complaint
- prosecution
- infringement fine
- non-notification of changes to ownership details
- repeated non-payment of registration fee.

A dog owner moving to the district will be given consideration for the approved owner classification if proven evidence of previous history relating to the above criteria is presented.

Any owner who breaches two or more of the above criteria within a 12-month period will lead to immediate cancellation of the approved owner classification and will be reverted to the general owner classification for a period of two years.

To requalify for the approved owner classification the owner must remain offence-free for two consecutive years.

### A2 Selected owner

The selected owner classification applies to a dog owner who lives on a residential, living, country living, rural, rural residential, village or residential 2 (Pokeno) zoned property that is less than 20 hectares and complies with the following conditions:

- currently meets the approved owner classification
- holds a permit where more than two dogs are kept on the premises
- meets the minimum standards for accommodation of dogs (as set out in the Code of Animal Welfare) provides a fully fenced dog-proof section or area of the premises, appropriate for the size of the dog/s kept.

Any breach of these conditions will lead to the immediate cancellation of the selected owner classification.

### A3 Farm owner

The farm owner classification applies to a rural dog owner who lives on and farms a property of 20 hectares or more, and who:

- currently meets the approved owner classification
- meets the minimum standards for accommodation of dogs (as set out in the Code of Animal Welfare)
- ensures that all home killing and the disposal and or treatment of offal and trimmings, including the heads of sheep and goats, are carried out in an approved dog-proof enclosure or killing facility
- does not feed or allow the dog/s access to any raw offal or untreated sheep or goat meat
- will undertake voluntarily treatment for hydatids and sheep measles as part the regular dog worming programme with the local veterinarian.

Any breach of these conditions will lead to the immediate cancellation of the farm owner classification.

#### A4 General owner

A general owner has generally breached one or more of the offences listed under the approved owner classification and is recognised as follows:

- cannot supply evidence of a dog previously registered or has kept unregistered dog under another local authority
- has had a dog impounded
- has been the subject of a registered complaint
- has been prosecuted for a dog offence
- has received an infringement fine.
- To qualify for approved owner classification the owner must remain offence-free for two consecutive years.

#### A5 Neutered or spayed dogs

On the provision of written proof from a veterinary surgeon the registration fee for the current year will be waived and a tag provided free of charge for a dog that has been neutered or spayed during the course of the previous year. Subject to the following conditions:

- the dog is not classified as a dangerous dog that has been required to be neutered or spayed under provisions set out in the Dog Control Amendment Act 2003
- written proof is provided by a certified veterinary surgeon who has adequately described the dog involved
- the proof and registration form are presented to the Council on or before 31 July of the current year.

The waiver will apply for one registration year only.

#### Cat Traps

The Animal Welfare Act 1999 allows for the use of traps such as live catch (cage traps). These traps can be used for the control of feral cats. Cage traps are available for hire from the Councils Animal Control Unit.

A bond of \$100 is required and a refund of \$75 will be issued when the trap is returned within two weeks. If the trap is returned damaged there will be no refund.

Please note responsibility for disposal of feral cats trapped is on the householder leasing the trap. The Council has no facilities to dispose of these cats.

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Payment by 20 July (discounted rate)</b>			
General owner	105.00	105.00	105.00
Approved owner	80.00	80.00	80.00
Farm owner	50.00	50.00	50.00
Selected owner	50.00	50.00	50.00
Guide dogs	5.00	5.00	5.00
Hearing dogs	5.00	5.00	5.00
Dogs neutered in previous year (special conditions apply)			
Dangerous	187.50	187.50	187.50
<b>Basic registration fee (after 20 July) (full rate)</b>			
General owner	125.00	125.00	125.00
Approved owner	100.00	100.00	100.00
Selected & farm owner	70.00	70.00	70.00
Selected & farm owner	70.00	70.00	70.00

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Other charges</b>			
Application for selected owner	20.00	20.00	20.00
Application for permit to keep more than two dogs	65.00	65.00	65.00
Disposal/surrender	50.00	50.00	50.00
Implanting of microchips	25.00	25.00	25.00
<b>Collars &amp; tags</b>			
Small	10.00	10.00	10.00
Medium	14.00	14.00	14.00
Large	18.00	18.00	18.00
Exchange tags	Free of charge	Free of charge	Free of charge
Replacement tags	6.00	6.00	6.00
<b>Registration of pups age 3 months</b>			
<b>General owner</b>			
July	125.00	125.00	125.00
August	114.60	114.60	114.60
September	104.20	104.20	104.20
October	93.80	93.80	93.80
November	83.40	83.40	83.40
December	73.00	73.00	73.00
January	62.60	62.60	62.60
February	52.20	52.20	52.20
March	41.80	41.80	41.80
April	31.40	31.40	31.40
May	21.00	21.00	21.00
<b>Approved owner</b>			
July	100.00	100.00	100.00
August	91.70	91.70	91.70
September	83.40	83.40	83.40
October	75.10	75.10	75.10
November	66.80	66.80	66.80
December	58.50	58.50	58.50
January	50.20	50.20	50.20
February	41.90	41.90	41.90
March	33.60	33.60	33.60
April	25.30	25.30	25.30
May	17.00	17.00	17.00
<b>Selected/farm owner</b>			
July	70.00	70.00	70.00
August	64.20	64.20	64.20
September	58.40	58.40	58.40
October	52.60	52.60	52.60
November	46.80	46.80	46.80
December	41.00	41.00	41.00
January	35.20	35.20	35.20
February	29.40	29.40	29.40
March	23.60	23.60	23.60

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
April	17.80	17.80	17.80
May	12.00	12.00	12.00
<b>Impounding - Dog Control Act 1996, section 68</b>			
First impounding	80.00	80.00	80.00
Second impounding	120.00	120.00	120.00
Third or subsequent impounding	150.00	150.00	150.00
Seizure – additional to impounding fee	70.00	70.00	70.00
Sustenance	22.00	22.00	22.00
<b>Infringement offences - Dog Control Act 1996, section 66</b>			
(GST is not applicable to these fees)			
Wilful obstruction of a dog control officer or ranger	750.00	750.00	750.00
<b>Infringement offences - Dog Control Act 1996, section 66</b>			
(GST is not applicable to these fees)			
Failure or refusal to supply information or wilfully providing false particulars	750.00	750.00	750.00
<b>Infringement offences - Dog Control Act 1996, section 66</b>			
(GST is not applicable to these fees)			
Failure to supply information or wilfully providing false particulars about a dog	750.00	750.00	750.00
Failure to comply with any bylaw authorised by section 20 of the Dog Control Act	300.00	300.00	300.00
Failure to undertake dog owner education programme or dog obedience course (or both)	300.00	300.00	300.00
Failure to comply with obligations of probationary owner	750.00	750.00	750.00
Failure to comply with effects of disqualification	750.00	750.00	750.00
Failure to comply with effects of classification of dog as dangerous dog	300.00	300.00	300.00
Fraudulent sale or transfer of dangerous dog	500.00	500.00	500.00
Failure to comply with effects of classification of dog as menacing	300.00	300.00	300.00
Failure to advise person of muzzle and leashing requirements	100.00	100.00	100.00
Failure to implant microchip transponder in dog	300.00	300.00	300.00
False statement relating to dog registration	750.00	750.00	750.00
False notifying death of dog	750.00	750.00	750.00
Failure to register dog	300.00	300.00	300.00
Fraudulent procurement or attempt to procure replacement dog registration label or disc	500.00	500.00	500.00
Failure to advise change of dog ownership	100.00	100.00	100.00
Failure to advise change of address	100.00	100.00	100.00
Removal, swapping or counterfeiting of registration label or disc	500.00	500.00	500.00
Failure to keep dog controlled or confined	200.00	200.00	200.00
Failure to keep dog under control	200.00	200.00	200.00
Failure to provide proper care and attention to supply proper and sufficient food, water and shelter and to provide adequate exercise	300.00	300.00	300.00

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
Failure to carry a leash in public	100.00	100.00	100.00
Failure to comply with barking dog abatement notice	200.00	200.00	200.00
Allowing dog known to be dangerous to be at large unmuzzled or unleashed	300.00	300.00	300.00
Failure to advise of muzzle and leashing requirements	100.00	100.00	100.00
Releasing dog from custody	750.00	750.00	750.00

## Stock control

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Trespass - Impounding Act 1955, section 16</b>			
<b>Any paddock or meadow or grass or stubble</b>			
Fee per - horse, mare, gelding, colt, bull, cow, steer, heifer, calf, ass, mule or deer (per animal per day)	2.00	2.00	2.00
Fee per - ram, ewe, wether or lamb (per animal per day)	0.50	0.50	0.50
Fee per - goat, boar, sow or other pig (per animal per day)	5.00	5.00	5.00
<b>Any land having thereon any growing crop or from which the crop has not been removed, or in any cemetery</b>			
Fee per - horse, mare, gelding, colt, bull, cow, steer, heifer, calf, ass, mule or deer (per animal per day)	5.00	5.00	5.00
Fee per - ram, ewe, wether or lamb (per animal per day)	1.00	1.00	1.00
Fee per - goat, boar, sow or other pig (per animal per day)	10.00	10.00	10.00
<b>Stock call outs</b>			
Corporate mileage	corporate mileage	corporate mileage	corporate mileage
Advertising	Actual cost	Actual cost	Actual cost
Repeated impounding (Cow)	31.00	31.00	31.00
Repeated impounding (Bull)	31.00	31.00	31.00
Repeated impounding (Mare)	31.00	31.00	31.00
Repeated impounding (Mule)	31.00	31.00	31.00
Repeated impounding (Pig)	31.00	31.00	31.00
Repeated impounding (Sheep)	31.00	31.00	31.00
Repeated impounding (Deer)	31.00	31.00	31.00
Repeated impounding (Goat)	31.00	31.00	31.00
<b>Other charges - Impounding Act 1955, sections 14 &amp; 15</b>			
Pound fee per animal, per day (stallion, ass, mule or bull over the age of 9 months, mare, gelding, colt, filly or foal, ox, cow, steer, heifer or calf, ram, ewe, wether or lamb, goat, deer, boar, sow or other pig)	19.00	19.00	19.00
Sustenance per animal, per day	14.00	14.00	14.00
Conveyance charge	Actual cost	Actual cost	Actual cost



