



# FEES AND CHARGES 2019/2020

Effective from 1 July 2019

*All Fees and Charges are inclusive of GST,  
with the exception of bonds, penalties and residential housing*

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<b>Compliance</b>	
<b>Description</b>	<b>2019/20 fee or charge (\$)</b>
<b>Building consent fees</b>	
Building Consent cost includes Inspection fee and Code Compliance Certificate	
All fees are payable on application	
<b>Record of title</b>	30 .00
<b>Production of Project Information Memorandum (PIM)</b>	180 .00
<b>Solid Fuel Heaters</b>	
Freestanding ( 1 inspection)	500 .00
Insert (2 inspections)	690 .00
<b>Minor Works (1 inspection)</b>	500 .00
Garden Sheds	
Basic Warning System	
Marquees	
Plumbing or Drainage	
<b>Minor Building Works (2 inspections)</b>	870 .00
Carports	
Demolitions	
Decks	
Swimming Pools	
<b>Other Buildings (2 Inspections)</b>	870 .00
Garages	
Hay Barns	
Implement Sheds	
Bridges	
<b>Detached habitable buildings, no plumbing or drainage (5 inspections)</b>	1,480 .00
Sleep Out	
Office	
Studio	
Additions/alterations up to 30m2	
Internal alterations to dwellings	

<b>Compliance</b>	
<b>Description</b>	<b>2019/20 fee or charge (\$)</b>
<b>Detached habitable buildings, with plumbing or drainage (6 inspections)</b>	1,730.00
Sleepout with toilet/shower	
Additions/alterations up to 60m2 with plumbing and drainage	
Internal alterations to dwellings	
<b>Additions/alterations up to 60m2 (6 inspections)</b>	1,730.00
<b>Other new buildings up to 60m2 excluding dwellings and commercial buildings (6 inspections)</b>	1,730.00
Note: For other building work over 60m2 the below dwelling and commercial/ industrial fees apply.	
<b>Dairy Sheds (3 inspections)</b>	1,600 .00
<b>Re-sited Dwellings (3 inspections)</b>	1,850 .00
<b>Re-site dwellings with additions or alterations (includes 6 inspections)</b>	2,870.00
<b>Dwelling Single Storey up to 100m2 (8 inspections)</b>	3,030 .00
<b>Dwelling Single Storey up to 250m2 (9 inspections)</b>	3,280 .00
<b>Dwelling Single Storey larger than 250m2 (9 inspections)</b>	3,430 .00
<b>Dwelling Two Storey or more up to 250m2 (9 inspections)</b>	3,500 .00
<b>Dwelling Two Storey or more larger than 250m2 (9 inspections)</b>	3,800 .00
<b>Commercial /Industrial up to 300m2 (9 inspections)</b>	4,010 .00
<b>Commercial/Industrial - Basic kit-set type building, no services or internal fit-out (3 inspections)</b>	1,700 .00
<b>Commercial/Industrial larger than 300m2 (9 inspections)</b>	4,510 .00
<b>Commercial - Internal Alterations (3 inspections)</b>	1,700 .00
<b>Inspection Fee (compliance inspection/swimming pool etc .) per inspection</b>	190 .00
<b>Amendments</b>	340 .00
<b>Compliance Schedules</b>	
New Compliance Schedule (Section 102 Building Act 2004)	280 .00
Amendments to existing Compliance Schedule (Section 106 and 107 Building Act 2004)	280 .00
<b>Request for Extension of Time for a Building Consent – work start or CCC</b>	160 .00
<b>Application for exemption from requirement to carry out seismic work under section 133AN – includes 1 inspection.</b>	679.00
<b>Applications for waivers or modifications to means of restricting access to residential pools under section 67A – includes 1 inspection.</b>	679.00
<b>Processing of Section 71 / 77 Certificate</b>	200 .00
Plus on-charge of Solicitors fee to prepare and register certificate	Actual Cost
<b>Certificate of Acceptance - Section 41(c)</b> Any building work in respect of which a building consent cannot practicably be obtained in advance because the building work has to be carried out urgently.	740 .00

<b>Compliance</b>	
<b>Description</b>	<b>2019/20 fee or charge (\$)</b>
<b>Certificate of Acceptance - Section 96(1)(a)</b> (i) the work was done by the owner or any predecessor in title of the owner; and (ii) a building consent was required for the work but not obtained . (In addition to the fees that would have been payable had the owner or previous owner applied for a building consent before carrying out the building work.)	1,180 .00 (plus any relevant building consent fees)
<b>Certificate of Public Use (1 inspection)</b>	550 .00
<b>Notice to Fix (1 inspection)</b>	450 .00
<b>Accreditation Levy (consents valued over \$20,000)</b>	1 .10 per 1,000
<b>Building Research Levy</b> For every building consent with an estimated value of \$20,000 and over, \$1 .00 per \$1,000 is payable	1 .00 per 1,000
<b>MBIE Levy</b> For every building consent with an estimated value of \$20,444 and over, \$2 .01 per \$1,000 is payable	2 .01 per 1,000
<b>Lapsed or Cancelled Building Consents</b> Refunds will be paid to the person(s) who paid the fees on application.	Refund of unused fees less
<b>Administration fee for refund on cancelled or lapsed consents</b>	50 .00
<b>Peer Review of Specific Designs by External Agents</b>	Actual Cost
<b>Any additional costs incurred in processing a building consent shall be recoverable on actual and reasonable basis.</b>	160 .00 per hour
<b>Applying for an exemption from requiring a building consent</b>	250 .00
<b>Other Regulatory Fees and Charges</b>	
Overseas investment certificates – for determining and issuing	300 .00
Section 348 – Right of way (ROW) application – processing application for ROW under the Local Government Act 1974	600 .00
Sale and Supply of Alcohol Certificates for Building Certification	200 .00
Record of Title search	30 .00

# Building Act 2004 – explanatory note

## Building Act 2004 fees and charges – explanatory note

These fees and charges become operative on 1 July 2019 and will apply for all work carried out and decisions issued on or after 1 July 2019, irrespective of when the application was lodged with the Council.

