

*Minutes of a meeting of the Policy Committee held in the Council Chambers, Waipa District Council Offices, 101 Bank Street, Te Awamutu on Monday 12 March 2007 commencing at 9.00am.*

## **1 ATTENDANCE**

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Councillor AJH Empson - Chairperson

### **Members**

His Worship the Mayor AD Livingston; Councillors – EH Barnes, RJ Coope – until 3.19pm, GH Jull, PL Lee, EC Newlands – from item 6, GG Scaramuzza, DL Sharpe, BJ Taranaki, BS Thomas, GRP Webber and Committee Member V Ingley

### **Staff**

Chief Executive (JC Inglis), Group Manager Assets & Community Facilities (JM Mills) – item 14-15, Group Manager Finance (S Kew) – items 12-13, Financial Planning Manager (D Frederick) – items 10 & 13, Governance Manager (S Des Forges) – items 11-12, Secretary (C Plowright)

**Public - 1**

## **2 APOLOGIES**

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### **RESOLVED**

2/07/01

*That an apology for absence be received from Councillor Flay.*

Cr Cooper/Mayor Livingston

## **3 LATE ITEMS**

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A late item was requested regarding alterations to a footpath in Arawata Street, Te Awamutu. The item could not be delayed to a subsequent meeting because it involved a number of issues that urgently required Council's attention. The item had not been included in the agenda because the situation had arisen after the agenda had been sent out.

### **RESOLVED**

2/07/02

*That a late item be added to the agenda regarding footpath alterations on Arawata Street, Te Awamutu for the reasons mentioned above.*

Cr Empson/Cr Barnes

#### **4 CONFIRMATION OF ORDER OF MEETING**

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File: 01-85-12

**RESOLVED**

2/07/03

*That the order of the meeting be confirmed.*

Cr Taranaki/Cr Lee

#### **5 VISITORS**

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Nil.

#### **6 MINUTES OF PREVIOUS MEETINGS**

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File: 01-85-12

**6.1 Minutes of Policy Committee meeting held on 11 December 2006 were included in the agenda.**

**RESOLVED**

2/07/04

*That the minutes of the meeting of the Policy Committee held on 11 December 2006 be received.*

Cr Cooper/Cr Jull

[Councillor Newlands joined the meeting at 9.13am.]

#### **7 OBJECTION TO STOPPING OF ADDISON STREET, CAMBRIDGE**

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File: 90-02-25

**Report of Property Advisor dated 5 February 2007 was included in the agenda.**

**RESOLVED**

2/07/05

*That the report of the Property Advisor dated 5 February 2007 be received.*

Cr Cooper/Cr Scaramuzza

The Committee was reminded that, in April 2006, Council resolved that road reserve in excess of the minimum legal width on the section of Addison Street from Shaw Street to the eastern end of Addison Street may be stopped and sold to adjoining landowners, subject to a process that includes public notification. One property owner has indicated a desire to purchase a piece of stopped road in front of his property.

An objection has been received as a result of the public notification process and Council is now required to consider this objection.

Councillor Taranaki said the original application had been for just one section of road to be stopped, in front of the applicant's property. Councillor Webber said he understood that the neighbouring properties were to be consulted to see if they had an objection to the applicant purchasing a piece of stopped road and that it had never been the intention to stop the whole section of road.

The Chief Executive suggested that if what has happened to this point is not what was originally intended then it would be advisable to defer a decision until what was intended was properly considered. He said the applicant and the objector could be contacted to make it clear that only one piece of road is being requested for stopping and a revised proposal could be brought back to another Policy Committee meeting for consideration.

**RESOLVED**

2/07/06

*That the matter of Addison Street Road Stopping be delayed until a later date for further information and discussion with the affected parties and that it be given some urgency.*

Cr Webber/Cr Taranaki

**8 TO DECLARE LAND ADJOINING KAIPAKI ROAD SURPLUS TO REQUIREMENTS AND AVAILABLE FOR SALE TO THE ADJOINING LANDOWNER**

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File: 04641/244.00, 90-02-25 & OL 7/328

**Report of Property Advisor dated 15 January 2007 was included in the agenda.**

**RESOLVED**

2/07/07

*That the report of the Property Advisor dated 15 January 2007 be received.*

Mayor Livingston/Cr Newlands

It was explained that Council owns two parcels of land in a steep gully on Kaipaki Road formerly known as the "Old Sand Quarry". The adjoining neighbour wishes to purchase the land and amalgamate one parcel of the land with his adjoining land and utilise the remaining parcel for internal boundary relocation within his existing property. Access from Kaipaki Road is substandard and alternative access could be provided through the adjoining property.

Mayor Livingston asked if the proposal is contrary to Council's policy that the site should have a safe entranceway. He said he was concerned that approving the sale of this land without it meeting the criteria in Council Policy could set a precedent. The Chief Executive said the parcels could be amalgamated but Chairperson Empson said that option had not been suggested in the report and amalgamation of the titles could have an impact on their value.

The Chief Executive said clarification of the matters raised would be provided before a decision is sought.

**RESOLVED**

2/07/08

*That clarification be obtained on this matter so a decision can be made at the March Council meeting.*

Mayor Livingston/Cr Sharpe

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**9 FEES AND CHARGES FOR ANIMAL CONTROL**

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File: 75-15-03

**Report of Environmental Safety Manager dated 22 January 2007 was included in the agenda.**

**RESOLVED**

2/07/09

*That the report of Jennie McFarlane, Environmental Safety Manager, dated 22 January 2007 be received.*

Cr Barnes/Cr Cooper

The Chief Executive said Council has incurred increased costs in the area of dog control and, in order to recover those costs, an increase in fees and charges relating to dogs is recommended. He said the reference to "attached maps" and "attached schedule" in Appendix 1 to the report should be deleted because the maps and schedule were not attached and no changes were being recommended to the information they contained.

