

AGENDA

Extraordinary Council Meeting

Membership:

Kahika - Mayor Moko Tepania - Chairperson
Kōwhai - Deputy Mayor Kelly Stratford
Cr Ann Court
Cr Felicity Foy
Cr Hilda Halkyard-Harawira
Cr Babe Kapa
Cr Penetaui Kleskovic
Cr Steve McNally
Cr Mate Radich
Cr Tāmāti Rākena
Cr John Vujcich

Wednesday, 26 June 2024

**Time: 8:30am
Council Chambers
Memorial Ave Kaikohe**

Far North District Council
Extraordinary Council Meeting
will be held in the Council Chambers, Memorial Ave, Kaikohe on:
Wednesday 26 June 2024 at 8:30am

Te Paeroa Mahi / Order of Business

1	Karakia Timatanga / Opening Prayer	5
2	Ngā Whakapāha Me Ngā Pānga Mema / Apologies and Declarations of Interest	5
3	Ngā Tono Kōrero / Deputations	5
4	Ngā Kōrero A Te Kahika / Mayoral Announcements	5
5	Te Whakaaetanga o Ngā Meneti o Mua / Confirmation of Previous Minutes	6
	5.1 Confirmation of Previous Extraordinary Minutes	6
6	Ngā Pūrongo / Reports.....	19
	6.1 Adoption of Fees and Charges for 2024/25.....	19
	6.2 Adoption of the 2024-27 Long Term Plan.....	54
	6.3 Setting of Rates, Due Dates and Penalties for 2024-2025	309
7	Karakia Whakamutunga / Closing Prayer	319
8	Te Kapinga Hui / Meeting Close	319

1 KARAKIA TIMATANGA / OPENING PRAYER

Ka tuku mātou kia kaha mai ngā māngai kua whiriwhirihia mō Te Kaunihera o Te Hiku o te Ika ki te mahi me te ngākau auaha me te whakamahi i ngā pūkenga me te mātauranga i roto i ngā wānanga me ngā whakataunga kia whakatūria ai tētahi Hapori e matatika ana, e tū kotahi ana ka mutu ka whakapiki anō i te oranga o tō tātou rohe, ka whakatau anō i ngā take o te rohe i runga i te tika me te pono.

We ask that through Council discussions and decisions the representatives we have elected may govern the Far North District with imagination, skill and wisdom to achieve a fairer and more united Community that enhances the wellbeing of our district and solves the District's problems efficiently and effectively.

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 Manager - Democracy Services (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 KAHIKA / MAYORAL ANNOUNCEMENTS

5 TE WHAKAAETANGA O NGĀ MENETI O MUA / CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS EXTRAORDINARY MINUTES

File Number: A4757241

Author: Imrie Dunn, Democracy Advisor

Authoriser: Casey Gannon, Manager - Democracy Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

The minutes are attached to allow Council to confirm that the minutes are a true and correct record of previous meetings.

TŪTOHUNGA / RECOMMENDATION

That Council confirm the minutes of the Extraordinary Council meeting held 6 June 2024 as a true and correct record.

1) TĀHUHU KŌRERO / BACKGROUND

Local Government Act 2002 Schedule 7 Section 28 states that a local authority must keep minutes of its proceedings. The minutes of these proceedings duly entered and authenticated as prescribed by a local authority are prima facie evidence of those meetings.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The minutes of the meetings are attached.

Far North District Council Standing Orders Section 27.3 states that no discussion shall arise on the substance of the minutes in any succeeding meeting, except as to their correctness.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The reason for the recommendation is to confirm the minutes are a true and correct record of the previous meetings.

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

There are no financial implications or the need for budgetary provision as a result of this report.

ATTACHMENTS

1. **2024-06-06 Council Minutes - A4735382** [↓](#) 

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.

Compliance requirement	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	This is a matter of 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.	This report complies with the Local Government Act 2002 Schedule 7 Section 28.
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.	It is the responsibility of each meeting to confirm their minutes therefore the views of another meeting are not relevant.
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.	There are no implications for Māori in confirming minutes from a previous meeting. Any implications on Māori arising from matters included in meeting minutes should be considered as part of the relevant 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).	This report is asking for minutes to be confirmed as true and correct record, any interests that affect other people should be considered as part of the individual reports.
State the financial implications and where budgetary provisions have been made to support this decision.	There are no financial implications or the need for budgetary provision arising from this report.
Chief Financial Officer review.	The Chief Financial Officer has not reviewed this report.

**MINUTES OF FAR NORTH DISTRICT COUNCIL
EXTRAORDINARY COUNCIL MEETING
HELD AT THE KAIKOHE MEMORIAL HALL, MEMORIAL AVE, KAIKOHE
ON THURSDAY, 6 JUNE 2024 AT 10.00AM**

PRESENT: Kahika - Mayor Moko Tepania, Kōwhai - Deputy Mayor Kelly Stratford, Cr Ann Court, Cr Felicity Foy, Cr Hilda Halkyard-Harawira, Cr Babe Kapa, Cr Penetaui Kleskovic, Cr Steve McNally, Cr Mate Radich (virtual), Cr Tāmāti Rākēna, Cr John Vujcich

IN ATTENDANCE: Adele Gardner (Chairperson Te Hiku Community Board), Belinda Ward (Chairperson Bay of Island Whangaroa Community Board), Chicky Rudkin (Chairperson Kaikohe Hokianga Community Board), Kawiti Waetford (Kaiwhakawhiti Reo)

STAFF PRESENT: Guy Holroyd (Chief Executive Officer), Emma Healy (Chief of Staff), Tanya Proctor (Head of Infrastructure Strategy), Charlie Billington (General Manager -Corporate Services), Kevin Johnson (General Manager – Delivery and Operations), Roger Ackers (General Manager – Planning and Policy), Zakeeda Khan (Senior Corporate Financial Planner – Accounting Services), Angie Thomas (Team Leader – Accounting Services), Nicola Smith (Acting General Manager – Communication and Engagement), Lisa Eastlake (Financial Planner – Accounting Services), Rebecca Rowsell (Senior Solicitor), Esther Powell (Manager – Climate Action and Resilience), Carla Ditchfield (Manager – Legal Services), Casey Gannon (Acting General Manager – Strategic Relationships) , Fleur Beresford (Democracy Advisor), Imrie Dunn (Democracy Advisor).

1 KARAKIA TIMATANGA / OPENING PRAYER

At 10:01am Kahika/Mayor Moko Tepania commenced the meeting with a karakia.

2 NGĀ KŌRERO A TE KAHIKA / MAYORAL ANNOUNCEMENTS

- Today is Mutuwhenua in the maramataka which is the last moon in this phase.

3 NGĀ WHAKAPĀHA ME NGĀ PĀNGA MEMA / APOLOGIES AND DECLARATIONS OF INTEREST

- Kahika Moko Tepania acknowledged the virtual attendance from Cr Mate Radich, and noted lateness from Crs Kapa, Kleskovic and Chair Chicky Rudkin.

4 NGĀ TONO KŌRERO / DEPUTATION

Nil

At 10:03am meeting was adjourned.

At 10:23am Chair Chicky Rudkin joined the room.

At 10:34am Cr Penetaui Kleskovic joined the room.

At 10:36am Cr Babe Kapa joined the room.

At 10:39am meeting was resumed.

Cr Felicity Foy had not returned to the meeting after the adjournment.

Extraordinary Council Meeting Minutes- **Unconfirmed**

6 June 2024

At 10:40am Cr Felicity Foy returned to the meeting.

5 TE WHAKAAETANGA O NGĀ MENETI O MUA / CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS EXTRAORDINARY MINUTES

Agenda item 5.1 document number A4725620, pages 6 - 11 refers

RESOLUTION 2024/50

Moved: Kahika - Mayor Moko Tepania

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

That Council confirm the minutes of the Extraordinary Council meeting held 23 May 2024 as a true and correct record.

CARRIED

6 NGĀ PŪRONGO / REPORTS

6.1 CONFIRMATION OF CAPITAL PROGRAMME AMENDMENTS FOR THE 2024-27 LTP

Agenda item 6.1 document number A4722132, pages 12 - 26 refers

RESOLUTION 2024/51

Moved: Kahika - Mayor Moko Tepania

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

That Council leave to lie the capital budget reforecasting of \$6,775,722 across 3 years (2024-27) for capital projects.

CARRIED

6.2 LONG TERM PLAN 2024-27 DELIBERATIONS

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

RESOLUTION 2024/52

Moved: Cr Ann Court

Seconded: Cr Felicity Foy

NGĀ TŪTOHUNGA / RECOMMENDATION

1.1) That Council approve OPTION 2 Change to a targeted rate based on land use and introduce a public good rate to confirm how stormwater is rated across the district.

Against: Crs Hilda Halkyard-Harawira, Babe Kapa, Steve McNally and Mate Radich

CARRIED

6.2 LONG TERM PLAN 2024-27 DELIBERATIONS

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

MOTION

Moved: Cr Ann Court

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

1.2) That Council approve OPTION 2: Change to district-wide rates for those connected to / or have the ability to connect to water supply and / or wastewater services to confirm the way access to water supply and wastewater services is rated.

AMENDMENT

Moved: Cr John Vujcich

Seconded: Cr Hilda Halkyard-Harawira

1.2) That Council defer issue 1.2 until Annual Plan Deliberations 2024/25

EQUAL

In Favour: Crs Hilda Halkyard-Harawira, Babe Kapa, Penetaui Kleskovic, Mate Radich and John Vujcich

Against: Kahika Moko Tepania, Kōwhai Deputy Mayor Kelly Stratford, and Crs Ann Court, Felicity Foy and Steve McNally

Abstained: Cr Tāmāti Rākena

MOTION

Moved: Cr Ann Court

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

1.2) That Council approve OPTION 2: Change to district-wide rates for those connected to / or have the ability to connect to water supply and / or wastewater services to confirm the way access to water supply and wastewater services is rated.

