



**Far North
District Council**



Te Kaunihera o Tai Tokerau ki te Raki

AGENDA

Extraordinary Council Meeting

Wednesday, 15 June 2022

Time: 10:30am

Location: Council Chamber, Kaikohe

Membership:

Mayor John Carter - Chairperson
Cr Ann Court
Cr David Clendon
Cr Dave Collard
Cr Felicity Foy
Cr Mate Radich
Cr Rachel Smith
Cr Kelly Stratford
Cr Moko Tepania
Cr John Vujcich

COUNCIL MEMBERS REGISTER OF INTERESTS

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Hon Mayor John Carter QSO	Board Member of the Local Government Protection Programme	Board Member of the Local Government Protection Program		
	Carter Family Trust			
Deputy Mayor Ann Court	Waipapa Business Association	Member		Case by case
	Warren Pattinson Limited	Shareholder	Building company. FNDC is a regulator and enforcer	Case by case
	Kerikeri Irrigation	Supplies my water		No
	District Licensing	N/A	N/A	N/A
	Ann Court Trust	Private	Private	N/A
	Waipapa Rotary	Honorary member	Potential community funding submitter	Declare interest and abstain from voting.
	Properties on Onekura Road, Waipapa	Owner Shareholder	Any proposed FNDC Capital works or policy change which may have a direct impact (positive/adverse)	Declare interest and abstain from voting.
	Property on Daroux Dr, Waipapa	Financial interest	Any proposed FNDC Capital works or policy change which may have a direct impact (positive/adverse)	Declare interest and abstain from voting.
	Flowers and gifts	Ratepayer 'Thankyou'	Bias/ Pre-determination?	Declare to Governance
	Coffee and food	Ratepayers sometimes 'shout' food and beverage	Bias or pre-determination	Case by case
	Staff	N/A	Suggestion of not being impartial or pre-determined!	Be professional, due diligence, weigh the evidence. Be thorough, thoughtful, considered impartial and balanced. Be fair.
	Warren Pattinson	My husband is a builder and may do work for Council staff		Case by case
Ann Court - Partner	Warren Pattinson Limited	Director	Building Company. FNDC is a regulator	Remain at arm's length
	Air NZ	Shareholder	None	None

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Warren Pattinson Limited	Builder	FNDC is the consent authority, regulator and enforcer.	Apply arm's length rules
	Property on Onekura Road, Waipapa	Owner	Any proposed FNDC capital work in the vicinity or rural plan change. Maybe a link to policy development.	Would not submit. Rest on a case by case basis.
David Clendon	Chairperson – He Waka Eke Noa Charitable Trust	None		Declare if any issue arises
	Member of Vision Kerikeri	None		Declare if any issue arises
	Joint owner of family home in Kerikeri	Hall Road, Kerikeri		
David Clendon – Partner	Resident Shareholder on Kerikeri Irrigation			
David Collard	Snapper Bonanza 2011 Limited	45% Shareholder and Director		
	Trustee of Te Ahu Charitable Trust	Council delegate to this board		
Felicity Foy	Flick Trustee Ltd	I am the director of this company that is the company trustee of Flick Family Trust that owns properties Seaview Road – Cable Bay, and Allen Bell Drive - Kaitaia.		
	Elbury Holdings Limited	This company is directed by my parents Fiona and Kevin King.	This company owns several dairy and beef farms, and also dwellings on these farms. The Farms and dwellings are located in the Far North at Kaimaumau, Bird Road/Sandhills Rd, Wireless Road/ Puckey Road/Bell Road, the Awanui Straight and Allen Bell Drive.	
	Foy Farms Partnership	Owner and partner in Foy Farms - a farm on Church Road, Kaingaroa		
	Foy Farms Rentals	Owner and rental manager of Foy Farms Rentals for 7 dwellings on Church Road,		

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
		Kaingaroa and 2 dwellings on Allen Bell Drive, Kaitaia, and 1 property on North Road, Kaitaia, one title contains a cell phone tower.		
	King Family Trust	This trust owns several titles/properties at Cable Bay, Seaview Rd/State Highway 10 and Ahipara - Panorama Lane.	These trusts own properties in the Far North.	
	112 Commerce Street Holdings Ltd	Owner of commercial property in Commerce Street Kaitaia.		
	Foy Property Management Ltd	Owner of company that manages properties owned by Foy Farms Rentals and Flick Family Trust.		
	Previous employment at FNDC 2007-16	I consider the staff members at FNDC to be my friends		
	Shareholder of Coastline Plumbing NZ Limited			
Felicity Foy - Partner	Director of Coastal Plumbing NZ Limited			
	Friends with some FNDC employees			
Mate Radich	No form received			
Rachel Smith	Friends of Rolands Wood Charitable Trust	Trustee		
	Mid North Family Support	Trustee		
	Property Owner	Kerikeri		
	Friends who work at Far North District Council			
	Kerikeri Cruising Club	Subscription Member		
	Vision Kerikeri	Financial Member		
Rachel Smith (Partner)	Property Owner	Kerikeri		
	Friends who work at Far North District Council			
	Kerikeri Cruising Club	Subscription Member and Treasurer		
	Vision Kerikeri	Financial Member		
	Town and General Groundcare Limited	Director, Shareholder		
Kelly Stratford	KS Bookkeeping and Administration	Business Owner, provides book keeping, administration and development of environmental management plans	None perceived	Step aside from decisions that arise, that may have conflicts

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Waikare Marae Trustees	Trustee	Maybe perceived conflicts	Case by case basis
	Bay of Islands College	Parent Elected Trustee	None perceived	If there was a conflict, I will step aside from decision making
	Karetu School	Parent Elected Trustee	None perceived	If there was a conflict, I will step aside from decision making
	Māori title land – Moerewa and Waikare	Beneficiary and husband is a shareholder	None perceived	If there was a conflict, I will step aside from decision making
	Sister is employed by Far North District Council			Will not discuss work/governance matters that are confidential
	Gifts - food and beverages	Residents and ratepayers may 'shout' food and beverage	Perceived bias or predetermination	Case by case basis
	Taumarere Counselling Services	Advisory Board Member	May be perceived conflicts	Should conflict arise, step aside from voting
	Sport Northland	Board Member	May be perceived conflicts	Should conflict arise, step aside from voting
	He Puna Aroha Putea Whakapapa	Trustee	May be perceived conflicts	Should conflict arise, step aside from voting should they apply for funds
	Kawakawa Returned Services Association	Member	May be perceived conflicts	Should conflict arise, step aside from voting should they apply for funds
	Whangaroa Returned Services Association	Member	May be perceived conflicts	Should conflict arise, step aside from voting should they apply for funds
	National Emergency Management Advisor Committee	Member		Case by case basis
	Te Rūnanga ā Iwi o Ngāpuhi	Tribal affiliate member	As a descendent of Te Rūnanga ā Iwi o Ngāpuhi I could have a perceived conflict of interest in Te Rūnanga ā Iwi o Ngāpuhi Council relations	Declare a perceived conflict should there appear to be one

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Te Rūnanga ā Iwi o Ngāti Hine	Tribal affiliate member	Could have a perceived conflict of interest	Declare a perceived conflict should I determine there is a conflict
	Kawakawa Business and Community Association	Member		Will declare a perceived conflict should there appear to be one
Kelly Stratford - Partner	Chef and Barista	Opua Store	None perceived	
	Māori title land – Moerewa	Shareholder	None perceived	If there was a conflict of interest I would step aside from decision making
Moko Tepania	Teacher	Te Kura Kaupapa Māori o Kaikohe.	Potential Council funding that will benefit my place of employment.	Declare a perceived conflict
	Chairperson	Te Reo o Te Tai Tokerau Trust.	Potential Council funding for events that this trust runs.	Declare a perceived conflict
	Tribal Member	Te Rūnanga o Te Rarawa	As a descendent of Te Rarawa I could have a perceived conflict of interest in Te Rarawa Council relations.	Declare a perceived conflict
	Tribal Member	Te Rūnanga o Whaingaroa	As a descendent of Te Rūnanga o Whaingaroa I could have a perceived conflict of interest in Te Rūnanga o Whaingaroa Council relations.	Declare a perceived conflict
	Tribal Member	Kahukuraariki Trust Board	As a descendent of Kahukuraariki Trust Board I could have a perceived conflict of interest in Kahukuraariki Trust Board Council relations.	Declare a perceived conflict
	Tribal Member	Te Rūnanga ā-Iwi o Ngāpuhi	As a descendent of Te Rūnanga ā-Iwi o Ngāpuhi I could have a perceived conflict of interest in Te Rūnanga ā-Iwi o Ngāpuhi Council relations.	Declare a perceived conflict
John Vujcich	Board Member	Pioneer Village	Matters relating to funding and assets	Declare interest and abstain

Name	Responsibility Chairperson etc) (i.e.	Declaration of Interests	Nature Potential Interest of	Member's Proposed Management Plan
	Director	Waitukupata Forest Ltd	Potential for council activity to directly affect its assets	Declare interest and abstain
	Director	Rural Service Solutions Ltd	Matters where council regulatory function impact of company services	Declare interest and abstain
	Director	Kaikohe (Rau Marama) Community Trust	Potential funder	Declare interest and abstain
	Partner	MJ & EMJ Vujcich	Matters where council regulatory function impacts on partnership owned assets	Declare interest and abstain
	Member	Kaikohe Rotary Club	Potential funder, or impact on Rotary projects	Declare interest and abstain
	Member	New Zealand Institute of Directors	Potential provider of training to Council	Declare a Conflict of Interest
	Member	Institute of IT Professionals	Unlikely, but possible provider of services to Council	Declare a Conflict of Interest

Far North District Council
Extraordinary Council Meeting
will be held in the Council Chamber, Kaikohe on:
Wednesday 15 June 2022 at 10:30am

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1 KARAKIA TIMATANGA / OPENING PRAYER**2 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND DECLARATIONS OF INTEREST**

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Council and any private or other external interest they might have. This note is provided as a reminder to Members to review the matters on the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a Member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting or of the relevant item of business and refrain from participating in the discussion or voting on that item. If a Member thinks they may have a conflict of interest, they can seek advice from the Chief Executive Officer or the Team Leader Democracy Support (preferably before the meeting).

