

**Waikato District Council**

**Draft Fees and Charges  
2024/25**

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# Introduction

This document has been prepared to provide a comprehensive guide to fees and charges for the 2024/25 Annual 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, the COVID-19 Recovery (Fast Track Consenting Act) 2020 and others, give all Territorial Authorities the right to prescribe fees and charges pertaining to the 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 about 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 2023/2024 (\$)	Charge 2024/2025 (\$)
<b>Requests, searches, and enquires</b>		
Printing from internet — black & white (per page)	0.40	Covered under printing charge below.
Printing from internet — colour (per page)	0.70	Covered under printing charge below.
<b>Electronic Communications</b>		
Fax Transaction Fee	3.00	Service no longer provided.
Emailing documents	2.00	2.00
<b>Printing, Photocopying</b>		
Black & white – per page	0.40	0.40
Colour – per page	0.70	0.70
Photocopy/printing of CV/Resume	Up to 5 copies free	Up to 5 copies free
<b>Kit Collection</b>		
Kit collection hire fee (per item)	2.00	2.00

## Library Services

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
<b>Books</b>		
4 weeks hire (no renewing)	Free of charge	Free of charge
Book renewal after 4 weeks (per book)	2.00	2.00
Reserve/hold fee – for non-collection	2.00	2.00
<b>Magazines</b>		
General – two weeks	0.50	0.50
<b>DVDs</b>		
Library New Release	4.00 first week & .50 per day thereafter	Free of charge
Library New Release Junior	3.00 first week & .50 per day thereafter	Free of charge
Library Older Release Adult	1.00 first week & .50 per day thereafter	Free of charge
Library Older Release Junior	1.00 first week & .50 per day thereafter	Free of charge
<b>Card Fees</b>		
Replacement card	3.00	3.00
Inter-loan charge	7.00 + charges incurred	7.00 + charges incurred
<b>Withdrawn For Sale</b>		

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
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
<del>Adult Books Bundle</del>	<del>15.00</del>	NA as included in adult books sale
Junior Books	1.50 per book or buy 5 and get one	1.50 per book or buy 5 and get one
<del>Junior Books Bundle</del>	<del>7.50</del>	NA as included in junior books sale
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
<del>All DVDs Bundle</del>	<del>15.00</del>	NA as included in all DVDs sale
Magazines	.50 per magazine or buy 5 and get one for free	.50 per magazine or buy 5 and get one for free
<del>Magazines Bundle</del>	<del>2.50</del>	NA as included in magazines sale
Special Book Sales (prices may vary per item during special sales periods)	3.00	3.00
<b>Library Membership</b>		
District ratepayers & residents	Free of charge	Free of charge
Out-of-district non-residents and non-ratepayers (per year)	80.00	80.00
<b>Requests, Searches &amp; Enquires</b>		
Research enquiry (per hour or part thereof)	70.00	70.00
Temporary DVD-only membership non-residents bond (Raglan office only)	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.	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
A4	3.00	3.00
A3	5.00	5.00
<b>Damaged/lost Items</b>		
Major damage	Full replacement cost	Full replacement cost
Minor damage	5.00	5.00
Lost items	Full replacement cost	Full replacement cost
<b>Library Merchandise</b>		

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
Library merchandise may be sold at times on a cost recovery basis.	Full replacement cost	Full replacement cost

### Community Facilities: Cemeteries

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
<b>Plot purchase</b>		
All of the Waikato – including maintenance	2712.00	2712.00
All of the Waikato's Children's areas including maintenance	941.00	941.00
<b>Ashes</b>		
Plot	387.60	387.60
RSA plot	Free of charge	Free of charge
<b>Sexton Fees</b>		
Interments - Burial	2078.00	2078.00
Interments - Ashes	346.00	346.00
Memorial Permit	10.00	Fee removed to ensure there is no duplicate charge.
Locate Plot	26.00	
Stillborn babies	Free of charge	Free of charge
<b>Other Cemetery Services</b>		
Disinterment	3490.00	3490.00
Reinterment	1672.00	1672.00
Breaking concrete	112.00	112.00
Memorial Permit	10.00	10.00
Locate Plot	26.00	26.00

### Community Facilities: Halls and Meeting Rooms

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
<b>General Charges</b>		
Bond	400.00	400.00
Bond - non-profit organisations	100.00	100.00
Penalty for late return of keys – per working day	30.00	30.00
Surcharge for events with alcohol	69.00	69.00
<b>Te Kauwhata Library – Community Meeting Room</b>		
Community groups – per hour	9.00	9.00
Community groups – per half day (4 hours)	14.00	14.00
Community groups – per day	33.00	33.00
Commercial – per hour	32.00	32.00
Commercial – per half day (4 hours)	39.00	39.00
Commercial – per day	72.00	72.00
<b>Huntly Library – Community Meeting Room</b>		
Community groups – per hour	9.00	9.00

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
Community groups – per half day (4 hours)	14.00	14.00
Community groups – per day	33.00	33.00
Commercial – per hour	32.00	32.00
Commercial – per half day (4 hours)	39.00	39.00
Commercial – per day	72.00	72.00
<b>Huntly Civic Centre</b>		
Full day (8 hours)	<del>139.00</del>	NA as the Civic Centre is leased by the Huntly Museum.
Part day (4 hours)	<del>75.00</del>	
Commercial (8 hours)	<del>338.00</del>	
Commercial (4 hours)	<del>139.00</del>	
Not-for-profit (8 hours)	<del>72.00</del>	
Not-for-profit (4 hours)	<del>40.00</del>	
<b>Riverside Room Huntly</b>		
Full day (8 hours)	48.00	48.00
Part day (4 hours)	22.00	22.00
Commercial (8 hours)	142.00	142.00
Commercial (4 hours)	110.00	110.00
<b>Ngaaruawaahia War Memorial Hall</b>		
Full day (8 hours)	96.00	96.00
Part day (4 hours)	49.00	49.00
Commercial (8 hours)	146.00	146.00
Commercial (4 hours)	119.00	119.00
Not-for-profit (8 hours)	60.00	60.00
Not-for-profit (4 hours)	33.00	33.00
<b>Tuakau War Memorial Hall</b>		
<b>Commercial</b>		
Main hall or supper room (8 hours)	118.00	118.00
Main hall and supper room (8 hours)	229.00	229.00
Mezzanine or committee rooms (8 hours)	54.00	53.00
Mezzanine and committee rooms (8 hours)	107.00	102.00
Main hall or supper room (day and evening)	229.00	229.00
Main hall and supper room (day and evening)	458.00	458.00
Mezzanine or committee rooms (day and evening)	104.00	104.00
Mezzanine and committee rooms (day and evening)	213.00	213.00
<b>Non-commercial</b>		
Main hall or supper room (8 hours)	62.00	62.00
Main hall and supper room (8 hours)	121.00	118.00
Mezzanine or committee rooms (8 hours)	31.00	31.00
Mezzanine and committee rooms (8 hours)	53.00	53.00
Main hall or supper room (day and evening)	118.00	118.00
Main hall and supper room (day and evening)	229.00	229.00
Mezzanine or committee rooms (day and evening)	53.00	54.00
Mezzanine and committee rooms (day and evening)	105.00	107.00
<b>Charitable</b>		
Main hall or supper room (8 hours)	33.00	33.00
Main hall and supper room (8 hours)	60.00	60.00



Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
Mezzanine or committee rooms (8 hours)	18.00	18.00
Mezzanine and committee rooms (8 hours)	29.00	29.00
Main hall or supper room (day and evening)	61.00	61.00
Main hall and supper room (day and evening)	121.00	121.00
Mezzanine or committee rooms (day and evening)	18.00	18.00
Mezzanine and committee rooms (day and evening)	29.00	29.00

### Leisure Facilities: Swimming Pools

Please note that swimming pools are managed via an independent operator. The independent operator sets fees and charges as deemed appropriate. For this reason, charges may vary from time to time.