## Building Control

These fees are set in accordance with the Building Act 2004, the Fencing of Swimming Pools Act 1978, the Sale of Liquor Act 1989 and the Amusement Devices Regulations 1978. However through the course of processing building consents there are some exceptions to this and they are outlined as follows:

- Where external or additional internal expertise is necessary for processing building consents, the charge for those services will be passed onto the applicant
- Structural checking fees when undertaken by Council officers are charged at the Officers' hourly charge out rate
- Fixed charges are payable on application. At the end of processing inspection fees and additional levies may be payable.
- Under the Building Act 2004 some applications may be referred to the NZ Fire Service for review. The costs associated with the review will be determined by the work required by the Fire Service and will be unknown until the Fire Service invoices the Council which will then be passed onto the applicant
- The Council is required to collect fees on behalf of others:
  - Building Research Association Levy – for every building consent with an estimated value of \$20,000 and over, \$1 per \$1,000 is payable (Note: GST is not applicable to this levy)
  - Ministry of Business, Innovation & Employment (MBIE - Building and Housing Levy) – for every building consent with an estimated value of 20,444 and over, \$1.75 per \$1,000 is payable (Note: GST is applicable to this levy)
- Building consents cancelled before the first inspection is conducted will be refunded only that part of the full charge for which processing work has not yet been carried out.

Where inspection fees apply the cost includes the building inspector's hourly charge out rate, and corporate mileage.

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Project Information Memoranda (PIM) - Building Act 2004, sections 219 &amp; 32</b>			
Building work valued up to \$20,000 including structures as listed under building consents (b)(i) and (b)(ii), but excluding items listed under (a), (c) and (j) – all listed in the table below	160.00	165.00	170.00
Building work valued up to and including \$1,000,000	330.00	335.00	340.00
Building work valued over \$1,000,000	410.00	415.00	420.00
<b>Building consents - Building Act 2004, section 219</b>			
Inspection fee per visit in relation to building consent applications (the number of inspections will vary depending on the project)	165.00	170.00	175.00
Solid fuel and solar water heaters – includes one inspection, accreditation levy and final code compliance certificate	365.00	365.00	365.00
(a) <ul style="list-style-type: none"> <li>• Minor plumbing and drainage (e.g. ensuites, septic tanks, other small works involving no increase in building area)</li> <li>• Demolitions</li> <li>• Signs</li> <li>• Insulation</li> <li>• Fencing only of pools</li> </ul>	210.00	215.00	220.00
(a)(i) <ul style="list-style-type: none"> <li>• Swimming Pools</li> <li>• Garages (including resited garages)</li> <li>• Carports</li> <li>• Farm buildings (up to 100m<sup>2</sup>)</li> <li>• Decks</li> <li>• Shade cloth structures</li> </ul>	370.00	375.00	380.00

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
(b)(ii) Building work valued up to \$20,000 including temporary or transportable classrooms, garages converted to habitable rooms, re-piled dwellings, retaining walls	415.00	420.00	430.00
(c) Erection and removal of marquees for temporary events	215.00	220.00	225.00
(d) Dwelling additions, commercial and public buildings up to \$20,000 in value	545.00	555.00	565.00
(e) All building work of value from \$20,001 up to \$100,000	970.00	990.00	1,010.00
(f) All building work of value from \$100,001 up to \$150,000	1,490.00	1,520.00	1,550.00
(g) All building work of value from \$150,001 up to \$500,000	1,965.00	2,000.00	2,040.00
(h) All building work of value from \$500,001 up to \$1,000,000	2,335.00	2,380.00	2,430.00
<b>Building consents - Building Act 2004, section 219</b>			
(i) Buildings over \$1,000,000 in value, add \$120 for every \$100,000 over \$1,000,000	2,850.00	2,900.00	2,970.00
(j) Stock underpasses and farm bridges. Includes two building inspections and engineering input into checking of plans, technical advice and inspection of site before and after installation	1,325.00	1,350.00	1,380.00
<b>Accreditation levy - Building Act 2004, sections 215 &amp; 219</b>			
All consents	70.00	75.00	80.00
<b>Scanning and storage of building consents and documents - Building Act 2004, section 219</b>			
All Consents	40.00	50.00	60.00
<b>Development Contribution assessment and administration – Local Government Act 2002</b>			
Actual and reasonable costs for objections to Development Contributions will be payable in accordance with the Local Government Act 2002			
Establishment of DC Development Agreement	Actual and reasonable cost of administration and legal staff time	Actual and reasonable cost of administration and legal staff time	Actual and reasonable cost of administration and legal staff time
Objections (actual costs for commissioner/s Council staff and other support) (deposit)	500.00	510.00	520.00
<b>Code Compliance Certificates - Building Act 2004, sections 95 &amp; 93(2)(b)</b>			
To issue a final Code Compliance Certificate (CCC) in respect of a building consent that has already been issued and interim Code Compliance Certificate	165.00	170.00	175.00
Application for extension of time to apply for a Code Compliance Certificate	145.00	150.00	155.00
<b>Compliance schedules &amp; building warrant of fitness - Building Act 2004, sections 100, 108 &amp; 219</b>			
Issue of a new Compliance Schedule	200.00	205.00	210.00
Annual inspection of buildings with specified systems	200.00	205.00	210.00
Where a building fails its annual compliance audit, a re-inspection fee will apply at standard inspection rates.			
Amendment to Compliance Schedule	85.00	90.00	90.00

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
Annual receipt of building warrant of fitness (where an inspection did not take place)	85.00	90.00	90.00
<b>Resiting</b>			
Resiting report	125.00	130.00	130.00
Officers' hourly charge out rate (outside the district only)	130.00	135.00	135.00
Mileage (outside the district only)	corporate mileage	corporate mileage	corporate mileage
<b>Application for temporary accommodation - Building Act 2004, section 219</b>			
Available only while an application is building a dwelling	240.00	245.00	250.00
A refundable performance bond of \$5,000 is also required under the RMA 1991 to ensure that occupation of the temporary premises is discontinued within the agreed period.			
<b>Application for dispensation and waivers - Building Act 2004, section 219</b>			
For dispensation from provisions of the Building Act 2004 or the Fencing of Swimming Pools Act 1987 (per hour)	165.00	170.00	175.00
<b>Application for a Building Certificate - Sale and Supply of Alcohol Act 2012</b>			
Inspection of premises for fire safety and access for people with disabilities	280.00	285.00	290.00
<b>Certificate of Acceptance - Building Act 2004, section 96</b>			
Application fee (includes the cost of one inspection)	570.00	580.00	590.00
These projects are also liable for all fees that would have been payable had the owner (or the owner's predecessor in title) applied for building consent before carrying out the building work.			
<b>Certificate for public use - Building Act 2004, section 363A</b>			
To issue a certificate for public use in respect of a building	180.00	185.00	190.00
Inspections to check compliance with conditions of the certificate	165.00	170.00	175.00
<b>Fencing of swimming pools - Fencing of Swimming Pools Act 1987</b>			
First inspection of pool fence to check compliance	80.00	85.00	90.00
Inspection fee for second and subsequent inspections if satisfactory progress is not made (per inspection)	155.00	160.00	165.00
<b>Certificates - Building Act 2004, sections 71, 77, 78(1) &amp; 219</b>			
Section 71 Certificate – preparation, signing and registration of certificates	460.00	465.00	470.00
Section 75 Certificate – preparation, signing and registration	500.00	510.00	520.00
Removal of entry under section 78(1) of the Building Act	230.00	235.00	240.00
<b>Amendments</b>			
Processing charge is based on the review Officers' and adminiation standard hours rates	Officers' hourly charge out rate	Officers' hourly charge out rate	Officers' hourly charge out rate

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Notice to Fix - Building Act 2004, section 164</b>			
To issue and serve	235.00	240.00	245.00
Inspections to check compliance with conditions of Notice to Fix – includes legal advice	165.00	170.00	175.00
<b>Infringement Notices - Building (Infringement Offences, Fees, and Forms) Regulations 2007</b>			
Infringement Notices issued for offences under the Regulations. (Fees vary depending on the offence)	Fees as prescribed in Schedule I of the Regulations	Fees as prescribed in Schedule I of the Regulations	Fees as prescribed in Schedule I of the Regulations
<b>Request for information or service - Building Act 2004, section 219</b>			
Non-routine request for information	Officers' hourly charge out rate	Officers' hourly charge out rate	Officers' hourly charge out rate
Certificate of title and ordering documents through LINZ	35.00	35.00	35.00
<b>Amusement devices - Amusement Devices Regulations 1978: regulation 11 approval to operate</b>			
One device for up to 7 days	11.50	11.50	11.50
Additional device for up to 7 days	2.30	2.30	2.30
Each device for every 7 days	1.15	1.15	1.15

## Strategic & district planning

Application for a private plan change to the district plan

A charge/s for a plan change will be made to recover the Council's actual costs to prepare a private plan change to the district plan including, but not limited to, the following matters:

- administration costs
- research
- technical advice
- preparation of reports to meet the requirements of sections 32 and 72 to 76 of the Resource Management Act (RMA)
- processing of the plan change in accordance with the First Schedule of the RMA
- legal costs

## Other matters

Where the plan change to which the charges relates has any of the following attributes:

- it involves a major change in policy
- it affects a wide geographical area
- it is likely to involve the Council in significant investigation or research
- has any other attribute that is likely to incur significant cost,

the deposit may be increased up to a maximum of \$27,000.