It is noted that while members can seek advice the final decision as to whether a conflict exists rests with the member.

3 NGĀ TONO KŌRERO / DEPUTATIONS

No requests for deputations were received at the time of the agenda going to print.

4 NGĀ KŌRERO A TE KOROMATUA / MAYORAL ANNOUNCEMENTS

5 REPORTS

5.1 TEMPORARY ROAD CLOSURE – FAR NORTH RALLY

File Number: A3706265

Author: Tania George, EA to GM - Infrastructure and Asset Management

Authoriser: Andy Finch, General Manager - Infrastructure and Asset Management

TAKE PŪRONGO / PURPOSE OF THE REPORT

The purpose of this paper is to gain approval for temporary road closures for the Copthorne Bay of Islands Far North Rally.

WHAKARĀPOOTO MATUA / EXECUTIVE SUMMARY

- The Copthorne Bay of Islands Far North Rally is planned to take place on Saturday 2nd July 2022.
- Temporary road closures are required to enable this event to take place.
- Under the Local Government Act 1974, Council approval is required for the temporary road closures.

TŪTOHUNGA / RECOMMENDATION

That Council:

- a) **approve the proposed temporary road closures for safe event operation during the Far North Rally on Saturday, 2nd July 2022.**

1) TĀHUHU KŌRERO / BACKGROUND

The Copthorne Bay of Islands Far North Rally has been successfully held previously. It could not be run in 2020 or 2021 due to Covid restrictions. There is an appetite from businesses in the Far North and particularly the Bay of Islands to see the event return.

Council has a long-standing relationship with the rally organisers, who have a good record of successful events with minimal damage to the road network.

It is usual for applicants for temporary road closures to put up a bond and insurance for damage to the network. For previous events the organisers have been granted an exemption. This arrangement will continue this year with any excessive damage, that would not reasonably be addressed by routine maintenance grading, being repaired by the Rally of New Zealand Club Inc.

The detail of the temporary road closures is provided in the attached report prepared by the Northland Transportation Alliance.

The NTA will undertake pre and post rally inspections of the roads being used to identify any damage caused by the rally (if any).

The rally organisers have confirmed that they are undertaking liaison with residents and Iwi.

The rally organisers have obtained a Motorsport permit which confirms that Public Liability insurance is in place.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

This event falls within **clause 11(e)** of Schedule 10 of the Local Government Act 1974. The Act provides the power for Council to approve temporary road closures for any exhibition, fair, show, market, concert, film-making, race or other sporting event, or public function. **Clause 12** of schedule

10 provides the ability (by Council discretion) to delegate the power of approval for temporary prohibition of traffic to any officer of the council **EXCEPT for the purpose of cl 11(e).**

Therefore, Council resolution is required to approve the temporary road closure to enable the rally to take place on Far North roads.

Public notices were advertised in local papers and no submissions were received.



Take Tūtohunga / Reason for the recommendation

To enable a temporary closure of several roads in the Far North to enable the Copthorne Bay of Islands Far North Rally to take place.

3) PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

There are no direct financial costs associated with the recommendation.

ĀPITIHINGA / ATTACHMENTS

1. Attachment 1 - NTA Agenda item Temporary Road Closure for Far North Rally - A3706276 [↓](#) 
2. Attachment 2 - Notice of Temporary Road Closures - Copthorne Bay of Islands Far North Rally - A3706277 [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Low significance
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	N/A
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	Local Relevance
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	Consultation as detailed in report
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	N/A
State the financial implications and where budgetary provisions have been made to support this decision.	N/A
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report



Meeting: FNDC Council

Name of item: Temporary Road Closure – Far North Rally

Author: NTA Reporting officer – Rachel Taylor / CAR Lead

Meeting Date: 7th June 2022

1 Purpose

The purpose of this paper is to gain approval for temporary road closures for the Copthorne Bay of Islands Far North Rally.

2 Recommendations

That Council:

- a) **Approve the proposed temporary road closures for safe event operation during the Far North Rally on Saturday, 2nd July 2022;**

3 Background

The Far North Rally has been based in Far North district since 1998. The rally travels through Kaeo, Taipa, Kaitia and Mangamuka in the Far North district. The following temporary road closures are proposed in Far North District on Saturday, 2nd July 2022 to facilitate safe operation of the event for participants, road users and residents:

Stage No. 1 – Waiare

- **Puketotara Road** from Number 732 to Waiare Rd
- **Waiare Rd** from Puketotara Rd to Upokorau Rd

Time of Closure: 6:30 – 11:00

Stage No. 2 – Kohumaru

- **Kohumaru Road** from Kenana Rd to Fern Flat Rd

Time of Closure: 8:00 – 12:00

Stage No. 3 – Duncan Loop

- **Taumata Road** – full length
- **Duncan Road** from Fisher Riley Rd to Fairburn Rd
- **Fairburn Road** from Duncan Rd to Fisher Riley Rd
- **Fisher Riley Road** – full length
- **Pekarau Road** from Duncan Rd to Russell Rd

Time of Closure: 8:30 – 13:00

Stage No. 4 – Church

- **Church Road** from Dykin Rd to 220 Church Rd

Time of Closure: 10:00 – 14:30

Stage No. 5 – Victoria Valley

- **Victoria Valley Road** – full length
- **Peria Valley Road** – full length

Time of Closure: 11:30 – 16:00



Stage No. 6 – Iwitaia

- **Fern Flat Road** – full length
- **Iwitaia Road** – full length

Time of Closure: 12:00 – 16:30

Stage No. 7 – Puketi

- **Puketi Road** from 38 Puketi Rd to Waiare Road
- **Puketotara Road** from Waiare Rd to both intersections with Mangakaretu Rd

Time of Closure: 13:00 – 17:30

Stage No. 8 – Oromahoe

- **McIntyres Road** from Oromahoe Rd to Whangae Rd
- **Whangae Road** – McIntyres Rd to Oromahoe Rd
- **Oromahoe Road** from Whangae Rd to 80 Oromahoe Road

Time of Closure: 14:00 – 18:30

4 Discussion

Public Notices of the proposed temporary road closures have been advertised in the Northern Advocate, Northern News and Bay Chronicle on 11 & 12 May 2022. Formal submissions and objections, if any, have until 3rd June to be received and will be provided at the Council meeting.

5 Summary

Application for temporary road closures for the safe event operation of the Copthorne Bay of Islands Far North Rally be accepted by the Council.

6 Report Approval

Approved by:

Calvin Thomas
NTA General Manager

4th May 2022.

Advertising proof

To: Jean	From: Elaine
Date: Amended 03/05/2022	Size: 20cm x 2col
Fuel job #: FND1950	Client ref. #:
Approve by: : 10am Friday, 6 May 2022	

This proof has been prepared based on our understanding of the instructions received. It is the client's responsibility to thoroughly check the accuracy of the advertisement content.



PUBLIC NOTICES



**Far North
District Council**



NOTICE OF TEMPORARY ROAD CLOSURES

Pursuant to the Transport (Vehicular Traffic Road Closure) Regulations 1965, the Far North District Council hereby gives notice of its intention to close the following roads to ordinary vehicular traffic from the dates and during the hours stated for the purpose of facilitating safe event operations during the Copthorne Bay of Islands Far North Rally:

Saturday 2nd July 2022

Stage No. 1 – Waiare
Puketotara Road from Number 732 to Waiare Road
Waiare Road from Puketotara Road to Upokorau Road
Time of Closure: 6:30 – 11:00

Stage No. 2 – Kohumaru
Kohumaru Road from Kenana Road to Fern Flat Road
Time of Closure: 8:00 – 12:00

Stage No. 3 – Duncan Loop
Taumata Road – full length
Duncan Road from Fisher Riley Road to Fairburn Road
Fairburn Road from Duncan Road to Fisher Riley Road
Fisher Riley Road – full length
Pekarau Road from Duncan Road to Russell Road
Time of Closure: 8:30 – 13:00

Stage No. 4 – Church
Church Road from Dykin Road to 220 Church Road
Time of Closure: 10:00 – 14:30

Stage No. 5 – Victoria Valley
Victoria Valley Road – full length
Peria Valley Road – full length
Time of Closure: 11:30 – 16:00

Stage No. 6 – Iwitaia
Fern Flat Road – full length
Iwitaia Road – full length
Time of Closure: 12:00 – 16:30

Stage No. 7 – Puketi
Puketi Road from 38 Puketi Road to Waiare Road
Puketotara Road from Waiare Road to both intersections with Mangakaretu Road
Time of Closure: 13:00 – 17:30

Stage No. 8 – Oromahoe
McIntyres Road from Oromahoe Road to Whangae Road
Whangae Road from McIntyres Road to Oromahoe Road
Oromahoe Road from Whangae Road to 80 Oromahoe Road
Time of Closure: 14:00 – 18:30

During the proposed period of closure, alternative provision will be made for ordinary vehicular traffic which would otherwise use the road.