### Fixed, Variable and Deposit Charges

The charges set out in this schedule are pursuant to Subpart 9, Section 281 A, B and C of the Building Act 2004.

All such charges are stated inclusive of GST at 15%, however should the GST rate be amended, GST will be charged at the prevailing rate.

### Additional charges

Where a fixed charge is in any particular case inadequate pursuant to section 281B to enable the Council to recover its actual and reasonable costs in respect of the matter concerned, the Council will require the applicant to pay an additional charge to the Council.

### Purpose

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

### Charge-out rates for council officers and mileage

Charge out rates for Council officers are set out in this schedule and:

Are fixed charges;

If reference is made in the schedule to actual staff time, it will be charged in accordance with the relevant hourly charge-out rates;

The charge-out rates for Council officers and for mileage will apply to all matters listed in the Schedule so that:

- o if the fixed charge which has been paid in advance is greater by more than \$50.00 than the actual and reasonable costs incurred by the Council relating to that application, a refund will be given when those costs are finally assessed; and

- o if the actual and reasonable costs incurred by the Council relating to that application are inadequate to enable the Council to recover its actual and reasonable costs then additional charges calculated for staff time at the same rate will be payable (as well as any other items of additional charge which may have been incurred).

<b>Compliance</b>	
<b>Description</b>	<b>2019/20 fee or charge (\$)</b>
<b>Land Information Memorandum (LIM)</b>	300 .00
Administration Fee for refund on cancelled LIM (note where substantial work has been completed on the LIM a refund will not be given; where substantial work has not been completed , the LIM fee will be refunded minus the administration fee).	50.00
<b>Animal and Dog Control Fees</b> All Fees are set in accordance with the Dog Control Act 1996 and by Council Resolution.	
Urban Fee (for dogs in an urban area which comply with the provisions of Dog Control Act 1996)	115.00
Spayed or Neutered Dogs in the Urban Area	90.00
Selected Owner (Dog Control Policy) Dogs	70.00
Rural Dogs	45.00
Late registration fee	50% of the fee that would have been payable if that dog had been registered on the first day of the registration year.
Dangerous Dogs registration fee	150% of the fee that would apply if the dog were not classified as a Dangerous Dog.
Replacement Registration Tag	5.00
<b>Impounding (Poundage) Fees</b>	
Seizure Fee (per dog seized)	65.00
First Impounding (registered dog)	70.00
First Impounding (unregistered dog)	100.00
Second Impounding	138.00
Third and subsequent impounding	200.00
Plus Sustenance fees - per day	15.00
<b>Re-Homing Fee</b>	Re-homing of unwanted/unclaimed dogs (unregistered) dogs will be the applicable registration fee and microchipping fee
The owner of an impounded dog that is not claimed or signed over to Council remains liable for all impounding and sustenance fees irrespective of the fate of the dog.	
Surrender/disposal fee (in addition to applicable impounding charges and sustenance)	40.00
Micro-chipping Fee	25.00
Consent to keep more than 2 dogs in the urban area, provided that if more than one inspection is required prior to approval, a further fee of \$30.00 will apply per inspection.	30.00
<b>Stock Poundage Fee - Excluding dogs</b>	
First impounded animal	110.00
Per animal thereafter (impounded at the same time as the first impounded animal)	40.00

# Environmental Health and Alcohol Licensing

Description	2019/20 fee or charge (\$)
<b>Subsequent Impounding</b> – within any 24 month period involving animals owned by the same person/organisation	220.00 plus 40.00 per additional animal
<b>Driving charges</b> – leading, driving or conveying stock (pursuant to section 14 of the Impounding Act 1955)	125.00 per hour per officer, plus mileage at local government rates, plus any other reasonable costs incurred, including the full costs of any after-hours response
Grazing (per day) – horses, cattle, mules, ass, deer, pigs	8.00
Grazing (per day) – sheep, goats, and any others	2.00 plus costs of any hard/supplementary feeds i.e. hay, grain
Advertising costs (pursuant to the Impounding Act 1955)	Actual Cost
<b>Health Act Licence Fees</b>	
<b>Amusement Device Permits</b> (Section 11 Amusement Device Regulations 1978)	
1. First Device	11.50
2. Each additional Device	2.30
<b>Food Premises Health (Registration of Premises) Regulations 1966</b>	
Low Risk Premises	450.00
High Risk Premises	570.00
Any additional inspections required due to non-compliance	150.00
<b>Fees for Functions under the Food Act 2014</b>	
All administration and verification activities including annual verification, reporting, non-conformance visits and any activity not specified in the schedule below	160.00 per hour
Application for new registration of Template Food Control Plan	180.00 (plus hourly rate of 160.00 after the first hour)
Application for renewal of registration of Template Food Control Plan	160.00 (plus hourly rate of 160.00 after the first hour)
Application for amendment of registration of Template Food Control Plan	160.00 (plus hourly rate of 160.00 after the first hour)
Voluntary suspension of Template Food Control Plan	85.00 (plus hourly rate of 160.00 after the first hour)
Application for new registration of premises under a National Programme	120.00 (plus hourly rate of 160.00 after the first hour)
Application for renewal of registration of premises under a National Programme	110.00 (plus hourly rate of 160.00 after the first hour)
Voluntary suspension of National Programme	85.00 (plus hourly rate of 160.00 after the first hour)
Issue of improvement notice, or review of an improvement notice	150.00 (plus hourly rate of 160.00 after the first hour)