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>District Plan</b>			
Variations and plan changes	Charged on a cost recovery basis	Charged on a cost recovery basis	Charged on a cost recovery basis

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
Deposit to consider a proposed private plan change	10,600.00	10,800.00	11,000.00
2nd deposit to process	10,600.00	10,800.00	11,000.00

## Resource management

### Planning and planning information

These fees and charges are set by various sections of the Resource Management Act (RMA) 1991, sections of the Local Government Act (LGA) 2002 and sections of the Sale and Supply of Alcohol Act 2012. In addition to the listed fee, charge or lodgement fee, all land use consent applications (except those for outline plans) incur a minimum monitoring charge.

### Pre-application charges

The lodgement fee for pre application requests covers the provision of a meeting for up to one hour with a Planner and up to two technical experts (as deemed necessary by the Planner). Any additional time spent on your request is charged at an Officers' hourly charge out rate and includes but is not limited to administration, research, writing and distribution of minutes, and additional meetings.

### Voluntary Conservation Covenants

The Council will meet the actual internal legal costs associated with conservation covenant document preparation where the conservation covenant is entered into on a voluntary basis; such costs will be met by the conservation fund.

### Section 36 of the Resource Management Act

The charges (set fees, lodgement fees and hourly rates) set out in this booklet are charges which meet the definition of a 'fixed charge' pursuant to Section 36 of the RMA 1991 and are stated inclusive of GST, at the prevailing rate. All 'fixed charges' are payable in full in advance. Pursuant to Section 36(7) of the RMA, the Council will not perform the action or commence processing the application to which the charge relates until it has been paid. Documentation or certificates will not be issued until cheques in payment of charges have been cleared. Unless stated as a set fee, all fees are lodgement fees and are subject to additional charges below.

### Additional charges

Where a lodgement fee is in any particular case inadequate to enable the Council to recover its actual and reasonable costs in respect of the matter concerned, the Council will require the applicant to pay an additional charge. Additional charges do not apply to set fees. Where the additional charge is less than \$25 the Council will not require the applicant to pay the additional charge.

Additional charges may also be included in the following circumstances:

- If it is necessary for the services of a consultant to be engaged by the Council (including their attendance at any hearing or meeting) then the consultant's fees will be charged in full to the application as an additional charge
- If any legal fees are incurred by the Council in relation to legal advice obtained for any particular application, including fees incurred if the Council's solicitor is required to be present at any hearing, these fees will be charged in full to the applicant as an additional charge.
- If any commissioner hearing fees and associated costs are incurred in considering and determining a particular application these fees will be charged in full to the applicant as an additional charge.

### Purpose

The purpose of each set fee and lodgement fee and additional charge is to recover the actual and reasonable costs incurred by the Council in receiving and processing applications and in issuing decisions and monitoring performance of consent conditions.

## Charge-out rates for Council Officers' and mileage

Council Staff Charge-out rates are set out in this schedule on pages 43-46.

Mileage rates will be charged in accordance with the prevailing Inland revenue Department mileage rates at the time of invoice.

### Additional fixed fees

At any time after the receipt of an application and before a decision has been made, the Council may fix a fee pursuant to Section 36(1) of the RMA which is in excess of the fixed charge set out in this booklet.

In that event:

- The Council may require that no further action will be taken in connection with the application until that fixed fee is paid in accordance with Section 36(7) of the RMA; and
- Pursuant to Section 36(3) of the RMA make additional charges.

### Legal Documents

Where any legal document requires more than three hours work an extra charge based on the solicitor's hourly charge out rate will be made, over and above the set fee.

### Lodgement Fees

Any lodgement fees required under this schedule of fees and charges for any application for a resource consent or requirement for designation or heritage order may be increased up to the stated maximum of \$27,000, where the matter to which the charge relates has any of the following attributes for any other reason the Customer Support General Manager deems appropriate:

- a large development proposal; or the proposal
- is likely to involve significant potential adverse effects on the environment; or
- involves major policy issues; or
- is likely to involve the Council in significant research or investigation; or
- involves the notification of over 35 parties; or
- is a subdivision involving more than 10 lots.

The Consents Manager shall have the right to reduce lodgement fees to the level of expected costs in circumstances where he or she considers this appropriate.

The Consents Manager shall have the right to vary lodgement fees and final charges for heritage order requests if, in his or her opinion, some of the benefits are to the community as a whole.

Where an application involves both a land use and subdivision consent, and is to be notified, then only one lodgement fee for a notified application may be required.

### Refund of charges

Pursuant to Section 36(5) of the RMA, the Council will remit the whole or part of the charges listed in this schedule where the lodgement fee paid is greater than the costs incurred by the Council in processing the application. Any refund due will be paid after the Council has assessed the final costs of processing the application. Where the refund is less than \$25 no refund will be given.

### Planning charges

Note: all charges are lodgement fees unless states as a set fee.

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Pre Application Advice</b>			

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
Pre application advice and meeting - note: first hour free for Planning & Technical Staff and then charged actual and reasonable	350.00	360.00	370.00
Planning information research - Duty Planner	First 30 minutes free of charge, then recovery of actual and reasonable costs	First 30 minutes free of charge, then recovery of actual and reasonable costs	First 30 minutes free of charge, then recovery of actual and reasonable costs
<b>Applications for land use consent – non-notified applications</b>			
Major	3,200.00	3,300.00	3,400.00
Minor - eg: Dependant person dwellings, development control and performance standards infringements, minor earthworks	1,600.00	1,700.00	1,800.00
Resites include bond preparation and monitoring	1,600.00	1,700.00	1,800.00
Earthworks in the Hauraki Gulf Catchment Area - set fee (Monitoring Fee to be added)	500.00	510.00	520.00
Exemption for Temporary or Marginal Boundary Activities - set fee	500.00	510.00	520.00
Permitted Boundary Activities - set fee	350.00	360.00	370.00
Fast Track Consents as prescribed in Section 87AAC of the RMA	1,000.00	1,100.00	1,200.00
Planning Certificate - Sale and Supply of Alcohol Act 2012 - set fee	400.00	410.00	420.00
Section 127-132 – change, cancel or review conditions of consent	1,400.00	1,500.00	1,600.00
Section 125 - Extension of Time	1,200.00	1,300.00	1,400.00
Certificates of compliance and existing use certificates - section 139 & 139A	2,000.00	2,100.00	2,200.00
<b>Applications for subdivision consent – non-notified applications</b>			
1 - 4 Lot subdivision & Boundary Adjustments/Relocation	3,000.00	3,100.00	3,200.00
5 - 10 Lot Subdivision	5,000.00	5,100.00	5,200.00
> 10 Lots + additional \$ charge per lot over 10 lots	5,000.00 + 100 per lot in excess of 10	5,100.00 + 100 per lot in excess of 10	5,200.00 + 100 per lot in excess of 10
Transferrable Lots/Environmental Lots, Conservation Lots	4,000.00	4,100.00	4,200.00
Section 226 Subdivision - Report and Decision	2,000.00	2,100.00	2,200.00
Section 127-132 – change, cancel or review conditions of consent	1,400.00	1,500.00	1,600.00
Section 125 - Extension of Time	1,400.00	1,500.00	1,600.00
Cross Lease Subdivision Amendment	1,400.00	1,500.00	1,600.00
Easement approvals - LGA Section 348 - decision and report	1,000.00	1,100.00	1,200.00
Revocation of easements - report and decision only - Section 243	750.00	850.00	950.00

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
Change or cancel consent notice Section 221 report and decision only	1,400.00	1,500.00	1,600.00
Cancellation of amalgamation conditions - section 241 report and decision only where a full subdivision consent is not required	750.00	850.00	950.00
<b>Non-notified applications regarding requirements for designation and heritage orders - Resource Management Act 1991 unless otherwise stated</b>			
Requirements for designation	4,000.00	4,100.00	4,200.00
Requirements for alteration to a designation - Section 181 (2)	4,000.00	4,100.00	4,200.00
Requirements for alteration to a designation - Section 181 (3)	1,600.00	1,700.00	1,800.00
Requirements for removal of a designation - Section 182	1,600.00	1,700.00	1,800.00
Applications to determine that a designation should not lapse – sections 184(1)(b) & 2(b)	1,600.00	1,700.00	1,800.00
Requirements for heritage orders	1,600.00	1,700.00	1,800.00
Requirements for the removal of heritage orders	1,600.00	1,700.00	1,800.00
Outline plans – section 176A - Major	1,600.00	1,700.00	1,800.00
Request to Waiver of requirement for outline plan - section 176A (2) - Minor - set fee	400.00	410.00	420.00
<b>Limited Notified and Full Notified Application for Subdivision, Landuse Consent, Designations and Heritage Orders</b>			
Limited Notified Deposit includes 1/2 day Hearing deposit	6,500.00	6,600.00	6,700.00
Notified Deposit includes 1 day Hearing Deposit	10,500.00	10,600.00	10,700.00
For any additional hearing days a further deposit will be required (per 1/2 day, 6,000 per day)	3,500.00	3,600.00	3,700.00
Pre hearing Meetings	Actual and reasonable costs	Actual and reasonable costs	Actual and reasonable costs
Hearing fees will generally be charged at an actual hourly charge out rate and fall under the following criteria:			
For the hearing of any application made under the RMA a charge will be made for the costs of planning staff, technical advisors, <u>solicitors</u> , secretariat and administration.	Actual and reasonable costs plus deposit for each half day of the hearing	Actual and reasonable costs plus deposit for each half day of the hearing	Actual and reasonable costs plus deposit for each half day of the hearing
Hearing by external commissioners	Actual costs to hear and application – to be charged to the applicant	Actual costs to hear and application – to be charged to the applicant	Actual costs to hear and application – to be charged to the applicant



Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
Hearings by Councillors	Fee for each Councillor, including time spent on site visits (as measured from the hearing venue) and set by the Remuneration Authority	Fee for each Councillor, including time spent on site visits (as measured from the hearing venue) and set by the Remuneration Authority	Fee for each Councillor, including time spent on site visits (as measured from the hearing venue) and set by the Remuneration Authority
Where applicants do not give at least 48 hours written notice of a request for cancellation, withdrawal or postponement of a schedule hearing	The Council reserves the right to charge the applicant the actual costs incurred in preparing for the scheduled hearing	The Council reserves the right to charge the applicant the actual costs incurred in preparing for the scheduled hearing	The Council reserves the right to charge the applicant the actual costs incurred in preparing for the scheduled hearing
<b>Actions related to Engineering Approvals, 223, 224 and Compliance of Conditions on Subdivision</b>			
Post Subdivision Start-up Meeting and Pre construction of infrastructure site meeting	Actual costs + corporate mileage	Actual costs + corporate mileage	Actual costs + corporate mileage
Section 223 Certificate Survey Plan approval - 1 - 4 Lots - set fee	350.00	360.00	370.00
Section 223 Certificate Survey Plan approval 5 -10 Lots - set fee	400.00	410.00	420.00
Section 223 Certificate Survey Plan approval > 10 Lots - set fee plus \$10 per lot over 10 lots	600.00 + \$10 per lot over 10 lots	610.00 + \$10 per lot over 10 lots	620.00 + \$10 per lot over 10 lots
Engineering plan approvals	500.00 + Actual costs + corporate mileage	600.00 + Actual costs + corporate mileage	700.00 + Actual costs + corporate mileage
Clearance Checks of conditions in preparation for Section 224 Certificate	Actual costs + corporate mileage	Actual costs + corporate mileage	Actual costs + corporate mileage
Section 348 (LGA) certificate, 224(f) Certificate and Processing transferrable lots	Actual costs + corporate mileage	Actual costs + corporate mileage	Actual costs + corporate mileage
Section 224 - LOL Certificate Approval - set fee	300.00	310.00	310.00
Resign of Section 223 or 224 Certificate - set fee	300.00	310.00	310.00
Fees for the creation of all new property files for each lot created during subdivision - to be paid at Clearance stage (set fee)	82.00	84.00	84.00

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
Update new Properties with Hazards	Actual Costs	Actual Costs	Actual Costs
241 and 243 RMA Certificates, Unit Title Certificates	450.00	460.00	460.00
Assign and supply RAPID property number at subdivision (per plate) - to be paid at clearance stage	60.00	60.00	60.00
Supply replacement RAPID property number plate	33.00	33.00	33.00
Assign Urban property number at subdivision (per number) - to be paid at clearance stage	15.00	15.00	15.00
Assign Urban/RAPID property number outside of Subdivision	Free of charge	Free of charge	Free of charge
<b>Development Contribution assessment and administration</b>			
Establishment of DC Development Agreement	Actual and reasonable cost of administration and legal staff time	Actual and reasonable cost of administration and legal staff time	Actual and reasonable cost of administration and legal staff time
Objections (actual costs for commissioner/s Council staff and other support) (deposit)	500.00	510.00	520.00
<b>All development contributions, legal fees, clearance costs and outstanding consent fees are required to be paid prior to the release of the 224 certificate.</b>			
<b>Legal fees related to all types of subdivision and landuse consents - Resource Management Act unless otherwise stated</b>			
Sections 108 & 109 - Preparation and signing of any bond, covenant, legal document, encumbrance instrument or variation thereto required as a condition of consent to enable the issue of a completion certificate (set fee)	790.00	850.00	890.00
Variation of bond, covenant or consent notice (set fee)	500.00	550.00	600.00
Partial bond refunds - administration fee per site inspection - Note: partial refunds for bonds will be deducted from the bond amount	Admin Officers' hourly charge out rate	Admin Officers' hourly charge out rate	Admin Officers' hourly charge out rate
Partial bond refunds – site inspections associated with partial refunds per site inspection	Admin Officers' hourly charge out rate	Admin Officers' hourly charge out rate	Admin Officers' hourly charge out rate
Preparation of consent notice (set fee)	650.00	700.00	750.00
Preparation of minor covenants or any variations thereto (set fee)	500.00	550.00	580.00
Discharge of bond, encumbrance instrument, cancellation of consent notice or covenant - partial or full (set fee)	350.00	380.00	400.00
Surrender of consent – legal fee (set fee)	350.00	380.00	400.00
Miscellaneous legal services e.g. any certificates or other legal document prepared by the Council's legal section	Hourly charge out rate + mileage & actual cost of disbursements	Hourly charge out rate + mileage & actual cost of disbursements	Hourly charge out rate + mileage & actual cost of disbursements

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Actions related to all types of subdivision and land use - Resource Management Act 1991 unless otherwise stated</b>			
Objections requested to be considered by an Independent Hearings Commissioner - Actual Costs incurred by engaging a Commissioner	2,500.00	2,600.00	2,700.00
The Council's policy determines that it may decide on a case-by-case basis to refund any deposit paid if the Council upholds the objection in its entirety.			
Iwi consult charge (set fee)	40.00	40.00	55.00
Certificate of Title and ordering documents through Land Information New Zealand (LINZ)	35.00	40.00	45.00
Preparation of any document or certificate for the purposes of Overseas Investment Office or for any such enactments or regulations (set fee)	590.00	590.00	590.00
Every other certificate authority, approval, consent, report or service given, or inspection made by the Council under any enactment or regulation not otherwise mentioned elsewhere in this schedule where such enactment contains no provision authorising the Council to charge a fee and does not provide that the certificate, authority, approval, consent, report or service or inspection is to be given or made free of charge.	Officers' hourly charge out rate + corporate mileage	Officers' hourly charge out rate + corporate mileage	Officers' hourly charge out rate + corporate mileage
The applicant will reimburse any fees paid by the Council to commissioners, consultants, advisers, solicitors and other creditors related to any other matter connected with resource consent or certificate application	Officers' hourly charge out rate + corporate mileage	Officers' hourly charge out rate + corporate mileage	Officers' hourly charge out rate + corporate mileage
Administration fee for the processing of non-payment	Officers' hourly charge out rate + corporate mileage	Officers' hourly charge out rate + corporate mileage	Officers' hourly charge out rate + corporate mileage

### Property information requests

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Information and requests</b>			
General Photocopying	Actual Costs	Actual Costs	Actual Costs
Scanning and providing disks	Actual Costs	Actual Costs	Actual Costs

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
Drainage plans	28.00	30.00	32.00
Building consents	28.00	30.00	32.00
Microfiche	28.00	30.00	32.00
Resource Consents	28.00	30.00	32.00
Any person wishing to view information on any files held by the Council will be charged at the Officers' hourly charge out rate for each half hour or thereafter. If a staff member is required to assist in your request there will be a charge per half hour at the Officers' hourly rate.	Officers' hourly charge out rate	Officers' hourly charge out rate	Officers' hourly charge out rate

## Land Information Memoranda

Land Information Memoranda (LIM) requests for the supply of information in writing about a property including plan and resource consent details service details, requisitions and rates and any other matters within Council records.