Any persons wishing to submit on or object to the proposal are invited to do so from the date of publication of this notice. Submissions may be delivered to any Council office; or posted to Private Bag 752, Kaikohe 0440; or faxed to (09) 401 2137; or e-mailed to ask.us@fndc.govt.nz. Submissions should include your name, address, telephone number and e-mail address as appropriate.

Submissions close: Friday 3 June 2022

5.2 ADOPTION OF FEES AND CHARGES FOR 2022-23

File Number: A3717929

Author: Sheryl Gavin, Manager - Corporate Planning & Community Development

Authoriser: Darren Edwards, General Manager - Strategic Planning and Policy

TAKE PŪRONGO / PURPOSE OF THE REPORT

To adopt the schedule of fees and charges for the 2022/23 financial year.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Under the Local Government Act 2002 (the LGA) Council is required to adopt an annual schedule of fees and charges before the start of the financial year to which they apply.
- For the 2022/23 financial year increases are limited to the Local Government Cost Index (LGCI) inflation factor with several exceptions which have been consulted on and are discussed in this report.

TŪTOHUNGA / RECOMMENDATION

That Council adopt the Schedule of Fees and charges for 2022/23.

1) TĀHUHU KŌRERO / BACKGROUND

Council reviews and adjusts its fees and charges annually. Although many fees and charges may be set by Council resolution, without community consultation, under sections 12 and 150 of the LGA, some must follow a formal process that includes public consultation in accordance with section 83 (the Special Consultative Procedure or SCP) of the LGA.

In the review of fees and charges for the 2022/23 financial year, alterations were proposed to the resource consent payment process and fees. These fees can only be adopted following the SCP process.

Given that an SCP was required anyway, Council took the opportunity to ask the community for feedback on several other proposals that do not require consultation. These related to animal impound fees and cemetery fees, and the removal of the menacing/dangerous un-neutered dog registration fee category. After consultation closed several further staff-initiated proposals that had previously been overlooked were made to Councillors in a workshop setting. These are not significant changes and may be adopted without further community feedback. These changes are discussed in this report.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

In general, fees have been adjusted by inflation (LGCI) which is forecast at 2.3% for the 2022/23 financial year.

The following exceptions were proposed:

- Adjustments to Resource Consent fee structures relating predominantly to instalments charged on receipt of resource consent applications. The total cost of the application has not been increased, just the percentage of the total required as an instalment. Conversion of several fees to instalments were also proposed.
- Adjustments to animal management fees, including those for the registration of classified dangerous dogs, the removal of the after-hours impound fee with only the standard impound fee remaining in place, and increased daily handling fee for impounded animals to better reflect the actual cost of food and care.
- Adjustments to various cemetery fees, including increased burial plot and interment fees, in recognition of increasing labour and land costs.

These items were the subject of community engagement in March. 11 submissions were received. Public hearings did not proceed because no submitters requested the opportunity to be heard.

Council and staff agreed in a workshop on 12 May that Council could deliberate community feedback and adopt at the same Council meeting.

Attachment 1 summarises public feedback.

After consultation closed several staff-initiated proposals that were previously overlooked were discussed with Councillors in a workshop setting. These are not significant changes and may be adopted without further community feedback. These proposed:

- **Removing library overdue fines for adults.** The removal of the children and teen fines led to a 74% increase in youth book borrowing over the first year, with lost book rates remaining static; we anticipate that removing fines for adults will have the same impact, and that library use will grow across the district. The loss of revenue is negligible and can be recovered from cost savings. This change follows the example set by many other local authorities.
- **Amended environmental health fees.** Adjusting various food and alcohol fees, in some cases lowering the fee, and in others adding fees set by legislation and calculating registration fees on the average time to process. Adding new fees for failure to attend a scheduled verification and amendments to registration will allow for recovery of officer cost for rescheduling/processing. A new schedule of fees has been included to support the registering and operating businesses under a National Programme.

Council could decide not to adjust fees and charges as proposed. However, by doing so Council risks not recovering the actual and reasonable costs associated with these activities, placing the burden on the general ratepayer, and creating the potential for steeper increases in future years.

Take Tūtohunga / Reason for the recommendation

The reason for the recommendation is to ensure an adopted schedule of fees and charges is in place prior to the start of the 2022/23 financial year.

3) PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

Forecast revenue from the Schedule of Fees and Charges for 2022/23 is recognised in the budget that will be adopted as part of the Annual Plan for 2022/23.

ĀPITIHINGA / ATTACHMENTS

1. **2022 Fees and Charges Consultation Summary - A3730678** [↓](#) 
2. **2022-23 Fees and Charges Schedule - A3732856** [↓](#) 

Hōtaka Take Ōkawa / Compliance Schedule:

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,
 - a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and
 - b) Assess the options in terms of their advantages and disadvantages; and
 - c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.
2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

He Take Ōkawa / Compliance Requirement	Aromatawai Kaimahi / Staff Assessment
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	Significance of the proposed changes to the schedule of fees and charges is assessed as low.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The proposed schedule of Fees and Charges links to the Annual Plan for the 2022/23 financial year.
State whether this issue or proposal has a District wide relevance and, if not, the ways in which the appropriate Community Board's views have been sought.	Fees and charges hold district-wide relevance. Community Boards provided input to the LTP in which the Financial Strategy (and the limit on annual fee / charge adjustments) were adopted.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water. State the possible implications and how this report aligns with Te Tiriti o Waitangi / The Treaty of Waitangi.	Consultation was carried out in accordance with section 83 of the LGA.
Identify persons likely to be affected by or have an interest in the matter, and how you have given consideration to their views or preferences (for example – youth, the aged and those with disabilities).	Resource consent fees relate mostly to property developers and those who subdivide their land. Direct communications with known practitioners occurred. All other proposals were considered to be of general interest to all demographics.
State the financial implications and where budgetary provisions have been made to support this decision.	No specific budgetary provisions are required for adjusting fees and charges.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report



HE ARA TĀMATA
CREATING GREAT PLACES
Supporting our people

Email: ask.us@fndc.govt.nz
 Website: www.fndc.govt.nz

Private Bag 752, Memorial Avenue
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Fees and Charges 2022/23 Community Engagement Outcome

Introduction

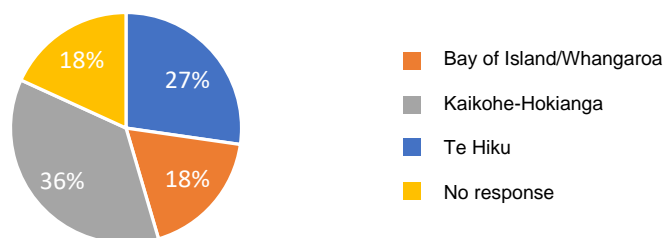
As part of the Fees and Charges (F&C) review, alterations were proposed to the resource consent payment process and adjustments made to some fees. Any changes to resource consent fees must be consulted on following the Special Consultative Procedure prescribed by the LGA.

We also sought community feedback on a few other fees that we would like to adjust either by more than inflation or remove. These include animal impound fees, the removal of menacing/dangerous un-neutered dog category and cemetery fees.

Engagement

Consultation commenced on the 1 March to the 4 April. 11 submissions were received, 10 via the 'have your say' page on the FNDC website and one directly through the submission email inbox. No submitters requested a hearing.

Percentage of submission by ward



Engagement analysis

Resources consents proposed amendments

Do you support the proposed adjustments to the instalment fee charged on receipt of the following resource consent applications? The total cost of the application will not increase, just the percentage of the total required as an instalment.	Submissions received		
	Y	N	N/A
Simple land use	2	5	4
Subdivisions	3	3	5
Combined subdivision/land use	2	5	4
NES plantation forestry	4	1	6
Limited notification as listed	3	2	6
Public notification as listed	3	2	6
Total	18	18	30

Do you support the introduction of up-front payments (an instalment against the estimated total cost) charged on receipt of the following Resource Consent applications? The total cost of the application will not increase.	Submissions received		
	Y	N	N/A
Subdivision 9+ lots discharge to land	5	2	4
Subdivision 9+ lots updating of cross lease flats plans	5	2	4
Combined land use / discharge	4	3	4
NES for contaminated soil :	4	3	4
Total	18	10	16

Do you support the proposal to convert the following fees to instalments? This means that when the total cost of the application is calculated there may be a final invoice, depending on the complexity and expert input required.	Submissions received		
	Y	N	N/A
Creation of a right of way (s348, Local Government Act)	6	-	5
Approval of survey plan (s223, Local Government Act)	4	1	6
Consent notice (s221, Local Government Act)	5	1	5
Completion certificate (s222, Local Government Act)	4	1	6
Approval of documents required prior to s223 and s224	3	2	6
Total	22	5	28

Comments

- *Don't raise the fees and charges, hire LBP qualified inspectors to streamline the process¹.*
- *We are looking to better efficiency in RC processing, not an increase in fees to cover the inefficient way RCs are currently being processed by FNDC*
- *Please correct the document where you ref the fees for simple land use². This should be \$1204 rather than \$1933. We do not support an increase for simple land use consents to \$2700. For combined subdivision land use applications, most of the time the land use component is a simple internal setback breach or earthworks. Since you are introducing different options for subdivision could you not have a separate fee that you add onto those subdivisions where land use consent/RMA or a variation is required? I cant find approvals and certificates which include deemed permitted boundary activities, 223, 224c etc charges in the document. Can these please be included³.*
- *What is s223 & 4?⁴*
- *I am surprised that the estimated cost of processing a simple land use application initially costs more than a subdivision. Considering one would think the increased requirement for infrastructure design and impact one would expect this application would be more complex therefore require more time input. You stated at the beginning of your proposed fees and charges an increase a figure of 2.3%. The increase in a simple land use, (single zone rule breach) is \$1,204 proposed \$2,700 increase \$1,496 this is significantly over your 2.3%. This seems excessive comparative to a subdivision, can you please explain why and what increases the complexity of a simple single zone breach⁵.*
- *The simple land use fee should be higher, these applications are often not simple due to being poorly prepared by unqualified persons and take more time to process than anticipated by applicants.*
- *I can only support an amendment that reduces costs and complexity. This current system is corrupted, needlessly complex, and open to abuse.*

¹ LBP is a licensed building practitioner – not pertaining to Resource Consents – LBP cannot be involved.