In Favour: Kahika Moko Tepania, Kōwhai Deputy Mayor Kelly Stratford, and Crs Ann Court, Felicity Foy and Hilda Halkyard-Harawira

Against: Crs Babe Kapa, Penetaui Kleskovic, Steve McNally, Mate Radich and John Vujcich

Abstained: Cr Tāmāti Rākena

EQUAL

At 11:50am meeting was adjourned

At 12:07pm meeting resumed

6.2 LONG TERM PLAN 2024-27 DELIBERATIONS

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

MOTION

Moved: Cr Felicity Foy

Seconded: Cr John Vujcich

1.3) That Council note OPTION 1: Provide multi-purpose centres: two for Bay of Island Whangaroa one each for Kaikohe- Hokianga and Te Hiku to confirm the next steps for consideration on how community services will be provided throughout the district.

AMENDMENT

Moved: Kōwhai - Deputy Mayor Kelly Stratford
 Seconded: Cr Ann Court

1.3a) That Council note **OPTION 3: Status quo to confirm the next steps for consideration on how community services will be provided throughout the district, and**

1.3b) direct CEO to review how we can more equitably fund the facilities.

In Favour: Kahika Moko Tepania, Kōwhai Deputy Mayor Kelly Stratford, and Crs Ann Court, Hilda Halkyard-Harawira, Babe Kapa, Penetaui Kleskovic, Steve McNally, Mate Radich, Tāmami Rākena and John Vujcich

Against: Cr Felicity Foy

CARRIED

The amendment became the substantive motion.

RESOLUTION 2024/53

Moved: Kahika - Mayor Moko Tepania
 Seconded: Kōwhai - Deputy Mayor Kelly Stratford

1.3a) That Council note OPTION 3: Status quo to confirm the next steps for consideration on how community services will be provided throughout the district, and

1.3b) direct CEO to review how we can more equitably fund the facilities

CARRIED

6.2 LONG TERM PLAN 2024-27 DELIBERATIONS

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

RESOLUTION 2024/54

Moved: Kahika - Mayor Moko Tepania
 Seconded: Kōwhai - Deputy Mayor Kelly Stratford

2.1a) That Council note the submissions on 2.1 Capital works programme (generalisation), and approve no change to be made based on the submissions received to the Long Term Plan 2024-2027.

CARRIED

6.2 LONG TERM PLAN 2024-27 DELIBERATIONS

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

RESOLUTION 2024/55

Moved: Kahika - Mayor Moko Tepania
 Seconded: Kōwhai - Deputy Mayor Kelly Stratford

2.2a) That Council note the submissions on 2.2 Civil Defence, and approve no change to be made based on the submissions received to the Long Term Plan 2024-2027.

CARRIED

6.2 LONG TERM PLAN 2024-27 DELIBERATIONS

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

RESOLUTION 2024/56

Moved: Cr John Vujcich

Seconded: Kahika - Mayor Moko Tepania

2.3a) That Council agree that no additional grants will be introduced to the Long Term Plan 2024-27 for 2.3 Community boards and community grants/funding will be retained.**CARRIED****6.2 LONG TERM PLAN 2024-27 DELIBERATIONS**

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

RESOLUTION 2024/57

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Penetaui Kleskovic

2.3b) That Council approve \$57,000 Town Beautification to each ward for new capital works, a total of \$171,000 each year.Against: Cr Mate Radich**CARRIED****6.2 LONG TERM PLAN 2024-27 DELIBERATIONS**

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

RESOLUTION 2024/58

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Hilda Halkyard-Harawira

2.3c) That Council instruct the Chief Executive Officer to ensure that existing budgets and resourcing is available to support Te-Oneroa-a-Tohe beach management plan.**CARRIED****6.2 LONG TERM PLAN 2024-27 DELIBERATIONS**

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

RESOLUTION 2024/59

Moved: Kahika - Mayor Moko Tepania

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

2.4a) That Council note the submissions on 2.4 Communications and engagement, and approve no change to be made to the Long Term Plan 2024-2027**2.5a) That Council note the submissions on 2.5 Community outcomes, and approve no change to be made based on the submission to the Long Term Plan 2024-2027.**

Page 5

Extraordinary Council Meeting Minutes- **Unconfirmed**

6 June 2024

CARRIED

At 12:49 pm, Cr Babe Kapa left the meeting

6.2 LONG TERM PLAN 2024-27 DELIBERATIONS

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

RESOLUTION 2024/60

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr John Vujcich

2.6a) That Council note the submissions on 2.6 Cycle Trail (Pou Herenga Tai Twin Coast Cycle Trail), and approve no change to be made to the Long Term Plan 2024-2027Abstained: Crs Ann Court, Hilda Halkyard-Harawira and Mate Radich**CARRIED***NOTE: The Cycle Trail (Pou Herenga Tai Twin Coast Cycle Trail) line item to be made a standalone item in the budget being funded by separate source***6.2 LONG TERM PLAN 2024-27 DELIBERATIONS**

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

RESOLUTION 2024/61

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Ann Court

2.7a) That Council note the submissions on 2.7 Delivery and Operations activities and approve no change to be made to the Long Term Plan 2024-2027;and,**2.8a) note the submissions on 2.8 District Facilities activities, and approve no change to be made to the Long Term Plan 2024-2027;and,****2.9a) note the submissions on 2.9 Environment, and approve no change to be made to the Long Term Plan 2024-2027.****CARRIED****6.2 LONG TERM PLAN 2024-27 DELIBERATIONS**

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

RESOLUTION 2024/62

Moved: Kahika - Mayor Moko Tepania

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

2.10a) That Council note the submissions on 2.10 Fees and Charges**CARRIED**

At 12:53 pm, Cr Babe Kapa returned to the meeting

6.2 LONG TERM PLAN 2024-27 DELIBERATIONS

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

RESOLUTION 2024/63

Page 6

Moved: Kahika - Mayor Moko Tepania
 Seconded: Cr Penetaui Kleskovic

2.11a) That Council note the submissions on 2.11 Financial, and approve no change to be made to the Long Term Plan 2024-2027

2.12a) That Council note the submissions on 2.12 Far North Holdings Limited (FNHL), and approve no change to be made to the Long Term Plan 2024-2027.

2.13a) note the submissions on 2.13 General comments, and;

2.13b) approve no change to be made to the Long Term Plan 2024-2027, and

2.13c) acknowledge all feedback from the submissions on 2.13 General comments.

2.14a) That Council note the submissions on 2.14 Governance, and approve no change to be made to the Long Term Plan 2024-2027.

2.15a) That Council note the submissions on 2.15 Long Term Plan consultation document, and approve no change to be made to the Long Term Plan 2024-2027.

2.16a) That Council note the submissions on 2.16 Operational, and approve no change to be made to the Long Term Plan 2024-2027.

2.17a) That Council note the submissions on 2.17 Planning and policy, and approve no change to be made to the Long Term Plan 2024-2027.

CARRIED

6.2 LONG TERM PLAN 2024-27 DELIBERATIONS

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

RESOLUTION 2024/64

Moved: Cr Ann Court
 Seconded: Kahika - Mayor Moko Tepania

That Council:

2.18a) note the submissions on 2.18 Rangitane maritime facilities, and;

2.18b) approve no change to be made to the Long Term Plan 2024-2027.

Against: Crs Kelly Stratford and Mate Radich

Abstained: Crs Felicity Foy and Hilda Halkyard-Harawira

CARRIED

Note: Cr Foy declared a Conflict of interest and did not participate in the debate.

6.2 LONG TERM PLAN 2024-27 DELIBERATIONS

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

RESOLUTION 2024/65

Moved: Kahika - Mayor Moko Tepania
 Seconded: Kōwhai - Deputy Mayor Kelly Stratford

2.19a) That Council note the submissions on 2.19 Rates, and approve no change to be made to the Long Term Plan 2024-2027

CARRIED

6.2 LONG TERM PLAN 2024-27 DELIBERATIONS

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

MOTION

Moved: Kahika - Mayor Moko Tepania
Seconded: Cr Steve McNally

That Council;

2.20a) note the submissions on 2.20 Rooding, and;

2.20b) approve the reinstatement of \$2M to unsubsidised sealing for each year of the Long Term Plan 2024-27

AMENDMENT

Moved: Cr Felicity Foy
Seconded: Cr Ann Court

That Council;

2.20a) note the submissions on 2.20 Rooding, and;

2.20b) approve the reinstatement of \$2M to unsubsidised capital funding for each year of the Long Term Plan 2024-27.

In Favour: Kahika Moko Tepania, Crs Ann Court, Felicity Foy, Hilda Halkyard-Harawira, Steve McNally, Mate Radich and Tāmati Rākena

Against: Kōwhai Deputy Mayor Kelly Stratford, Crs Babe Kapa, Penetaui Kleskovic and John Vujcich

CARRIED

The amendment became the substantive motion

Moved: Kahika - Mayor Moko Tepania
Seconded: Cr Ann Court

RESOLUTION 2024/66

That Council;

2.20a) note the submissions on 2.20 Rooding, and;

2.20b) approve the reinstatement of \$2M to unsubsidised capital funding for each year of the Long Term Plan 2024-27.

CARRIED

At 1:08 pm, Kōwhai - Deputy Mayor Kelly Stratford left the meeting.

At 1:10 pm, Kōwhai - Deputy Mayor Kelly Stratford returned to the meeting.

At 1:10 pm, Cr Tāmati Rākena left the meeting.

At 1:13 pm, Cr Tāmati Rākena returned to the meeting.

6.2 LONG TERM PLAN 2024-27 DELIBERATIONS

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

RESOLUTION 2024/67

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Tāmami Rākena

2.21a) That Council note the submissions on 2.21 Solid waste/recycling, and approve no change to be made to the Long Term Plan 2024-2027

2.22a) That Council note the submissions on 2.22 Stakeholder relationships, and approve no change to be made to the Long Term Plan 2024-2027

2.23a) That Council note the submissions on 2.23 Stormwater/drainage/flood protection, and approve no change to be made to the Long Term Plan 2024-2027.