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>LIM Services</b>			
Urban/Country Living/New Residential	240.00	245.00	250.00
Rural/Coastal/Pa Zone	320.00	325.00	330.00
Commercial/industrial	415.00	420.00	425.00
<b>Urgent LIM Services</b> Note: Council is unable to provide Urgent LIM'S for Commercial and Industrial Properties			
Within 5 working days	115.00	120.00	125.00
Urban/Country Living/New Residential	240.00 + 115.00 Urgent Fee	245.00 + 120.00 Urgent Fee	250.00 + 125.00 Urgent Fee
Rural/Coastal/Pa Zone	320.00 + 115.00 Urgent Fee	325.00 + 120.00 Urgent Fee	330.00 + 125.00 Urgent Fee
Courier Fee	6.50	7.00	7.50
Certificate of title	35.00	40.00	45.00

## Environmental health & alcohol licensing

### Environmental health

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Registration of premises under the Food Hygiene Regulations 1974</b>			
<b>Renewal of registration</b> This covers the cost of inspections to be carried out during the registration year. The number of inspections required is determined on the basis of the activity carried out on the premises.			
Renewal - low risk premises	285.00	285.00	285.00

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
Renewal - medium risk premises	570.00	570.00	570.00
Registration and renewal of food premises for multiple users	90.00	90.00	90.00
<b>Food businesses operating under the Food Act 2014</b>			
Application for registration of Food Control Plan (Section 56, Food Act 2014). Includes assessment of the food business, mentoring, processing the application and issuing registration. Fee not applicable to food businesses operating a deemed Food Control Plan under the Food Act 1981 Voluntary Implementation Programme.	350.00	360.00	370.00
Application for registration of Food Control Plan (Section 56, Food Act 2014) by business operating a deemed Food Control Plan under the Food Act 1981 Voluntary Implementation Programme	150.00	150.00	N/A
Renewal of registration of Food Control Plan in accordance with Part 2 of Schedule 4 of the Act before the expiry of the current registration	150.00	155.00	160.00
Processing an application for a significant amendment to a Food Control Plan under section 45 of the Act	190.00	200.00	210.00
Processing notification of a significant change in circumstances to a Food Control Plan under section 51 of the Act	150.00	155.00	160.00
Processing mandatory suspension of a Food Control Plan under section 62 of the Act	100.00	105.00	160.00
Processing voluntary suspension of a Food Control Plan under section 64 of the Act	100.00	105.00	160.00
Application for registration of a National Programme (Section 86, Food Act 2014)	250.00	260.00	270.00
Renewal of registration of National Programme in accordance with Part 2 of Schedule 4 of the Act before the expiry of the current registration	150.00	155.00	160.00
Processing notification of a significant change in circumstances to a National Programme under section 81 of the Act	150.00	155.00	160.00
Processing mandatory suspension of a National Programme under section 90 of the Act	100.00	105.00	160.00
Processing voluntary suspension of a National Programme under section 92 of the Act	100.00	105.00	160.00
Adding additional food business to a current registration	40.00	42.00	45.00
All activities associated with verification of food control plans or national programmes – covers all activities associated with verification of food control plans or national programmes, including administration, preparation, on site verification, travel, report preparation, follow up visits. Applies to scheduled and unscheduled verifications. Hourly charge (15 minute units).	160.00	165.00	170.00
Termination of verification due to failure of the operator to facilitate the verification	100.00	105.00	110.00

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
Monitoring and compliance activities under the Food Act 2014 including exercising any power referenced by and for the purposes expressed in Section 298 of the Act (except for Sections 302 and 303) where a sanction has been imposed by the Food Safety Officer and/or where some form of corrective action is required by the operator - hourly charge	160.00	165.00	170.00
Issue of Improvement Notice in accordance with Section 302 of the Act, including development of the notice - per notice plus hourly charge spent developing and issuing the notice after the first hour	160.00	165.00	170.00
Processing application for review of issue of improvement notice under section 303 of the Act - per application plus per hour spent processing the application after the first hour	160.00	165.00	170.00
Processing application for review of decision under section 355 of the Act	250.00	260.00	260.00
<b>Registration of Hairdressers (Health (Hairdressers) Regulations 1980)</b>			
Initial registration - covers costs consultation and advice, administrative costs of setting up the premises in the database and a pre-registration inspection	250.00	260.00	270.00
Renewal of registration - covers the cost of annual inspection of the premises	165.00	170.00	180.00
<b>Registration of Camping Grounds (Health (Camping Grounds) Regulations 1985)</b>			
Initial registration - covers costs consultation and advice, administrative costs of setting up the premises in the database and a pre-registration inspection	275.00	290.00	300.00
Renewal of registration - covers the cost of annual inspection of the premises	190.00	190.00	195.00
<b>Registration of Offensive Trades/Stock Saleyards (Health Act 1956)</b>			
Initial registration - covers costs consultation and advice, administrative costs of setting up the premises in the database and a pre-registration inspection	215.00	215.00	215.00
Renewal of registration - covers the cost of annual inspection of the premises	165.00	170.00	175.00
<b>Registration of funeral directors</b>			
Premises with mortuary – initial registration covers consultation and advice, administrative costs of setting up the premises in the database and a pre-registration inspection.	215.00	215.00	215.00

<b>Description</b>	<b>Charge 2018/2019 (\$)</b>	<b>Charge 2019/2020 (\$)</b>	<b>Charge 2020/2021 (\$)</b>
Renewal of registration – covers the cost of annual inspection of the premises	165.00	170.00	175.00
Premises with no mortuary – initial registration	90.00	90.00	90.00
Renewal of registration – covers the cost of maintaining a register of funeral directors in accordance with the Health (Burial) Regulations 1946	90.00	90.00	90.00
<b>Noting of certificates - (Health (Registration of Premises) Regulations 1966)</b>			
Covers the cost of altering the details in the database and on the certificate of registration after any change in the occupation of premises.	90.00	90.00	90.00
<b>Additional inspections</b>			
Premises which, during the course of an inspection are found not to comply and receive written notice of work which is required to be completed within a given timeframe will be reinspected. If the required works have not been completed a further notice may be issued and an additional inspection fee charged .- per inspection charge	285.00	290.00	295.00
<b>Trading in public places</b>			
Covers the cost of regulating where and under what conditions persons wishing to trade in public places may operate within the district. Operators selling articles of food for human consumption (other than fruit and vegetables grown on own property) shall also be required to be registered pursuant to the Food Hygiene Regulations 1974. The Council will accept the current health registration of another local authority.	100.00	105.00	110.00
<b>Gaming Machines and TAB Board Venues</b>			
Gambling Venues Policy applications incur a minimum non-refundable deposit. Further charges may be charged should a hearing be required.	1,200.00	1,200.00	1,200.00
Applications for TAB Board Venue Consent under Council's Gambling Venues Policy incur a minimum non-refundable deposit. Further charges may be charged should a hearing be required	900.00	900.00	900.00
<b>Excessive noise</b>			
This covers the costs incurred in seizing, impounding, transporting and storing property seized under sections 323 or 328 of the RMA 1991.	265.00	270.00	275.00

## **Alcohol licensing**

The Sale and Supply of Alcohol (Fees) Regulations 2013 prescribe the fees payable for applications and services under the Sale and Supply of Alcohol Act 2012. The regulations provide for application and annual fees for on, off and club licences and define a fees framework for determining the fees categories for premises using a defined cost/risk rating system. The regulations provide for Council to make a bylaw to set its own fees payable within the framework specified and therefore the specified fees are subject to change should the Council determine to make a bylaw. An amount is paid to the Alcohol Regulatory and Licensing Authority (ARLA) from the fees for on, off, club licences and managers' certificates.

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
Alcohol Licence Fees - 2019 to 2021 (Inclusive of GST)			
<b>Fee Category Premises</b>			
<b>Very Low</b>			
Total	368.00	368.00	368.00
Waikato District Council	350.75	350.75	350.75
ARLA	17.25	17.25	17.25
<b>Low</b>			
Total	609.50	609.50	609.50
Waikato District Council	575.00	575.00	575.00
ARLA	34.50	34.50	34.50
<b>Medium</b>			
Total	816.50	816.50	816.50
Waikato District Council	764.75	764.75	764.75
ARLA	51.75	51.75	51.75
<b>High</b>			
Total	1,023.50	1,023.50	1,023.50
Waikato District Council	937.25	937.25	937.25
ARLA	86.25	86.25	86.25
<b>Very High</b>			
Total	1,437.50	1,437.50	1,437.50
Waikato District Council	1,265.00	1,265.00	1,265.00
ARLA	172.50	172.50	172.50
<b>Special licence</b>			
Class 1 - Waikato District Council	575.00	575.00	575.00
Class 2 - Waikato District Council	207.00	207.00	207.00
Class 3 - Waikato District Council	63.25	63.25	63.25
<b>Manager's certificate/ renewal</b>			
Total	316.25	316.25	316.25
Waikato District Council	287.5	287.5	287.50
ARLA	28.75	28.75	28.75
<b>Other Liquor charges</b>			
Temporary Authority - Waikato District Council	296.70	296.70	296.70
Temporary Licence - Waikato District Council	296.70	296.70	296.70
Permanent Club Charter - Waikato District Council	632.50	632.50	632.50
Extract from Register - Waikato District Council	57.50	57.50	57.50
Note: above number of charges for licences each year is for the Application Fee. Below are the number of charges for the Annual Fee			
<b>Fee Category Premises</b>			
<b>Very Low</b>			
Total	161.00	161.00	161.00
Waikato District Council	143.75	143.75	143.75
ARLA	17.25	17.25	17.25
<b>Low</b>			
Total	391.00	391.00	391.00



Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
Waikato District Council	356.50	356.50	356.50
ARLA	34.50	34.50	34.50
<b>Medium</b>			
Total	632.50	632.50	632.50
Waikato District Council	580.75	580.75	580.75
ARLA	51.75	51.75	51.75
<b>High</b>			
Total	1,035.00	1,035.00	1,035.00
Waikato District Council	948.75	948.75	948.75
ARLA	86.25	86.25	86.25
<b>Very High</b>			
Total	1,437.50	1,437.50	1,437.50
Waikato District Council	1,265.00	1,265.00	1,265.00
ARLA	172.50	172.50	172.50
<b>Hazardous Activities and Industry List (HAIL)</b>			
This supplies specific information in determining if a potentially contaminating activity has occurred on a property	130.00	135.00	140.00

### Monitoring and enforcement

There will be a charge for every land use consent relating to the monitoring and associated administration costs of the consent.