² Corrected in schedule - 3 March 2022

³ These fees are not being changed as part of the process.

⁴ These are certifications to complete a sub-division process.

⁵ Additional breaches and/or requiring input from technical staff.

Animal management / impound fees

	Submissions received		
	Y	N	N/A
Do you support the proposal to remove the category for registering menacing and/or dangerous dogs that are not neutered?	4	1	6
Do you support adding a separate category for the registration fee for classified dangerous dogs only to comply with the Dog Control Act (at 150% of the registration fee of normal dog registrations) and remove menacing dogs from this category?	5	1	5
Do you support the removal of the after-hours impounding fee to simplify the impound fees?	5	-	6
Do you support an increase in the charge for the daily handling of dogs in our animal shelters from \$7.70 to \$15 per day?	5	1	5
Total	19	3	22

Comments

- I have a lost dog, the council take my money, but have not found my dog. She may have been shot, maybe by a farmer, what is the collection and notification process? She may have been stolen; she may be in a dog fighting ring. What is the councils responsibility? She is registered, she was in care whilst I assisted my daughter thru a c-cession. What is the council's duty of care for the registered dog?*
- Council should not be involved in this area.*

Cemetery fees

	Submissions received		
	Y	N	N/A
Do you support an adjustment to burial plot fees?	1	5	5
Do you support the adjustments for interment and surcharges?	2	5	4
Do you support the introduction of the special circumstance charge?	3	4	4
Do you support the listed amendments to fees for ash burials?	1	5	5
Total	7	19	18

Comments

- Surely people can die without council wanting more of their money. Remember a lot of cemeteries have been gifted to the people of N.Z.*
- In this survey the costs have not been listed the survey is in complete. E.g. how long is the plot leased for, what are the processes when next of kin can't be determined?*
- Any increase in fees for the cost associated with burial will have an adverse impact on some of the least financially able members of our community. Culturally our Maori and Pacific Island communities choose burial over cremation. However as fees increase they are being pushed into making choices that is not ideal for them from a cultural perspective due to the costs associated with burial. As Cemeteries are part of the community in perpetuity why would an increase in land values have any impact on the cost of burial in an established cemetery.*

Staff recommendation

That the fee amendments pertaining to Resources Consents and animal management be changed as proposed. Feedback on cemetery fees indicates a public preference for further analysis, so in light of this we recommend cemetery fees remaining as inflationary adjustment only pending further discussion.

Post consultation additional amendments

1. Bylaw review

Part of the bylaw review has identified the need to make amendments to the current schedule. This includes removing some of the fees from the Bylaw enforcement section to the certificate and licenses section.

2. Library fees

The removal of the children and teen fines led to a 74% increase in youth book borrowing over the first year, with lost book rates remaining static; we anticipate that removing fines for adults will have the same impact, and that library use will grow across the district.

- The library team have identified a plan to make savings in budgets to account for the reduced takings from fines over the long term
- The 5-year average of library fines collected from 2016 to 2021 was \$25,840, with a trend down from \$32,273 in 2016 to \$21,500 in 2021
- Public Libraries of New Zealand (PLNZ) have set all public libraries a target of eliminating library fines by the beginning of the next LTP cycle to improve access to books for all New Zealanders.
- Whangarei District Council have removed their library fines this financial year, as have a number of other councils, including Christchurch, Auckland, Porirua, Waikato and Wairarapa.

3. Environmental Health (EH) fees

The inclusion of some of the changes to the EH fees was omitted from the consultation, however, the impact of the changes are beneficial to the user, with the calculation being based on the average, the customer now knows what the full charge will be. In most cases, the EH fees have been lowered as a result of the wrong hourly rate figure being used.

Additional new fees for failure to attend a scheduled verification and amendments to registration, allows for charges for EH officers time for rescheduling/processing.

Customers will also be able to benefit from the ability to complete a National Programme which is less complex and requires less processing time.

The following table outlines all the changes:

Fee type	New/ change	Why the change?	Current (per hour)	Proposed total
Alcohol licensing				
Advertising of an alcohol application	New	Average time to load application is 0.5 hours	\$95.00	\$47.50
Temporary License fee (set by legislation)	New	Applicant can apply for a temporary licence for alternative premises where the licensed premises are unfit for the sale of alcohol	-	\$296.70
Food Control Plan (FCP)				
Template FCP - change of fee for registration	New	Incorrect hourly rate 2 hours at \$155.00 (actual time required)	\$180.00	\$310.00
Renewal of registration (annual renewal)	Change	Incorrect hourly rate 1.5 hours at \$155.00 (actual time required)	\$180.00	\$232.50
Additional processing time	Change	Incorrect hourly rate	\$180.00	\$155.00
Registration amendment	Change	Incorrect hourly rate	\$180.00	\$155.00
FCP verification fixed fee	Change	Incorrect hourly rate 3.5 hours at \$155.00 (actual time required) (including travel, verification and report)	\$180.00	\$542.50
Failure to attend scheduled verification	New	There is no provision currently to charge for rescheduling verification	-	\$155.00

		when a customer cancels due to not being organised/forgets etc		
Compliance and monitoring fee	Change	Incorrect hourly rate	\$180.00	\$155.00
Registration amendment	New	There is currently no provision to charge for amendments to registrations. This is a regular request and need the ability to charge.	-	\$155.00
National Programme (NP) – new section to be added				
NP registration	New	A NP section for food verifications has not been included in past schedules. Customers have been paying the Food Control Plan charge. NP verifications take significantly less processing time and are less complex. 1 hour processing time + 1 hour administration	-	\$250.00
NP verification fixed fee	New	2.5 hours of verification activities including travel, verification and report.	-	\$387.50
NP renewal (renewal required every 2 years)	New	Administration rate @ \$95.00 1.5 hours processing time	-	\$142.50
Additional processing time	Change	Incorrect hourly rate	\$180.00	\$155.00
Registration amendment	New	There is currently no provision to charge for amendments to registrations. This is a regular request and need the ability to charge.	-	\$155.00



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Animals

Dogs

Registration fee for desexed dogs	1 July 2022 – 31 August 2022	Full fee and late registration penalty 1 Sept 2022 – 30 June 2023
Pet dog	\$55.00	\$83.00
Classified dangerous dog	\$82.50	\$124.50
Working / pig dog	\$43.00	\$63.00
Disability assist dog (approved organisation certified)	No charge	No charge
Multiple dog discount (Register five dogs, get the sixth dog free)	\$0.00	n/a
Discount for Gold Card or Community Card holders	10%	n/a

Full fee, penalty and debt recovery costs are incurred between 1 September 2022 and 30 June 2023.

Registration fee for non-desexed dogs	1 July 2022 – 31 August 2022	Full fee and late registration penalty 1 Sept 2022 – 30 June 2023
Pet dog	\$65.00	\$93.00
Working / pig dog	\$53.00	\$76.00
Disability assist dog (approved organisation certified)	No charge	No charge
Multiple dog discount (Register five dogs, get the sixth dog free)	\$0.00	n/a
Discount for Gold Card or Community Card holders	10%	n/a

Full fee, penalty and debt recovery costs are incurred between 1 September 2022 and 30 June 2023.

Other fees	
Re-homing dog registration fee (applies to dogs re-homed by the SPCA or via Council pounds).	\$39.00
Dog adoption. Fee includes microchipping, dog registration until the end of the current year, vet check, vaccinations and desexing (if required).	Actual costs
Microchipping	\$33.00
Small dog collar	\$12.00
Large dog collar	\$17.00
Replacement registration tag (per tag)	\$4.60

De-sexed dog registration

Registration of desexed dogs is free for the first year of the dog's life (desexing certificate to be supplied) for the current registration year only. All other years shall be at normal fee.

Dog impounding	
Impounding	\$74.00
Second impounding	\$110.00
Third and subsequent impounding	\$152.00
Daily handling	\$15.00 per day
Veterinary care	Actual costs

Impounding fee contributes to covering the cost of collecting of the dog that is covered by the general ratepayer and serves as a form of penalty for the individuals own dog being collected.

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Other animals

Stock impounding	
Bovine (bull, cow, ox) where one to five head of stock are impounded	\$102.00
Bovine (bull, cow, ox) where six to 10 head of stock are impounded	\$201.00
Bovine (bull, cow, ox) where 11 plus head of stock are impounded	\$303.00
Equine (horse) where one to five are impounded	\$113.00
Equine (horse) where six to 10 are impounded	\$215.00
Equine (horse) where 11 plus are impounded	\$316.00
Ovine (sheep)	\$34.00
Calves, foals, lambs, piglets (feeding off the mother) – no impounding or sustenance charge	No charge
Sustenance fees for impounded stock (per head per day)	\$10.00
NAIT (National Animal Identification and Tracing) tagging	Actual costs
Advertising costs (Advertising of impounded stock as required prior to auction / disposal)	Actual costs + \$16.00 admin cost
Transport of stock to pound	Actual costs + \$16.00 admin cost
Officers time (per hour)	\$96.00

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Building consents

Building notes

It is important to note that each building project and site may be different, so please use this information as a guideline only.