Councillor Sharpe suggested that the note on the second page of Appendix 1, explaining that "for the purposes of the permits any property less than one hectare in size is considered to be urban" should be combined with the notes on first page of Appendix 1 about urban areas.

A number of Committee Members said they felt the \$20.00 discount for early payment is too generous and that providing a 10% reduction would be sufficient encouragement for people to register their dogs before 1 August each year. It was **moved** Councillor Webber, **seconded** Councillor Newlands –

*That discounts for both urban and rural dogs for payment by 1 August each year be \$10.00 and not \$20.00.*

Chairperson Empson put the motion which was **lost** on a show of hands (five for, six against).

**RESOLVED**

2/07/10

*That Pursuant to s.37 and s.68 of the Dog Control Act 1996 and s.14 of the Impounding Act 1955 the fees and charges set out below become operative on 1 July 2007.*

**DOG REGISTRATION AND IMPOUNDING FEES**

*Pursuant to the provisions of the Dog Control Act 1996, public notice is hereby given that the fees for the registration and control of dogs for the year commencing 1 July 2007 to 30 June 2008 are due 1 July 2007 and all dogs must be registered by 31 July 2007.*

*The following fees are prescribed and apply to all dogs over the age of three months:*

*All fees include Goods and Service Tax*

<b>STANDARD FEE</b>	<b>DISCOUNTS</b>		<b>MINIMUM FEE</b>
<i>Urban – \$90.00</i>	<i>\$20.00</i>	<i>Payment by 1 August</i>	<i>\$70.00</i>
	<i>\$15.00</i>	<i>Fencing</i>	<i>\$55.00</i>
	<i>\$10.00</i>	<i>Neutering</i>	<i>\$45.00</i>
<i>Rural – \$60.00</i>	<i>\$20.00</i>	<i>Payment by 1 August</i>	<i>\$40.00</i>

## **NOTES**

- *Early payment discount applies if the registration fee is paid before 1 August each year, or within 14 day of acquiring a dog, or within 14 days of the dog attaining three months of age.*
- *No fee is payable in respect to certified guide or hearing dogs.*
- *Urban areas are subject to adjustment. All other areas are rural. For the purposes of the permits any property less than one hectare in size is considered to be “urban”, and therefore a permit for keeping more than two dogs is required if there are more than two dogs on the property.*
- *For fencing discount, property must be inspected and approved by an Animal Control Officer and the fencing must be adequate for the type of dog. If work is required to bring the fence up to standard and a further inspection is required, the re-inspection fee is \$25.00.*

## **PERMITS**

*A permit is required from Council if you own or are keeping more than:*

- (a) two dogs on any premises within the urban areas; or*
- (b) five dogs on any premises within any other area of the District.*

*The fee is \$25.00 for the permit, which lasts for three years and if a re-inspection of a property is required the fee is \$25.00 a visit. Forms are available from Council offices.*

## **DEFINITIONS**

*“Premises” means “any dwelling house and associated buildings.”*

*“Property” means “a property or a collection of properties under common occupancy or in a single certificate of title which are framed in conjunction with one another, and are contiguous.”*

## **IMPOUNDING FEES FOR DOGS**

***First Impounding*** ***\$50.00***

*Plus an additional \$20.00 for each subsequent impounding in any 24-month period involving dogs owned by the same person or organisation.*

***Sustenance*** ***\$7.00 per day***

- Note: (1)** *The fee charged for the sale of unwanted/unclaimed dogs within the Waipa District will be the applicable registration fee, plus a \$20.00 administration fee.*
- Note: (2)** *The fee charged for the sale of unwanted/unclaimed dogs being re-homed outside the Waipa District will be \$50.00 (includes registration fee).*
- Note: (3)** *The destruction or disposal fee for any unclaimed, impounded dog is \$25.00.*
- Note: (4)** *The owner of an impounded dog remains liable for all impounding fees irrespective of the fate of the dog.*

*Registration fees may be paid at the Council offices in Bank Street, Te Awamutu and Wilson Street, Cambridge or by posting to Waipa District Council, Private Bag 2402, Te Awamutu. For further information please phone Cambridge (07) 823 3800, Te Awamutu (07) 872 0030 or (0800) 924 723.*

Cr Taranaki/Cr Sharpe

## **10 PROPOSED RESOURCE MANAGEMENT FEES AND CHARGES – 2007/2008**

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File: 75-15-03

**Report of Financial Planning Manager dated 21 January 2007 was included in the agenda.**

### **RESOLVED**

2/07/11

*That the report of the Financial Planning Manager dated 21 January 2007 be received.*

Mayor Livingston/Cr Lee

The Chief Executive said some small increases to RMA fees and charges were being recommended to recover actual and reasonable costs.

Councillor Newlands asked if there could be a mechanism for staff to charge a higher deposit from the outset if they know that the final cost of the consent is going to be considerably higher than the standard fee.