### Resource monitoring

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Monitoring requests</b>			
Yard encroachments and minor consents – to monitor progress with giving effect to the consent and compliance with consent conditions. For new consents this is payable at issue of consent.	250.00	250.00	260.00
All other consents – to monitor progress with giving effect to the consent and compliance with consent conditions. For new consents this is payable at issue of consent	450.00	450.00	460.00
Cost per additional site inspection required due to on-going site compliance with conditions (e.g. required work not done) or where other costs are required to monitor any consent.	Officers' hourly charge out rate + corporate mileage	Officers' hourly charge out rate + corporate mileage	Officers' hourly charge out rate + corporate mileage
<b>Designations or Heritage orders</b>			
The requiring authority or heritage protection authority shall pay costs incurred by the Council in monitoring the conditions of notices of requirement. RMA 1991: section 36(1)(d)	Actual and reasonable costs	Actual and reasonable costs	Actual and reasonable costs

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Infringement fees - Resource Management (Infringement Offences) Regulations 1999 and the Litter Act 1979, section 13</b> GST is not applicable to these fees			
Contravention of section 9 – restrictions on the use of land section 338(1)(a) GST is not applicable to these fees	300.00	300.00	300.00
Contravention of an abatement notice – not under section 322(1)(c) and section 338(1)(c)	750.00	750.00	750.00
Failure to supply information to an enforcement officer – s.338(2)(c)	300.00	300.00	300.00
Administration fee for the administration of any non-payment (GST applicable)	Actual and reasonable costs	Actual and reasonable costs	Actual and reasonable costs
Depositing litter in or on any public place or private land without the consent of the occupier; or having deposited any litter there.	400.00	400.00	400.00
<b>Monitoring</b>			
The cost of staff time and expense associated with investigation, remediation (if necessary) and complaints can be recovered for significant non-compliance with the District Plan or for repeat offending where environmental impacts are considered to be more than minor.	Actual and reasonable costs based on Officers' hourly charge out rate + corporate mileage	Actual and reasonable costs based on Officers' hourly charge out rate + corporate mileage	Actual and reasonable costs based on Officers' hourly charge out rate + corporate mileage

## Parking

Council staff can issue infringement notices for breaches of the Transport (Vehicle and Driver Registration and Licensing) Act 1986, the Land Transport Act 1998, the Transport Act 1962, the Traffic Regulations 1976, the Land Transport (Offences and Penalties) Regulations 1999, the Road Users Rules 2004 and the Tyres and Wheels Rules including unlicensed and unwarranted vehicles. Infringement fees for such breaches are those set out in the relevant legislation.

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Parking infringement fees - second schedule of the Transport Act 1962</b>			
<b>Excess parking</b> GST is not applicable to these fees			
For parking on a road in breach of the provisions of the Waikato District Council Parking, Traffic Control and Public Places Bylaw 2007, and the former Franklin District Council Traffic Control 2006, in excess of a period of time fixed by the bylaw or otherwise where the excess is:			
Up to 30 minutes	12.00	12.00	12.00
Over 30 minutes but no more than 1 hour	15.00	15.00	15.00
Over 1 hour but no more than 2 hours	21.00	21.00	21.00
Over 2 hours but no more than 4 hours	30.00	30.00	30.00
Over 4 hours but no more than 6 hours	42.00	42.00	42.00
Over 6 hours	57.00	57.00	57.00

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Other parking offences</b> GST is not applicable to these fees			
Parking on a flush median	40.00	40.00	40.00
Failed to Display a permit	40.00	40.00	40.00
No evidence of current vehicle inspection - private vehicle	200.00	200.00	200.00
Operated a unlicensed motor vehicle - parked vehicle	200.00	200.00	200.00
Inconsiderate parking	60.00	60.00	60.00
Parking in a reserved mobility space	150.00	150.00	150.00
Any other parking offence in breach of the Council's Parking Traffic Control and Public Places Bylaw 2007 and the FDC Traffic Control 2006	40.00	40.00	40.00
Other breaches (other than parking breaches) of the Council's Parking Traffic Control and Public Places Bylaw 2007 and the (former) Franklin District Council's Traffic Control Bylaw 2006	35.00	35.00	35.00
<b>Parking charges</b>			
General parking	Free of charge	Free of charge	Free of charge
Parking permit for designated spaces	380.00	380.00	380.00
<b>Towage fees - Transport (Tow Fees) Notice 2004</b> Towage of more than 10km from other urban areas may incur an extra charge.			
Vehicle 3,500kg or less (gross) – 7am to 6pm Monday to Friday (except public holidays)	65.00	65.00	65.00
Other times	85.00	85.00	85.00
Vehicle more than 3,500kg (gross) – 7am to 6pm Monday to Friday (except public holidays)	145.00	145.00	145.00
Other times	215.00	215.00	215.00

# Service Delivery

## Roading

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Road Safety</b>			
Application to erect a bus shelter on a road reserve	Free of charge	Free of charge	Free of charge
Livestock crossing, moving or droving permit application	Free of charge	Free of charge	Free of charge
Permanent livestock crossing application	Free of charge	Free of charge	Free of charge
Overweight permit - valid up to 24 months (includes shorter duration permits)	96.00	96.00	96.00
<b>Monitoring &amp; inspection</b>			
New stock crossing - Installation of posts, signs & cones	1,250.00	1,250.00	1,250.00
Stock crossings - dealing with non-compliance of stock crossing permit conditions	Actual cost	Actual cost	Actual cost
Memorandum of encumbrance for stock underpass	790.00	790.00	790.00
Two-yearly structural inspection of stock underpass	176.00	176.00	176.00
<b>Corridor Maintenance</b>			
Corridor Access Request (CAR) - includes first inspection			
0-99 metres	150.00	150.00	150.00
100-499 metres	235.00	235.00	235.00
Second and subsequent inspections	192.00	192.00	192.00
Penalty for non-notification	854.00	854.00	854.00
<b>Vehicle entranceways</b>			
Application - includes for inspection	250.00	250.00	250.00
<b>Network development and maintenance</b>			
Temporary road closure permit application			
Road closures for motor sport events and other sporting and community events (except as is allowed by Council resolution for approved community events).	Free of charge	Free of charge	Free of charge
Street/footpath damage	Actual cost	Actual cost	Actual cost
Road Naming Process	400.00	400.00	400.00
<b>Motor rallies</b>			
Bond - sealed roads (per road - maximum 10,000)	1,000.00	1,000.00	1,000.00
Bond - unsealed roads (per km - maximum 45,000)	1,500.00	1,500.00	1,500.00
Repair to road and structures	Actual cost	Actual cost	Actual cost
<b>Unformed (paper) roads</b>			
Requests to initiate road stopping process. All costs including purchase of land at market value to be met by the applicant. A non-refundable deposit is required to initiate the process.	5,000.00	5,000.00	5,000.00
<b>Temporary fences on formed roads</b>			
Application	Actual cost	Actual cost	Actual cost
First inspection	Actual cost	Actual cost	Actual cost
More than one inspection	182.00	182.00	182.00
<b>Road reserve</b>			
Utility installation	As negotiated	As negotiated	As negotiated

## Waste minimisation and refuse

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Recycling bins and crates</b>			
Tuakau wheelie bin replacement	50.00	50.00	50.00
Replacement/additional recycling crates	18.50	18.50	18.50
Raglan food caddy replacement	8.00	8.00	8.00
Raglan food bin replacement	11.00	11.00	11.00
<b>Refuse prepaid stickers and tags</b>			
Wheelie bin tag	3.00	3.00	3.00
Bag sticker	1.50	1.50	1.50
Roll of 100 wheelie bin tags	287.50	287.50	287.50
Roll of 200 bag stickers	287.50	287.50	287.50
<b>Interim charge</b> Any property that receives a refuse or recycling service will be required to pay a charge to reflect actual period of use.			
July	110.00	112.97	115.94
August	100.00	102.70	105.40
September	90.00	92.43	94.86
October	80.00	82.16	84.32
November	70.00	71.89	73.78
December	60.00	61.62	63.24
January	50.00	51.35	52.70
February	40.00	41.08	42.16
March	30.00	30.81	31.62
April	20.00	20.54	21.08
May	10.00	10.27	10.54

## Water supply

### Reticulation

#### Connection fees

A connection fee applies to all water supply schemes where work is required to connect the property to a Council service. All connections must be installed in accordance with the Hamilton City infrastructure Technical Specifications and Waikato Addendum.

The term 'at cost' means the property owner or developer is liable for the total cost of constructing the connection to the Council main and is also responsible for the physical work in providing the connection.

All connections must be referred to the Council's Water Team for approval to connect. Non-standard type connections such as industrial and commercial should be referred to the Water Team for an estimate of cost. All fees are for standard residential urban or rural water supply connections as detailed in the Hamilton City infrastructure Technical Specification and Waikato Addendum. A backflow preventer is mandatory for all new connections and is included in the cost of the connection. Non-standard and commercial connections are charged at cost.

Additional independent dwelling units may require separate water connections, and appropriate connection costs and development contributions will be incurred. For more detail refer to the Council's Development Contributions Policy.  
Fees and Charges 2018 - 2021

## Disconnection fees

When a house is demolished or removed from a site, Council staff are required to disconnect the water supply at the Council watermain. The costs of disconnection and final water meter reading, if required, will be charged.

Rural consumers may at any time wish to disconnect from a reticulated water scheme. A fee is charged to recover the costs of disconnecting the supply and physically removing the connection. The ownership of removed materials remains with the Council. Normal connection fees will apply should the property owner wish to reconnect to the water supply scheme at a later date.

## Final water meter reading

A property owner or agent can request a final meter reading to be carried out, the Council will charge a one-off fee for this request. A minimum of 10 working days' notice is required when making the request.