Total consent costs may not be known until the consent has been processed to approval.

For an indication of fees payable with your building consent application, please use our building fee calculator or contact our building staff on free phone 0800 920 029 (Northland land lines only) or 09 401 5200.

When are building fees payable?

If your building project falls under the criteria for fixed fee applications, then you will be paying a fee as stated in the consolidated fees schedule. This fee will be required when lodging your application.

If your building project falls outside the criteria for fixed fee applications, then you will be in the banded fee bracket. These fees will be calculated based on processing time and will be invoiced at time of issue of your consent.

When issuing a Code Compliance Certificate a check is done to see if there are any outstanding inspection or processing fees and these will be invoiced at this time.

In all cases, Council payment terms apply to all issued invoices.

How do I work out the estimated value?

This is the total value of the building work including GST. Usually the designer or architect supplies the contract square metre rate and Council checks this against national statistics, the MBIE website, Building Economist and Codeword's publications.

Why do I get charged for inspections in advance?

Council policy is to release building consents as soon as possible. Estimated inspection fees are paid in advance to assist this process to avoid delays for all parties.

What are 'actual costs' and what will they include?

- Processing, inspections and administration services
- It may also include external services engaged to carry out reviews for Council e.g. New Zealand Fire Service and Heritage NZ etc.
- Disbursements like scanning, copying, telephone, travel and postage.

What are external services and why are they applicable to my application?

External services are usually for New Zealand Fire Service design review, engineering technical or weather-tightness review for complex design or when unproven methods are

proposed or input from Heritage NZ for any archaeological reviews.

When does my consent become commercial and trigger the higher fees?

Generally when the building use is associated with public use and the engagement of employees

Some descriptions of these building types include:

- Communal residential (hostel / prison)
- Communal non-residential (church / school)
- Commercial (bank / service station)
- Industrial (agricultural building / sewage plant)

These classified uses attract the higher fee due to the additional design complexity and use of specified systems.

What happens if I don't go ahead with my building consent, do I get a total refund?

This function is carried out on a case-by-case basis and no full refund is provided due to administration and cost overheads. In normal cases there will be a refund for unused inspections, and BRANZ / MBIE levies.

If processing has already begun, partially complete or fully completed fees will be deducted accordingly.

Other fee information

Some levies are set by other agencies and are not affected by this proposal.

All fees are GST inclusive unless otherwise stated.

Building application fees are based on the project value of the building works, simple structures or minor type applications.

Fixed fee applications

This fee applies to building work with a project value of less than \$20,000.

This fee applies to residential projects only.

This fee applies to specific works as listed in the chart below – the fee includes:

- Building processing
- District plan processing (where applicable)
- Inspections as nominated (additional inspections will be charged at the current fee rate)
- Code compliance certificate application fee.

This fee is non-refundable due to the reduced fee offered for these services.

Fixed fee applications

Solid fuel heating appliance – freestanding (includes inspection)	\$240.00
Solid fuel heating appliance – inbuilt (includes inspections)	\$373.00
Residential connection to Council reticulated sewer (includes inspections)	\$373.00
Residential ancillary buildings – e.g. carports, gazebo, garden sheds (includes inspections)	\$541.00
Residential outbuildings – e.g. garages unlined up to 120 m², pool changing rooms etc. (includes inspections)	\$541.00
Farm buildings any type up to 120 m² (includes inspections)	\$541.00
Residential swimming / spa pools and associated fencing (includes inspections)	\$541.00
Garage / sleep-out with plumbing and drainage (includes inspections)	\$1,083.00
Conservatories (includes inspections)	\$747.00
Other minor building work less than \$20,000 – e.g. TP58 effluent systems, minor internal alterations (includes inspections)	\$602.00

General building fees

Amended plans application	Actual costs
BRANZ Levy (applies to project values above \$20,000)	\$1.00 per \$1,000.00
MBIE Levy (applies to project values above \$20,000)	\$2.01 per \$1,000.00
Building warrant of fitness annual renewal	\$96.00
Building warrant of fitness audit report and inspection fee	\$362.00
Building warrant of fitness (audit only)	\$180.00
Certificate of acceptance application installment (actual processing costs are calculated and applied)	\$571.00 + actual costs
Certificate of public use application	\$398.00
Certificate of title request	\$41.00
Change of use application installment (actual processing costs are calculated and applied)	\$108.00 + actual costs
Code compliance certificate application	\$180.00
Older code compliance certificate application (includes review of building consents if over four years old)	Actual costs
Compliance schedule and statement	\$324.00
Compliance and accreditation levy (maximum levy fee \$276.00)	\$1.40 per \$1,000.00
Condition assessment report application	\$108.00
Enforcement action under the Building Act (Notice to fix notice, dangerous or insanitary notice and breach investigation)	Actual costs
Exemption from requiring building consent application	\$180.00
Extension of time application	\$108.00
Field advice notice	\$180.00
Inspections – residential	\$180.00
Inspections – commercial	\$264.00
Request for information (charged on any application type)	Actual costs
Scanning charge per application	\$11.50
Section 72 hazard notification	\$362.00
Section 75 building on two or more allotments notification	\$362.00

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

General building fees

Specific expertise – inspection and processing required	Actual costs
Swimming pool inspections	\$180.00
Waiver / modification waiver application to existing building consent	Actual costs
Weekly building consent report (charge per annum)	\$425.00

Hourly processing fees

Development Engineer	\$169.00
Building Manager / Compliance Manager	\$163.00
Team Leader / Senior Building Officer / Senior Building Specialist	\$156.00
Building Officer / Building Compliance Officer / Building Specialist	\$138.00
PIM Officer (District Plan check)	\$94.00
Building Administration / Compliance Administration	\$94.00

Banded fees

The table below provides an estimate of fees that could be charged for processing a consent depending on project value and complexity. This estimate does not show all applicable fees that may be charged, for this use our Building Fees Calculator, which will again give an estimate of fees and show what other fees will be applicable like BRANZ and MBIE levies etc.

Note: these fees will only be charged on completion of processing when actual fees and charges are known. You must pay the invoice before you can uplift your consent and inspections can start on your project.

Building work to be undertaken	Building Officer	District Plan check	Administration
\$0 – \$19,999	\$314.00 (2 hrs officer time)	\$104.00 (0.75 hr officer time)	\$154.00 (1.5 hrs officer time)
\$20,000 – \$150,000	\$471.00 (3 hrs officer time)	\$173.00 (1.25 hrs officer time)	\$204.00 (2 hrs officer time)
\$150,001 – \$350,000	\$627.00 (4 hrs officer time)	\$277.00 (2 hrs officer time)	\$252.00 (2.5 hrs officer time)
\$350,001 – \$700,000	\$784.00 (5 hrs officer time)	\$277.00 (2 hrs officer time)	\$300.00 (3 hrs officer time)
\$700,001+	\$941.00 (6 hrs officer time)	\$277.00 (2 hrs officer time)	\$300.00 (3 hrs officer time)

Vehicle crossings

Vehicle crossing application and vehicle crossing inspection fee	\$235.00
<i>A bond deposit (minimum \$1,000.00) may be set to ensure construction of vehicle crossing</i>	
Vehicle crossing inspection fee	\$175.00
Re-application fee for expired approvals	\$74.00
Application for RAPID number	\$29.00
Replacement RAPID signs	\$11.00

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Bylaw enforcement

Bylaw license application

General bylaw license incorporates fees for:-	\$112.50 per application
Application for keeping animals, poultry and bees	
Application for advertising signs	
Application for brothel signs	
Application for entertainment premises (e.g. billiard room)	
Reclaiming of seized advertising signs	\$84.00 per sign

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Cemeteries

Burial plots

Burial plot	\$1,106.00
Interment single depth	\$969.00
Interment double depth	\$1,099.00
Interment child (under 10)	\$239.00
Interment - oversize single depth	\$1,068.00
Interment - oversize double depth	\$1,068.00
Statutory holiday surcharge	\$534.00
Special circumstance surcharge (e.g late arrival or additional processing)	\$500.00

Ash burial

Ash berm (Russell)	\$502.00
Ash berm (All others)	\$258.00
Grave digging for ash burial	\$213.00
Concrete cap	\$110.00

Other fees

Cemetery fees (e.g search fee, headstone, memorial permit, installation fee)	\$38.00 per hour
Memorial bench	Actual costs

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Certificates, licenses and permits

Alcohol licensing

The following fees are set under the Sale and Supply of Alcohol (Fees) Regulations 2013

Application fee - Managers Certificates	\$316.25
Renewal fee - Managers Certificates	\$316.25
Temporary License fee	\$296.70
Certificate of Compliance Liquor application - please see Page 25 - Resource consents for this fee	
Advertising of an alcohol application	\$47.50

Premises - On, off and club licenses

Fee category and cost / risk rating score		Application fee	Annual fee
		<i>Set by legislation</i>	<i>Set by legislation</i>
Very low	0-2	\$368.00	\$161.00
Low	3-5	\$609.50	\$391.00
Medium	6-15	\$816.50	\$632.50
High	16-25	\$1,023.50	\$1,035.00
Very high	26 plus	\$1,207.50	\$1,437.50

Special licenses - risk based fees (see definition below)

Set by legislation

Class 1	\$575.00
Class 2	\$207.00
Class 3	\$63.25

Special license definition

Class 1	a large event (400+) people, or more than three medium events (100 - 400 people), or more than 12 small events (fewer than 100 people)
Class 2	One to three medium events (100 - 400 people), or Three to 12 small events (fewer than 100 people)
Class 3	One or two small events (fewer than 100 people)

Alfresco dining license

All licenses renewable on 1 July each year

Application and renewal fee	\$113.00
Site inspection	\$79.00
One table	\$56.00
Two tables	\$112.00
Three tables	\$170.00
Four tables	\$225.00
Five tables	\$282.00
New application received during licensing year	Pro rata, according to number of tables (however the application fee and site inspection will be charged at full fee)
Re-inspection fee	\$56.00
New application – not compliant and needing Community Board approval	\$170.00
Change of new ownership – new licensee	\$61.00

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Amusement devices and entertainment premises**Set by legislation**

These fees are set under Section 11 of the Amusement Devices Regulations 1978 and are applicable to devices such as merry-go-rounds, Ferris wheels and roller coasters, bumper cars and boats, indoor go-karts, mini-bikes, parasails, jet skis, bungee jumping. Bouncy castles, inflatable slides and non-powered playground equipment are not amusement devices and so you do not require a permit.