# Environmental Health and Alcohol Licensing

Description	2019/20 fee or charge (\$)
Application for statement of compliance	150.00 (plus hourly rate of 160.00 after the first hour)
Copy of Food Control Plan folder and documents	25.00
Cancelling an audit or verification within 24 hours of the scheduled date and time of audit	100.00
Administration fee for refund on cancelled applications pursuant to the Food Act (note where substantial work has been completed on the application a refund will not be given, where substantial work has not been completed, the application fee will be refunded minus the administration fee)	50.00
<b>Hawkers and Peddlers</b> ( <i>Public Places Bylaw Clause 14</i> )	
Hawkers and Peddlers	60.00
Itinerant Traders	170.00
Mobile Shops	170.00
<b>Impounding of Stereo</b> <i>Impounding Charges for Stereo (RMA 1991 sec 336). Note: Impounded stereo will be sold after six months if not claimed and impounding fees not paid.</i>	180.00
<b>Licensing – Alcohol</b> ( <i>Ref: Sale and Supply of Alcohol (Fees) Regulations 2013</i> )	
<b>New Licences, Renewals and Variations</b>	
Off/On/Club Application Fee - Very Low Risk	368.00
Off/On/Club Application Fee - Low Risk	609.50
Off/On/Club Application Fee - Medium Risk	816.50
Off/On/Club Application Fee - High Risk	1,023.50
Off/On/Club Application Fee - Very High Risk	1,207.50
<b>Annual Fees</b>	
Off/On/Club Application Fee - Very Low Risk	161.00
Off/On/Club Application Fee - Low Risk	391.00
Off/On/Club Application Fee - Medium Risk	632.50
Off/On/Club Application Fee - High Risk	1,035.50
Off/On/Club Application Fee - Very High Risk	1,437.50
Managers Certificate - New and Renewal	316.25
Temporary Authority	296.70
<b>Special Licences</b>	
Class 1	575.00
Class 2	207.00
Class 3	63.25

# Environmental Health and Alcohol Licensing

Description	2019/20 fee or charge (\$)
Administration fee for refund on cancelled sale and supply of alcohol applications (note where substantial work has been completed on the application a refund will not be given, where substantial work has not been completed, the application fee will be refunded minus the administration fee)	50.00
<b>Licensing – Other</b>	
Transfer of Certificates of Registration or Licence	90.00
Offensive Trades - Registration Fees	450.00
Saleyards - Registration Fees	450.00
Hairdressers - Registration Fees	450.00
Funeral Director	40.00
Mortuary Premises	450.00
Camping Grounds	450.00
Skateboarding impounding fee	60.00
Application for Lease of Airspace	100.00
Lease of Airspace	Charge will be assessed on a site by site basis
<b>Parking Infringement Fees</b>	
<b>Excess Parking</b> - For parking on a road in breach of the provisions of Waitomo District Council's Land Transport Bylaw 2015, in excess of a period fixed by the bylaw or otherwise where the excess is:	
Not more than 30 minutes	12.00
More than 30 minutes but not more than 1 hour	15.00
More than 1 hour but not more than 2 hours	21.00
More than 2 hours but not more than 4 hours	30.00
More than 4 hours but not more than 6 hours	42.00
More than 6 hours	57.00
<b>Other Parking Offences</b>	
Parking on designated bus stop	40.00
Parking on designated loading zone	40.00
Parking on a footpath	40.00
Parking contrary to parking signage	40.00
Parking on ornamental verge	40.00
Parking within 1 m of a vehicle entrance	40.00
Parking on or within 6m of an intersection	60.00
Inconsiderate parking	60.00
Double parking	60.00
Parking on a yellow broken line	60.00
Parking in a designated space for disabled persons	150.00
<b>Towage Fees</b>	
Towage fees are additional to the above fines.	Actual cost