Please refer to Council's website for the most current swimming pool charges:

<https://www.waikatodistrict.govt.nz/recreation/swimming-pools>

### Leisure Facilities: Open Spaces

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
<b>Sporting &amp; Recreation Facilities</b>		
Winter sports (field use)	Free of charge	Free of charge
Summer sports (field use)	Free of charge	Free of charge
Lake Puketirini - Key	79.00 + key bond	79.00 + key bond
Lake Puketirini Key bond (refundable on return of key)	21.00	21.00
Lake Kainui - Key	99.00 + key bond	99.00 + key bond
Lake Kainui – Key bond (refundable on return of key)	21.00	21.00
Boat ramp usage payment - daily	10.00	10.00
Boat ramp usage payment - annual	100.00	100.00
<b>Raglan Aerodrome</b>		
Landing fees – casual use per day	16.00	18.00
Regular use (annual aerodrome landing fee for clubs or similar)	675.00	675.00
Administration fee (late payments etc.)	23.00	23.00

### Leisure Facilities: Campgrounds

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
<b>Hakanoa Campground</b>		
<b>Tent Sites - Per person/per night</b>		
Child (0–8 years)	8.00	Fee is now charged at a per person rate
Youth (9–16 years)	12.00	
Per person	15.00	20.00
<b>Hakanoa Cabins - Per person/per night</b>		

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
The Cottage and Cabins	-	40
Bunkhouse – one person in room	-	40
Bunkhouse – two people in room	-	50
Dive school bunkhouse (divers only)	<del>15.00 (Divers only)</del>	Fee structure has changed
Little house	<del>12.00 (Divers only)</del> <del>– \$35.00 overnight stay</del>	Fee structure has changed
Rooms 3 and 4	<del>12.00 (Divers only)</del> <del>– \$35.00 overnight stay</del>	Fee structure has changed
Hired cabins – per person/per week	130.00	160.00
<b>Campervan Sites - Powered (short stay)</b>		
Two adults	40.00	45.00
Additional baby (0 – 5 years)	Fee structure has changed to charge for adults with additional people on top, rather than set charge.	5.00
Additional Child (6 – 11 years)		8.00
Additional Youth (12 -14 years)		10.00
Additional Adult (age 15+)		20.00
<b>Campervan Sites - Non-powered (short stay)</b>		
Two adults	20.00	20.00
Additional baby (0 – 5 years)	Fee structure has changed to charge for adults with additional people on top, rather than set charge.	5.00
Additional Child (6 – 11 years)		8.00
Additional Youth (12 -14 years)		10.00
Additional Adult (age 15+)		20.00
<b>Campervan/Caravan/Bus (long stay)</b>		
Small Unit (per week)	100.00	100.00
Large Unit (per week)	140.00	140.00
Bus (per week)	160.00	160.00
<b>Unattended Storage</b>		
Daily charge	New charge	3.00

## Community Facilities: Events

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
<b>Non-commercial Small Event (less than 100 people)</b>		
Key bond for Reserve	100.00	100.00
<b>Commercial Small Event (less than 100 people)</b>		
Per day (including set up/pack down)	New charge criteria	100.00
Key bond for Reserve	New charge criteria	100.00
<b>Medium Event (100-500 people)</b>		
Per day (including set up/pack down)	250.00	250.00
Key Bond for Reserve	100.00	100.00
<b>Large Event (500-2,000 people)</b>		
		Number of people per event updated

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
Per day (including set up/pack down)	500.00	500.00
Key Bond for Reserve	100.00	100.00
Reserve Bond (not including parking, parking bond prices available by request)	500.00	500.00
<b>Major Event (2,000+ people or large event over multiple days)</b>		Number of people per event updated
Per day (including set up/pack down)	1,000.00	1,000.00
Key Bond for Reserve	100.00	100.00
Reserve Bond (not including parking, parking bond prices available by request)	Prices available by request	Prices available by request

### Leisure Facilities: Other

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
<b>Raglan Wharf</b>		
Fishing vessels regularly using the port – per annum	1,500.00	1,500.00
<b>Housing for the Elderly</b>		
Ngaaruawaahia – per week	208.00	208.00
Huntly – per week	208.00	208.00
Tuakau – per week	208.00	208.00

# Sustainable Environment

## Animal Control

All fees relating to Dog Control are set in accordance with the Dog Control Act 1996. The registration fee is set to recover costs associated with the administration of the dog 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 2022.

There are different registration classifications for dogs. Each dog registration classification has different fees. Those classifications are as follows:

- a) Approved owner
- b) General owner
- c) Selected owner
- d) Farm owner
- e) Dangerous dog
- f) Disability assist dog
- g) Neutered or spayed dog.

A full description of these classifications can be found in the Waikato District Council Dog Control Policy 2022 on our website: <https://www.waikatodistrict.govt.nz/your-council/plans-policies-and-bylaws/policies>

## Cat Traps

The Animal Welfare Act 1999 allows for the use of traps such as live catch traps (cage traps). These traps can be used for the control of feral cats. Cage traps are available for hire from the Council's 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 trapped feral cats is on the householder leasing the trap. The Council has no facilities to dispose of these cats. The householder is required to adhere to the Animal Welfare Act 1999 and inspect the trap, or cause a competent person to inspect the trap, within 12 hours after sunrise on each day the trap remains set, beginning on the day immediately after the day on which the trap is set.

## Dog Control

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
<b>Payment by 20 July (discounted rate)</b>		
General owner	109.00	120.00
Approved owner	84.00	95.00
Farm owner	54.00	54.00
Selected owner	54.00	60.00
Registered Disability Assist Dogs as listed in Schedule 5 of the Dog Control Act 1996	0.00	0.00
Dogs neutered in previous year (special conditions apply)	One-year free registration available	One-year free registration available
Dangerous	193.50	210.00
<b>Basic Registration Fee (after 20 July) (full rate)</b>		
General owner	129.00	140.00
Approved owner	104.00	115.00

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
Farm owner	74.00	72.00
Selected owner	74.00	80.00
<b>Other Charges</b>		
Application for selected owner	20.00	20.00
Application for permit to keep more than two dogs	65.00	65.00
Disposal/surrender	50.00	50.00
Implanting of microchips	25.00	25.00
<b>Collars &amp; Tags</b>		
Small	Actual Cost	Actual Cost
Medium	Actual Cost	Actual Cost
Large	Actual Cost	Actual Cost
Exchange tags	Free of charge	Free of charge
Replacement tags	6.00	6.00
<b>Registration of Pups aged 3 months+</b>		
<b>General Owner</b>		
July	129.00	140.00
August	119.00	128.00
September	108.00	117.00
October	97.00	105.00
November	86.00	93.00
December	76.00	82.00
January	65.00	70.00
February	54.00	58.00
March	43.00	47.00
April	33.00	35.00
May	22.00	23.00
<b>Approved Owner</b>		
July	104.00	115.00
August	96.00	105.00
September	87.00	96.00
October	78.00	86.00
November	70.00	77.00
December	61.00	67.00
January	52.00	58.00
February	44.00	48.00
March	35.00	38.00
April	26.00	28.00
May	18.00	19.00
<b>Farm Owner</b>		
July	74.00	72.00
August	68.00	66.00
September	62.00	60.00
October	56.00	54.00
November	50.00	48.00
December	44.00	42.00
January	37.00	36.00