### **RESOLVED**

2/07/12

*That "Additional Charges" (on page 58 of the agenda) be amended to include "Where the expected costs are to be significantly greater than the deposit or fixed charge, and they are known early in the process, that an additional charge should be applied at the time known and, as the application progresses and those charges are known, that they be applied at that time."*

Cr Newlands/Mayor Livingston

**RESOLVED**

2/07/13

*That as provided by and in accordance with the Local Government Act 2002 and the Resource Management Act 1991, the Statement of Proposal and proposed Fees and Charges for Resource Management set out below be publicly notified and that the period for submissions to be received on the proposal close at 9.00am on 17April 2007.*

Cr Taranaki/Cr Jull

**STATEMENT OF PROPOSAL**

***Proposed Review of Fees and Charges 2007/2008 pursuant to the Resource Management Act.***

*Notice is hereby given, pursuant to section 83 of the Local Government Act 2002, of Waipa District Council's intention to review the Fees and Charges relating to Council's functions pursuant to the Resource Management Act 1991.*

*The purpose of reviewing the Fees and Charges is to ensure that each charge will recover the actual and reasonable costs of processing and making decisions in relation to resource consents, plan changes, and designations and of fulfilling certain other regulatory obligations under the Resource Management Act 1991.*

*The current level of Resource Management Fees and Charges are not recovering the actual and reasonable costs incurred in all respects. As the level of fixed charges is inadequate, Council is increasingly requiring additional charges to be paid by applicants. These additional charges are subject to formal objection and appeal processes. There are extra costs to Council when an applicant formally objects or appeals an additional charge.*

*The Resource Management Fees and Charges schedule is attached as Appendix 1. Proposed changes to existing fees and charges are highlighted.*

*The proposed changes to the Fees and Charges are to take effect from 1 July 2007. All fees and charges are GST inclusive.*

**SUBMISSIONS**

*The proposed Fees and Charges are notified for public comment and submissions, in writing, are invited from interest parties.*

***Submissions must be received at the Council Offices in Cambridge or Te Awamutu by 9.00am, Tuesday 17 April 2007.***

*Submissions will be considered by Council's Policy Committee at a meeting to be held in Te Awamutu on 14/15 May 2007, commencing at 9.00am. Submitters wishing to be heard in support of their submission must clearly state this in their submission.*

*Copies of the proposed fees and charges and submission forms will be available from:*

<i>Te Awamutu</i>	<i>Council Offices, Bank Street, Te Awamutu 07-872-0030 Council Library, Roche Street, Te Awamutu</i>
<i>Cambridge</i>	<i>Council Offices, Wilson Street, Cambridge 07-823-3800 Council Library, Wilson Street, Cambridge</i>
<i>Freephone</i>	<i>0800 924 723</i>

*Submissions can be made:*

*By mail to Waipa District Council, Private Bag 2402, Te Awamutu*

*By email to [info@waipadc.govt.nz](mailto:info@waipadc.govt.nz)*

*By fax to 07-872-0033*

*By delivery to Council Offices.*

## **APPENDIX 1**

### **RESOURCE MANAGEMENT PROPOSED FEES AND CHARGES WITH EFFECT FROM 1 JULY 2007**

#### **FIXED CHARGES**

*The Waipa District Resource Management Fees and Charges became operative on 1 July 2007. All fixed charges are stated **INCLUSIVE** of GST. Amounts stated in the attached schedule are deposits, and further additional charges may be imposed upon the applicant.*

*The purpose of each charge is to recover the cost of receiving and processing applications and issuing decisions. Charge-out rates for Council officers are set out in the fees and charges schedule. If reference is made to actual staff time it is to be charged in accordance with the hourly charge-out rates, which are fixed. The charge-out rates for Council officers and mileage apply when processing any resource management application.*

*If it is necessary for the services of a planning consultant, engineering, lwi or other consultant including attending any hearing, then the recoverable charge for the consultant will be charged in full to the applicant unless there is an element of public good.*

*Any legal fees incurred by the Council in relation to advice obtained on any particular application, including the fees incurred if Council's solicitor is required to be present at any hearing, will be charged in full to the applicant unless there is an element of public good.*

*Any Commissioner hearing fees and associated costs in considering and determining any particular application will be charged in full to the applicant.*

*The Planning Services Manager shall have the discretion to reduce any charges payable if in his or her opinion there are some benefits to the community as a whole or there are circumstances that exist which warrant a reduction of the charges.*

#### **PAYMENT OF FIXED CHARGES**

*All the amounts specified as fixed charges are payable in advance pursuant to Section 36 (7) of the RMA and Council may not perform the action to which the charge relates until the charge has been paid to it in full.*

#### **ADDITIONAL CHARGES**

*Pursuant to Section 36 (3) of the RMA, where the fixed charge as set out in the schedule hereof 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 may require the person who is liable to pay the charge to also pay an additional charge. Where the costs are expected to be significantly greater than the deposit or fixed charge, and they are known early in the process, an additional charge should be applied at the time the costs are known and, as the application progresses and further charges become known, they are applied at the time they become known.*

#### **REFUND OF CHARGES**

*Pursuant to Section 36 (5) of the RMA, the Council may remit the whole or any part of a fixed charge where the charge paid is greater than the actual and reasonable costs incurred by the Council relating to any particular application. Any refunds will be paid after Council has assessed the final costs incurred by the Council in respect to the application.*

#### **LIST OF FIXED CHARGES**

*A fixed charge shall be paid by the applicant for each type of application or action listed in the attached schedule.*

#### **DESCRIPTION OF SERVICE**

*All references are to the Resource Management Act 1991 (RMA) unless specified otherwise.*