## Water drawn from fire hydrants

Currently registered tanker water suppliers are permitted to draw water from the Council fire hydrant, on payment of an annual fee and registration completed with Council. These suppliers will be charged on the amount of water drawn from the hydrant. Only blue-coloured metered hydrant standpipes should be used to draw water from hydrants.

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Water connection &amp; disconnection</b>			
20mm urban residential/rural metered	1,461.00	1,509.00	1,562.00
20mm urban residential/rural metered State Highways	2,629.00	2,716.00	2,811.00
Above 20mm and commercial (in all areas all costs are borne by the property owner and water systems are installed by the property owner's contractors to the Councils standards)	At cost	At cost	At cost
Disconnection from water supply – rural reticulated schemes only	226.00	233.00	241.00
Disconnection from water supply upon removal or demolition of a building	142.00	147.00	152.00
<b>Capital Contribution</b>			
Te Ohaaki (Capital contribution additional to boundary connection costs)	19,510.00	20,154.00	20,859.00
<b>Water meter reading</b>			
Final or special water meter reading – minimum 10 working days notice required	100.00	103.00	107.00
<b>Water drawn from fire hydrants</b>			
Annual permit to draw water from fire hydrants – mandatory	85.00	88.00	91.00
Charge by kilo litre (m3) by permit holders only	3.12	3.22	3.33
<b>Flow restrictor</b>			
Temporary removal and reinstallation	143.00	148.00	153.00
After hours removal – outside the hours of 8am to 4.30pm Monday to Friday	287.00	296.00	306.00

## Water by meter

The Council has set a targeted rate for water according to the quantity of water consumed by any person receiving the same as measured or controlled by meter.

The district-wide targeted rate has been set across all water supply schemes on a per cubic metre basis.

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
District wide	1.89	1.97	2.05

## Wastewater

### Reticulation

#### Connection fees

The term 'at cost' means the property owner or developer is liable for the total cost of constructing the connection to the Council main and is also responsible for the physical work in providing the connection. It is expected that the client's contractor will complete the connection to the service at the time that site works are carried out and will charge the client directly. The work must be done to the Council's standards, as specified in the Hamilton infrastructure Technical Specification and Waikato Addendum and will be inspected as part of the subdivision or building consent inspection. Additional connections may require development contributions or capital contribution fee

#### Disconnection fees

When a building is demolished or removed from a serviced site then a disconnection fee shall be payable to the Council for the existing wastewater connection to be capped and the utilities information recorded on the Council's 'as-built' plans.

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Connection fee</b>			
In all areas all costs are borne by the property owner and wastewater systems are installed by the property owner's contractors to the Council's standards	At cost	At cost	At cost
<b>Capital Contribution (capital contribution additional to boundary connection costs)</b>			
Raglan - for scheme installed in 2005 (in addition to Development Contributions)	3,106.00	3,208.00	3,320.00
Rangiriri – for scheme installed in 2008	4,318.00	4,460.00	4,616.00
Taupiri – for scheme installed in 2007	3,886.00	4,014.00	4,154.00
Meremere	1,306.00	1,349.00	1,396.00
Pokeno	31,258.00	32,290.00	33,420.00
Tauwhare Pa	7,791.00	8,048.00	8,330.00
Te Ohaki Road	3,218.00	3,324.00	3,440.00
Whaanga Coast	36,980.00	38,200.00	39,537.00
<b>Disconnection fee</b>			
House removal or demolition	334.00	345.00	357.00
<b>Interim Charge</b>			
Any property that connects to the reticulated wastewater network will be required to pay a charge to reflect actual period of use.			
July	385.00	397.98	411.95

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
August	350.00	361.80	374.50
September	315.00	325.62	337.05
October	280.00	289.44	299.60
November	245.00	253.26	262.15
December	210.00	217.08	224.70
January	175.00	180.90	187.25
February	140.00	144.72	149.80
March	105.00	108.54	112.35
April	70.00	72.36	74.90
May	35.00	36.18	37.45

## Disposal

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Individual Trade Waste Agreement</b>			
Wastewater disposal charges in respect of commercial organisations that require substantial quantities of discharge into the wastewater reticulation system will be determined by the Council on a case by case basis	Case by case basis	Case by case basis	Case by case basis

## Trade waste

Any non-domestic users that discharge into the Wastewater reticulation system will need to obtain a trade waste consent from the Council and may be charged a fair share of the costs. Any 'permitted' and 'conditional' consents relate to the types of trade waste that these businesses produce.

Charges for trade waste administration fees align with the shared services arrangement with Hamilton City and Waipa District Council. The uniform annual charge per trade waste consent for Tuakau and Pokeno reflects our agreement with Watercare.

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
<b>Disposal of septic tank cleanings</b>			
Huntly wastewater septage facility disposal volume \$ per m <sup>3</sup>	70.00	72.00	74.00
<b>Application Fees</b>			
Permitted/Controlled Discharge (including final inspection)	195.50	200.00	209.02
Conditional Consent (covering 5 hours work including final inspection)	362.50	370.50	387.57
Hourly rate for applications	103.00	103.00	110.12
Temporary Discharge (including final inspection)	195.50	200.00	209.02
Renewal Fee for Trade Waste Consents	96.00	98.50	102.64
Variation/Change of Details Request	52.00	52.00	55.60
<b>Site Inspection Fees</b>			
Permitted/Controlled Discharge - final inspection (approval to discharge) - additional inspection	138.00	147.00	147.54
Conditional Consent - final inspection (approval to discharge) - additional inspection	218.50	218.50	233.61



Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
Tempoary discharge - final inspection (approval to discharge) - additional inspection	218.50	218.50	233.61
Site Inspection - Non-compliance	218.50	223.50	233.61
<b>Annual Charges</b>			
Permitted/controlled discharge	195.50	201.95	209.02
Conditional discharge - Risk Class 3	1,529.50	1,529.50	1,635.27
Conditional discharge - Risk Class 2	874.00	893.00	934.44
Temporary discharge	195.50	200.00	209.02
Discharges to the Tuakau treatment plant	Refer to Watercare	Refer to Watercare	Refer to Watercare
<b>Quantity charge rates for conditional discharge</b>			
<b>Tuakau and Pokeno</b>			
Daily flow volume - \$ per m3	0.79	0.82	0.85
Suspended solids treatment \$ per kg	1.49	1.54	1.59
Total kjeldahl nitrogen treatment \$ per kg	8.02	8.28	8.57
Chemical oxygen demand (COD) \$ per kg	0.66	0.68	0.71
<b>All other areas</b>			
Daily flow volume \$ per m3	1.20	1.24	1.28
Suspend solids treatment \$ per kg	0.80	0.83	0.86
Biochemical oxygen demand treatment \$ per kg	0.95	0.98	1.02
Total phosphorus \$ per kg	5.68	5.86	6.07
Total kjeldahl nitrogen treatment \$ per kg	0.92	0.95	0.98

## Stormwater

### Reticulation

#### Administration fees

The term 'at cost' means the property owner or developer is liable for the total cost of constructing the connection to the Council main and is also responsible for the physical work in providing the connection. A administration fee applies to all stormwater supply schemes where work is required to connect the property to a Council service. All connections must be referred to the Councils Water Team for approval to connect.

Description	Charge 2018/2019 (\$)	Charge 2019/2020 (\$)	Charge 2020/2021 (\$)
In all areas all costs are borne by the property owner and stormwater systems are installed by the property owner's contractors to the Council's standards.	At cost	At cost	At cost
<b>Administration fee</b>			
Actual costs for commissioner/s Council and other support support staff to consider and action application	70.00	72.00	74.00
<b>Interim charge</b>			
Any property that connects to the reticulated stormwater network will be required to pay a charge to reflect actual period of use			
July	143.00	146.96	150.92
August	130.00	133.60	137.20
September	117.00	120.24	123.48

October	104.00	106.88	109.76
November	91.00	93.52	96.04
December	78.00	80.16	82.32
January	65.00	66.80	68.60
February	52.00	53.44	54.88
March	39.00	40.08	41.16
April	26.00	26.72	27.44
May	13.00	13.36	13.72

## Request for official or personal information

The Local Government Official Information and Meetings Act 1987 (LGOIMA) requires the Council to make available certain public or personal information which it holds.

The Act also makes provision for the Council to make a charge for the information supplied but this charge must be reasonable and is for the cost of labour and materials involved in making the information available. If the request expresses urgency then the Council may have to use additional resources to gather the information promptly and the Act permits the Council to charge for these extra resources.

If the charges to gather the information requested are likely to be substantial, the Council will advise the applicant of the likely charges before it commences processing the request and will give the applicant the opportunity to decide whether or not to proceed with the request. In such cases the Council may also require that the whole or part of any charge be paid in advance before commencing to process the request.

Charges are made by the Council on the following basis.

1. Any request by a person wishing to view information on any files held by Council and requires the presence of an officer during the viewing will incur a charge at the Officers' hourly rate for the first half hour and the Officers' hourly rate for each half hour thereafter.
2. The first half hour spent in processing the LGOIMA application will be free of charge but a charge of \$38.00 will be made for each half hour or part thereof in excess of that half hour.
3. All other charges incurred will be at actual cost involved. The cost includes:
  - producing a document by the use of a computer or other like equipment;
  - reproducing a film, video or audio recording;
  - arranging for the applicant to hear or view an audio or visual recording;
  - providing a copy of any map, plan or other document larger than A4 size.
4. If the time taken to process the information and/or the number of copies supplied is only a small margin over the 'free' allowance, the Council may use its discretion as to whether any charge should be made.
5. Where repeated requests are made by the same applicant in respect of a common subject the Council will aggregate these requests for charging purposes. This means that the second and subsequent requests will not be subject to half an hour of free time and 20 free standard A4 photocopies.
6. The Council is not permitted to charge for:
  - locating and retrieving information which is not where it ought to be;
  - time spent deciding whether or not access should be allowed, and in what form.
7. A deposit will be required where the charge is likely to exceed \$90.00 or where some assurance of payment is required to avoid waste of resources.
8. A record will be kept of any costs incurred. Wherever a liability to pay is incurred the applicant will be notified of the method of calculating the charge and this notification placed on the file.