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
February	31.00	30.00
March	25.00	24.00
April	19.00	18.00
May	13.00	12.00
<b>Selected Owner</b>		
July	74.00	80.00
August	68.00	73.00
September	62.00	67.00
October	56.00	60.00
November	50.00	53.00
December	44.00	47.00
January	37.00	40.00
February	31.00	33.00
March	25.00	27.00
April	19.00	20.00
May	13.00	13.00
<b>Impounding - Dog Control Act 1996, Section 68</b>		
First impounding	80.00	80.00
Second impounding	130.00	130.00
Third or subsequent impounding	160.00	160.00
Seizure – additional to impounding fee	100.00	100.00
Sustenance – per day	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
<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	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
Failure to comply with any bylaw authorised by section 20 of the Dog Control Act	300.00	300.00
Failure to undertake dog owner education programme or dog obedience course (or both)	300.00	300.00
Failure to comply with obligations of probationary owner	750.00	750.00
Failure to comply with effects of disqualification	750.00	750.00
Failure to comply with effects of classification of dog as dangerous dog	300.00	300.00
Fraudulent sale or transfer of dangerous dog	500.00	500.00
Failure to comply with effects of classification of dog as menacing	300.00	300.00
Failure to advise person of muzzle and leashing requirements	100.00	100.00

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
Failure to implant microchip transponder in dog	300.00	300.00
False statement relating to dog registration	750.00	750.00
False notifying death of dog	750.00	750.00
Failure to register dog	300.00	300.00
Fraudulent procurement or attempt to procure replacement dog	500.00	500.00
Failure to advise change of dog ownership	100.00	100.00
Failure to advise change of address	100.00	100.00
Removal, swapping or counterfeiting of registration label or disc	500.00	500.00
Failure to keep dog controlled or confined	200.00	200.00
Failure to keep dog under control	200.00	200.00
Failure to provide proper care and attention to supply proper and sufficient food, water and shelter and/or to provide adequate exercise.	300.00	300.00
Failure to carry a leash in public	100.00	100.00
Failure to comply with barking dog abatement notice	200.00	200.00
Allowing dog known to be dangerous to be at large unmuzzled or unleashed	300.00	300.00
Failure to advise of muzzle and leasing requirements	100.00	100.00
Releasing dog from custody	750.00	750.00

## Stock Control

All fees relating to Stock Control are set in accordance with the Impounding Act 1955. These fees are used to recuperate the cost of responding to public safety issues caused by trespassing stock where the stock have been impounded.

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
<b>Stock Call Outs</b>		
Corporate mileage	Corporate mileage	Corporate mileage
Advertising	Actual cost	Actual cost
Pound fee for the first animal impounded (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).	100.00	100.00
Pound fee per Animal Impounded thereafter the first animal (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).	30.00	30.00
Sustenance per animal, per day	14.00	14.00
Conveyance charge	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.
- 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 \$65,000 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 2023/2024 (\$)	Charge 2024/2025 (\$)
<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.	180.00	191.00
Building work valued up to and including \$1,000,000	361.00	382.00
Building work valued over \$1,000,000	446.00	472.00
<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).	186.00	190.00
Solid fuel and solar water heaters – includes one inspection, accreditation levy and a final code compliance certificate.	387.00 + \$25.00 (electronic system processing fee)	387.00
(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>• Swimming pools</li> <li>• Fencing only of swimming pools</li> </ul>	233.00 + 50.00 (electronic system processing fee)	233.00
(a)(i) <ul style="list-style-type: none"> <li>• Garages (including resited garages)</li> <li>• Carports</li> <li>• Farm buildings/sheds</li> <li>• Decks</li> <li>• Shade cloth structures</li> </ul>	403.00 + 105.00 (electronic system processing fee)	428.00



Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
<b>Building Consents - Building Act 2004, Section 219</b>		
(b)(ii) Building work valued up to \$20,000 including temporary or transportable classrooms, garages converted to habitable rooms, re-piled dwellings, retaining walls.	456.00 + 50.00 (electronic system processing fee)	484.00
(c) Erection and removal of marquees for temporary events	244.00 + 50.00 (electronic system processing fee)	254.00
(d) Dwelling additions, commercial and public buildings up to \$20,000 in value	600.00 + 105.00 (electronic system processing fee)	637.00
(e) All building work of value from \$20,001 up to \$100,000	1072.00 + 155.00 (electronic system processing fee)	1,138.00
(f) All building work of value from \$100,001 up to \$150,000	1645.00 + 155.00 (electronic system processing fee)	1,746.00
(g) All building work of value from \$150,001 up to \$500,000	2165.00 + 160.00 (electronic system processing fee)	2,298.00
(h) All building work of value from \$500,001 up to \$1,000,000	2579.00 + 160.00 (electronic system processing fee)	2,737.00
(i) Buildings over \$1,000,000 in value, add \$120 for every \$100,000 over \$1,000,000	3152.00 + 160.00 (electronic system processing fee)	3,345.00
(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.	1464.00 + \$50.00 (electronic system processing fee)	1554.00
<b>Accreditation Levy - Building Act 2004, Sections 215 &amp; 219</b>		
All consents	85.00	90.00
<b>Scanning and Storage of Building Consents and Documents - Building Act 2004, Section 219</b>		
All consents	64.00	68.00
<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.	175.00	190.00

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
Application for extension of time to apply for a Code Compliance Certificate	155.00	174.00
<b>Compliance Schedules &amp; Building Warrant of Fitness Building Act 2004, Sections 100, 108 &amp; 219</b>		
Issue of a new Compliance Schedule	223.00	237.00
Annual inspection of buildings with specified systems	223.00	313.00
Where a building fails its annual compliance audit, a re-inspection fee will apply at standard inspection rates.	186.00	272.00
Amendment to Compliance Schedule	96.00	102.00
Annual receipt of building warrant of fitness (where an inspection did not take place)	90.00	102.00
<b>Resiting</b>		
Resiting report	138.00	147.00
Officers' hourly charge out rate (outside the district only)	Building Control - Officers' hourly charge out rate (outside the District only)	Building Control - Officers' hourly charge out rate (outside the District only)
Mileage (outside the district only)	corporate mileage	corporate mileage
<b>Application for Temporary Accommodation - Building Act 2004, Section 219</b>		
Available only while an applicant is building a dwelling	265.00	265.00
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)	186.00	186.00
<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	308.00	308.00
<b>Certificate of Acceptance - Building Act 2004, Section 96</b>		
Application fee (includes the cost of one inspection)	626.00	626.00
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>		

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
To issue a certificate for public use in respect of a building	190.00	214.00
Inspections to check compliance with conditions of the certificate	186.00	186.00
<b>Fencing of Swimming Pools - Fencing of Swimming Pools Act 1987</b>		
First inspection of pool fence to check compliance	96.00	102.00
Inspection fee for second and subsequent inspections if satisfactory progress is not made (per inspection)	175.00	186.00
<b>Certificates - Building Act 2004, Sections 71, 77, 78(1) &amp; 219</b>		
Section 71 Certificate – preparation, signing and registration of certificates	499.00	499.00
Section 75 Certificate – preparation, signing and registration	552.00	552.00
Removal of entry under section 78(1) of the Building Act	255.00	255.00
<b>Amendments</b>		
Processing charge is based on the review Officers' and administration standard hours rates	Officers' hourly charge our rate	Officers' hourly charge our rate
<b>Notice to Fix - Building Act 2004, Section 164</b>		
To issue and serve	260.00	260.00
Inspections to check compliance with conditions of Notice to Fix – includes legal advice	186.00	197.00
<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 1 of the Regulations	Fees as prescribed in Schedule 1 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
Record of Title and ordering documents through Land Information New Zealand (LINZ)	60.00	60.00
<b>Amusement devices - Amusement Devices Regulations 1978: Regulation 11 Approval to Operate</b>		
One device for up to 7 days	11.50	11.50
Additional device for up to 7 days	2.30	2.30
Each device for every 7 days	1.15	1.15