	<b>EXISTING CHARGE</b>	<b>CHARGE 2007/08</b>
<b>APPLICATIONS FOR LAND USE CONSENT</b>		
	\$450 - \$650	\$600.00
<b>NON-NOTIFIED APPLICATIONS</b>		
<i>Except no charge will be made for applications involving only:</i>		
<ul style="list-style-type: none"> <li>▪ <i>Special Landscape Character Areas</i></li> <li>▪ <i>Central Cambridge Character Areas</i></li> <li>▪ <i>Heritage Buildings and Sites</i></li> <li>▪ <i>Protected Trees</i></li> </ul>		
<i>Except for Residential and Rural dwellings and accessory buildings, which cannot meet the conditions for a permitted activity in the zone.</i>	\$450.00	\$450.00
<b>PUBLICLY NOTIFIED APPLICATIONS</b>		
<i>All Land Use Consent Applications</i>	\$2,500.00	\$2,750.00
<b>LIMITED NOTIFIED APPLICATIONS</b>		
<i>All Land Use Consent Applications</i>	\$2,000.00	\$2,250.00
<b>ACTIONS RELATED TO ALL TYPES OF LAND USE CONSENTS</b>		
<i>Monitoring of significant Land Use Consents involving the administration, monitoring and supervision of the conditions and the progress with giving effect to the consent.</i>	\$150.00	\$150.00
<i>Additional charge for each inspection required after the first inspection</i>	\$90.00	\$100.00
<b>APPLICATION FOR SUBDIVISION CONSENT</b> <i>(including subdivision by way of cross lease, company lease or unit title)</i>		
<b>NON-NOTIFIED APPLICATIONS</b>		
<i>Subdivision applications involving less than 10 lots</i>	\$1,000.00	\$1,250.00

	<b>EXISTING CHARGE</b>	<b>CHARGE 2007/08</b>
<i>Subdivision applications which involve 10 or more lots</i>	<i>\$2,000.00 plus \$50.00 per additional lot after the first 10 lots</i>	<i>\$2,250.00 plus \$50.00 per additional lot after the first 10 lots</i>

**NOTIFIED APPLICATIONS**

<i>All Subdivision Applications</i>	<i>\$2,500.00 plus \$50.00 per additional lot after the first 10 lots</i>	<i>\$2,750.00 plus \$50.00 per additional lot after the first 10 lots</i>
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**LIMITED NOTIFIED APPLICATIONS**

<i>All Subdivision Applications less than 10 lots</i>	<i>\$2,000 plus \$50.00 per additional lot after the first 10 lots</i>	<i>\$2,250.00 plus \$50.00 per additional lot after the first 10 lots</i>
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**ACTIONS RELATED TO ALL TYPES OF SUBDIVISION CONSENTS**

*Certificates for:*

<i>Section 222 (RMA) – Completion Certificate</i>	<i>\$70.00</i>	<i>\$70.00</i>
<i>Section 223 (RMA) – Survey Plan Approval</i>	<i>\$120.00</i>	<i>\$150.00</i>
<i>Section 224 (RMA) – Completion of Subdivision Conditions</i>	<i>\$150.00</i>	<i>\$200.00</i>
<i>Section 226 (RMA) – Restrictions upon issue of CT</i>	<i>\$300.00</i>	<i>\$300.00</i>
<i>Section 243 (RMA) – Easement Approval and Revocation of Easement Approval plus legal costs</i>	<i>\$90.00</i>	<i>\$90.00</i>
<i>Cross Lease Amendments to flat plan</i>	<i>\$250.00</i>	<i>\$250.00</i>
<i>Covenant plus legal costs (Section 220(1)(b) and 220(2) RMA)</i>	<i>\$70.00</i>	<i>\$70.00</i>
<i>Amalgamation Cancellation (Section 241 RMA)</i>	<i>\$70.00</i>	<i>\$70.00</i>
<i>Consent Notice Administration plus legal costs (Section 221 RMA)</i>	<i>\$90.00</i>	<i>\$90.00</i>
<i>Consent Notice release, partial release or variation plus legal costs (Section 221 RMA)</i>	<i>\$90.00</i>	<i>\$90.00</i>

	<b>EXISTING CHARGE</b>	<b>CHARGE 2007/08</b>
Checking and signing easement documentation	\$90.00	\$90.00
<b>1     <i>Inspection of conditions and engineering plans</i></b>		
<i>For inspection of works required to comply with conditions</i>	<i>Actual staff time and mileage</i>	<i>Actual staff time and mileage</i>
<i>For checking engineering plans or for re-checking amendments</i>	<i>Actual staff time</i>	<i>Actual staff time</i>
<i>Applications for creating as esplanade strip, or variation, or cancellation pursuant to Sections 232 and 234 (RMA) plus legal costs</i>	\$120.00	\$120.00
<b>APPLICATION FOR A CHANGE TO THE DISTRICT PLAN</b>		
<i>For all costs associated with processing, considering and determining a private plan change to the District Plan in accordance with the First Schedule of the RMA</i>	\$10,000.00	\$15,000.00
<b>CHARGES RELATING TO ALL TYPES OF RESOURCE CONSENTS AND OTHER RESOURCE MANAGEMENT ACTIVITIES</b>		
<i>Renewal of Resource Consent (Section 124 RMA)</i>	\$300.00	\$300.00
<i>Extension of Consent Periods (Section 125, 126 RMA)</i>	\$300.00	\$300.00
<i>Change or Cancellation of Consent Conditions (Section 127 RMA)</i>	\$300.00	\$350.00
<i>Review of Consent Conditions (Section 128-132 RMA)</i>	\$300.00	\$350.00
<i>Existing Use Right Determination (Section 139A)</i>	\$300.00	\$600.00
<i>Certification of Compliance (Section 139 RMA)</i>	\$300.00	\$300.00
<i>Easement Approval (Section 348 Local Government Act 1974)</i>	\$300.00	\$300.00
<i>Administration for Cash Bond, including release</i>	\$150.00	\$150.00