2.24a) That Council note the submissions on 2.24 Town maintenance, and approve no change to be made to the Long Term Plan 2024-2027

2.25a) That Council note the submissions on 2.25 Water supply, and approve no change to be made to the Long Term Plan 2024-2027.

2.26a) That Council note the submissions on 2.26 Wastewater, and approve no change to be made to the Long Term Plan 2024-2027.

2.27a) That Council note the submissions on 2.27 Non-council related comments, and approve no change to be made to the Long Term Plan 2024-2027

CARRIED

6.2 LONG TERM PLAN 2024-27 DELIBERATIONS

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

RESOLUTION 2024/68

Moved: Kahika - Mayor Moko Tepania

Seconded: Kōwhai - Deputy Mayor Kelly Stratford

NGĀ TŪTOHUNGA / RECOMMENDATION

3.1a) That Council approve the activity name change from Governance Administration to Corporate Services.

CARRIED

6.2 LONG TERM PLAN 2024-27 DELIBERATIONS

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

RESOLUTION 2024/69

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Steve McNally

3.1b) That Council approve a special consultative process for additional fees and charges for Resource Consents during the 2024 calendar year.

CARRIED

6.2 LONG TERM PLAN 2024-27 DELIBERATIONS

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

RESOLUTION 2024/70

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Steve McNally

3.1c) That Council delegates authority to the Chief Executive Officer to approve any minor accuracy, grammatical or formatting amendments to the final Long Term Plan 2024-27.

CARRIED

6.2 LONG TERM PLAN 2024-27 DELIBERATIONS

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

RESOLUTION 2024/71

Moved: Cr Penetaui Kleskovic

Seconded: Cr Ann Court

3.1d) That Council approves provision being made in the Long Term Plan 2024-27 for the acquisition of 200 shares in the Otawere Reservoir.

CARRIED

6.2 LONG TERM PLAN 2024-27 DELIBERATIONS

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

RESOLUTION 2024/72

Moved: Kahika - Mayor Moko Tepania

Seconded: Cr Steve McNally

3.1e) That Council approves savings of \$8.5M identified through various budget streams for the 2024/25 year following public feedback during the consultation period; and,

- i. instruct CEO to identify opportunities for further reductions in 25/26 and 26/27 and,**
- ii. require extensive workshops to be provided to elected members**

CARRIED

6.2 LONG TERM PLAN 2024-27 DELIBERATIONS

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

RESOLUTION 2024/73

Moved: Kōwhai - Deputy Mayor Kelly Stratford

Seconded: Kahika - Mayor Moko Tepania

3.1f) That Council approve an additional \$700,000 in total to opt into Future of Severely Affected Land (FOSAL) programme.

Against: Cr Ann Court

CARRIED

6.2 LONG TERM PLAN 2024-27 DELIBERATIONS

Agenda item 6.2 document number A4724521, pages 27 - 133 refers

RESOLUTION 2024/74

Moved: Kahika - Mayor Moko Tepania

Extraordinary Council Meeting Minutes- **Unconfirmed**

6 June 2024

Seconded: Cr Hilda Halkyard-Harawira

That Council**3.1g) request a special dividend of \$5,000,000 from its Council Controlled Organisation Far North Holdings Limited to be received in the 2024/25 year; and Council delegate to the Chief Executive the authority to formalise the request.**Abstained: Cr Ann Court**CARRIED**

At 3:05pm meeting was adjourned.

At 3:08pm meeting was resumed.

7 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

At 3:09pm Kahika Moko Tepania closed the meeting with a karakia.

8 MEETING CLOSE**The meeting closed at 3:09pm.****The minutes of this meeting will be confirmed at the Extraordinary Council Meeting held on 26 June 2024.**.....
CHAIRPERSON

6 NGĀ PŪRONGO / REPORTS

6.1 ADOPTION OF FEES AND CHARGES FOR 2024/25

File Number: A4756754

Author: Angie Thomas, Team Leader - Accounting Services

Authoriser: Charlie Billington, Group Manager - Corporate Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To adopt the schedule of fees and charges for the 2024/25 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 2024/25 financial year increases are limited to the Local Government Cost Index (LGCI) inflation factor.

TŪTOHUNGA / RECOMMENDATION

That Council:

- a) adopt the Schedule of Fees and Charges for 2024/25, and**
- b) delegate the Chief Executive Officer authority to make any final minor edits to the fees and charges prior to publication.**

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 2024/25 financial year, there were no new fees introduced, therefore only the Local Government Cost Index (LGCI) inflation factor applies.

In March 2024, Council adopted the Consultation Document and Supporting Information for the 2024–27 Long Term Plan (LTP). All items were made publicly available on 27 March 2024. Consultation continued until 29 April 2024. 506 submissions were received, and more than 35 submitters spoke at hearings on 30 April to 3 May in Kaitiāia and Kaikohe. With public feedback in mind, Council formally deliberated changes for inclusion in the final LTP on 06 June 2024 and 13 June 2024.

Although there were no changes made to the fees and charges during deliberations, a SCP for Resource Consents will occur during the 2024 calendar year. This will also allow staff to look at any other revenue opportunities.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

In general, fees have been adjusted by inflation (LGCI) which is forecast at 2.4% for the 2024/25 financial year.

The Schedule of Fees and Charges for 2024/25 were part of the supporting documentation during the consultation period for the Long term plan 2024-27.

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 2024/25 financial year.

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

Forecast revenue from the Schedule of Fees and Charges for 2024/25 is recognised in the budget that will be adopted as part of the 2024-27 LTP.

If the Schedule of Fees and Charges is not adopted this will have far reaching implications across all the 2024-27 LTP financials and rating calculations for which the fee increases have been factored. There are also specific legislative implications for Animal Management under the Dog Control Act 1996 section 37 (6). The territorial authority shall, at least once during the month preceding the start of registration year, publicly notify in a newspaper circulating its district, the dog control fixed fees for the registration year.

ĀPITI HANGA / ATTACHMENTS

1. Fees and Charges Schedule 2024-25 - A4757340 [↓](#) 

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 2024–27 Long Term Plan.
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



**NGĀ UTU
FEES AND
CHARGES
2024/25**

Contents

Animals	1
Building consents	3
Bylaw enforcement	6
Cemeteries	7
Certificates, licenses and permits	8
Leases and licenses of reserves / change of reserve status	11
Legal services	13
Libraries	14
Marine	15
Official information	16
Property information	17
Resource consents	18
Rubbish disposal services at transfer stations	23
Stormwater	24
Transport	25
Venues for hire	26
Wastewater	27
Water supply	28

Late Payment Interest and Debt Collection Fees

Council may charge late payment or default interest and debt collection fees if you fail to pay all amounts charged and/or invoiced by Council.

Late payment or default interest is OCR rate current at the time plus 2% pa flat.

Debt collection fees include costs and disbursements incurred by Council and/or third party engaged by Council to recover the debt. These costs and disbursements include debt collection agency fees, legal fees and court filing fees

Animals

Dogs

Registration fee for desexed dogs	1 July 2024 – 31 August 2024	Full fee and late registration penalty 1 September 2024 – 30 June 2025
Pet dog	\$58.00	\$88.00
Classified dangerous dog	\$87.00	\$132.00
Working / pig dog	\$46.00	\$68.00
Disability assist dog (approved organisation certified)	No charge	No charge
Multiple dog discount (Register five dogs, get the sixth dog free)	\$0.00	\$0.00
Discount for Gold Card or Community Card holders	10%	10%

Full fee, penalty and debt recovery costs are incurred between 1 September 2024 and 30 June 2025.

Registration fee for non-desexed dogs	1 July 2024 – 31 August 2024	Full fee and late registration penalty 1 September 2024 – 30 June 2025
Pet dog	\$70.00	\$99.00
Working / pig dog	\$56.00	\$81.00
Disability assist dog (approved organisation certified)	No charge	No charge
Multiple dog discount (Register five dogs, get the sixth dog free)	\$0.00	\$0.00
Discount for Gold Card or Community Card holders	10%	10%

Full fee, penalty and debt recovery costs are incurred between 1 September 2024 and 30 June 2025.

Other fees	
Re-homing dog registration fee (applies to dogs re-homed by the SPCA or via Council pounds).	\$42.00
Dog adoption. Fee includes microchipping, dog registration until the end of the current year, vet check, vaccinations and desexing (if required).	Actual costs
Microchipping	\$35.00
Small dog collar	\$13.00
Large dog collar	\$18.00
Replacement registration tag (per tag)	\$5.00

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.

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

Dog impounding

Impounding	\$79.00
Second impounding	\$118.00
Third and subsequent impounding	\$162.00
Daily handling	\$16.00 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.

Other animals**Stock impounding**

Bovine (bull, cow, ox) where one to five head of stock are impounded	\$108.00
Bovine (bull, cow, ox) where six to 10 head of stock are impounded	\$214.00
Bovine (bull, cow, ox) where 11 plus head of stock are impounded	\$323.00
Equine (horse) where one to five are impounded	\$121.00
Equine (horse) where six to 10 are impounded	\$229.00
Equine (horse) where 11 plus are impounded	\$337.00
Ovine (sheep)	\$36.00
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 + \$17.00 admin cost
Transport of stock to pound	Actual costs + \$17.00 admin cost
Officers time (per hour)	\$100.00

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. Documents will be released upon payment.

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?

Due to administration, processing 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 residential projects only.