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
BRANZ Levy	For every building consent with an estimated value of 20,000 and over, 1.00 per 1,000 is payable	For every building consent with an estimated value of 20,000 and over, 1.00 per 1,000 is payable
MBIE Levy	For every building consent with an estimated value of 20,444 and over, 1.75 per 1,000 is payable.	For every building consent with an estimated value of 65,000 and over, 1.75 per 1,000 is payable
Building Consent Exemptions	77.00	154.00
<b>Historic Applications</b>		
Historic Review	85.00	149.00.
Inspection	186.00	197.00
<b>Application for works over or adjacent to water assets</b>		
Works over application fee	554.00	\$568.00
Works over processing fee	380.00	\$390.00

## 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 including notification costs
- Research
- Technical advice
- Preparation of reports to meet the requirements of the Resource Management Act (RMA)
- Processing of the plan change in accordance with the First Schedule of the RMA
- Hearing administration and commissioner costs
- Legal costs.

A deposit is required prior to processing. Any charges above those covered by the deposit will be invoiced periodically.

## 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 2023/2024 (\$)	Charge 2024/2025 (\$)
<b>District Plan</b>		
Costs to consider and process a Private Plan Change request where fixed charge is inadequate	Charged on a cost recovery basis	Charged on a cost recovery basis
Initial deposit to consider and process a Private Plan Change (fixed charge)	11,400.00	11,400.00
Further deposit to consider and process a Private Plan Change (fixed charge)	11,400.00	11,400.00

## Development Agreements

This fee is based on reasonable costs for large scale development, requiring management and coordination of a project team to assess activities. This differs from development contribution agreements.

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
Cost of entering a development agreement	Any reasonable cost incurred by the Council in the production of a development agreement will be borne by the developer. Costs will range and may include engineering advice, legal advice, and drafting fee.	
Plus actual and reasonable costs where necessary		

## Resource Management

### Planning and Planning Information

These fees and charges are set by various sections of the Resource Management Act (RMA) 1991, the COVID-19 Recovery (Fast Track Consenting Act) 2020, Natural and Built Environment Act 2023, 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 meeting notes, 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, 36AAA and 36AAB 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, 36AAA and 36AAB 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 36AAB 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 payment of charges have been cleared. Unless stated as a set fee, all fees are lodgement fees and are subject to additional charges.

## **Additional charges**

Where a lodgement fee is in any 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 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 and 36AAA of the RMA which is more than 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 36AAB of the RMA.

## **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 whole community.

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 36AAB 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 stated as a set fee.

Description	Charge 2023/24 (\$)	Charge 2024/25 (\$)
<b>Pre-Application Advice</b>		
Pre-application advice and meeting deposit, with remainder costs then charged at actual and reasonable.	400.00	600.00
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
<b>Applications for Land Use Consent – Non-notified Applications</b>		
Major Note: if you are unsure whether this deposit is applicable, please discuss with a member of the Planning team before submitting your application.	3,700.00	3,800.00
Minor - e.g.: Development control and performance standards infringements including Dependent person dwellings/minor residential units, minor earthworks, and re-sited buildings. Note: if you are unsure whether this deposit is applicable, please discuss with a member of the Planning team before submitting your application.	2,100.00	2,200.00
<del>Resites include bond preparation and monitoring</del>	<del>2,100.00</del>	Service no longer provided
Earthworks in the Hauraki Gulf Catchment Area - set fee (Monitoring Fee to be added)	550.00	580.00
Exemption for Temporary or Marginal Boundary Activities - set fee	550.00	600.00
Permitted Boundary Activities - set fee	470.00	550.00
Fast Track Consents as prescribed in Section 87AAC of the RMA	2,100.00	2,300.00
Planning Certificate - Sale and Supply of Alcohol Act 2012 - set fee	450.00	550.00

Description	Charge 2023/24 (\$)	Charge 2024/25 (\$)
Section 127-132 – change, cancel or review conditions of consent	1,900.00	2,000.00
Section 125 - Extension of Time	1,700.00	1,700.00
Certificates of compliance and existing use certificates - section 139 & 139A	2,500.00	2,600.00
<b>Applications for Subdivision Consent – Non-notified Applications</b>		
1 - 4 Lot subdivision & Boundary Adjustments/ Relocation	3,500.00	3,800.00
5 - 10 Lot Subdivision, including Transferrable Lots/Environmental Lots, Conservation Lots.	5,500.00	5,800.00
> 10 Lots + additional \$ charge per lot over 10 lots	5,500.00 + 130 per lot in excess of 10	5,800.00 + 140 per lot in excess of 10
<del>Transferrable Lots/Environmental Lots, Conservation Lots</del>	<del>4,500.00</del>	Combined with another change
Section 226 Subdivision - Report and Decision	2,500.00	2,600.00
Section 127 Change or cancel conditions of consent	1,900.00	2,000.00
Section 128-132 – Review conditions of consent	3,700.00	3,800.00
Section 125 - Extension of Time	1,900.00	1,500.00
Cross Lease Subdivision Amendment	2,000.00	2,000.00
Easement approvals - LGA Section 348 - decision and report	1,500.00	1500.00
Revocation of easements - report and decision only – section 243	1,200.00	1300.00
Change or cancel consent notice Section 221 report and decision only	2,000.00	2,000.00
Cancellation of amalgamation conditions - section 241 report and decision only where a full subdivision consent is not required	1,200.00	1,200.00
<b>Non-notified Applications Regarding Requirements for Designation and Heritage Orders - Resource Management Act 1991 unless otherwise stated</b>		
Requirements for designation	4,500.00	4,600.00
Requirements for alteration to a designation - Section 181 (2)	4,500.00	4,600.00
Requirements for alteration to a designation - Section 181 (3)	2,100.00	2,200.00
Requirements for removal of a designation - Section 182	2,100.00	2,200.00
Applications to determine that a designation should not lapse – sections 184(1)(b) & 2(b)	2,100.00	2,100.00
Requirements for heritage orders	2,100.00	2,200.00



Description	Charge 2023/24 (\$)	Charge 2024/25 (\$)
Requirements for the removal of heritage orders	2,100.00	2,200.00
Outline plans – Section 176A	2,100.00	2,200.00
Request to Waiver of requirement for outline plan - section 176A (2)	520.00	600.00
<b>Limited Notified and Full Notified Application for Subdivision, Landuse Consent, Designations and Heritage Orders</b>		
Limited Notification	9,000.00	9,100.00
Public Notification	11,000.00	11,100.00
Prehearing Meetings	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, solicitors, secretariat and administration.	Actual and reasonable costs	Actual and reasonable costs
Hearing by external Commissioners	Actual costs to hear and determine application – to be charged to the applicant	Actual costs to hear and determine application – to be charged to the applicant
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
Where applicants cancel, withdraw or postpone a 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