# Environmental Health and Alcohol Licensing

Description	2019/20 fee or charge (\$)
<b>Litter Infringement Fee</b>	
Litter, of less than or equal to 1 litre, left in a public space, or on private land, without the occupier's consent - First Offence	100.00
Litter, of less than or equal to 1 litre, left in a public space, or on private land, without the occupier's consent - Second or Subsequent Offence within a Year	400.00
Litter, of more than 1 litre and less than or equal to 20 litres, left in a public space, or on private land, without the occupier's consent <sup>1</sup> - First Offence	150.00
Litter, of more than 1 litre and less than or equal to 20 litres, left in a public space, or on private land, without the occupier's consent - Second or Subsequent Offence within a Year	400.00
Litter, of more than 20 litres and less than or equal to 120 litres, left in a public space, or on private land, without the occupier's consent <sup>2</sup> - First Offence	250.00
Litter, of more than 20 litres and less than or equal to 120 litres, left in a public space, or on private land, without the occupier's consent - Second or Subsequent Offence within a Year	400.00
Litter, of more than 120 litres left in a public space, or on private land, without the occupier's consent - First Offence	400.00
Litter, of more than 120 litres left in a public space, or on private land, without the occupier's consent - Second or Subsequent Offence within a Year	400.00
Hazardous or offensive litter left in a public space, or on private land without the occupier's consent - First Offence	400.00
Hazardous <sup>3</sup> or offensive litter <sup>4</sup> left in a public space, or on private land without the occupier's consent - Second or Subsequent Offence within a Year	400.00
<sup>1</sup> - 20 litres is the approximate maximum capacity of two standard supermarket bags in normal conditions <sup>2</sup> - 120 litres is the approximate maximum capacity of a standard mobile garbage bin in normal conditions (for example the red lid 'wheelie bin' used for domestic refuse collection in the Waitomo area) <sup>3</sup> - Hazardous litter includes broken glass, barbed wire, jagged metal, medicines, hazardous waste etc <sup>4</sup> - Offensive waste includes rotting food, animal remains, faeces including discarded nappies etc	

# Resource Management

To be read in conjunction with the explanatory note for Resource Management fees and charges, found below

Description		2019/20 fee or charge (\$)
<b>General</b>		
Pre application	Pre application meeting	Actual staff time
Lodgement meeting	To lodge any consent	Actual staff time
Pre-hearing meeting	For any meeting or mediation held (s99)	Actual staff time
Joint subdivision and landuse	For any joint subdivision and land use consent application	Deposit 4,500.00
Limited notified consent	<b>Any</b> resource consent that requires limited notification	Deposit 6,500.00
Notified consent	<b>Any</b> resource consent that requires public notification	Deposit 10,000.00
Deemed Boundary Activity (s87BA)	Consider and issue notice	Fixed 350.00
Marginal or temporary rule breaches / exemptions(s87BB) <i>Note: please discuss this with Council's Planner prior to application</i>	Consider and issue notice (if applicable)	Fixed 600.00
<b>Land use consents</b>		
Non-notified	All land use consents, except as otherwise provided below	Deposit 1,000.00
Non-notified	Boundary dispensation (side yard only)	Deposit 600.00
<b>Subdivision Consents</b>		
Non-notified	creating 9 lots or less where no road/reserves proposed	Deposit 2,500.00
Non-notified	Creating 10 lots or more, or any subdivision where a road/reserve is proposed	Deposit 3,500.00
<b>Subdivision processes (post approval)</b>		
Section 223 certification		250.00
Section 224C certification		250.00
Section 241	Cancellation/partial cancellation of amalgamation condition	Fixed 450.00
Section 221	Consent notice - preparation, authorisation, change or cancellation	Fixed 250.00
Cross lease	Amendments to flats plans	Deposit 600.00
Engineering	For inspections of any works for conditions, including checking engineering plans and any amendments	Actual staff time

# Resource Management

To be read in conjunction with the explanatory note for Resource Management fees and charges, found below

Description		2019/20 fee or charge (\$)
<b>Other resource management activities</b>		
Section 127	Application to change or cancel condition(s) of consent (non-notified only, notified consents will be charged the relevant notification fee)	Deposit 1,000.00
Section 125/126	Applications for extensions of consent periods	Deposit 600.00
Section 124	Exercise of resource consent while applying for new consent	Deposit 1,500.00
Section 128-132	Review of consent conditions (non-notified only, notified consents will be charged the relevant notification fee)	Deposit 800.00
Section 134	Transfer of holders interest in a consent (fixed fee)	Deposit 150.00
Section 139A	Existing use right	Deposit 2,000.00
Section 138	Application to surrender a resource consent	Deposit 500.00
Section 139	Application for Certificate of Compliance	Deposit 1,000.00
Section 357	Objection pursuant to sections 357(A) or (B)	Deposit 450.00
NES	Confirmation of compliance with National Environmental Standard	Actual staff time
Other	Any application pursuant to the RMA not listed elsewhere	Deposit 1,500.00
<b>Designations</b>		
Public or limited notified	Notice of Requirement for Designation	Deposit 10,000.00
Non-notified	Notice of Requirement for Designation	Deposit 5,000.00
Sections 181, 182	Requirement for alteration or removal/partial removal of designation	Deposit 1,500.00
Section 184/184A	Application to determine designation lapsing	Deposit 2,500.00
Section 180	Transfer of rights and responsibilities for designations	Deposit 1,500.00

# Resource Management

To be read in conjunction with the explanatory note for Resource Management fees and charges, found below

Description		2019/20 fee or charge (\$)
Sections 177, 178	Request to the requiring authority responsible for an earlier designation. Application to do anything which would prevent or hinder the public work or project	Deposit 600.00
Section 176	Application for outline plan	Deposit 650.00
Section 176A(2)	Waiver of requirement for outline plan	Deposit 150.00
<b>Heritage orders</b>		
Sections 189/189A, 196, 177	Requirement for a heritage order. Requirement for removal of heritage order. Request to requiring authority responsible for the earlier heritage order.	Deposit 1,500.00
<b>Plan Change application (to amend the District Plan)</b>		
1st schedule	Processing, considering and determining a private plan change application.	Deposit 30,000.00
<b>Compliance and monitoring</b>		
General	Administration, review, correspondence.	Actual staff time
Inspections (excluding engineering)	To monitor progress with giving effect to any resource consent, and compliance with consent conditions.	150.00 per inspection
Engineering	For any inspection required.	Actual staff time
<b>Miscellaneous charges</b>		
Legal instruments	Search for easement documents, covenants, encumbrances, or any other document registered on Certificates of Title.	Actual staff time + LINZ costs
Affixing council's seal/authorising document	For administrative costs incurred in affixing council's seal and/or signature to any document where a charge is not otherwise listed.	Fixed 170.00
Variation/cancellations	Variation or cancellation of any legal document/instrument not otherwise listed.	Fixed 450.00