Amusement devices only; one device, for the first seven days of operation or part thereof	\$10.00
Amusement devices only; for each additional device operated by the same owner, for the first seven days or part thereof	\$2.00
Amusement devices only; for each device, for each further period of seven days or part thereof	\$1.00

Collection and transportation of waste and diverted materials

Waste collector's license	\$543.00 per annum
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Environmental health licenses

(Per annum) Health (Registration of Premises) Regulations 1966 annual renewal 1 July. Pro rata fees for new application throughout the registration year.

Health (hairdressers, mortuaries, camping grounds and septic tank cleaners)	\$349.00
Charitable organisations (churches etc)	\$225.00
Re-inspection	\$202.00
Change of ownership (new certificate)	\$61.00
Replacement of lost certificate	\$29.00

Fire prevention

Section clearance (includes administration charge, site inspection if required and contractors' actual costs)	\$108.00 + actual costs
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Food Act**Food Control Plan (FCP)**

Template FCP registration	\$310.00
Renewal of registration (annual renewal)	\$232.50
Additional processing time	\$155.00
Registration amendment	\$155.00
FCP verification fixed fee	\$542.50
Failure to attend scheduled verification	\$155.00
Compliance and monitoring fee	\$155.00

National Programme (NP)

NP registration	\$250.00
NP renewal (renewal required every 2 years)	\$142.50
Additional processing time	\$155.00
Registration amendment	\$155.00
NP verification fixed fee	\$387.50
Failure to attend scheduled verification	\$155.00
Compliance and monitoring fee	\$155.00

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Gaming Act 2003

Gaming venue relocation and TAB venue application license fees	\$434.00
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Mobile shop, street stall and hawkers licenses**Definitions:**

Mobile shop means a vehicle (including a trailer) from which goods are offered for sale in any public place but does not include any vehicle used exclusively for the delivery of pre-ordered goods, nor any stall.

Hawker means any person who carries any goods for sale from property to property but does not include any person delivering pre-ordered goods, or any person exposing goods for sale in any public place, nor any mobile shopkeeper.

Regular annual licenses

Mobile shop	Non-food	
	Annual	\$544.00
	Seasonal – one month	\$48.00 per month
	Food related	
	Annual	\$810.00
	<i>This fee is for the license to trade in a permitted public place. A food license will also be required</i>	
	Seasonal*	\$69.00 per month
Coffee vendor only	Annual	\$270.00
	Seasonal*	\$27.50 per month
Hawkers	Annual	\$350.00
	Seasonal*	Pro rata \$33.00 per month
Site permit	Non-food	
	Annual	\$1,095.00
	Seasonal*	\$91.00
	Food related	
	Annual	\$1,404.00
	<i>This fee is for the licence to trade in a permitted public place. A food licence will also be required</i>	
	Seasonal*	\$117.00 per month
Market food premises and mobile shop		\$215.00
Street stalls (Fundraising events, charitable trusts, or street appeal collectors) Maximum 20 per year		No charge
Tour operators license		\$215.00

* Minimum of one month

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Leases and licenses of reserves / change of reserve status

Change of reserve status – processing charges

Change of classification of reserve	\$341.00
Revocation of reservation of reserve	\$341.00

Note: This charge covers administrative costs and is to be paid on application for reserve status. This charge is not payable in cases where the application can be processed in conjunction with a request to lease the reserve, in which case the lease processing charge listed below covers the costs. Applicants will be required to meet other costs that may apply – Department of Conservation fees, resource consent application fees, survey costs etc.

Leases of reserves (one year or more) – processing charges

New lease of reserve; e.g. local purpose or recreation (including grazing leases)	\$454.00
Renewal of lease of reserve; e.g. local purpose or recreation	\$228.00

Administration charges to be paid on application for the lease. When applicable, applicants will also be required to meet legal expenses, Department of Conservation fees, resource consent and / or liquor license application fees.

Easements under Reserves Act – processing charge

Easement over reserve (plus any addition)	\$446.00
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Leases of Reserves (one year or more) – rentals per year

Lease by commercial operator (e.g. motor camp, carpark)	Individually determined on percentage of Government value
Lease by semi-community group (e.g. bowling club, school)	\$113.00
Lease by community group (e.g. marae committee)	\$113.00
Grazing leases	By tender process

Note: Lessees are also required to pay rates and in some cases, where the lessees are occupying council owned buildings, they are required to reimburse council when annual insurance premiums are paid.

Temporary license to occupy reserves – processing charges

New license for grazing or other purposes	\$113.00
Renewal of license for grazing purposes	\$56.00

Rentals

Licenses by commercial operator	Individually determined on percentage of Government value
Licenses by semi-community and community groups	\$113.00
Grazing licenses	By tender process

Permits to occupy reserves – less than one month

No processing charge but written application required	No charge
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Use of reserves

Commercial use (e.g. circus) per showing	\$85.00
Plus deposit (refundable if no turf damage)	\$625.00
Community use ground rental	No charge

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Paihia Village Green - stallholders / exhibitors

Residents of the Far North District (per site / per day)	\$10.00
Non-residents of the Far North District (per site / per day)	\$20.00
Community activities (e.g. Carols by Candlelight)	No charge
Hire of entire village green	By negotiation with Focus Paihia

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Legal services

Hourly rates

In-house Counsel	\$274.00
Property Legalisation Officer	\$107.00
Travelling costs – from nearest Council office	As per IRD mileage rates schedule

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Libraries

Item replacement

All items: Replacement value of item plus administration fee	Actual costs and \$10.00 per item
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Borrowing

Local resident borrower	No charge
Organisation borrower (limited users)	\$31.00
Replacement borrower card	\$2.20
Interloan search	from \$6.00
Book repairs	from \$5.20

We no longer charge overdue fees on any borrowed items.

Faxing

Local

Transaction fee	\$2.60
Per page thereafter	\$1.00

National

Transaction fee	\$2.60
Per page thereafter	\$1.00

International

Transaction fee	\$2.60
Per page thereafter	\$1.00

Incoming fax

Per page (one to four pages)	\$2.60
Per page thereafter (fifth page)	\$1.00

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Marine

Hokianga vehicle ferry	
Children concession	\$4.00
Foot / car passenger – single	\$2.00
Passenger concession	\$10.00
Motorcycle – one way	\$5.00
Campervan – one way	\$40.00
Light vehicle (vehicles <2200 kg – trailers / caravans)	\$20.00
Resident light vehicle	\$7.00
Light vehicle concession – five trips	\$30.00
Light vehicle concession – 10 trips	\$55.00
Heavy vehicle single trip – per axle	\$15.00
Heavy vehicle concession – 10 trips	\$100.00
Special sailings	\$150.00

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Official information

Local Government Official Information and Meetings Act (LGOIMA) information requests

Staff time per half hour (first hour free)	\$38.00 per half hour
Plan print	\$5.00
Photocopying	\$0.20

Copies of documents required to be available at a reasonable charge under the Local Government Official Information and Meetings Act (All postage payable).

Annual supply of agendas and minutes

Council	Actual costs
Community boards – per board	Actual costs
All Community boards	Actual costs
All agendas (Council, community boards, hearings)	Actual costs
Hearings agendas	Actual costs

Other Council publications

Hard copy of Annual Plan, Long Term Plans and Annual Report	Actual costs
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Photocopying charges

A4 (black and white)	\$0.20
A4 (colour)	\$1.00
A3 (black and white)	\$0.40
A3 (colour)	\$2.00

Charges for supply of information when the information is not required to be provided free under the Local Government Official Information and Meeting Act, where the aggregate amount of staff time spent to action the request exceeds half an hour.