	<b>EXISTING CHARGE</b>	<b>CHARGE 2007/08</b>
<i>Request for additional time to carry out any work in respect of which a bond has been given (Section 109(4), 222(2) RMA)</i>	\$120.00	\$120.00
<i>Administration costs to process a resource management application</i>	<i>Actual staff time</i>	<i>Actual staff time</i>
<i>Hearing Costs</i>	\$200.00	\$250.00
<i>Minimum hearing fee with a further sum of \$125.00 for each half hour or part thereof of hearing time after the first half hour</i>		
<b>Note</b>		
<i>The hearing fee is partial reimbursement of the Committee's costs associated with the hearing time.</i>		
<i>If an applicant fails to give at least 2 working days' written notice of a request for cancellation, withdrawal or postponement of a scheduled hearing, the Council reserves the right to charge the applicant the actual costs incurred in preparing for the scheduled hearing.</i>	<i>Actual costs including staff time</i>	<i>Actual costs including staff time</i>
<i>Pre-hearing meetings</i>	\$150.00	<i>Actual costs including staff time</i>
<i>Decisions on resource management applications by staff acting under delegated authority</i>	\$90.00	\$100.00
<i>Where no other charge is prescribed for administration costs incurred in affixing Council's seal and/or signature to any document required in connection with the implementation of the conditions imposed in a resource consent or in connection with the subsequent variation or release of any document entered into pursuant to a condition imposed plus legal costs</i>	\$90.00	\$90.00
<i>Surrender of resource consent (Section 138 RMA)</i>	\$300.00	\$300.00
<i>Public Notice costs</i>	<i>Actual costs</i>	<i>Actual costs</i>
<i>Sign</i>	\$10.00	\$10.00

	<b>EXISTING CHARGE</b>	<b>CHARGE 2007/08</b>
<b>APPLICATIONS FOR REQUIREMENTS FOR DESIGNATIONS AND HERITAGE ORDERS</b>		
<b>NON-NOTIFIED APPLICATIONS</b>		
<i>Requirement for designation (Section 168 and 168A RMA)</i>	\$2,500.00	\$2,750.00
<i>Approval of Outline Plan (Section 176A RMA)</i>	\$150.00	\$150.00
<i>Requirement for alteration to a designation (Section 181 RMA)</i>	\$1,000.00	\$1,250.00
<i>Requirement for removal of a designation (Section 182 RMA)</i>	\$500.00	\$500.00
<i>Transfer of rights and responsibilities for designations (Section 180 RMA)</i>	\$500.00	\$500.00
<i>Application to determine that a designation should not lapse (Section 184 and 184A RMA)</i>	\$300.00	\$300.00
<i>Request pursuant to Section 177 (RMA) relating to a Requiring Authority responsible for the earlier designation or heritage order</i>	\$300.00	\$300.00
<i>Application for consent pursuant to Section 178 (RMA) to do anything, which would prevent or hinder the public work</i>	\$300.00	\$300.00
<i>Requirements for heritage orders (Section 189 and 189A RMA)</i>	\$1,500.00	\$1,500.00
<i>Requirements for removal of heritage orders (Section 196 RMA)</i>	\$1,000.00	\$1,000.00
<b>NOTIFIED APPLICATIONS</b>		
<i>Requirements for designations (Section 168 and 168A RMA)</i>	\$5,000.00	\$5,500.00
<i>All other notified designation or heritage order applications</i>	\$2,500.00	\$2,750.00
<b>REQUEST FOR INFORMATION AND SUPPLY OF DOCUMENTS</b>		
<i>For any request to provide information in respect of the District Plan or any resource consent – per half hour or part thereof after the first half hour of time</i>	\$28.00	\$35.00

	<b>EXISTING CHARGE</b>	<b>CHARGE 2007/08</b>
<i>For copies of the District Plan</i>		
▪ Text and A4 coloured maps	\$215.00	\$215.00
▪ Text only	\$120.00	\$120.00
▪ A4 colour maps	\$120.00	\$120.00
▪ A3 colour maps	\$135.00	\$135.00
▪ A4 colour maps per sheet	\$3.35	\$3.35
▪ A3 colour maps per sheet	\$5.60	\$5.60
<i>For Annotation Service on District Plan – per annotation</i>	<i>Actual cost</i>	<i>Actual cost</i>
<i>For copies of any Change or Variation to the District Plan</i>	<i>Actual cost</i>	<i>Actual cost</i>
<i>For photocopying (including double sided)</i>		
<i>Each A4 page</i>	\$0.15	\$0.15
<i>Each A3 page</i>	\$0.20	\$0.20

#### **HOURLY CHARGE-OUT FOR COUNCIL OFFICERS**

<i>Planning Services Manager</i>	\$125.00	\$150.00
<i>Senior Planning officer</i>	\$100.00	\$125.00
<i>Planning Officers</i>	\$95.00	\$112.50
<i>Engineering Officers</i>	\$95.00	\$112.50
<i>Environmental Health Officers</i>	\$90.00	\$112.50
<i>Building Control Officers</i>	\$90.00	\$90.00
<i>Parks and Reserves Officers</i>	\$90.00	\$90.00
<i>Monitoring and Enforcement Officers</i>	\$90.00	\$90.00
<i>Planning Administration Officers</i>	\$70.00	\$80.00