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

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)	\$1.75 per \$1,000.00
Building warrant of fitness annual renewal	Actual costs
Building warrant of fitness audit report and inspection fee	Actual costs
Building warrant of fitness (audit only)	Actual costs
Certificate of acceptance (COA) upfront lodgement fee	\$597.00
Certificate of acceptance (COA) processing costs	Actual costs
Certificate of public use application	Actual costs
Certificate of title request	\$43.00
Change of use application installment (actual processing costs are calculated and applied)	Actual costs
Code compliance certificate application	Actual costs
Older code compliance certificate application (includes review of building consents if over four years old)	Actual costs
Compliance schedule and statement	Actual costs
Compliance and accreditation levy (maximum levy fee \$276.00)	\$1.40 per \$1,000.00
Condition assessment report application	\$113.00
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	Actual costs
Extension of time application	\$113.00
Field advice notice	\$205.00
Inspections – residential	\$235.00
Inspections – commercial	\$358.00
Request for information (charged on any application type)	Actual costs
Scanning charge per application	\$12.00
Section 72 hazard notification	Actual costs
Section 75 building on two or more allotments notification	Actual costs
Specific expertise – inspection and processing required	Actual costs
Swimming pool inspections	\$321.00
Waiver / modification waiver application to existing building consent	Actual costs
Weekly building consent report (charge per annum)	\$696.00
Development Engineer	\$271.00
Building Manager / Compliance Manager	\$230.00
Team Leader / Senior Building Officer / Senior Building Specialist	\$205.00
Building Officer / Building Compliance Officer	\$189.00
PIM Officer (District Plan check)	\$164.00
Building Administration / Compliance Administration	\$148.00

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

Vehicle crossings

Vehicle crossing application and vehicle crossing inspection fee (<i>Includes first initial site visit and application fee. A further two inspections are required (pre-pour and final inspections (\$200 per inspection). Any additional inspections will be charged separately (\$200 per inspection)</i>)	\$300.00
Vehicle crossing inspection fee	\$200.00 (per inspection)
Re-application fee for expired approvals	\$77.00
Application for RAPID number	\$31.00
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:-	\$120.00 per application
Application for advertising signs	
Application for brothel signs	
Reclaiming of seized advertising signs	\$90.00 per sign

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

Cemeteries

Burial plots

Burial plot	\$1,179.00
Interment single depth	\$1,033.00
Interment double depth	\$1,171.00
Interment child (under 10)	\$255.00
Interment - oversize single depth	\$1,139.00
Interment - oversize double depth	\$1,245.00
Disinterment fee	\$2,299.00
Statutory holiday surcharge	\$569.00
Special circumstance surcharge (e.g late arrival or additional processing)	\$533.00

Ash burial

Ash berm (Russell)	\$535.00
Ash berm (All others)	\$275.00
Grave digging for ash burial	\$227.00
Concrete cap	\$118.00

Other fees

Cemetery fees (e.g search fee, headstone, memorial permit, installation fee)	\$41.00
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
Temporary Authority 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)

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	\$555.00 per annum
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Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

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)	\$357.00
Re-inspection	\$207.00
Change of ownership (new certificate)	\$62.00
Replacement of lost certificate	\$30.00

Fire prevention

Section clearance (includes administration charge, site inspection if required and contractors' actual costs)	\$110.00 + actual costs
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Food Act**Food Control Plan (FCP)**

Template FCP registration	\$317.00
Thermometer	\$31.00
Additional food control plan document	\$29.00
Renewal of registration (annual renewal)	\$238.00
Additional processing time	\$159.00
Registration amendment	\$159.00
FCP verification fixed fee	\$555.00
Failure to attend scheduled verification	\$159.00
Compliance and monitoring fee	\$159.00

National Programme (NP)

NP registration	\$256.00
NP renewal (renewal required every 2 years)	\$146.00
Additional national programme document pack	\$29.00
Additional processing time	\$159.00
Registration amendment	\$159.00
NP verification fixed fee	\$396.00
Failure to attend scheduled verification	\$159.00
Compliance and monitoring fee	\$159.00

Gaming Act 2003

Gaming venue relocation and TAB venue application license fees	\$444.00
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Note: All fees are GST INCLUSIVE at the current rate of 15% unless otherwise stated (where applicable)

Mobile shop, stall, hawkers, alfresco dining and tour operators' licenses (Road Use Bylaw)**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.

Tour operator means any person who offer tourist activities in a specific site in a public space.

Regular annual licenses

Mobile shop	Non-food	
	Annual	\$557.00
	Seasonal - one month	\$49.00 per month
	Food related	
	Annual	\$829.00
	<i>This fee is for the license to trade in a permitted public place. A food license will also be required</i>	
	Seasonal*	\$71.00 per month
Coffee vendor only	Annual	\$276.00
	Seasonal*	\$28.00 per month
Hawkers	Annual	\$358.00
	Seasonal*	Pro rata \$34.00 per month
Street stalls (Fundraising events, charitable trusts, or street appeal collectors) Maximum 20 per year		No charge
Tour operators license		\$220.00

* Minimum of one month

Alfresco dining license**All licenses renewable on 1 July each year**

Application and renewal fee	\$116.00
Site inspection	\$81.00
One table	\$57.00
Two tables	\$115.00
Three tables	\$174.00
Four tables	\$230.00
Five tables	\$288.00
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	\$57.00
Change of new ownership – new licensee	\$62.00

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	\$363.00
Revocation of reservation of reserve	\$363.00

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)	\$484.00
Renewal of lease of reserve; e.g. local purpose or recreation	\$243.00

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)	\$476.00
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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)	\$121.00
Lease by community group (e.g. Marae committee)	\$121.00
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	\$121.00
Renewal of license for grazing purposes	\$59.00

Rentals

Licenses by commercial operator	Individually determined on percentage of Government value
Licenses by semi-community and community groups	\$121.00
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	\$91.00
Plus deposit (refundable if no turf damage)	\$666.00
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)	\$21.00
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	\$293.00
Property Legalisation Officer	\$114.00
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)	\$32.00
Replacement borrower card	\$2.20
Interloan search	from \$6.00
Book repairs	from \$5.30

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	\$194.00
Map volume	\$174.00
Map pages (individual)	Actual costs
Text and maps (printed)	\$365.00

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)	\$26.00
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Digital data supply

DCDB parcels – per parcel	\$0.20
Staff time (per hour)	\$97.00
USB stick (with data on it)	\$6.00

Physical map requests (paper and pdf)

Staff time (per hour)	\$97.00
Hard copy – A3	\$47.00
Hard copy – A2	\$57.00
Hard copy – A1	\$81.00
Hard copy – A0	\$97.00
Soft copy (PDF format) – A3	\$47.00
Soft copy (PDF format) – A2	\$47.00
Soft copy (PDF format) – A1	\$47.00
Soft copy (PDF format) – A0	\$47.00
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.fndcmaps.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	\$319.00
Research fee – where extensive research is required. (This is additional to the application fee)	\$39.00 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 fulfil obligations of the Resource Management Act 1991; and
- Disbursements including photocopying, phone 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.

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:	\$1,535.00
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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:	\$1,232.00
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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:	\$2,558.00
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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:	\$2,967.00
<ul style="list-style-type: none"> 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:	\$4,910.00
<ul style="list-style-type: none"> 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:	\$6,650.00
<ul style="list-style-type: none"> 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:	\$2,762.00
<ul style="list-style-type: none"> 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:	\$2,967.00
<ul style="list-style-type: none"> 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:	\$5,013.00
<ul style="list-style-type: none"> 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:	\$1,977.00
<ul style="list-style-type: none"> 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	\$2,864.00
Removal of or alteration to a notice of requirement	\$859.00
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)	\$686.00

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

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.	\$5,115.00
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. \$8,184.00

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. \$1,977.00

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. \$393.00

Approvals and certificates – installment

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

Certificate under Sec 221 (consent notice), certificate under Sec 222 (completion certificate), approval of survey plan Sec 223	\$268.00
Cancellation of building line restriction Sec 327A LGA 1974	\$246.00
Outline plan waiver	\$160.00
224 (c) Certificate without engineering conditions	\$626.00
224 (c) Certificate with engineering conditions	\$1,162.00
Section 243 Cancellation of Easement	\$491.00
Deemed permitted boundary activities and deemed permitted marginal or temporary activities	\$491.00
Earthworks permit – includes administration and one inspection	\$491.00
Engineering Plan Approvals (RMAEPA)	\$777.00
Any meeting booked in advance relating to a resource consent application. Actual and reasonable costs will be calculated based on the charge rate associated with the staff member(s) required to attend and for any research required prior to the meeting. This includes Pre-Application Meetings and Concept Development Meetings.	Actual and reasonable costs

Other approvals, certificates and fixed fees

Preparation of covenant against transfer of allotments – Sec 240 \$491.00

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

Other approvals, certificates and fixed fees

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	\$491.00
Savings certificate issued under Sec 226(1)(e). Determination of and extension of existing use (Section 10)	\$925.00	\$946.00
Creation of right of way under Sec 348 Local Government Act	\$925.00	\$946.00
Section 139 Certificate of Compliance, Section 139(A) Existing Use Certificate	\$1,276.00	\$1,305.00
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	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	\$14,323.00
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	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	Actual and reasonable costs
CT – producing certificates of title; easement instruments; consent notices	\$41.00 per search	\$42.00 per search
Scanning charge – per application	\$12.00 per application	\$12.00 per application
Post approval charge. Part of administration associated with consents, statutory reports, inquiries and complaints about consents	\$228.00	\$233.00

Liquor compliance certificates

Certificate of Compliance Liquor application	\$478.00
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Hourly processing charges

Principal Planner and Manager; Resource Management	\$215.00
Resource Consent Engineer	\$194.00
Team Leader	\$205.00
Senior Planner	\$194.00
Intermediate and Resource Planner	\$189.00
Resource Planner	\$184.00
Consent Planner	\$164.00
Planning Technician and Monitoring Officer	\$159.00
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 Consultant Engineer.	
Other – Professional services (Pre-application meetings and concept development meetings)	Actual and reasonable costs

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

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, Kaitaia 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

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	\$50.00
Application fee to build close to, or excavate close to a public storm water line not within a legal road*	\$50.00
New connection	Quote to be provided
Approximate marking of single of single location services of mains with minimum 3 days' notice	Quote to be provided
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	\$160.00
Note: if event spans more than one ward an extra \$50 per ward is chargeable	
Applications for parades	\$55.00
Other road closures will be charged based on an estimated cost at normal charge out rates - minimum	\$55.00

Note: all advertising costs are the responsibility of the applicant.