## Resource Management

To be read in conjunction with the explanatory note for Resource Management fees and charges, found below

Description		2019/20 fee or charge (\$)
Public notice	Costs associated with public notices.	Actual staff time + advertisement fees
Signs	Affixing signs on site.	Fixed 35.00 per sign
Delegated approvals	Staff decision on application, acting under delegated authority.	Actual staff time
Bonds – excluding engineering	Preparation, release and signing of any bond (excluding engineering).	Fixed 300.00
Bonds - engineering	Preparation, release and signing of any bond - engineering (roading and servicing works).	Fixed 400.00 per sign
Consultants	The applicant will reimburse council for any fees paid by council to any consultants.	Actual consultant costs + actual costs
Noise control (for the return of equipment seized under the RMA)	For the return of equipment seized under the RMA.	Fixed 180.00
<b>Hearings</b>		
Attendance	A charge will be made for the costs of all staff and/ or consultants required to attend a hearing.	Actual staff/ consultant time
Hearing by commissioner(s)	Where independent commissioner(s) preside.	Actual costs
Hearings by commissioner(s) where requested pursuant to s100A of the RMA  Note: applies to applicants and Requiring Authorities	1 . Where applicant requests (whether or not also requested by a submitter(s)) 2 . Where requested by a submitter(s): (a) The applicant shall pay the amount WDC estimates it would cost for the applicant to be heard and decided if the request was not made . (b) The submitter(s) who made the request will pay equal shares of any amount by which the cost of the application being heard/decided exceeds the amount payable by the applicant (i .e . in (a) above).	Actual costs to be paid by applicant as per 2(a) and (b)

## Resource Management

To be read in conjunction with the explanatory note for Resource Management fees and charges, found below

Description		2019/20 fee or charge (\$)
Hearing by Council	A charge will be made per councillor, including time spent on site visits.	260.00 + 204.00 for each 1/2 hour or part
Postponement/withdrawal or cancellation	If the applicant fails to give a minimum of 5 working days written notice of a request for cancellation, withdrawal or postponement of a scheduled hearing.	Actual costs
Venue	Hiring a venue for the hearing	Actual costs
<b>Request for information/supply of resource management documents</b>		
Providing information	Any request to provide information in respect of the District Plan or any consent.	Actual staff time
Providing copies	Copying information relating to consents and Council's functions under section 35 of RMA and the supply of any document.	Actual staff time + photocopying costs
Waitomo District Plan	Full printed copy of text and planning maps.	150.00 per copy
<b>Photocopying – charged as per Council's corporate rate</b>		
<b>Officer's hourly charge out rates</b>		
General Manager - Environment and Strategy		190.00 per hour
Managers – any other		175.00 per hour
Principal / Senior Planner		175.00 per hour
Planner		165.00 per hour
Engineer		160.00 per hour
Technical staff – any other		160.00 per hour
Team Leader Monitoring and Compliance/ Officer		150.00 per hour
Administrator (any) and any other staff member not listed		95.00 per hour
Consultant		Actual costs
<b>Mileage</b>		
For each kilometre travelled		1.20 per km
<b>Hazardous Activities and Industries List (HAIL) determinations</b>		
Investigation fee		Fixed 80.00



# Resource Management - explanatory note

## Resource management fees and charges – explanatory note

These fees and charges become operative on 1 July 2019 and will apply for all work carried out and decisions issued on or after 1 July 2019, irrespective of when the application was lodged with the Council.

### Fixed charges

1. The charges set out in this schedule are charges which are fixed pursuant to Section 36 of the Resource Management Act 1991 (RMA).  
All such charges are stated inclusive of GST at 15%, however should the GST rate be amended, GST will be charged at the prevailing rate.
2. All fixed charges are payable in full in advance. Pursuant to Section 36(7) of the RMA, the Council will not perform the action or commence processing the application to which the charge relates until it has been so paid.

**Note:** Documentation or certificates will not be issued until payment of charges have been cleared.

### Additional charges

Where a fixed charge is in any particular case inadequate to enable the Council to recover its actual and reasonable costs in respect of the matter concerned, the Council will require the applicant to pay an additional charge to the Council .

The following may also be included as additional charges:

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

### Purpose

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

### Charge-out rates for council officers and mileage

Charge out rates for Council officers are set out in this schedule and:

- a) Are fixed charges;
- b) If reference is made in the schedule to actual staff time, it will be charged in accordance with the relevant hourly charge-out rates;
- c) The charge-out rates for Council officers and for mileage will apply to all matters listed in the Schedule so that:
  - o if the fixed charge which has been paid in advance is greater by more than \$20.00 than the actual and reasonable costs incurred by the Council relating to that application, a refund will be given when those costs are finally assessed; and
  - o if the actual and reasonable costs incurred by the Council relating to that application are inadequate to enable the Council to recover its actual and reasonable costs then additional charges calculated for staff time at the same rate will be payable (as well as any other items of additional charge which may have been incurred).