#### **MILEAGE**

<i>For each kilometre travelled</i>	\$1.00	\$1.00
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#### **RESOURCE MANAGEMENT LAND INFORMATION MEMORANDUM**

		<b>NON-URGENT</b>	<b>URGENT</b>
<i>Fee A</i>	<i>Properties zoned Town Centres, General, Industrial (excluding those properties used solely for residential purposes whereby Fee B will apply)</i>	\$281.25	\$337.50

<i>Fee B</i>	<i>Properties zoned Residential, Rural, Deferred Residential, Hydro-electric Power Stations and Mystery Creek Exhibition Centre</i>	<i>\$225.00</i>	<i>\$295.00</i>
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[The meeting adjourned at 10.29am and reconvened at 10.52am.]

## **11 PENSIONER HOUSING RENTALS – PROPOSED CHANGES FOR 2007/2008**

File: 20-03-07 (Kihikihi), 20-03-15 (Cambridge) 20-03-16 (Te Awamutu)

**Report of Group Manager Policy and Strategy dated 15 February 2007 was included in the agenda.**

### **RESOLVED**

2/07/14

*That the report of Group Manager Policy and Strategy dated 15 February 2007 be received.*

Mayor Livingston/Cr Scaramuzza

The Chief Executive said the report recommends increasing pensioner housing rentals by 10% for those tenants who have occupied units since 1 October 1997 to bring them more in line with other tenants and with Council policy.

Mayor Livingston said he was concerned about inflicting hardship on those tenants by expecting them to face a 10% rent increase when last year Council decided that a 5% increase was acceptable. Councillor Lee said he would not support a major rent increase. Councillor Barnes said she understood tenants faced with a rent increase were eligible for central government assistance. Councillor Newlands said existing tenants and new tenants should both receive an increase to cover inflation. He also asked why Council Policy was not being followed.

The Chief Executive said that the discussion suggested that before a decision is made it would be helpful to obtain the market value for each of the units and to ask Work and Income New Zealand whether they would offer tenants assistance to pay increased rent.

### **RESOLVED**

2/07/15

*That an up to date valuation be determined for the market rentals for all of Council's pensioner housing units and, having regard to Council's concern that no hardship be imposed on the tenants, clarification be obtained from Work and Income New Zealand on what assistance can be provided to the tenants to accommodate rent increases, and that this information be provided to the April Policy Committee meeting.*

Cr Newlands/Mayor Livingston

**12 REVIEW OF THE FIRE PREVENTION BYLAW 1991, FIRE PREVENTION INVOLVING VEGETATION BYLAW 1992, AND THE URBAN AREA FIRE CONTROL BYLAW 2000**

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File: 45-02-07

**Report of Policy Analyst dated 19 February 2007 was included in the agenda.**

**RESOLVED**

2/07/16

*That the report of Brandon Bouda, Policy Analyst dated 19 February 2007 be received.*

Cr Newlands/Cr Taranaki

The Policy Committee was reminded that the Local Government Act requires Council to review all of its bylaws by 1 July 2008. The Chief Executive said the report recommends revoking the Fire Prevention Bylaw 1991, the Fire Prevention involving Vegetation Bylaw 1991 and the Urban Area Fire Control Bylaw 2000 and replacing them with the Waipa District Fire Control Bylaw 2007.

It was noted that a map showing the draft Urban Fire Area for Te Awamutu had been missed out of the agenda. The Chief Executive said that map would be included and minor editing changes would be attended to before the draft Bylaw is notified for public submission.

Councillor Sharpe said she thought rural residential properties were deemed to be rural for the purposes of fire prevention. She asked why the residential area of Rukuhia was not included as an urban area. Several other areas were suggested as urban areas.

Councillor Sharpe asked how people will know whether their property has been included in the Urban Fire Areas and it was suggested that an explanation should be included in the Word on Waipa on the rationale for determining the draft Urban Fire Areas and where these areas are.

**RESOLVED**

2/07/17

*That -*

- a) *Minor editorial changes be made to the draft Waipa District Fire Control Bylaw 2007.*

- b) *Additional urban areas be considered for inclusion in the Draft Urban Fire Area (specifically Ohaupo School, Rukuhia township including Rukuhia rural residential area, Ngahinapouri township, Te Pahu township, Te Mawhai settlement and Karapiro township) and a process for notifying those people living in rural areas who will be deemed to be in an "Urban Fire Area" be determined.*
- c) *A map of the Te Awamutu Draft Urban Fire Area be included with the draft Bylaw.*
- d) *Clarification and explanations on the above be brought back to Council before the draft Waipa District Fire Control Bylaw 2007 is released for public submission.*

Cr Cooper/Cr Newlands

### **13 DRAFT ANNUAL PLAN 2007/08 – RELEASE FOR PUBLIC COMMENT**

File: 01-91-37

The Chief Executive explained that the draft 2007/08 Annual Plan is the second year of the 2006-16 LTCCP and has therefore been kept as close as possible to what was included in the 10 year plan. He said staff have retained the level of rate increase signaled in the LTCCP. He said following on from discussion at a recent Councillors workshop, some items previously excluded had now been included in the draft Plan.

Group Manager Finance, Shelagh Kew, explained how the assumptions for growth in the LTCCP have been increased in the 2007/08 Annual Plan in recognition of the higher than predicted level of growth in the District. She also explained how adjustments have been made to the provision for inflation and revaluation of infrastructural assets.