Traffic overweight permit

Traffic overweight permit	\$147.00
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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 Councils wastewater networks can only be undertaken by Council approved contractors. Excludes charges included with rates.

Activity / service	
Administration fee for a wastewater connection	\$50.00
Administration fee to build close to/over or excavate close to a public sewer not within a legal road*	\$50.00
Upgrade or modify existing connection	Quote to be provided
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 provided
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 provided
New connection to a pressure wastewater network provided by Council's contractor	Quote to be provided
Inspection by Council officers of connection work not undertaken by Council's contractor (single connection)	Quote to be provided
Inspection by Council Officers of connection work not undertaken by Council's contractor (multiple connections)	Quote to be provided

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 pan 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	Quote to be provided
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
Inspection of onsite wastewater system by Council Monitoring Officer*	\$99.00 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	\$34.00 / m ³
Lost card replacement	\$36.00 per card

Water supply

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

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

Activity / service

Administration fee for a water connection	\$50.00
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Administration fee to build or excavate close to a public water main not within a legal road*	\$50.00
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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
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Standard 20 mm water meter connection in footpath within five metres of main	Quote to be provided
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Standard 20 mm water meter connection in berm within five metres of main	Quote to be provided
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Relocation of existing service or meter	Quote to be provided
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Approximate marking of single location services of mains with minimum three days' notice	Quote to be provided
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Accurate marking of mains including excavation with minimum 10 day notice	Quote to be provided
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Accurate marking of mains including excavation with minimum 10 days' notice, or location of mains over a wide area	Quote to be provided
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Urgent location of mains	Actual costs
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Meter checking fee (calibration check – refundable if meter incorrect)	\$502.00
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Restrictor installation	Quote to be provided
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Special meter readings	\$100.00
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Bulk water supply

Bond	\$2,098.00
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Annual administration fee (covers billing and vehicle inspection)	\$700.00 for first vehicle \$361.00 for each subsequent vehicle
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Charge rate per m ³	Standard domestic rate in the area concerned
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*If site visit required additional costs of staff time, administration and mileage apply.

Water by meter rates

Potable water	Per M ³	\$4.40
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Non-potable water	Per M ³	\$2.86
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Non-metered rates

Non-metered potable rate	Per SUIP	\$1,395.21
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Non-metered non-potable rate	Per SUIP	\$1,009.96
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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)	Quote to be provided
Programmed (within 3 days)	Quote to be provided
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)

6.2 ADOPTION OF THE 2024-27 LONG TERM PLAN

File Number: A4749755

Author: Angie Thomas, Team Leader - Accounting Services

Authoriser: Charlie Billington, Group Manager - Corporate Services

TAKE PŪRONGO / PURPOSE OF THE REPORT

To adopt the Long Term Plan (LTP) for 2024 – 2027.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- The Local Government Act 2002 (the Act) requires a Council to have, at all times, a LTP. The LTP must be adopted before commencement of the first financial year to which it relates.
- Council adopted its Consultation Document for the 2024-27 LTP, along with supporting information including strategies, policies, forecast financial statements and work programmes, in March 2024, and consulted from 27 March 2024 until to 29 April 2024 in accordance with the Special Consultative Procedure.
- 506 submissions were received. Over 35 people spoke to their submissions at public hearings on 30 April to 3 May in Kaitāia and Kaikohe. Kahika, Councillors, Community Board Members, the Chief Executive Officer and senior managers attended these hearings.
- The LTP presented for adoption was developed from the supporting information that was previously adopted with the Consultation Document in March (Council's "we need to talk" with the community) and amended in accordance with the decisions made by Council at the Deliberations meeting on 06 June 2024 and Council meeting 13 June 2024.
- The Revenue and Financing Policy, which shows how Council proposes to fund its operating and capital expenditures, must be adopted for inclusion in the LTP.
- The Treasury, Liability and Investment Policies which outline the policies and procedures in respect to treasury activity undertaken by the council, must also be adopted. These were included in the Consultation Document supporting information and have undergone no material changes.
- The LTP must then be adopted to enable the setting of rates for the 2024/2025 financial year.

TŪTOHUNGA / RECOMMENDATION

That Council:

- adopt the Revenue and Financing Policy contained in the final 2024-27 Long Term Plan and the Treasury, Liability and Investment Policies; and,**
- adopt the 2024–27 Long Term Plan as amended in accordance with the decisions made at the Deliberations meeting held on 06 June 2024 and the Council meeting held on 13 June 2024, and**
- authorise the Chief Executive Officer to approve any minor accuracy, grammatical or formatting amendments prior to the 2024-27 Long Term Plan and associated documents being published or uploaded onto the Far North District Council website.**

1) TĀHUHU KŌRERO / BACKGROUND

The adoption of an LTP is a requirement of Section 93 of the Local Government Act 2002. The process to be followed and / or matters to be taken into account are contained in Part 6 of the Act which encompasses Council's decision making (sections 76 – 81), consultation processes (sections

82 – 90), and planning (sections 93 – 94). Council then follows the necessary Special Consultative Procedure prescribed by the legislation.

However, 8 Councils were approved to apply the Severe Weather Emergency (Local Government Act 2002 - Long-term Plan) Order 2023 to address the impact of the severe weather related events. Instead of producing an audited long-term plan covering 10 consecutive years, a minimum of 3 years was required to enable Councils to focus on recovery which is less resource intensive but still provides a strategic direction in the medium term.

In March 2024, Council adopted the Consultation Document and Supporting Information for the 2024–27 LTP. All items were made publicly available on 27 March 2024. Consultation continued until 29 April 2024. 506 submissions were received, and more than 35 submitters spoke at hearings on 30 April to 3 May in Kaitiāia and Kaikohe. With public feedback in mind, Council formally deliberated changes for inclusion in the final LTP on 06 June 2024 and 13 June 2024.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

The 2024-27 LTP presented for adoption was compiled from the supporting information that was previously adopted with the Consultation Document in March (Council's "we need to talk" with the community) and was amended in accordance with the decisions made by Council at the Deliberations meeting held on 06 June 2024 and 13 June 2024. These decisions were guided by community input gathered through consultation and engagement, the submissions process, and public hearings.

Changes agreed at deliberations are summarised in The Right Debate section of the LTP. Other changes relating to a range of operational issues have also been incorporated into the final LTP as a result of additional or updated information that became available after the adoption of the Consultation Document and its supporting information.

While Councillors have already received the majority of the material presented in the LTP (i.e. the supporting information including strategies, policies, forecast financial statements, work programmes and other material), the front section of the document is new. This section serves to provide structure and includes:

- A message from the Mayor and Chief Executive Officer
- Council, Community Boards and committees and delegations
- Strategic linkages including community outcomes and strategic priorities
- An overview of Council's approach to working in partnership with Māori
- A summary of what we consulted on and the changes that were made as a result of consultation.

Key elements of the LTP for the 2024-27 years are:

- A balanced budget in each year, where revenue exceeds expenditure (including depreciation)
- A rate to rate increase of 4.5% in 2024/25. Total range of rates revenue ranging from \$112 million to \$132 million.
- Net debt forecast from \$224 million to \$291 million.
- Total annual operating expenditure ranging from \$192 million to \$213 million.
- Total annual spend on capital projects ranging from \$147 million to \$162 million.

The process from here:

The Local Government Act 2002 requires Council to adopt its LTP by 30 June 2024.

Adoption of the LTP must follow adoption of the Revenue and Financing Policy.

The LTP must then be adopted to enable the setting of rates for the 2024/2025 financial year.

Take Tūtohunga / Reason for the recommendation

Section 93 of the Local Government Act 2002 requires a Council to have, at all times, a Long Term Plan. The section prescribes the purpose and the procedure for adopting an LTP as well as specifying that an LTP must be adopted before the commencement of the first year to which it relates, and that an LTP adopted under this section must cover a period of not less than 10 consecutive financial years.

The 2024-27 LTP meets the statutory requirements of the Act and must be adopted by Council prior to 1 July 2024.

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

The 2024-27 LTP sets in place the Council programme for the next three years along with the funding required. This document sets the budgets for the three year period.

If the 2024-27 LTP is not adopted, the Council would not be adhering to the Severe Weather Emergency (Local Government Act 2002 - Long-term Plan) Order 2023 which we prescribed to. Additionally, Council would only be able to rate for the 2024/25 year based on 25% of the rates that are payable in the previous year being 2023/24 as per Section 50 of the Local Government (Rating) Act 2002. This would have implications across all departments within the organisation.

ĀPITIHINGA / ATTACHMENTS

1. Treasury, Liability and Investment Policies - A4757338 [↓](#) 
2. FNDC LTP 2024-27 - A4759775 [↓](#) 

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	This decision involves a high degree of significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	The Local Government Act 2002. Sever Weather Emergency Recovery (Local Government Act 2002 – Long-term Plan) Order 2023
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.	District-wide relevance. Community Boards were represented at all workshops and public meetings. Community Board submissions were considered.
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.	Implications were considered within the development process of the LTP.
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).	The LTP applies to all ratepayers and residents of the District. Feedback received from the public was considered through the decision-making process.
State the financial implications and where budgetary provisions have been made to support this decision.	The LTP sets the budgets for the next 3 years.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report.



**NGĀ KAUPAPAHERE
MŌ TE PŪTEA MATUA,
NGĀ PŪNAMA ME
NGĀ HAUMITANGA**

**TREASURY, LIABILITY
AND INVESTMENT
POLICIES**

Contents

Introduction	1
Liability Management Policy	4
Investment policy and limits	6
Risk recognition	10
Interest rate risk control limits.....	11
Liquidity risk / funding risk	12
Measuring Treasury performance.....	15
Policy review.....	16
LGFA Lending Policy.....	16



Introduction

This document includes the overarching Treasury, Liability Management and Investment Policies of the Council (“the Policy”).

Policy purpose

The purpose of the Policy is to outline approved policies and procedures in respect of all treasury activity to be undertaken by Council. The formalisation of these policies and procedures will enable treasury risks within Council to be prudently managed.