Description	Charge 2023/24 (\$)	Charge 2024/25 (\$)
<del>Where applicants do not give at least 48 hours written notice of a request for cancellation, withdrawal or postponement of a schedule hearing</del>	<del>The Council reserves the right to charge the applicant the actual costs incurred in preparing for the scheduled hearing</del>	Updated as above
<b>Actions Related to Engineering Approvals, 223, 224 and Compliance of Conditions on Subdivision</b>		
<del>Post Subdivision Start-up Meeting and Preconstruction of infrastructure site meeting</del>	<del>Actual costs + corporate mileage</del>	Service no longer provided
Section 223 Certificate Survey Plan approval - 1 - 4 Lots - set fee (note: resigns are charged at the same rate in addition to the original set fee already charged).	400.00	410.00
Section 223 Certificate Survey Plan approval 5 - 10 Lots - set fee (note: resigns are charged at the same rate in addition to the original set fee already charged).	450.00	460.00
Section 223 Certificate Survey Plan approval > 10 Lots - set fee plus additional charge per lot over 10 lots (note: resigns are charged at the same rate in addition to the original set fee already charged).	650.00 + \$16 per lot over 10 lots	660.00 + \$18 per lot over 10 lots
Engineering plan approvals	1,000.00 + Actual costs + corporate mileage	1100.00 + Actual costs + corporate mileage
Management of Clearance process including checking conditions of consent in preparation for Section 223 and Section 224 Certificates (includes on-site meetings and inspections).	-	Actual costs + corporate mileage
<del>Clearance Checks of conditions in preparation for Section 224 Certificate</del>	<del>Actual costs + corporate mileage</del>	Wording updated as above to cover pre 223 conditions and queries.
Section 348 (LGA) certificate, 224(f) Certificate and Processing transferrable lots	Actual costs + corporate mileage	Actual costs + corporate mileage
Section 224 - LOL Certificate Approval - set fee (note: resigns are charged at same rate in addition to original set fee charged)	370.00	380.00
<del>Resign of Section 223 or 224 Certificate - set fee</del>	<del>350.00</del>	Service no longer provided
Fees for the creation of all new property files for each lot created during subdivision - to be paid at Clearance stage (set fee)	100.00	105.00
Update new lots with Hazards. The fee is a set fee charged per lot to be paid at Clearance stage	185.00	190.00

Description	Charge 2023/24 (\$)	Charge 2024/25 (\$)
Signing of 241 and 243 RMA Certificates and Unit Title Certificates when applied for separately.	500.00	587.00
Assign and supply RAPID property number at subdivision (per plate) - to be paid at clearance stage	75.00	80.00
Supply replacement RAPID property number plate	39.00	40.00
Assign Urban property number at subdivision (per number) - to be paid at clearance stage	30.00	35.00
Assign Urban/RAPID property number outside of Subdivision	Free of charge	Free of charge
Post Subdivision work, including any activities having to be undertaken after the issuing of s.224 certificate relating to such matters including but not limited to bonds and bond refunds for incomplete works and defects liability.	New charge	Actual costs + corporate mileage
<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		
Objections to Development Contributions (actual costs for commissioner/s Council staff and other support) (deposit)	520.00	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. 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)	890.00	890.00
Variation of bond, covenant, or consent notice (set fee)	600.00	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
Partial bond refunds – site inspections associated with partial refunds per site inspection	Admin Officers' hourly charge out rate	Admin Officers' hourly charge out rate
Preparation of consent notice (set fee)	750.00	750.00
Preparation of minor covenants or any variations thereto (set fee)	580.00	580.00
Discharge of bond, encumbrance instrument, cancellation of consent notice or covenant - partial or full (set fee)	400.00	400.00
Surrender of consent – legal fee (set fee)	400.00	400.00
Preparation of easement instrument (set fee)	790.00	790.00

Description	Charge 2023/24 (\$)	Charge 2024/25 (\$)
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
<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.	3,000.00	3,100.00
The Council's policy determines that it may decide on a case-by-case basis to refund any fee paid if the Council upholds the objection in its entirety.		
Iwi consultation charge (set fee)	70.00	75.00
Record of Title and ordering documents through Land Information New Zealand (LINZ)	60.00	60.00
Preparation of any document or certificate for the purposes of Overseas Investment Office or for any such enactments or regulations (set fee)	600.00	600.00
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
Providing advice and comments in relation to partitions with Maaori Land Court.	New Charge	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
Administration fee for the processing of non- payment	Officers' hourly charge out rate + corporate mileage	Officers' hourly charge out rate + corporate mileage
<b>Fast track consenting pursuant to the COVID-19 Recovery (Fast Track Consenting Act) 2020 and the Natural and Built Environment Act 2023 or any other replacement Fast Track consenting legislation.</b>		Updated to cover new legislation
The recovery of actual and reasonable costs incurred by Local Authority as provided under the COVID-19 Recovery (Fast Track Consenting Act) 2020.	Recovery of actual and reasonable costs	Recovery of actual and reasonable costs

## Property Information Requests

Description	Charge 2023/2024 (\$)	Charge 2024/25 (\$)
<b>Information and Requests</b>		
General photocopying	Actual Costs	Actual Costs
Scanning and providing disks	Actual Costs	Actual Costs
Drainage plans	38.00	40.00
Building consents	38.00	38.00
Microfiche	38.00	40.00
Resource Consents	38.00	40.00
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

## 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 2023/2024 (\$)	Charge 2024/2025 (\$)
<b>Land Information Memorandum (LIM) Services</b>		
Electronic Standard LIM (10 Working Days)	-	350.00
<del>Urban/New Residential</del>	<del>295.00</del>	These charges are now combined into the charge above.
<del>Rural/Coastal/Pa Zone/Country Living</del>	<del>415.00</del>	
Electronic Urgent LIM (5 Working Days) Note: Council is unable to provide urgent LIMs for Commercial and Industrial Activities.	295.00 + 140 Urgent Fee (Urban/New Residential)  415.00 + 140.00 (Rural/Coastal/Pa Zone/Country Living)	500.00 (fee structure has been updated to reflect changes above)
Electronic Commercial/Industrial Activity LIM (10 Working Days) Note: No Urgent Service Available.	585.00	595.00
Courier Fee	9.00	9.50
Record of Title and ordering documents through Land Information New Zealand (LINZ)	60.00	60.00
Cancellation Fee	64.00	60.00

## Environmental Health and Alcohol Licensing

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
<b>Food businesses operating under the Food Act 2014</b>		

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
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.	400.00	400.00
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	175.00	175.00
Processing an application for a significant amendment to a Food Control Plan under section 45 of the Act	230.00	230.00
Processing notification of a significant change in circumstances to a Food Control Plan under section 51 of the Act	175.00	175.00
Processing mandatory suspension of a Food Control Plan under section 62 of the Act	175.00	175.00
Processing voluntary suspension of a Food Control Plan under section 64 of the Act	175.00	175.00
Application for registration of a National Programme (Section 86, Food Act 2014)	295.00	295.00
Renewal of registration of National Programme in accordance with Part 2 of Schedule 4 of the Act before the expiry of the current registration	175.00	175.00
Processing notification of a significant change in circumstances to a National Programme under section 81 of the Act	175.00	175.00
Processing mandatory suspension of a National Programme under section 90 of the Act	175.00	175.00
Processing voluntary suspension of a National Programme under section 92 of the Act	175.00	175.00
Adding additional food business to a current registration	48.00	48.00
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 and report preparation. Applies to scheduled and unscheduled verifications. A base rate will apply and any time over 3.5 hours required will be charged on a ¼ hourly basis of this fee.	631.42	631.00
Termination of verification due to failure of the operator to facilitate the verification	120.00	120.00
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 – at the following hourly rate.	180.40	180.00
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.	180.40	180.40
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.	180.40	180.40