She provided two amended pages for inclusion in the draft Annual Plan. The first related to Transport Management (to replace page 41) and gives more information around funding sources. The second related to the Funding Impact Statement (to replace page 86) and provided an explanation on separately used or inhabited parts of a rating unit.

The Policy Committee worked through the draft Annual Plan and listed a number of amendments to be made to the draft before it is notified.

#### **RESOLVED**

2/07/18

*That -*

- a) *Subject to the following amendments, the draft Annual Plan 2007/08 and Summary be notified in accordance with the requirements of the Local Government Act 2002 and released for public comment on Friday 16 March 2007.*

<i><b>Page</b></i>	<i><b>Amendment/Comment</b></i>
2	<i>A replacement Waipa District Map to be included showing the new ward boundaries.</i>
3	<i>Staff to check to ensure the statistics used in the Waipa Community Profile are the most up to date information available.</i>
7	<i>Final paragraph under bullet points to clarify the expenditure of \$46.7m by showing the split between proposed operating and capital expenditure.</i>
10	<p><i>Cambridge Covered Pool -</i></p> <ul style="list-style-type: none"> <li><i>• More information to be included to explain that the \$4m signaled for 2007/08 is from Council funds.</i></li> <li><i>• Second paragraph reworded to explain that Council funding of \$4m provides for planning and design to be progressed not that construction will commence in 2007/08.</i></li> </ul>
12	<i>Cambridge Area Traffic Study – insert the word “full” before the word “interchange”.</i>
12	<i>Maungatautari Ecological Island Project – replace “further upgrading of the road access to the Reserve” with “infrastructure to support the Reserve” in the second paragraph.</i>
12	<i>Cambridge Museum – an explanation to be included on the additional funding being provided to the Cambridge Museum in the 2007/08 year.</i>
13	<i>Check third bullet point to include explanation on the affect of amalgamation of Temple View with Hamilton City.</i>
34	<i>Replace “Complete” construction of Cambridge all-weather pool facility with either “Plan and design” or “Progress”.</i>
35	<i>Explanations to be provided on variance between LTCCP and Annual Plan for expenditure on parks and reserves and expenditure on waste management.</i>
38	<i>Ensure statistics used for Transport Management Assets are up to date and agree with those on page 3.</i>
39	<i>Replace “Karapiro” in first bullet point with “Taotaoroa”.</i>
39	<i>Add “and Town Centre Plan” to second bullet point.</i>
51	<i>Replace photograph of Lake Te Ko Utu with a more appropriate photograph for water treatment and supply.</i>

- 54 *Correct the caption under the photograph and ensure photograph is appropriate.*
- 79 *Check correctness of \$523,260 for Maungatautari Reserve. Provide explanatory notes on the same page as the figures.*
- 83 *Bullet point items to be listed in alphabetical order and include a note to say they are not in priority order.*
- 83 *Te Awamutu Soccer Development – include a note explaining that this proposal includes more than Te Awamutu soccer covering a group of sporting codes that could be located on a recreation reserve.*
- 83 *Cambridge High School Gymnasium – include a note explaining that Council is investigating the matter of a joint arrangement with Cambridge High School that would provide a gymnasium at the High School that would be available for community use.*
- 89 *Change Hall Charge per Rating Unit for Rukuhia Hall from \$10 to \$25 and amend the amount being raised.*
- 90 *Delete reference to Rukuhia Hall rates.*
- 93 *Replace “0” with “metered” for water against the Pirongia and Ohaupo benchmark properties.*
- 97 *Regulatory Committee - provide a note explaining the significance and role of a Commissioner for Committee members and mark with \* those Committee members who are Commissioners.*
- 100 *Replace photograph of Cambridge Post Office with a more appropriate photograph.*
- b) *Submissions on the draft Annual Plan 2007/08 be received until 9.00am on Tuesday 17 April 2007.*
- c) *Submissions be considered by the Policy Committee at a meeting to be held on 14-15 May 2007.*
- d) *Following consideration of the submissions on the draft Annual Plan 2007/08 Council adopt the Annual Plan 2007/08 at a meeting scheduled for 26 June 2007.*

**STATEMENT OF PROPOSAL - DRAFT ANNUAL PLAN  
2007/08**

*Notice is hereby given, pursuant to Sections 83 and 85 of the Local Government Act 2002, of Waipa District Council's intention to adopt, on 26 June 2007, an Annual Plan for 2007/08.*

**SUMMARY OF INFORMATION**

*The draft Annual Plan has been prepared in accordance with the requirements of the Local Government Act 2002. The Draft Plan sets out the services, activities and projects to be undertaken during the period 1 July 2007 to 30 June 2008.*

*The draft Annual Plan largely reconfirms the programmes and projects indicated in the Long Term Council Community Plan (LTCCP) for the coming year. Some changes have been made, but these are generally limited to increased compliance costs, changes to operating costs and increased levels of non-rate revenue, rather than any changes in services or levels of services.*

*The draft Annual Plan proposes a total rate requirement of \$30.2 million, which represents an average rate increase of 6.5% after taking into account growth in the number of new rateable properties. This is 0.2% less than the level projected in the LTCCP. Growth and changes in property values combine to alter the rating impact on individual properties.*