As circumstances change, the Policy will be modified to ensure that treasury risks continue to be well managed. Council ensures there is periodic reviews of this policy by an appropriate external party.

The review will test the existing policy against the following criteria:

- Industry best practices for a council of similar size and type to the Far North District Council
- The risk bearing ability and tolerance levels of the underlying revenue and cost drivers
- The effectiveness and efficiency of the Treasury Policy and treasury management function to recognise, measure, control, manage, and report on Council’s financial exposure to market interest rate risks, funding risk, liquidity, investment risks, counterparty credit risks, and other associated risks
- The operation of a pro-active treasury function in an environment of control and compliance
- The robustness of the policy’s risk control limits and risk spreading mechanisms against normal and abnormal interest rate market movements and conditions.

This Policy version was reviewed by Earl White, from the Council’s independent treasury advisor Bancorp Treasury Services Limited (“Bancorp”) and has been confirmed by Bancorp as meeting market best practice.

Scope

- This Policy identifies the policies and procedures of Council in respect of treasury management activities
- The policy has not been prepared to cover other aspects of Council’s operations, particularly transactional banking management, systems of internal control and financial management. Other Council policies and procedures cover these matters
- Planning tools and mechanisms are also outside of the scope of this policy.

Objectives

The objective of this Policy is to control and manage costs and investment returns that can influence operational budgets and public equity.

Statutory objectives and related controls

Council is governed by the following relevant legislation:



- a. LGA, in particular Part 6 including sections 101,102,104 and 105 and Subpart 4 Sections 112 to 122
- b. Trustee Act 1956. Details of relevant Sections can be found in the Trustee Act 1956 Part II Investments
- c. Public Bodies Lease Act 1969 and Property Law Act 2007.
 - All projected borrowings are to be approved by Council as part of the LTP or Annual Plan process, or by resolution of Council before the borrowing is undertaken
 - All legal documentation in respect to borrowing and financial instruments other than via the LGFA, which has its own legal review processes that Council can access, will be approved by Council's in-house solicitors prior to the transaction being executed
 - Council will not enter into any borrowings denominated in a foreign currency
 - Council will not transact with any Council Controlled Trading Organisation (CCTO) on terms more favourable than those achievable by Council itself
 - A resolution of Council is not required for hire purchase, credit or deferred purchase of goods if:
 - i. The period of indebtedness is less than 91 days
 - ii. (including rollovers)
 - iii. The goods or services are obtained in the ordinary course of operations on normal terms for durations not exceeding the economic life of the asset.

General objectives

- To manage debt to optimise the cost of funding in the long-term whilst balancing risk and cost considerations
- Monitor, evaluate and report on treasury performance
- Borrow funds and transact risk management instruments within an environment of control and compliance under Council approved Treasury Policy so as to protect Council's financial assets and costs
- Arrange and structure long-term funding for Council at the lowest achievable interest margin from debt lenders in line with Council's credit characteristics
- Optimise flexibility and spread of debt maturity within the funding risk limits established by this policy
- Monitor and report on financing/borrowing covenants and ratios under the obligations of Council's lending/ security arrangements
- Manage interest rate risk within the parameters detailed in this policy
- Comply with financial ratios and limits stated within this policy
- Monitor Council's return on investments



- Ensure Council, management and relevant staff are kept abreast of the latest treasury products, methodologies, and accounting treatments through training and in-house presentations
- Maintain appropriate liquidity levels and manage cash flows within Council to meet known and reasonable unforeseen funding requirements
- To manage investments to optimise returns in the long- term whilst balancing risk and return considerations
- To minimise exposure to credit risk by only dealing with approved credit worthy counterparties
- Ensure that all statutory requirements of a financial nature are adhered to
- To ensure adequate internal controls exist to protect council's financial assets and to prevent unauthorised transactions
- Develop and maintain relationships with financial institutions, investors, and investment counterparties.

Overview of management structure

The treasury responsibilities of the Council and Chief Executive are detailed below. Other management responsibilities are outlined in the Treasury Procedures Manual ("TPM").

Council

Council has ultimate responsibility for ensuring that there is an effective policy for the management of its risks. In this respect, Council decides the level and nature of risks that are acceptable, given the underlying objectives of Council.

Council is responsible for approving this Policy. While the policy can be reviewed and changes recommended by other persons, the authority to make or change policy cannot be delegated. Council should also ensure that:

It receives regular information from management on treasury risk exposures and financial instrument usage in a form that is understood, and that enables it to make informed judgements as to the level of risk accepted; issues raised by auditors (both internal and external) in respect of any significant weaknesses in the treasury function are resolved in a timely manner;

Submissions are received from management requesting approval for any treasury transactions falling outside the controls detailed in this policy.

Chief Executive Officer (CEO)

While Council has ultimate responsibility for the policy governing the management of Council's risks, including treasury risks, it delegates overall responsibility for the management of treasury risks to the CEO. The CEO can sub-delegate these responsibilities to members of the executive team.

Delegations are detailed in the TPM.



Delegation of authority and authority limits

Treasury transactions entered into without the proper authority are difficult to cancel given the legal doctrine of apparent authority. Also, insufficient authorities for a given bank account or facility may prevent the execution of certain transactions (or at least cause unnecessary delays). Specific procedures are outlined in the TPM.

Liability Management Policy

Council's liabilities comprise borrowings and various other liabilities. Council maintains borrowings in order to:

- Raise specific debt associated with projects and capital expenditures
- Raise finance leases for fixed asset purchases
- Fund assets whose useful lives extend over several generations of ratepayers.

Borrowing limits

Debt will be managed within the following macro limits as shown in the following table.

Ratio	Target policy limits
Net debt as a percentage of equity	<10%
Net debt as a percentage of total revenue	<280%*
Net interest as a percentage of total revenue	<10%*
Net interest as a percentage of annual rates income (debt secured under debenture)	<25%
Liquidity (external term debt + committed loan facilities + liquid investments to existing external debt)	>110%
Excludes non-government capital contributions from revenue and government contributions netted from debt but excluded from revenues.	

Notes:

- Total revenue is defined as cash earnings from rates, government grants and subsidies, user charges, interest, dividends, financial, and other revenue and excludes non-government capital contributions (e.g. developer contributions and vested assets).
- Net debt is defined as total consolidated debt less liquid financial assets and investments.
- Liquidity is defined as external debt plus committed loan facilities plus liquid investments divided by external debt.
- Net interest is defined as the amount equal to all interest and financing costs less interest income for the relevant period.
- Annual rates income is defined as the amount equal to the total revenue from any funding mechanism authorised by the Local Government (Rating) Act 2002, together with any revenue received from other local authorities for services provided and for which the other local authorities rate.
- Financial covenants are measured on council only, not the consolidated group.
- Disaster recovery requirements are to be met through the liquidity ratio.



Asset Management Plans

In approving new debt, council considers the impact on its borrowing limits as well as the economic life of the asset that is being funded and its overall consistency with Council's LTP.

Borrowing mechanisms

Council is able to borrow through a variety of market mechanisms including issuing stock/bonds, commercial paper (CP), debentures, direct bank borrowing, Local Government Funding Agency (LGFA), accessing the short and long-term wholesale/retail debt capital markets directly or indirectly, or internal borrowing of reserve and special funds.

When evaluating strategies for new borrowing (in relation to source, term, size and pricing) a number of factors are considered to ensure the overall debt management objectives are achieved.

Council's ability to readily attract cost effective borrowing is largely driven by its ability to rate, maintain a strong financial standing, and manage its relationships with its investors and financial institutions.

Security

Council's external borrowings and interest rate risk management instruments will generally be secured by way of a charge over rates and rates revenue offered through a deed of charge, debenture or debenture trust deed. Under a deed of charge, debenture or debenture trust deed, Council's borrowing is secured by a floating charge over all council rates, levied under the Local Government (Rating) Act 2002. The security offered by council ranks equally or pari passu with other lenders.

From time to time, and with Council approval, security may be offered by providing a charge over 1 or more of Councils assets.

Physical assets will be charged only where:

- There is a direct relationship between the debt and the purchase or construction of the asset, which it funds (e.g. an operating lease, or project finance)
- Council considers a charge over physical assets to be appropriate
- Any pledging of physical assets must comply with the terms and conditions contained within the deed of charge.

Debt repayment

The funds from all asset sales and operating surpluses will be applied to the reduction of debt and/or a reduction in borrowing requirements, unless Council specifically directs that the funds will be put to another use.

Debt will be repaid as it falls due in accordance with the applicable loan agreement. Subject to the debt limits, a loan may be rolled over or renegotiated as and when appropriate.

Council will manage debt on a net portfolio basis.



Contingent liabilities

Council may act as guarantor to financial institutions on loans or enter into incidental arrangements for organisations, clubs, trusts, or business units, when the purposes of the loan are in line with Council's strategic objectives.

Council is not allowed to guarantee loans to Council Controlled Trading Organisations under Section 62 of the LGA.

Financial arrangements include:

- Tenant contribution flats
- Advances to community organisations.
- Council will ensure that sufficient funds or lines of credit exist to meet amounts guaranteed. Guarantees given will not exceed NZ\$1 million in aggregate over and above the existing loan guarantee to the Kerikeri Civic Centre Trust (currently \$1.1 million).

New Zealand Local Government Funding Agency Limited investment

Despite anything earlier in this policy, Council may resolve to borrow from the New Zealand Local Government Funding Agency Limited ("LGFA") and, in connection with that borrowing, may enter into the following related transactions to the extent it considers necessary or desirable:

- Contribute a portion of its borrowing back to the LGFA as an equity contribution to the LGFA for example borrower notes
- Provide guarantees of the indebtedness of other local authorities to the LGFA and of the indebtedness of the LGFA itself
- Commit to contributing additional equity (or subordinated debt) to the LGFA if required
- Secure its borrowing from the LGFA and the performance of other obligations to the LGFA or its creditors with a charge over council's rates and rates revenue
- Subscribe for shares and uncalled capital in the LGFA.