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
Processing application for review of decision under section 355 of the Act	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	295.00	295.00
Renewal of registration - covers the cost of annual inspection of the premises	197.00	197.00
<b>Registration of Camping Grounds (Health (Camping Grounds) Regulations 1985)</b>		
Initial registration - covers costs consultation and advice, administrative costs of setting the premises in the database and a pre-registration inspection	330.00	330.00
Renewal of registration - covers the cost of annual inspection of the premises	228.00	228.00
<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	295.00	295.00
Renewal of registration - covers the cost of annual inspection of the premises	228.00	228.00
<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.	295.00	295.00
Renewal of registration – covers the cost of annual inspection of the premises	197.00	197.00
Premises with no mortuary – initial registration	101.00	101.00
Renewal of registration – covers the cost of maintaining a register of funeral directors in accordance with the Health (Burial) Regulations 1946	101.00	101.00
<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.	101.00	101.00
<b>Additional Inspections</b>		
Premises which, during 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	313.00	313.00
<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.	122.00	122.00
<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

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
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
<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.	303.00	303.00

## 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 2023/2024 (\$)	Charge 2024/2025 (\$)
Alcohol Licence Application Fees (Inclusive of GST)		
<b>Fee Category Premises</b>		
<b>Very Low</b>		
Total	368.00	368.00
Waikato District Council	350.75	350.75
ARLA	17.25	17.25
<b>Low</b>		
Total	609.50	609.50
Waikato District Council	575.00	575.00
ARLA	34.50	34.50
<b>Medium</b>		
Total	816.50	816.50
Waikato District Council	764.75	764.75
ARLA	51.75	51.75
<b>High</b>		
Total	1,023.50	1,023.50
Waikato District Council	937.25	937.25
ARLA	86.25	86.25
<b>Very High</b>		
Total	1,437.50	1,437.50
Waikato District Council	1,265.00	1,265.00
ARLA	172.50	172.50
<b>Special Licence</b>		
Class 1 - Waikato District Council	575.00	575.00
Class 2 - Waikato District Council	207.00	207.00
Class 3 - Waikato District Council	63.25	63.25



Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
<b>Manager's Certificate/Renewal</b>		
Total	316.25	316.25
Waikato District Council	287.50	287.50
ARLA	28.75	28.75
<b>Other Liquor Charges</b>		
Temporary Authority -Waikato District Council	296.70	296.70
Temporary Licence - Waikato District Council	296.70	296.70
Permanent Club Charter - Waikato District Council	632.50	632.50
Extract from Register - Waikato District Council	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>Annual Fee Category Premises</b>		
<b>Very Low</b>		
Total	161.00	161.00
Waikato District Council	143.75	143.75
ARLA	17.25	17.25
<b>Low</b>		
Total	391.00	391.00
Waikato District Council	356.50	356.50
ARLA	34.50	34.50
<b>Medium</b>		
Total	632.50	632.50
Waikato District Council	580.75	580.75
ARLA	51.75	51.75
<b>High</b>		
Total	1,035.00	1,035.00
Waikato District Council	948.75	948.75
ARLA	86.25	86.25
<b>Very High</b>		
Total	1,437.50	1,437.50
Waikato District Council	1,265.00	1,265.00
ARLA	172.50	172.50
<b>Hazardous Activities and Industry List (HAIL)</b>		
These supply specific information in determining if a potentially contaminating activity has occurred on a property	152.00	152.00
Costs associated with the placement of a public notice notifying of an application for a new alcohol licence.	93.00	93.00

## 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 2023/2024 (\$)	Charge 2024/2025 (\$)
<b>Monitoring and Enforcement</b>		
There will be a charge for every land use consent relating to the monitoring and associated administration costs of the consent		
<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.	350.00	350.00
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	850.00	850.00
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
<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 based on Officers' hourly charge out rate + corporate mileage	Actual and reasonable costs based on Officers' hourly charge out rate + corporate mileage
<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
Contravention of an abatement notice – not under section 322(1)(c) and section 338(1)(c)	750.00	750.00
Failure to supply information to an enforcement officer – s.338(2)(c)	300.00	300.00
Administration fee for the administration of any non- payment (GST applicable)	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
<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	Actual and reasonable costs based on Officers' hourly charge out rate + corporate

## 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 2023/2024 (\$)	Charge 2023/2024 (\$)
<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's Traffic Bylaw 2023, 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
Over 30 minutes but no more than 1 hour	15.00	15.00
Over 1 hour but no more than 2 hours	21.00	21.00
Over 2 hours but no more than 4 hours	30.00	30.00
Over 4 hours but no more than 6 hours	42.00	42.00
Over 6 hours	57.00	57.00
<b>Other Parking Offences</b>		
Parking on a flush median	40.00	40.00
Failed to display a permit	40.00	40.00
No evidence of current vehicle inspection - private	200.00	200.00
Operated a unlicensed motor vehicle - parked vehicle	200.00	200.00
Inconsiderate parking	60.00	60.00
Parking in a reserved mobility space	150.00	150.00
Any other parking offence in breach of the Waikato District	40.00	40.00
Other breaches (other than parking breaches) of the Waikato	35.00	35.00
<b>Parking Charges</b>		
General parking	Free of charge	Free of charge
Parking permit for designated spaces	380.00	380.00
<b>Towage Fees - Transport (Tow Fees) Notice 2004</b> Towage of more than 10km from other urban areas may incur and extra charge.		
Vehicle 3,500kg or less (gross) – 7am to 6pm Monday to Friday	52.50	52.50
Other times	70.00	70.00
Vehicle more than 3,500kg (gross) – 7am to 6pm Monday to	130.00	130.00
Other times	200.00	200.00

# Service Delivery

## Roading

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
<b>Road Safety</b>		
Application to erect a bus shelter on a road reserve	Free of charge	Free of charge
Livestock crossing, moving or droving permit application	Free of charge	Free of charge
Permanent livestock crossing 1 <sup>st</sup> application	250.00	250.00
Permanent livestock crossing biannual/annual checks	150.00	150.00
Overweight permit - valid up to 24 months (includes shorter duration permits)	225.00	150.00
<b>Monitoring &amp; Inspection</b>		
New stock crossing - Installation of posts, signs & cones	1,250.00	1,250.00
Stock crossings - dealing with non-compliance of stock crossing	150.00	150.00
Memorandum of encumbrance for stock underpass	850.00	850.00
Two-yearly structural inspection of stock underpass	300.00	300.00
<b>Corridor Maintenance</b>		
Corridor Access Request (CAR) - includes first inspection		
Minor Works - Excavation	235.00	250.00
Minor Works – Non excavation	250.00	250.00
Projects	380.00	550.00
Events	See road closure section below	See road closure section below
Second and subsequent inspections	192.00	250.00
Penalty for non-conformance audit result	350.00	350.00
Penalty for no TMP	450.00	450.00
Penalty for non-notification	854.00	250.00
<b>Vehicle Entranceways</b>		
Application – includes inspection plus mileage cost	300.00	300.00
Penalty for Vehicle entranceway no application	500.00	500.00
<b>Events</b>		
Temporary road closure permit application:		
Road closures for motor sports events.	650.00	650.00
Road closures for sport and other non-community events	125.00	250.00
Road closures for community events	Free of charge	Free of Charge
Street/footpath damage	Actual cost	Actual Cost
<b>Network Development and Maintenance</b>		
Road Naming Process Single site includes sign	500.00	950.00
Road Naming Process for ROW or PVT road Single site includes	500.00	950.00
Road Naming up to 5 streets	800.00	1,450.00
Road Naming 5 streets and over	1200.00	1,900.00
<b>Motor Rallies</b>		
Bond - sealed roads (per road - maximum 50,000)	5,000.00	5,000.00
Bond - unsealed roads (per km - maximum 65,000)	5,000.00	5,000.00