Document scanning

One to five pages	\$1.00
Six or more pages	\$2.00

Operative District Plan

Text volume	\$182.00
Map volume	\$163.00
Map pages (individual)	Actual costs
Text and maps (printed)	\$343.00

Rating information

Rate book (per book – annual)	Actual costs
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Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Property information

Electronic property file request

Collating and providing the property file online (per property file)	\$25.00
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Digital data supply

DCDB parcels – per parcel	\$0.20
Staff time (per hour)	\$91.00
USB stick (with data on it)	\$6.00

Physical map requests (paper and pdf)

Staff time (per hour)	\$91.00
Hard copy – A3	\$44.00
Hard copy – A2	\$54.00
Hard copy – A1	\$76.00
Hard copy – A0	\$91.00
Soft copy (PDF format) – A3	\$44.00
Soft copy (PDF format) – A2	\$44.00
Soft copy (PDF format) – A1	\$44.00
Soft copy (PDF format) – A0	\$44.00
USB stick (with data on it)	\$6.00

Note: Where a request covers more than one property and/or requires additional time to process, the charges will be based on 10-minute intervals according to the schedule. FNDC does not provide A4 maps. These are accessible and printable via the mapping website www.fndcmapping.govt.nz

Property information products – maps

Vector maps: locality plan, property plan, property boundaries, addresses, legal description, area – A4	Actual costs
Street map (Cadastral) – reproduction costs	Actual costs

Land Information Memoranda (LIM's)

LIM application – All properties	\$286.00
Research fee – where extensive research is required. (This is additional to the application fee)	\$38.00 per half hour

Residential rates postponement fees

Establishment fee: includes legal costs, and production of documents for registering statutory land charge (includes LINZ fee)	\$300.00
Annual administration fee for maintaining rates postponement	\$50.00

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Resource consents

Resource consent fees are calculated based on BERL Forecasts of Price Level Change Adjustors (with some rounding). This means that fees may increase each year in accordance with the changes to the BERL Forecast.

Notes:

1. These fees have been rounded up to the nearest whole dollar
2. All fees GST inclusive unless otherwise stated

Instalment fees are charged at the following stages: application lodgement; limited or notification process; and hearings process. Where the instalment paid does not cover the actual processing costs Council shall require the applicant to pay an additional charge following the issuing of decision. Council reserves the right to interim invoice applications monthly where costs have been incurred and exceed the instalment fee paid.

An applicant shall upon request be provided an itemised breakdown of costs. For the purposes of these charges the terms 'actual and reasonable cost'* and 'standard charges' shall include but not be limited to:

- FNDC staff time for receiving, processing and issuing a decision
- Inspections

- Travel – breakdown of costs, etc.
- Administrative / technical support
- Contract services (e.g. landscape architect, engineers) engaged by Council to fulfill obligations of the Resource Management Act 1991; and
- Disbursements including photocopying, facsimile, telephone and postage.

An applicant required to pay an additional charge has a right of objection to the council in respect of that requirement, and has a right of appeal to the Environment Court in respect of Council's decision on that objection.

A fixed fee is the present charge paid when a request for a certificate etc. is made. The cost for these services is fixed. Although fixed, this fee covers the first three hours of processing. Any additional time or meetings may be charged to enable Council to recover its actual and reasonable costs.

Note: All fees and charges are INSTALMENTS unless otherwise stated at the top of the particular table.

* Actual and reasonable cost based on an hourly rate, mileage and disbursements will be deducted from the instalment fee or charged to determine the final fee payable.

The following table has been modified to merge similar fees.

Application for resource consent, designation or heritage orders

Applications made under the Resource Management Act:	\$2,700.00
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- Simple land use (single Zone Rule breach with no engineering assessment required)

This instalment is payable at the time of lodgement. Actual processing costs will be calculated and invoiced after the decision is issued. Interim invoicing may apply.

Applications made under the Resource Management Act:	\$1,204.00
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- Change or cancellation of consent condition – Sec 127
- Change or cancellation of consent notice condition - 221(3)
- Outline plan consideration (176A)
- Application for extension – Sec 125 lapsing a consent
- Fast track Consents

This instalment is payable at the time of lodgement. Actual processing costs will be calculated and invoiced after the decision is issued. Interim invoicing may apply.

Applications made under the Resource Management Act:	\$1,933.00
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- Land use

This instalment is payable at the time of lodgement. Actual processing costs will be calculated and invoiced after the decision is issued. Interim invoicing may apply.

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Application for resource consent, designation or heritage orders

Applications made under the Resource Management Act: \$2,900.00

- Subdivision 1-4 lots

This instalment is payable at the time of lodgement. Actual processing costs will be calculated and invoiced after the decision is issued. Interim invoicing may apply.

Applications made under the Resource Management Act: \$4,800.00

- Subdivision 5-8 lots

This instalment is payable at the time of lodgement. Actual processing costs will be calculated and invoiced after the decision is issued. Interim invoicing may apply.

Applications made under the Resource Management Act: \$6,500.00

- Subdivision 9+ lots

This instalment is payable at the time of lodgement. Actual processing costs will be calculated and invoiced after the decision is issued. Interim invoicing may apply.

Applications made under the Resource Management Act: \$2,700.00

- Discharge to land

This instalment is payable at the time of lodgement. Actual processing costs will be calculated and invoiced after the decision is issued. Interim invoicing may apply.

Applications made under the Resource Management Act: \$2,900.00

- Updating of cross lease flats plans

This instalment is payable at the time of lodgement. Actual processing costs will be calculated and invoiced after the decision is issued. Interim invoicing may apply.

Applications made under the Resource Management Act: \$4,900.00

- Combined subdivision / land use

This instalment is payable at the time of lodgement. Actual processing costs will be calculated and invoiced after the decision is issued. Interim invoicing may apply.

Applications made under the Resource Management Act: \$1,933.00

- National Environmental Standards for Plantation Forestry
- National Environmental Standards for Contaminated Soil

This instalment is payable at the time of lodgement. Actual processing costs will be calculated and invoiced after the decision is issued. Interim invoicing may apply.

Notices of requirement for a designation and / or heritage order \$2,800.00

Removal of or alteration to a notice of requirement \$840.00

Simple Sect 127 change of conditions (minor changes and where the approval remains consistent with the original proposal, no engineering assessment is required and there are no parties affected by the change) \$671.00

Note: Deemed permitted boundary activities and deemed permitted marginal or temporary activities' fees can be found under 'Approvals and certificates fixed fees'.

Limited notification for resource consents, notices of requirement and heritage orders

Land use and subdivision; combined land use and subdivision; notices of requirement; heritage orders; discharge to land. \$5,000.00

Note: Where an instalment fee has already been paid, Council will require the balance owing to be paid before limited notification proceeds.

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Public notification for resource consents, notices of requirement and heritage orders

Land use and subdivision; combined land use and subdivision; discharge to land; changes to consent conditions – Section 127; notice of requirements; heritage orders. \$8,000.00

Note: Where an instalment fee has already been paid, Council will require the balance owing to be paid before notification proceeds.

Hearings

Hearings required for any resource consent or other permission. \$1,933.00

Hearing fee

- Cost of third party / hearing commissioners will be charged at actual costs
- Staff and consultant costs will be charged at actual costs
- Miscellaneous charges (copying, venue hire, printing, etc.) will be charged at actual costs
- All costs will be itemised
- The final fee in any one application will be determined by the Team Leader, Resource Consents or his / her appointee
- All charges will be actual and reasonable costs less the instalment fee.

Note: Actual and reasonable costs based on an hourly rate, mileage and disbursements will be deducted from the instalment fee or charged to determine the final fee payable.

Monitoring

Monitoring fee – monitoring of resource consents (including Certificate of Compliance). Based on two inspections being required when charged. \$384.00

Approvals and certificates – fixed fees

Certificate under Sec 221 (consent notice), certificate under Sec 222 (completion certificate), approval of survey plan Sec 223	\$262.00
Cancellation of building line restriction Sec 327A LGA 1974	\$240.00
Outline plan waiver	\$156.00
224 (c) certificates – without engineering conditions	\$612.00
Section 243 Cancellation of Easement	\$480.00
Deemed permitted boundary activities and deemed permitted marginal or temporary activities	\$480.00

Other approvals, certificates and fixed fees

Preparation of covenant against transfer of allotments – Sec 240	\$480.00
Earthworks permit – includes administration and one inspection	\$480.00
Any other certificate, authority, requirements, or actions requested of Council under the provisions of the Resource Management Act, the Local Government Act or any other related legislation	\$480.00
224 (c) Certificate with engineering conditions	\$1,136.00
Savings certificate issued under Sec 226(1)(e). Determination of and extension of existing use (Section 10)	\$925.00
Creation of right of way under Sec 348 Local Government Act	\$925.00

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Other approvals, certificates and fixed fees

Section 139 Certificate of Compliance, Section 139(A) Existing Use Certificate	\$1,276.00
Objections to Council on a decision or condition of consent under Section 357, 357A	\$925.00
Fees or charges levied on Council by other organisations; i.e. District Land Registrar, Department of Conservation	Actual and reasonable costs charged by the other organisation and Council admin charge
Request for consideration of District Plan change. Plus actual and reasonable costs charged to Council by any other organisations and applicable hourly staff rates. This is the required lodgement fee should a change be requested. Should the requested change be accepted by the Council for processing as a private plan change, all additional costs will be charged	\$14,001.00
Charge for supplying information in respect of plans and resource consents per half hour, and any other associated costs that apply to the request	Actual and reasonable costs
Any report required by Council in determining / processing a resource consent per half hour, and any other associated costs that apply to the request	Actual and reasonable costs
Any meeting booked in advance with resource consent staff. No charge for first ½ hr of initial request – actual and reasonable costs will be calculated on a case by case basis. This includes concept development meetings	Actual and reasonable costs
CT – producing certificates of title; easement instruments; consent notices	\$41.00 per search
Scanning charge – per application	\$12.00 per application
Post approval charge. Part of administration associated with consents, statutory reports, enquiries and complaints about consents	\$228.00

Liquor compliance certificates

Certificate of Compliance Liquor application	\$448.00
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Hourly processing charges

Principal Planner and Manager; Resource Management	\$185.00
Resource Consent Engineer	\$185.00
Senior Planner / Team Leader	\$174.00
Intermediate and Resource Planner	\$174.00
Graduate Planner, Consents Planner and Monitoring Officer	\$138.00
Technical Officers (Building Officials, Environmental Health Officers)	\$155.00
Administration / Technical Support	\$95.00
Consultants	Actual and reasonable costs
Note: The actual costs the consultants charge plus a Council administration charge will apply. Please ask Council what charge may apply if your consent application has been allocated to a Consultant Planner or Engineering Contractor.	