Investment policy and limits

General policy

Council generally holds investments for strategic reasons where there is some community, social, physical or economic benefit accruing from the investment activity. Generating a commercial return on strategic investments is considered a secondary objective.

Investments and associated risks are monitored and managed, and regularly reported to Council. Specific purposes for maintaining investments include:

- For strategic purposes consistent with Council's Long-Term Plan
- To reduce the current ratepayer burden
- The retention of vested land
- Holding short-term investments for working capital requirements



- Holding investments that are necessary to carry out council operations consistent with annual plans
- Invest amounts allocated to accumulated surplus, council created restricted reserves and general reserves
- Invest proceeds from the sale of assets.
- Council recognises that as a responsible public authority, all investments held should be low risk. Council also recognises that low risk investments generally mean lower returns.

Objectives

In its financial investment activity, council's primary objective when investing is the protection of its investment capital and that a prudent approach to risk/return is always applied within the confines of this policy. Accordingly, only approved creditworthy counterparties are acceptable.

Council will act effectively and appropriately to:

- Protect council's investments by only transacting with counterparties and instruments that are detailed in this policy to ensure investments are risk averse and secure
- Ensure the investments benefit council's ratepayers
- Maintain a prudent level of liquidity and flexibility to meet both planned and unforeseen cash requirements.

Acquisition of new investments

With the exception of approved financial investments, new investments are acquired if an opportunity arises and approval is given by the appropriate Council committee, based on advice and recommendations from Council officers. Before approving any new investments, Council gives due consideration to the contribution the investment will make in fulfilling Council's strategic objectives, and the financial risks of owning the investment.

The authority to acquire financial investments is delegated to the GMCS.

Investment mix

Council may maintain investments in the following assets from time to time:

- Equity investments, including investments held in CCO/ CCTO and other shareholdings
- Property investments incorporating land, buildings, a portfolio of ground leases and land held for development
- Forestry investments
- Financial investments
- Other investments approved by Council.

Equity investments

Council maintains equity investments and other minor shareholdings.



Council's equity investments fulfil various strategic, economic development and financial objectives as outlined in the LTP.

Council seeks to achieve an acceptable rate of return on all its equity investments, consistent with the nature of the investment and their stated philosophy on investments.

Dividends received from Council Controlled Organisations (CCO's) and unlisted companies, not controlled by Council, are recognised when they are receivable in the Consolidated Statement of Financial Performance.

Any purchase or disposition of equity investments requires Council approval, and any profit or loss arising from the sale of these investments is to be recognised in the Statement of Financial Performance.

Any purchase or disposition of equity investments will be reported to the next meeting of Council.

Unless otherwise directed by Council, the proceeds from the disposition of equity investments will be used firstly to repay any debt relating to the investment and then included in the relevant consolidated capital account.

Council recognises that there are risks associated with holding equity investments and to minimise these risks Council monitors the performance of its equity investments on a twice-yearly basis to ensure that the stated objectives are being achieved. Council seeks professional advice regarding its equity investments when it considers this appropriate.

Property investments

Council's overall objective is to only own property that is necessary to achieve its strategic objectives. As a general rule, council will not maintain a property investment where it is not essential to the delivery of relevant services, and property is only retained where it relates to a primary output of council. Council reviews property ownership through assessing the benefits of continued ownership in comparison to other arrangements which could deliver the same results. This assessment is based on the most financially viable method of achieving the delivery of council services. Generally, Council follows similar assessment criteria in relation to new property investments.

Council reviews the performance of its property investments on a regular basis. All income, including rentals and ground rent from property investments, is included in the Consolidated Statement of Financial Performance.

Forestry

Forestry assets are held as long-term investments on the basis of net positive discounted cash flows, factoring in projected market prices, and annual maintenance, and cutting costs.

All income from forestry is included in the Consolidated Statement of Financial Position.

Any disposition of these investments requires Council approval. Unless otherwise directed by Council, the proceeds from forestry disposition are used firstly to repay related borrowings and then included in the relevant consolidated capital account.



Financial investments

Council's investment portfolio will be arranged to provide sufficient funds for planned expenditures and allow for the payment of obligations as they fall due. Council prudently manages liquid financial investments as follows:

- Any liquid investments must be restricted to a term of no more than 12 months and must be with an approved counterparty
- Interest income from financial investments is credited to general funds, except for income from investments for special funds, reserve funds, and other funds where interest may be credited to the particular fund
- Internal borrowing will be used as appropriate to minimise external borrowing.

Financial investment objectives

Council's primary objectives when investing is the protection of its investment capital. Accordingly, Council may only invest in approved creditworthy counterparties. Creditworthy counterparties and investment restrictions are covered in Counterparty Credit Risk section. Credit ratings are monitored and any changes reported to Council.

Council may invest in approved financial instruments as set out in the approved financial instruments section. These investments are aligned with Council's objective of investing in high credit quality and highly liquid assets.

Special funds, reserve and endowment funds

Liquid assets are not required to be held against special funds and reserve funds. Instead, Council will internally borrow or utilise these funds wherever possible.

Unless otherwise directed by Council, internal borrowing to/from reserves will be undertaken at the external cost of borrowing, or in accordance with the fund agreements.

Trust funds

Where Council hold funds as a Trustee, or manages funds for a Trust, then such funds must be invested on the terms provided within the Trust. If the Trusts' Investment Policy is not specified, then this policy should apply.

New Zealand Local Government Funding Agency Limited investment

Despite anything earlier in this policy, Council may invest in shares and other financial instruments of the LGFA and may borrow to fund that investment.

Council's objective in making any such investment will be to:

- Obtain a return on the investment
- Ensure that the LGFA has sufficient capital to become and remain viable, meaning that it continues as a source of debt funding for Council.

Because of these dual objectives, Council may resolve to invest in LGFA shares in circumstances in which the return on that investment is potentially lower than the return it could achieve with alternative investments. If required in connection with the investment, Council may subscribe for uncalled capital in the LGFA and be a guarantor.

6.3 SETTING OF RATES, DUE DATES AND PENALTIES FOR 2024-2025**File Number:** A4736936**Author:** Zakeeda Khan, Senior Corporate Financial Planner**Authoriser:** Jonathan Slavich, Chief Financial Officer**PURPOSE OF THE REPORT**

The purpose of the report is to allow Council to set the rates, due dates, and penalties for the 2024-2025 rating year in accordance with the provisions of the Local Government (Rating) Act 2002.

EXECUTIVE SUMMARY

Now that Council has adopted the Long-Term Plan 2024-2027 it must set the rates for the 2024-2025 rating year.

- Set General Rates
- Set Targeted Rates
- Penalty Dates
- Setting of the Fees in respect to Postponed Rates

RECOMMENDATION

That, pursuant to Section 23 of the Local Government (Rating) Act 2002 (the Act), Council sets the rates as described below for the year commencing 1st July 2024 and concluding 30th June 2025;

All rates are shown inclusive of GST

GENERAL RATE**General Rate**

Differentiated on the basis of land use set on all rateable land

Differential	Basis	Rate
General Differential	Per \$ of Land Value	\$0.0029344
Commercial Differential	Per \$ of Land Value	\$0.0080696

Uniform Annual General Charge (UAGC):

A UAGC of \$450.00 per SUIP on every rateable Rating Unit

Definition of a SUIP:

Any part of a rating unit that is used or occupied by any person, other than the ratepayer, having a right to use or inhabit that part by virtue of a tenancy, lease, licence, or other agreement

Any part or parts of a rating unit that is used or occupied by the ratepayer for more than one single use.

The following are considered to be separately used parts of a rating unit:

individual flats or apartments

separately leased commercial areas which are leased on a rating unit basis

vacant rating units

TARGETED RATES

ROADING RATES**Uniform Roding Rate**

A Uniform Targeted Rate of \$100 per SUIP on every rateable Rating Unit

Differential Roding Rate

Differentiated on the basis of land use set on all rateable land

Differential	Basis	Rate
Residential	Per \$ of Land Value	\$0.0000816
Lifestyle	Per \$ of Land Value	\$0.0000898
Farming General	Per \$ of Land Value	\$0.0001112
Horticulture	Per \$ of Land Value	\$0.0000678
Dairy	Per \$ of Land Value	\$0.0001872
Forestry	Per \$ of Land Value	\$0.0013942
Commercial	Per \$ of Land Value	\$0.0002272
Industrial	Per \$ of Land Value	\$0.0001986
Mining/Quarry	Per \$ of Land Value	\$0.0078519
Other	Per \$ of Land Value	\$0.0001736

Ward Services Rate

Differentiated on the basis of location set on all rateable land in the identified wards

Differential	Basis	Rate
BOI - Whangaroa Ward	Per SUIP	\$447.50
Te Hiku Ward	Per SUIP	\$425.90
Kaikohe - Hokianga Ward	Per SUIP	\$559.10

STORMWATE RATES

Stormwater Public Good Rate is set on every rating unit in the district

Per Rating Unit	\$10.00
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Fixed rate set on differential categories on all rateable land identified in the rating area maps for the listed urban communities;

Ahipara	Haruru Falls	Kaikohe	Kawakawa
Awanui	Hihi	Kaimaumu	Karikari
East Coast	Houhora/Pukenui	Kaitāia	Kerikeri/Waipapa
Kohukohu	Ōkaihau	Paihia/Te Haumi	Taupo Bay
Moerewa	Ōpononi/Ōmāpere	Rāwene	Tauranga Bay
Ngāwhā	Ōpua/Ōkiato	Russell	Whangaroa/Kāeo

Differential	Basis	Rate
General	50%	\$187.50
Commercial	100%	\$375.00

DEVELOPMENT RATES**Paihia CBD Development Rate**

Differentiated on the basis of land use set on all rateable land identified in the rating area maps

Differential	Basis	Rate
General Differential	Per SUIP	\$18.00
Commercial Differential	Per SUIP	\$56.00

Kaitiāia BID Rate

Commercial rating units defined in the rating area map	Basis	Rate
	Per \$ of Land Value	\$0.0007578

BOI Recreation Centre Rate

Rating Units defined in the rating area map	Basis	Rate
	Per SUIP	\$5.00

SEWERAGE RATES

Separate sewerage rates are set for each sewerage scheme on every rating unit that is connected to each scheme or to which the scheme is “available”, that is where a rating unit is capable of being connected to a public reticulated wastewater disposal system.