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
Repair to road and structures	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
<b>Temporary Fences on Formed Roads</b>		
Application	Actual cost	Actual Cost
First inspection	Actual cost	Actual Cost
More than one inspection	182.00	250.00
<b>Road Reserve</b>		
Utility installation	1,000 minimum as negotiated	2,000 minimum as negotiated

## Rubbish and Recycling Services

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
<b>Wheelie Bins and Crates</b>		
Tuakau wheelie bin replacement	55.00	58.00
Tuakau wheelie bin delivery (per dwelling)	15.00	16.20
Replacement recycling crates	22.00	23.00
<b>Refuse Prepaid Stickers and Tags</b>		
Wheelie bin tag	3.00	3.00
Bag sticker	1.50	1.50
Roll of 100 wheelie bin tags	287.50	300.00
Roll of 200 bag stickers	287.50	300.00
<b>Pro rata Charge</b> Any eligible property that is built and occupied after rates are struck on 1 July that wishes to receive waste services will be required to pay a charge for the number of months it receives the service until the next year's rates strike.		
July	213.00	234.00
August	194.00	213.00
September	174.00	192.00
October	155.00	170.00
November	135.00	149.00
December	116.00	128.00
January	97.00	106.00
February	77.00	85.00
March	58.00	64.00
April	39.00	43.00
May	19.00	21.00

# 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 Regional Infrastructure Technical Specification.

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 for approval to connect. Non-standard type connections such as industrial and commercial should be referred to the Council for an estimate of cost. All fees are for standard residential urban or rural water supply connections as detailed in the Regional Infrastructure Technical Specification.

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.

### 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 later.

### 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.

### Service connection and authorisation fee

These fees recover the costs of connections to infrastructure from those undertaking development in Pookeno and Tuakau.

### Water drawn from tanker filling stations

Registered tanker water suppliers with a current permit are able to draw water from Council dedicated water tanker filling stations, on payment of an annual fee and registration completed with Council or Watercare. Suppliers will be charged on the amount of water drawn from the filling station. The use of standpipes and hydrants is prohibited.

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
<b>Water Connection &amp; Disconnection</b>		
20mm urban residential/rural metered	1,682.10	1,724.16
20mm urban residential/rural metered State Highways	3,027.14	3,102.82

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
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 owner cost	At owner cost
Disconnection from water supply – rural reticulated schemes only	259.53	266.02
Disconnection from water supply upon removal or demolition of a building	163.69	167.78
<b>Pookeno and Tuakau Service Connection and Authorisation Fee</b>	3,110.00	3,421.00
<b>Backflow Preventor Testing</b>		
Testing Backflow Preventor 20 MM	90.51	\$92.77
Repair Backflow Preventor 20 MM	207.36	\$212.54
Above 20mm and commercial (in all areas all costs and management are borne by the property owner/contractors, this includes repairs and should be done to the Councils standards)	At owner cost	At owner cost
<b>Capital Contribution</b>		
Te Ohaaki (Capital contribution additional to boundary connection costs)	20,859.00	20,859.00
<b>Water Meter Reading</b>		
Final or special water meter reading – minimum 10 working days' notice required	114.52	117.38
<b>Water Drawn from Tanker Filling Stations</b>		
Annual permit to draw water from tanker filling stations - mandatory	98.00	100.45
Charge by kilo litre (m3) by permit holders only	3.59	3.68
Water illegally drawn from tanker filling stations or other connections will be charged at twice the permit holder charge by kilo rate.	7.18	7.36
<b>Flow Restrictor</b>		
Temporary removal and reinstallation	164.76	168.88
After hours removal – outside the hours of 8am to 4.30pm Monday to Friday	329.53	337.77

### 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 2023/2024 (\$)	Charge 2024/2025 (\$)
District-wide	2.27	2.36

# 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 Regional Infrastructure Technical Specification 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.

### Service connection and authorisation fee

These fees recover the costs of connections to infrastructure from those undertaking development in Pookeno and Tuakau.

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
<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
<b>Pookeno and Tuakau Service Connection and Authorisation Fee</b>	4,684.00	5,152.00
<b>Capital Contribution (capital contribution additional to boundary connection costs)</b>		
Rangiriri – for scheme installed in 2008	4,849.00	4,849.00
Taupiri – for scheme installed in 2007	4,364.00	4,364.00
Meremere	1,467.00	1,467.00
Pookeno	26,581.00	26,581.00
Tauwhare Pa	8,751.00	8,751.00
Te Ohaki Road	3,316.00	3,316.00
Whaanga Coast	26,740.00	26,740.00
<b>Disconnection Fee</b>		
House removal or demolition	384.45	394.06
<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	629.00	718.00
August	572.00	653.00
September	515.00	587.00
October	457.00	522.00
November	400.00	457.00
December	343.00	392.00
January	286.00	326.00
February	229.00	261.00



Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
March	172.00	196.00
April	114.00	131.00
May	57.00	65.00

## Disposal

Description	Charge 2023/2024 (\$)	Charge 2023/2024 (\$)
<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	Price on application	Price on application

## 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.

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
<b>Disposal of Septic Tank Cleanings</b>		
Huntly wastewater septage facility disposal volume \$ per m3	79.69	81.68
<b>Application Fees</b>		
Permitted/Controlled Discharge (including final inspection)	225.09	230.72
Conditional Consent (covering 5 hours work including final inspection)	417.37	427.80
Hourly rate for applications	118.59	121.55
Temporary Discharge (including final inspection)	225.09	230.72
Renewal Fee for Trade Waste Consents	110.53	113.30
Variation/Change of Details Request	59.88	61.37
<b>Site Inspection Fees</b>		
Permitted/Controlled Discharge - final inspection (approval to discharge) - additional inspection	158.88	162.86
Conditional Consent - final inspection (approval to discharge) - additional inspection	251.57	257.86
Temporary discharge - final inspection (approval to discharge) - additional inspection	251.57	257.86
Site Inspection - Non-compliance	251.57	257.86
<b>Annual Charges</b>		
Permitted/controlled discharge	225.09	230.72
Conditional discharge - Risk Class 3	1,761.01	1,805.03
Conditional discharge - Risk Class 2	1,006.29	1,031.45
Temporary discharge	225.09	230.72
Discharges to the Tuakau treatment plant	Refer to Watercare	Refer to Watercare

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
<b>Quantity Charge Rates for Conditional Discharge</b>		
<b>Tuakau and Pokeno</b>		
Daily flow volume - \$ per m3	1.07	1.10
Suspended solids treatment \$ per kg	1.99	2.04
Total kjeldahl nitrogen treatment \$ per kg	10.74	11.01
Chemical oxygen demand (COD) \$ per kg	0.89	0.91
<b>All Other Areas</b>		
Daily flow volume \$ per m3	1.38	1.41
Suspend solids treatment \$ per kg	0.93	0.95
Biochemical oxygen demand treatment \$ per kg	1.10	1.13
Total phosphorus \$ per kg	6.54	6.70
Total kjeldahl nitrogen treatment \$ per kg	1.06	1.08

## Regional Council Consent Transfers

Costs associated with the transfer of Regional Council Consents to Waikato District Council will be charged to the consent holder. The charges will be based on the hourly Staff charge out and mileage rates printed in this booklet.