**Additional fixed fees**

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

In that event:

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

**Remission of fees**

Staff with delegated authority may decide to reduce any charges following the criteria of Section 36(4) (b) of the RMA.

# Community Services

Description	2019/20 fee or charge (\$)
<b>Cemeteries</b> (Public Amenities Bylaw Clause 8)	
<b>Te Kuiti Cemetery</b>	
<b>Plot Purchase (Berm and Lawn Cemetery)</b>	
Adult	1,612.00
Child (under 12 years)	678.00
<b>Ashes Plot</b>	
Ashes Wall	343.00
Garden of Memories	458.00
RSA	0.00
<b>Interment Fees Te Kuiti</b>	
Adult	1,238.00
Child (under 12 years)	643.00
Ashes interment	260.00
Stillborn	138.00
<b>Rural Cemeteries: Piopio, Mokau, Te Waitere and Aria</b>	
<b>Plot Purchase</b>	
Adult	1,196.00
Child (under 12 years)	500.00
Ashes Plot	208.00
<b>Interment Fees</b>	
Adult	1320.00
Child (under 12 years)	653.00
Ashes interment	364.00
Stillborn	204.00
<b>Sundry (for all cemeteries in the District)</b>	
Extra for breaking concrete	163.00
Additional depth	228.00
Extra Saturday	218.00
Extra Public Holiday	436.00
Fixing of Plaque	163.00
<b>Disinterment Fees (all Cemeteries)</b>	
An estimate will be provided to customer, actual cost will be charged	
Burial	Actual Cost Plus 10% Administration
Ashes	Actual Cost Plus 10% Administration
<b>Non Residents (out of district burials)</b>	Add 60% to plot purchase
<b>Research Fees</b>	60.00

# Community Services

Description	2019/20 fee or charge (\$)
<b>Hall Hire - Les Munro Centre</b>	
<b>Total complex</b>	
Full day (8am – 8am)	867.00
Day hire (8am – 5pm)	612.00
Weekend rate (5pm Friday – 5pm Sunday)	1632.00
Funeral rate*	306.00
<b>Foyer</b>	
Foyer – hourly rate	36.00
<b>Supper Room</b>	
Full day (8am – 8am)	469.00
Day hire (8am – 5pm)	306.00
Hourly rate	46.00
Weekend rate (5pm Friday – 5pm Sunday)	800.00
<b>Other (per hire)</b>	
PA System	133.00
Crockery (200 piece setting)	148.00
Grand Piano Hire (per day)	143.00
Cancellation Fee (within 14 days of event)	50% of hire fee
Cancellation Fee (within 15 to 90 days of event)	10% of hire fee
Booking Deposit	10% of hire fee
Bond	The greater of \$500 or 50% of hire fee
<b>* Funeral rate includes hire of crockery and PA system if required</b>	
<b>Community Halls</b>	
<b>Senior Citizens Hall</b>	
Hire fee per day (8am – 5pm)	61.00
<b>Piopio Hall</b>	
Complex hire	
Full day (8am – 8am)	210.00
Hourly rate	37.00
PA system	67.00
Bond	The greater of \$500 or 50% of hire fee
<b>Te Kuiti Railway Station Building 3</b>	
Day hire (8am – 5pm)	127.00
Hourly rate	25.00
Bond	The greater of \$500 or 50% of hire fee
<b>Elderly Persons Housing - Tenancy arrangement</b>	
Small single bedroom - per week	115.00
Large single bedroom - per week	125.00
Bedsit - per week	105.00

<b>Community Services</b>	
<b>Description</b>	<b>2019/20 fee or charge (\$)</b>
<b>Parks and Reserves</b>	
Commercial Users Only – All Parks	
Ground Hire (per day)	330.00
Bond	To be determined on hire but no less than 500.00
<b>District Aquatic Centre</b>	
Adult	4.50
Adult swimmer with an under 5	3.00
Seniors	3.00
Disability/health (green script of letter from health professional required)	2.00
Child	2.00
Students	3.00
Under 5's	0.00
Spectators	1.00
Learn to Swim Classes (per lesson)	11.00
Hire of whole complex (per hour) under 50 swimmers	100.00 per hour + 30.00 for lifeguard per hour
Hire of whole complex (per hour) over 50 swimmers	100.00 per hour + 30.00 per lifeguard per hour. Eg 300 people would require 6 lifeguards
Lane Hire (per lane per hour)	12.00
Schools Base Fee (per hour)	35.00 per hour + 30.00 per lifeguard per hour
BBQ Hire (per hour)	30.00 per hour + a refundable cleaning bond of 20.00.
<b>Te Kuiti Aerodrome</b>	
Visiting Aircraft Landing Fee	10.00
Touch and go First	10.00
Fertiliser Bin Hire (per tonne)	6.50
Plane Storage (casual)	500.00
<b>Banner Poles</b>	
Hireage of Banner Space (max of 4 weeks) per week	10.00
Installation and Removal (minimum then at Cost plus 10%)	150.00