The additional pan rate is set on the basis of the third and every subsequent water closet or urinal within the SUIP. A rating unit used primarily as a residence for a single household must not be treated as having more than a single pan.

Ahipara Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$348.16
Available	Per Rating Unit	\$348.16
Additional Pan Rate	Per additional pan	\$208.90

East Coast* Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$311.40
Available	Per Rating Unit	\$311.40
Additional Pan Rate	Per additional pan	\$186.84

Hihī Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$1,307.93
Available	Per Rating Unit	\$1,307.93
Additional Pan Rate	Per additional pan	\$784.76

Kāeo Sewerage Capital Rate

Differential	Basis	Rate
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Connected	Per SUIP	\$706.47
Available	Per Rating Unit	\$706.47
Additional Pan Rate	Per additional pan	\$423.88

Kaikohe Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$153.75
Available	Per Rating Unit	\$153.75
Additional Pan Rate	Per additional pan	\$92.25

Kaitiāia and Awanui Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$276.96
Available	Per Rating Unit	\$276.96
Additional Pan Rate	Per additional pan	\$166.18

Kawakawa Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$456.20
Available	Per Rating Unit	\$456.20
Additional Pan Rate	Per additional pan	\$273.72

Kerikeri Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$666.23
Available	Per Rating Unit	\$666.23
Additional Pan Rate	Per additional pan	\$399.74

Kohukohu Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$706.75
Available	Per Rating Unit	\$706.75
Additional Pan Rate	Per additional pan	\$424.05

Ōpononi Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$366.41
Available	Per Rating Unit	\$366.41
Additional Pan Rate	Per additional pan	\$219.85

Paihia Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$450.82
Available	Per Rating Unit	\$450.82
Additional Pan Rate	Per additional pan	\$270.49

Rangiputa Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$243.76
Available	Per Rating Unit	\$243.76
Additional Pan Rate	Per additional pan	\$146.26

Rāwene Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$434.18
Available	Per Rating Unit	\$434.18
Additional Pan Rate	Per additional pan	\$260.51

Russell Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$468.80
Available	Per Rating Unit	\$468.80
Additional Pan Rate	Per additional pan	\$281.28

Whangaroa Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$673.09
Available	Per Rating Unit	\$673.09
Additional Pan Rate	Per additional pan	\$403.85

Whatuwhiwhi Sewerage Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$387.49
Available	Per Rating Unit	\$387.49
Additional Pan Rate	Per additional pan	\$232.49

**East Coast includes Taipa, Cable Bay, Coopers Beach, Mangonui*

Sewerage Public Good Rate is set on every rating unit in the district

Per Rating Unit	\$15.00
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District Wide Sewerage Operating Rate is set on every rating unit connected to a sewerage scheme

Operating Rate	Basis	Rate
Connected (All schemes)	Per SUIP	\$867.00
Additional Pan Rate	Per additional pan	\$520.20

WATER RATES

Separate water rates are set for each water supply scheme differentiated on the basis of supply or availability of supply to each scheme, that is, capable of being connected to a public reticulated water supply system.

Kaikohe Water Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$347.41
Available	Per Rating Unit	\$347.41

Kaitiāia Water Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$287.89
Available	Per Rating Unit	\$287.89

Kawakawa Water Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$367.61
Available	Per Rating Unit	\$367.61

Kerikeri Water Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$229.14
Available	Per Rating Unit	\$229.14

Ōkaihau Water Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$407.92
Available	Per Rating Unit	\$407.92

Ōmāpere/Ōpononi Water Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$613.16
Available	Per Rating Unit	\$613.16

Paihia Water Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$239.40
Available	Per Rating Unit	\$239.40

Rāwene Water Capital Rate

Differential	Basis	Rate
Connected	Per SUIP	\$290.51
Available	Per Rating Unit	\$290.51

Water Public Good Rate is set on every rating unit in the district

Per Rating Unit	\$15.00
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District Wide Water Operating Rates

The District wide operating rates are assessed on the basis of the quantity of water supplied as recorded by meter, or for a non-metered supply, per SUIP.

Metered Supply rate (all schemes)

Operating Rate	Basis	Rate
Potable Water	Per m ³ Supplied	\$4.40
Non-potable Water	Per m ³ Supplied	\$2.86

Non-Metered Water Supply Rate (Includes 250 M³ Supply)

Operating Rate	Basis	Rate
Potable Water	Per SUIP	\$1,395.21
Non-potable Water	Per SUIP	\$1,009.96

DRAINAGE RATES are set on all rateable land in the relevant drainage area

Kaitiāia Drainage Area	Basis	Rate
Area of land within the defined rating area	Per hectare	\$12.47

Kaikino Drainage Area (as defined in the FIS)		
Differential	Basis	Rate
Differential A	Per hectare	\$11.46
Differential B	Per hectare	\$5.73
Differential C	Per hectare	\$1.91

Motutangi Drainage Area (as defined in the FIS)		
Differential	Basis	Rate
Differential A	Per hectare	\$0.00
Differential B	Per hectare	\$0.00
Differential C	Per hectare	\$0.00

Waiharara Drainage Area (as defined in the FIS)		
Differential	Basis	Rate
Differential A	Per hectare	\$20.96
Differential B	Per hectare	\$10.48
Differential C	Per hectare	\$3.50

And that, pursuant to Section 24 of the Act and with the exception of the targeted rates set for the supply of water pursuant to Section 19 of the Act, Council charges the rates for the 2024-2025 rating year by way of four equal instalments. Each instalment to be paid on or before the due dates set out below;

Rate Instalment	Due Date	Penalty Date
First Instalment	20 August 2024	27 August 2024

Second Instalment	20 November 2024	27 November 2024
Third Instalment	20 February 2025	27 February 2025
Fourth Instalment	20 May 2025	27 May 2025

And that, pursuant to Sections 57 and 58 of the Act and with the exception of the targeted rates set for the supply of water pursuant to Section 19 of the Act, Council imposes the following penalties:

A ten percent (10%) penalty on any portion of any instalment of rates assessed in the 2024-2025 financial year that is not paid on or by the due date for payment as detailed above. This penalty will be added on the penalty dates detailed above;

And that the water meters be read and invoiced on a six-month cycle, or more often if required, and the subsequent invoices become due for payment on the dates in the table below.

And that, pursuant to Sections 57 and 58 of the Act, Council imposes the following penalties in respect of targeted rates set for the supply of water pursuant to Section 19 of the Act:

A ten percent (10%) penalty on any portion of the rate for the supply of water charged pursuant to Section 19 of the Act, as separately invoiced, that is not paid on or by the due date for payment as set out below;

Scheme	1 st Invoice	Due Date	Penalty Date	2 nd Invoice	Due Date	Penalty Date
Kaikohe	Nov 2024	20/12/2024	27/12/2024	May 2025	20/06/2025	27/06/2025
Kaitiāia	Aug 2024	20/09/2024	27/09/2024	Feb 2025	20/03/2025	27/03/2025
Kawakawa	Jul 2024	20/08/2024	27/08/2024	Jan 2025	20/02/2025	27/02/2025
Kerikeri	Sep 2024	21/10/2024	28/10/2024	Mar 2025	21/04/2025	28/04/2025
Ōkaihau	Jul 2024	20/08/2024	27/08/2024	Jan 2025	20/02/2025	27/02/2025
Ōmāpere/ Ōpononi	Jul 2024	20/08/2024	27/08/2024	Jan 2025	20/02/2025	27/02/2025
Paihia	Oct 2024	20/11/2024	27/11/2024	Apr 2025	20/05/2025	27/05/2025
Rāwene	Jul 2024	20/08/2024	27/08/2024	Jan 2025	20/02/2025	27/02/2025

And that, pursuant to Section 88 of the Act, Council sets Postponement Fees as provided for in the relevant Rates Postponement Policies;

FEES IN RESPECT OF POSTPONED RATES

Pursuant to Section 88 of the Local Government (Rating) Act 2002, Council will charge a postponement fee on all rates that are postponed under any of its postponement policies.

The Postponement fees are as follows:

Application Fee: \$300

Administration Fee: \$50 per year

Financing Fee on all Postponements: Currently set at 4.83% pa but may vary to match Council's average cost of funds. At Council's discretion all these fees may be added to the total postponement balance.

1) BACKGROUND

Council has adopted the Long Term Plan 2024-2027 and therefore, pursuant to Section 23 of the Local Government (Rating) Act 2002 (the Act), must now formally resolve to set the rates for the year commencing 01 July 2024 and concluding 30 June 2025.

2) DISCUSSION AND OPTIONS

The Act requires Council to formally set the rates for each year after it has adopted the appropriate Annual Plan or Long-Term Plan. It is this resolution which gives Council the power to set and charge rates for the year.

Reason for the recommendation

It is by setting the rates that Council obtains the funding for the forthcoming year. This resolution provides for funding as set out in the Long Term Plan 2024-2027 for the 2024-2025 rating year.

3) FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

It is by setting the rates that Council obtains the funding for the forthcoming year. This resolution provides funding as is set out in the Long Term Plan 2024–2027 for the 2024-2025 rating year.

ATTACHMENTS

Nil

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.

Compliance requirement	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
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the LTP) that relate to this decision.	Local Government Act 2002, Local Government Rating Act 2002
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.	N/A
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.	N/A
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.	N/A
State the financial implications and where budgetary provisions have been made to support this decision.	As detailed in the Financial Implications and Budgetary Provision section of this report.
Chief Financial Officer review.	The Chief Financial Officer has reviewed this report

7 KARAKIA WHAKAMUTUNGA / CLOSING PRAYER

8 TE KAPINGA HUI / MEETING CLOSE