'Personal' information does not include rating records, resource consents, building consent applications, or any information pertaining to property, which is public information.

## Council Staff Charge out rates

Position title	Rates 2018/19 (\$)	Rates 2019/20 (\$)	Rates 2020/21 (\$)
Chief Executive	440.00	445.00	450.00
General Manager	325.00	330.00	335.00
HR Manager	200.00	205.00	210.00
Marketing & Communications Manager	200.00	205.00	210.00
Zero Harm Manager	160.00	165.00	170.00
HR Advisor	135.00	140.00	145.00
Learning & Development Advisor	135.00	140.00	145.00
Communications Advisor	135.00	140.00	145.00
Executive Assistant	110.00	115.00	120.00
Zero Harm Advisor	110.00	115.00	120.00
Communications Administrator	95.00	100.00	105.00
HR Administrator	95.00	100.00	105.00
Team Administrator	95.00	100.00	105.00
<b>SERVICE DELIVERY - WATERS</b>			
Waters Manager	240.00	245.00	250.00
Asset Engineer, Waters	155.00	160.00	165.00
Asset Management Team Leader, Waters	155.00	160.00	165.00
SCADA Network Manager	155.00	160.00	165.00
Operations Team Leader	155.00	160.00	165.00
Treatment & Service Team Leader	155.00	160.00	165.00
Senior Engineer, Waters	145.00	150.00	155.00
Senior Waters Planner	145.00	150.00	155.00
Compliance Officer	130.00	135.00	140.00
Waste Minimisation Officer	125.00	130.00	135.00
Engineer, Waters	120.00	125.00	130.00
Reticulation Servicemen Lead	105.00	110.00	115.00
Treatment Plant Supervisor	105.00	110.00	115.00
Asset Information Officer, Waters	105.00	110.00	115.00
Treatment Plant Operator	95.00	100.00	105.00
Reticulation Serviceman	95.00	100.00	105.00
Asset Officer, Waters	85.00	90.00	95.00
Plant Maintenance Officer	85.00	90.00	95.00
<b>SERVICE DELIVERY - ROADING</b>			
Roading Manager	210.00	215.00	220.00
Programme Delivery Team Manager	200.00	205.00	210.00
Development Coordinator, Roading Asset Management	175.00	180.00	185.00
Senior Design Engineer	170.00	175.00	180.00
Contracts Team Leader, Programme Delivery	165.00	170.00	175.00
Asset Management Team Leader, Roading	155.00	160.00	165.00
Road Safety Engineer	155.00	160.00	165.00
Road Asset Engineer	155.00	160.00	165.00

Position title	Rates 2018/19 (\$)	Rates 2019/20 (\$)	Rates 2020/21 (\$)
Projects Team Leader, Programme Delivery	145.00	150.00	155.00
Asset Engineer, Roading	145.00	150.00	155.00
Design Engineer	145.00	150.00	155.00
Roading Corridor Engineer	145.00	150.00	155.00
Contract Engineer	145.00	150.00	155.00
Project Manager, Programme Delivery	125.00	130.00	135.00
Project Coordinator, Programme Delivery	105.00	110.00	115.00
Asset Information Officer, Roading	105.00	110.00	115.00
Networks Control Engineer	105.00	110.00	115.00
Surveyor	105.00	110.00	115.00
Surveyors Assistant	90.00	95.00	100.00
<b>SERVICE DELIVERY - PARKS AND FACILITIES</b>			
Parks and Facilities Manager	210.00	215.00	220.00
Asset Management Team Leader, Parks & Facilities	155.00	160.00	165.00
Asset Engineer, Parks & Facilities	155.00	160.00	165.00
Open Spaces Operations Team Leader	150.00	155.00	160.00
Ecological Planner	145.00	150.00	155.00
Reserves Planner	140.00	145.00	150.00
Property Operations Team Leader	130.00	135.00	140.00
Community Leasing Officer	130.00	135.00	140.00
Property Officer	115.00	120.00	125.00
Maintenance and Contracts Officer	110.00	115.00	120.00
Arborist	110.00	115.00	120.00
Asset Information Officer, Parks & Facilities	105.00	110.00	115.00
Technical Support	100.00	105.00	110.00
Property Maintenance Officer	95.00	100.00	105.00
Cemetery Officer	85.00	90.00	95.00
Gardener	70.00	75.00	80.00
<b>CUSTOMER SUPPORT</b>			
Consents Manager	205.00	210.00	215.00
Building Quality Manager	185.00	190.00	195.00
Regulatory Manager	185.00	190.00	195.00
Development Engineer Team Leader	185.00	190.00	195.00
Principal Planner	185.00	190.00	195.00
Consents Team Leader	185.00	190.00	195.00
Customer Delivery Manager	170.00	175.00	180.00
Senior Planner	170.00	175.00	180.00
Senior Land Development Engineer	170.00	175.00	180.00
Environmental Health Team Leader	160.00	165.00	170.00
Monitoring Team Leader	160.00	165.00	170.00
Animal Control Team Leader	160.00	165.00	170.00
Intermediate Land Development Engineer	155.00	160.00	165.00
Intermediate Planner	155.00	160.00	165.00
Planning & Engineering Officer - Senior	155.00	160.00	165.00
Contaminated Land Specialist	150.00	155.00	160.00
Planning & Engineering Officer	145.00	150.00	155.00

Position title	Rates 2018/19 (\$)	Rates 2019/20 (\$)	Rates 2020/21 (\$)
Technical Planner	145.00	150.00	155.00
Planner	145.00	150.00	155.00
Land Development Engineer	145.00	150.00	155.00
Development Contributions Coordinator	155.00	160.00	165.00
Development Contributions Assessment Officer	145.00	150.00	155.00
Environmental Health Officer	135.00	140.00	145.00
Monitoring Officer	125.00	130.00	135.00
Building Inspector	125.00	130.00	135.00
Building Review Officer	125.00	130.00	135.00
Consents - Admin Team Leader	115.00	125.00	130.00
Customer Delivery Team Leader	115.00	120.00	125.00
Animal Control Officer	100.00	105.00	110.00
Animal Control Engagement & Education Officer	100.00	105.00	110.00
Regulatory Administrator	100.00	105.00	110.00
Building Administrator	100.00	105.00	110.00
Senior Consents Administrator	N/A	115.00	120.00
Consents Administrator	100.00	105.00	110.00
Building Enforcement Officer	100.00	105.00	110.00
Monitoring Enforcement Officer	100.00	105.00	110.00
Property Information Officer	100.00	105.00	110.00
LIM Officer	100.00	105.00	110.00
Parking Enforcement Officer	100.00	105.00	110.00
Library Coordinator	95.00	100.00	105.00
Customer Delivery Officer	90.00	90.00	90.00
<b>STRATEGY AND SUPPORT</b>			
Planning & Strategy Manager	215.00	220.00	225.00
Legal Counsel	200.00	205.00	210.00
Chief Information Officer	200.00	205.00	210.00
Finance Manager	200.00	205.00	210.00
Organization Planning and Project Support Manager	190.00	195.00	200.00
Procurement Manager	190.00	195.00	200.00
Economic Development Manager	185.00	190.00	195.00
Team Leader, IT Support	180.00	185.00	190.00
Strategic Planner & Resource Management Team Leader	165.00	170.00	175.00
Iwi & Community Partnership Manager	160.00	165.00	170.00
Corporate Planner	160.00	165.00	170.00
Accountant	160.00	165.00	170.00
Senior Solicitor	150.00	155.00	160.00
Strategic Planner	145.00	150.00	155.00
Project Management Advisor	145.00	150.00	155.00
Senior Policy Planner	145.00	150.00	155.00
Senior Environmental Planner	145.00	150.00	155.00
Legal Officer	145.00	150.00	155.00
Business Analyst	140.00	145.00	150.00
IT Support	140.00	145.00	150.00
GIS Officer	140.00	145.00	150.00

<b>Position title</b>	<b>Rates 2018/19 (\$)</b>	<b>Rates 2019/20 (\$)</b>	<b>Rates 2020/21 (\$)</b>
Policy Planner	130.00	135.00	140.00
Records Information Team Leader	125.00	130.00	135.00
Quality Management Coordinator	125.00	130.00	135.00
Legal Assistant	110.00	115.00	120.00
Marketing Officer	105.00	110.00	115.00
District Plan Administrator	105.00	110.00	115.00
Committee Secretary	105.00	110.00	115.00
Planning Technician	100.00	105.00	110.00
Accounting Officer	100.00	105.00	110.00
Rates Officer	100.00	105.00	110.00
Community Development Advisor	100.00	105.00	110.00
External Funding Officer	100.00	105.00	110.00
Information Officer	90.00	95.00	100.00

### **Mileage charge out rates**

Mileage rates will be charged in accordance with the prevailing Inland revenue Department mileage rates at the time of invoice.