Description	Charge 2023/2024 (\$)	Charge 2024/2025 (\$)
Pre-transfer inspection of infrastructure and associated works to assess compliance with Waikato Regional Council consent conditions.	Officer's hourly charge out rate + corporate mileage	Officer's hourly charge out rate + corporate mileage

## 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 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 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.

- 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.
- 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 additional half hour or part thereof.
- All other charges incurred will be at actual cost involved. The cost includes:
  - Producing a document using 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 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 2023/2024 (\$)	Rates 2024/2025 (\$)
<b>Service Delivery – Waters / Solid Waste</b>		
Waters Manager	336.00	341.00
Waters Engineer Manager	216.00	221.00
Water Reform Project Manager	209.00	214.00
Waste Services Manager	-	341.00
Waste Minimisation & Resource Recovery Officer	162.00	167.00
Waters Engineer Manager	174.00	179.00
<b>Service Delivery – Rooding</b>		
Transport Manager	230.00	235.00
Road Asset Engineer	191.00	196.00
Rooding Corridor Engineer	158.00	163.00
Rooding Project Manager	197.00	202.00
Network Corridor Controls Engineer	183.00	188.00
Surveyor	128.00	133.00
<b>Service Delivery – Parks and Facilities</b>		
Community Assets Manager	235.00	240.00
Facilities Team Leader	180.00	185.00
Facilities Asset Engineer	180.00	185.00
Open Spaces Team Leader	175.00	180.00

Position title	Rates 2023/2024 (\$)	Rates 2024/2025 (\$)
Ecological Planner	170.00	175.00
Reserves Planner	165.00	170.00
Maintenance and Contracts Officer	135.00	140.00
Arborist	135.00	140.00
Community Events & Venue Team Leader	151.00	156.00
Ecological Planner	200.00	205.00
Community Connections Manager	210.00	215.00
<b>Service Delivery - Property</b>		
Strategic Property Manager	221.00	226.00
Senior Property Advisor	152.00	157.00
Property Officer	130.00	135.00
<b>Customer Support</b>		
<b>Animal Control</b>		
Animal Control Team Leader	185.00	190.00
Senior Animal Control Officer	160.00	165.00
Animal Control Officer	125.00	130.00
Education and Engagement Officer	125.00	130.00
Pound Keeper	95.00	100.00
<b>Building Quality</b>		
Building Quality Manager	200.00	205.00
Senior Planning Review Officer	141.00	150.00
Building Inspectors Team Leader	165.00	170.00
Senior Building Inspector	160.00	165.00
Building Inspector	150.00	155.00
Building Review Officer	150.00	155.00
Planning Review Officer	140.00	145.00
Building Administration Team Leader	133.00	138.00
Building Administrator	125.00	130.00
<b>Consents</b>		
Consents Manager	230.00	235.00
Consents Team Leader	210.00	215.00
Development Engineer Team Leader	210.00	215.00
Principal Planner	210.00	215.00
Principal Land Development Engineer	210.00	215.00
Senior Planner	195.00	200.00
Senior Land Development Engineer	195.00	200.00
Intermediate Land Development Engineer	180.00	185.00

Position title	Rates 2023/2024 (\$)	Rates 2024/2025 (\$)
Intermediate Planner	180.00	185.00
Planner	170.00	175.00
Land Development Engineer	170.00	175.00
Consents Administration Team Leader	145.00	150.00
Senior Consents Administrator	135.00	140.00
Consents Administrator	125.00	130.00
Consents Development Liaison Officer	135.00	140.00
Land Hazard and Property Numbering Officer	135.00	140.00
Property Information Officer	125.00	130.00
<b>Customer Delivery</b>		
Customer Delivery Manager	195.00	200.00
Customer Delivery Team Leader	145.00	150.00
Customer Delivery Officer	105.00	110.00
<b>Community Safety</b>		
Community Safety Manager	227.00	232.00
Community Safety Support Team Leader	145.00	150.00
Community Safety Support Officer	120.00	125.00
<b>Environmental Health</b>		
Environmental Health Team Leader	185.00	190.00
Environmental Health Officer	160.00	165.00
Senior Environmental Health Officer	169.00	174.00
Senior Alcohol Licensing Inspector	130.00	135.00
Contaminated Land Specialist	180.00	185.00
<b>Monitoring</b>		
Monitoring Team Leader	185.00	190.00
Monitoring Officer	150.00	155.00
Compliance Officer	125.00	130.00
<b>Community Growth</b>		
<b>Resource Management Policy</b>		
Kaiwhakamaahere	168.00	173.00
District Plan Coordinator	137.00	142.00
Policy Planner	166.00	171.00
Resource Management Policy Manager	233.00	238.00
Senior Policy Planner	206.00	211.00
Principal Policy Planner	216.00	221.00
Programme Manager District Plan	147.00	152.00
<b>Strategic Planning</b>		

Position title	Rates 2023/2024 (\$)	Rates 2024/2025 (\$)
Strategic Planner	151.00	156.00
Senior Environmental Planner	182.00	187.00
Senior Strategic Planner	194.00	199.00
Strategic Planning Team Leader	215.00	220.00
<b>Economic and Community Development</b>		
Community Led Development Advisor	136.00	141.00
Economic Development Advisor	163.00	168.00
Economic & Community Development Manager	239.00	244.00
<b>Growth and Analytics</b>		
Growth Funding Team Leader	174.00	179.00
Growth Funding Officer	129.00	134.00
Principal Analyst	185.00	190.00
Infrastructure Development Manager	240.00	245.00
Growth and Analytics Manager	237.00	242.00
<b>Executive</b>		
<b>Legal</b>		
Legal Assistant	141.00	146.00
Solicitor	180.00	185.00
Senior Solicitor	214.00	219.00
Legal Counsel	252.00	257.00
<b>Chief Executive</b>		
Iwi and Community Partnership Advisor	124.00	129.00
Executive Assistant to the Mayor	133.00	138.00
Executive Assistant to the Chief Executive	139.00	144.00
Iwi and Community Partnerships Manager	235.00	240.00
Chief Executive	477.00	482.00
Chief Financial Officer	328.00	333.00
General Manager	375.00	380.00
Chief Information Officer	363.00	368.00
Projects and Innovation Manager	328.00	333.00
People and Capability Manager	278.00	283.00
Communications, Marketing and Engagement Manager	269.00	274.00
Zero Harm Manager	224.00	229.00
Executive Assistant	139.00	144.00
<b>Finance</b>		
Finance Manager	243.00	248.00
Finance Team Leader	183.00	188.00

Position title	Rates 2023/2024 (\$)	Rates 2024/2025 (\$)
Management Accountants	157.00	162.00
<b>Enterprise Project Management Office</b>		
Resilience Manager	-	227.00
Business Change Manager	-	205.00
Senior Auditor and Risk Assurance Advisor	-	205.00
Business Improvement Specialist	-	205.00
Business Analyst	-	205.00
Emergency Management Advisor	-	139.00
<b>Organisational Planning and Project Support</b>		
Infrastructure Portfolio Manager	-	249.00
Organisational Delivery Manager	-	227.00
Technical Delivery Manager	-	227.00
Senior Project Manager	-	205.00
Infrastructure Senior Project Manager	-	205.00
Contracts Team Leader, Programme Delivery	205.00	210.00
Infrastructure Portfolio Team Leader	205.00	210.00
Project Manager	197.00	202.00
Infrastructure Project Manager	197.00	202.00
Project Engineer	174.00	179.00
Road Design Engineer	172.00	177.00
Planning and Reporting Advisor	129.00	139.00

### Mileage Charge-out Rates

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