# Community Development

Description	2019/20 fee or charge (\$)
<b>Waitomo District Library</b>	
Scanning (per request)	0.50
Binding documents	5.00
Membership Card (initial)	2.50
Temporary membership bond	20.00
Lost Membership Card replacement	6.50
Jigsaw Puzzles (21 days)	2.00
Children's Wooden Puzzles (21 days)	No charge
Rental Talking Books	1.50
Rentals (Fiction) – Books up to 4 years old (Rental 21 Days)	.50
Rentals (Fiction) – Books over 4 years old (Rental 21 Days)	No Charge
Over dues – (per day per book)	.30
Over dues - Children's books (per day per book)	0.10
Bestseller Collection - 14 day hire	5.00
Over dues – Bestseller Collection (per day per book)	1.00
Classic DVDs - 1 week hire	3.00
DVDs - 1 week hire	4.00
Best Seller DVDs - 3 day hire	5.00
Electronic Games -1 week hire	8.00
Over dues - All DVDs and Games (per day, per item)	1.20
Magazines - 1 week hire	1.50
Lost or Damaged Items	Replacement Cost Plus 7.00
Requests to other Libraries (per item) where reciprocal agreement exists	5.50
Requests to other Libraries (per item) where no reciprocal agreement exists	24.00
International Requests to other Libraries (per item)	50.00
Aotearoa Peoples Network (APNK) internet/computer charges	No Charge
Items requests/hold, per request	1.20
Non Resident Fee (per year)	45.00
Sale of Books	0.80
Sale of Books - Fill a Bag	3.00
Books By Mail - postage fee (per item)	5.50
Library Bags	5.50
Kit Collection (3 Days)	5.50
Kit Collection (1 week)	10.00
Overdues - Kit Collection per day	1.00
Covering Books (Small)	5.00
Covering Books (Large)	6.00

<b>Corporate Services</b>		<b>2019/20 fee or charge (\$)</b>
<b>Description</b>		
<b>Official Information</b>		
Handling of enquiries - charge per half hour plus actual and reasonable costs		38.00
Supply of property records (Hardcopy property files accessed by a customer)		10.00
Record of Title		30.00
<b>GIS System – Generating and Printing of Maps/ Plans</b>		
A4 (Plan)		0.30
A4 (Aerial)		0.50
A3 (Plan)		1.00
A3 (Aerial)		1.90
A2 Plotter (plan)		4.75
A2 Plotter (aerial)		10.00
A1 Plotter (plan)		7.75
A1 Plotter (aerial)		12.00
A0 Plotter (plan)		14.75
A0 Plotter (aerial)		18.50
Creation of non-standard maps / plans (cost is per ½ hour plus printing fees)		38.00
Supply of data in digital form by email (cost is per ½ hour)		38.00
<b>Property number, allocation only (urban and rural RAPID number)</b>		<b>No charge</b>
<b>Photocopying</b>		
A4 - Black and White, single sided		0.20
A4 - Black and White, double sided		0.30
A4 - Colour, single sided		0.30
A4 - Colour, double sided		0.50
A3 - Black and White, single sided		0.40
A3 - Black and White, double sided		0.70
A3 - Colour, single sided		1.00
A3 - Colour, double sided		1.90
<b>Laminating</b>		
A4, per page		3.00
A3, per page		6.00
<b>Postage and Courier</b>		
E20 courier bag (A5)		7.00
E40 courier bag (A4)		11.00
E60 courier bag (A3)		17.00
<b>Email and digital</b>		
Supply of data in digital format by email. Includes producing a document by computer and sending via email to customer. (per half hour plus actual and reasonable costs)		40.00
Supply of information regarding Rating Information Database to commercial entities (per hour plus actual and reasonable costs – minimum charge one hour)		50.00
<b>Fax Service</b>		
National – First sheet		3.60
National - Second and subsequent sheet		3.60
International – First Sheet		6.10
International - Second and subsequent sheet		1.10
Receiving (per sheet)		1.00

<b>Assets</b>	
<b>Description</b>	<b>2019/20 fee or charge (\$)</b>
<b>Roading</b>	
Road Closure Application Fee *	516.00
* Fee includes administration and the cost of one advertisement; two adverts are required. Council will cover the cost of one advertisement	
Entrance way Inspection	184.00
<b>Road Damage Deposit</b>	
Bond (deposit refundable)	5,694.00
Road Opening Notice	199.00
Road Encroachment	199.00
<b>Rapid Number</b>	
New	90.00
Replacement	51.00
<b>Over Weight</b>	
Over Weight Permit	244.00
Over Weight Permit Renewal	200.00
<b>No Spray Zone Application</b>	
	224.00
<b>Roading Information</b>	
Land Information Request	67.00
Engineering Consent	78.00
<b>High Productivity Motor Vehicle (HPMV) Permit</b>	
HPMV Permit	350.00
HPMV Permit for up to 10 identically configured HPMV vehicles, belonging to the same company	350.00
HPMV Permit Renewal	200.00
<b>Sewerage Extraction, Treatment and Disposal</b>	
Connection (All Council supplies excluding Piopio)	2049.70
Disconnection	226.60
<b>Piopio Wastewater</b>	
Connection involving retrofitting of an existing approved septic tank	10,170.00
Connection (including new septic tank)	20,124.14
<b>Trade Waste</b>	
<b>Administrative Charges</b>	
Required Trade Waste Application Fee	160.70
Non-compliance Re-inspection Fee	123.60
<b>Annual Trade Waste Consent Charges</b>	
Exempt Trade Waste Licence	121.54
Permitted Trade Waste Licence	241.02
Conditional Trade Waste licence (includes disposal from cleaning of separator unit x2 p/annum)	677.74
<b>Tankered Trade Waste Charges</b>	
Receipt treatment and disposal of liquid trade wastes per m3 (1,000 litres) at Te Kuiti Waste Water Treatment Plant:	
Septage**disposal from within Waitomo District per m3 (1,000 litres)	244.11
Greywater per m3 (1,000 litres)	37.60
Grease Trap waste per m3 (1,000 litres)	257.50