Travel costs for resource consents

The travel cost is derived from the time the Council officer spends in a vehicle travelling to the site from the nearest Council service centre (Kaikohe, Kaitia and Kerikeri), charged at the Inland Revenue Department mileage rate. Actual time spent on site will be charged for at the appropriate hourly rate.	As per the IRD mileage rate schedule
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Development contributions

Far North District Council does not currently charge development contributions.

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Rubbish disposal services at transfer stations

Rubbish	
At transfer station	
Per bag (standard 65L)	\$3.00
Oversized bag (130L)	\$6.00
Wheelie bin (240L)	\$11.00
Loose material per m ³	\$46.00
Compacted material per m ³	\$74.50
Greenwaste m ³	\$22.00

Whole tyre disposal	
At transfer station	
Motorcycle tyre	\$3.50
Passenger car tyres	\$5.00
Light truck and 4x4 tyres	\$8.00
Truck tyres	\$16.00
Tractor and super single	\$23.00
Earth mover tyres	Not accepted

e-Waste	
Transfer station pricing for householders	
TV's CRT	\$10.00
TV's flat screen	\$10.00
Computer CRT	\$10.00
Monitors LCD	\$5.00
PC's	
Desktop / laptop / server	\$5.00 each
UPS's	\$5.00
Laptop batteries	\$5.00
Network equipment	\$5.00
Printers	
Printers / scanners / fax	\$5.00 each
Photocopier small / medium	\$10.00
Photocopier large	\$10.00
Copier cartridges	\$4.00 per kg
Household appliances etc.	
Heaters (No oil filled)	\$3.00
Vacuums	\$3.00
Microwaves	\$5.00
Consumer electronics	
DVD and VCR players	\$3.00
Stereo system and games	\$3.00
Radios etc	\$3.00
Other	
Cell phones	No charge

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Stormwater

Any works on Councils' stormwater network can only be undertaken by Council approved contractors. Excludes charges included with rates.

Activity / service	
Application fee for a stormwater connection	\$47.00
Application fee to build close to, or excavate close to a public storm water line not within a legal road*	\$47.00
New connection	Quote to be provided
Approximate marking of single of single location services of mains with minimum 3 days' notice	\$251.00
Accurate marking of mains including excavation with minimum 10 day notice	Quote to be provided
Accurate marking of mains including excavation with minimum 10 day notice or location of mains over a wide area	Quote to be provided
Urgent location of mains	Quote to be provided

*If site visit required additional costs of staff time, administration and mileage apply.

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Transport

Road closures

Applications for motor sprint events	\$150.00
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Note: if event spans more than one ward an extra \$50 per ward is chargeable

Applications for parades	\$52.00
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Other road closures will be charged based on an estimated cost at normal charge out rates – minimum	\$52.00
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Note: all advertising costs are the responsibility of the applicant.

Traffic overweight permit

Traffic overweight permit	\$138.00
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Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Venues for hire

Corporate and private hireage	Full day (8:30-5:00)	Half day	Hourly
Kaeo – Meeting room	\$80.00	\$45.00	\$15.00
Kerikeri – Procter Library	-	-	\$20.00
Kerikeri – John Butler Centre, Tane Mahuta room	\$100.00	\$55.00	\$20.00
Kaikohe Memorial Hall – Entire complex	\$300.00	Full day or hourly only	\$40.00
Kaikohe Memorial Hall – Supper room and kitchen	\$200.00	Full day or hourly only	\$30.00
Kaikohe Memorial Hall – Main hall only	\$150.00	Full day or hourly only	\$25.00
Kaikohe Memorial Hall – Bond	\$300.00	Full day or hourly only	\$40.00

Community groups	Full day (8:30-5:00)	Half day	Hourly
Kaeo – Meeting room	\$40.00	\$20.00	\$10.00
Kerikeri – Procter Library	-	-	\$15.00
Kerikeri – John Butler Centre, Tane Mahuta room	\$50.00	\$30.00	\$15.00
Kaikohe Memorial Hall – Entire complex	\$150.00	Full day or hourly only	\$25.00
Kaikohe Memorial Hall – Supper room and kitchen	\$75.00	Full day or hourly only	\$20.00
Kaikohe Memorial Hall – Main Hall only	\$50.00	Full day or hourly only	\$15.00
Kaikohe Memorial Hall – Bond	\$150.00	Full day or hourly only	\$25.00

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Wastewater

Any works on Council's wastewater networks can only be undertaken by Council approved contractors. Excludes charges included with rates.

Activity / service	
Administration fee for a wastewater connection	\$47.00
Administration fee to build close to/over or excavate close to a public sewer not within a legal road*	\$47.00
Upgrade or modify existing connection	Quote to be obtained
New connection provided by Council's contractor up to 150mm main (includes connection to main and one metre of pipe from Council main)	Quote to be obtained
New connection provided by Council's contractor to mains greater than 150mm or connection lengths greater than one metre or where a manhole / chamber is required	Quote to be obtained
New connection to a pressure wastewater network provided by Council's contractor	Quote to be obtained
Inspection by Council officers of connection work not undertaken by Council's contractor (single connection)	Quote to be obtained
Inspection by Council Officers of connection work not undertaken by Council's contractor (multiple connections)	Quote to be obtained

Wastewater connected rate for all new connections

Where a property connects to sewerage after 1 July in any year, the connection fee will include a sum in lieu of a rate. The amount of the fee will be calculated on the basis of one twelfth (1/12) of the relevant capital, operating and additional rates for the scheme concerned for every complete month until 30 June in the following year.

Service availability charge where a new wastewater connection is provided but the property does not connect

Where sewerage is made available to a property after 1 July in any year but the property does not connect, the connection fee will include a sum in lieu of a rate. The amount of the fee will be calculated on the basis of one twelfth (1/12) of the relevant availability rate for the scheme concerned for every complete month until 30 June in the following year.

Approximate marking of single location services of mains with minimum three days' notice	\$251.00
Accurate marking of mains including excavation with minimum 10 day notice	Quote to be obtained
Accurate marking of mains including excavation with minimum 10 day notice or location of mains over a wide area	Quote to be obtained
Urgent location of mains	Quote to be obtained
Inspection of onsite wastewater system by Council Monitoring Officer*	\$93.00 per hour
Sampling of onsite wastewater system by Council Monitoring Officer	Actual costs

*If site visit required additional costs of staff time, administration and mileage apply.

Approved commercial operators discharge fees

Cubic metre rate	\$32.00 / m ³
Lost card replacement	\$34.00 per card

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Water supply

Any works on Councils' water supply networks can only be undertaken by Council approved contractors. Excludes charges included in rates.

Activity / service	
Administration fee for a water connection	\$47.00
Administration fee to build or excavate close to a public water main not within a legal road*	\$47.00
Water connected rate for all new connections	
Where a property connects to water after 1 July in any year, the connection fee will include a sum in lieu of a rate. The amount of the fee will be calculated on the basis of one twelfth (1/12) of the relevant capital rates for the scheme concerned for every complete month until 30 June in the following year.	
Service availability charge where a new water connection is provided but the property does not connect	
Where water is made available to a property after 1 July in any year but the property does not connect, the connection fee will include a sum in lieu of a rate. The amount of the fee will be calculated on the basis of one twelfth (1/12) of the relevant availability rate for the scheme concerned for every complete month until 30 June in the following year.	
Non-standard water connections including meter and meter box	Quote to be provided
Standard 20 mm water meter connection in footpath within five metres of main	\$1,478.00
Standard 20 mm water meter connection in berm within five metres of main	\$1,175.00
Relocation of existing service or meter	Quote to be provided
Approximate marking of single location services of mains with minimum three days' notice	\$251.00
Accurate marking of mains including excavation with minimum 10 day notice	Quote to be provided
Accurate marking of mains including excavation with minimum 10 days' notice, or location of mains over a wide area	Quote to be provided
Urgent location of mains	Actual costs
Meter checking fee (calibration check – refundable if meter incorrect)	\$471.00
Restrictor installation	Quote to be provided
Special meter readings	\$94.00
Standpipes metered (Direct from Broadspectrum)	
Weekly hire (minimum charge one week)	\$108.00
Charge rate per m ³	Standard scheduled rate in the area concerned
Bulk water supply	
Bond	\$1,968.00
Annual administration fee (covers billing and vehicle inspection)	\$656.00 for first vehicle \$339.00 for each subsequent vehicle
Charge rate per m ³	Standard domestic rate in the area concerned

*If site visit required additional costs of staff time, administration and mileage apply.

Water by meter rates		
Potable water	Per M ³	\$3.87
Non-potable water	Per M ³	\$2.52
Non-metered rates		
Non-metered potable rate	Per SUIP	\$1,260.15
Non-metered non-potable rate	Per SUIP	\$921.38

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Location of services	
Marking of approximate services locations	
Urgent (within 24 hours)	\$267.00
Programmed (within 3 days)	\$186.00
Dig up and locate (10 days' notice)	Quote to be provided

Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

6 TE WĀHANGA TŪMATAITI / PUBLIC EXCLUDED**RESOLUTION TO EXCLUDE THE PUBLIC****RECOMMENDATION**

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
6.1 - Paihia Waterfront Storm Mitigation Project	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

7 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

8 TE KAPINGA HUI / MEETING CLOSE