<b>Assets</b>	
<b>Description</b>	<b>Fee or Charge</b>
All out of Waitomo District tankered waste per m3 (1,000 litres) casual users	303.85
*Note: Tankered trade waste compromising a mixed waste load will be charged at the higher rate	
**Septage is septic tank waste including partially treated sludge that accumulates in a septic tank	
<b>Stormwater</b>	
Connection	3176.52
Kerb Connection	1,133.00
<b>Water Supply (Water Services Bylaw 2015)</b>	
Bulk Water take (tankers/hydrant etc) Cost/ m <sup>3</sup>	11 .90
Connection Fee (All council supplies)	2,008.50
Disconnection Fee	515.00
<b>Testing Meters Fee</b>	
Domestic 15 mm and 20 mm	442.90
40 mm large connection	525.30
50 mm and 100 mm bulk	808.55
Reconnection	515.00
Water Permit (standpipe) Hire	216.30
Water Take Application Fee	160.68
Toby/ Valve locates	144.20
<b>Other Charges</b>	
For identification of underground services or any other operation deemed to differ from the normal fees and charges line item	Cost Recovery Basis Plus 10% administrative costs
<b>Solid Waste Management</b>	
<b>Kerbside Collection</b>	
Purchase of WDC Rubbish Bags - Residents (each)	3.30
<b>Landfill and Transfer stations</b>	
<b>Waitomo District Landfill</b> <i>(Note: most charges are per 1 tonne (1,000kgs). There is no charge to dispose of official WDC Refuse Bags at Landfill)</i>	
<b>Purchase of Recycle Bin (Green Bin, each)</b>	24.50
<b>General Refuse</b>	
General Refuse (per tonne)	212.00
<b>Green Waste</b>	
Green Waste (per tonne)	143.00
<b>Special Refuse</b>	
Concrete and Bricks (per tonne)	83.00
Concrete, Second Grade (per tonne)	37.00
Fibreglass (per tonne)	262.00
Bitumen (per tonne)	57.00
Clean Fill (per tonne)	42.00
Clay (per tonne)	32.00
Whiteware – each	21.00

Television - each	31.00
Computer - each	19.00
Toaster/ kettle/ video recorders	8.00
Fluro Lights – small	37.00
Fluro Lights – large	53.00
Oil, paint – per litre	5.00
Lead Cell Batteries (each)	31.00
Gas Cylinders (each)	15.00
Car Bodies (clean)	107.00
Car Bodies (as is)	174.00
Metal (scrap only, per tonne)	90.00
Polystyrene (per tonne)	1293.00
Sand (white, per tonne)	69.00
Scrap steel (per tonne)	54.00
Road Sweeping (per tonne)	69.00
Timber Waste (per tonne)	130.00
Burial (per unit)	66.00
<b>Tyres</b>	
Car	15.00
4x4	20.00
Light Truck	20.00
Truck	24.00
Tractor	61.00
Tyre removal from rim	28.00
Shredded tyres (per tonne)	235.00
<b>Asbestos (wrapped)</b>	320.00
<b>Contaminated Soils</b>	270.00
<b>Contaminated Waste</b>	310.00
<b>Bulk Liquid Wastes will not be accepted</b>	
<b>Over 500 Tonne of General Refuse - a Special Rate is to be pre-approved by CE</b>	
<b>Transfer Stations</b>	
<i>Charges are per refuse item: Van (each). If the amount of general refuse is over and above the standard item, additional charges will be applied.</i>	
<b>General Refuse</b>	
Disposal of Unofficial rubbish bags	12.00
Wheelie Bin	32.00
Car boot	35.00
Van	62.00
Ute	70.00
Trailer	70.00
Special Refuse (E .g . Whiteware)	20.00
Televisions – each	31.00
Computer – each	19.00
Toaster/ kettle/ video recorders	8.00

<b>Assets</b>	
<b>Description</b>	<b>Fee or Charge</b>
<b>Landscape Supplies</b>	
<b>Riverstone (per tonne)</b>	
Riverstone 6mm Pea Metal	102.00
Riverstone 10mm Rolys	107.00
Riverstone 19mm Rolys	107.00
Riverstone 6-25mm Rolys	107.00
Riverstone 25-65mm Rolys	118.00
Riverstone 65-200mm Rolys	132.00
Riverstone 200-400mm Rolys	158.00
Riverstone Medium Boulders	285.00
Riverstone Large Boulders	364.00
Riverstone Pit Sand	84.00
Riverstone Builder Mix	118.00
Riverstone Drainage Stone 25-65mm	102.00
<b>Mulch (per tonne)</b>	
Garden Mulch 2nd Quality unscreened	88.00
<b>Limestone (per tonne)</b>	
Limestone Fines (cream colour)	40.00
Limestone Chip (cream colour) 2-6mm	52.00
Limestone Chip (cream colour) 6-15mm	135.00
Limestone Chip (white colour) 6-16mm	152.00
Limestone Chip (cream colour) 15-25mm	135.00
Limestone Aggregate Gap 25	63.00
Limestone Aggregate Gap 50	68.00
Limestone Aggregate Gap 100	45.00
Limestone Drainage Stone 25-50mm size	74.00