*Public meetings to explain the draft Plan have been arranged as follows:*

<b>Date</b>	<b>Time</b>	<b>Venue</b>	<b>Address</b>
Monday 19 <sup>th</sup> March	6.00pm	Te Awamutu Public and Community Board Meeting	Te Awamutu Council Chambers
Tuesday 20 <sup>th</sup> March	1.30pm	Te Awamutu Grey Power public meeting	Te Awamutu Workingmen's Club
Tuesday 20 <sup>th</sup> March	7.30pm	Pirongia Ratepayers	Memorial Hall, Pirongia
Wednesday 21 <sup>st</sup> March	5.30pm	Cambridge Public and Community Board	Cambridge Service Centre
Wednesday 4 <sup>th</sup> April	2.00pm	Cambridge Grey Power public meeting	Health and Community Centre, Taylor Street, Cambridge

### **SUBMISSIONS**

*The draft Annual Plan 2007/08 is notified for public comment. Submissions, in writing, are invited from interested parties.*

**Submissions must be received at the Council Offices in Cambridge or Te Awamutu by 9.00am Tuesday 17 April 2007.**

*Submissions will be considered by Council's Policy Committee at a meeting to be held in Te Awamutu on 14-15 May 2007, commencing at 9.00am. Submitters wishing to be heard in support of their submission must clearly state this in their submission.*

*Copies of the documents and submission forms are available from:*

<i>Te Awamutu</i>	<i>Council Offices, Bank Street, Te Awamutu 07-872-0030 Council Library, Roche Street, Te Awamutu</i>
<i>Cambridge</i>	<i>Council Offices, Wilson Street, Cambridge 07-823-3800 Council Library, Wilson Street, Cambridge</i>

*All documents are available on Council's website  
[www.waipadc.govt.nz](http://www.waipadc.govt.nz)*

*Submissions:*

*Post - Waipa District Council. Private Bag 2402, Te Awamutu*

*E-mail - [info@waipadc.govt.nz](mailto:info@waipadc.govt.nz)*

*Fax - 07 872 0033*

*Or deliver to Council Offices in Cambridge or Te Awamutu.*

*Mayor Livingston/Cr Cooper*

[The meeting adjourned for lunch at 12.56pm and reconvened at 1.33pm. Mayor Livingston rejoined the meeting at 1.40pm. Councillor Newlands rejoined the meeting at 1.43pm.]

## **14 DEPUTATION – CAMBRIDGE HIGH SCHOOL**

File: 34-45-05

**A proposal to build a Cambridge Community Sports Complex prepared by the Cambridge High School was distributed to Committee Members prior to the meeting. Report of Group Manager Assets and Community Facilities dated 6 March 2007 was tabled at the meeting.**

Principal of Cambridge High School, Phil McCreery, attended the meeting and presented the High School's proposal.

Mr McCreery outlined the background behind the proposal, the size and scope of the proposed facility and a proposed three stage construction.

[Mayor Livingston rejoined the meeting at 1.40pm.]

Mr McCreery said the facility would be owned by the community, as opposed to the High School, and he explained how each stage of the project could be funded. The proposal suggested that Council make a \$1.8 million contribution towards Stage 3 of the project which would provide a two court stadium capable of seating 500 people.

[Councillor Newlands rejoined the meeting at 1.43pm.]

Mr McCreery provided examples of where joint school/community facilities have worked well in other parts of New Zealand. He said there would be major cost savings if the facility was administered by the school and that the community would be guaranteed access to the whole facility.

Group Manager Assets & Community Facilities, John Mills, said contributing \$1.8 million to the project through a loan would result in annual interest costs to Council of approximately \$200,000 over the next 20 years and this could have a rating impact of \$29 per property. He said it would be advisable for Council to consult with the public before committing to a capital grant of that size and it might require the establishment of a community trust.

Councillor Webber said Mr McCreery had attended a recent Cambridge Community Board meeting where he had received unanimous support for the proposal.

**RESOLVED**

2/07/19

*That the Policy Committee thanks Cambridge High School for its proposal and the opportunity to be involved in an arrangement with the High School that would provide for the needs of the community and the District and that, on the understanding the High School is proceeding with Stage 1 (new changing rooms, office, club room, aerobics room and weights room) and Stage 2 (upgrade of toilets), staff continue to work with the High School to provide a further report on how the proposal could be progressed, taking into account the recommendations of the Cambridge Pool Community Working Group and having regard to Council's commitments, priorities, processes and the timelines Council must follow.*

Mayor Livingston/Cr Scaramuzza

[Mayor Livingston, Councillor Jull and Mr McCreery left the meeting at 2.45pm.]

**15 LATE ITEM – FOOTPATH ALTERATIONS ON ARAWATA STREET, TE AWAMUTU**

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File: 55-09-01

The Chief Executive explained that the owner of the Ale House in Te Awamutu had sought to modify an area of footpath and garden in front of the Ale House in Arawata Street to provide some flat terraced areas suitable for outside dining.

[Mayor Livingston rejoined the meeting at 2.46pm.]

He said staff had given the Ale House approval to do the alterations but that was not appropriate and the Ale House had subsequently been instructed to stop the work and reinstate the area.

[Councillor Jull rejoined the meeting at 2.50pm.]

He said the proprietor of the Ale House had been told that the matter would be raised with the Policy Committee today to allow Council to consider the matter. He said he had discussed the situation with Council's solicitor and the Police and his advice was that work should not be allowed to continue and the area reinstated because all the implications had not been considered and properly dealt with.

[Councillor Cooper left the meeting at 3.19pm.]

Mayor Livingston said the Ale House is trying to provide something of benefit to Te Awamutu and the proposed terracing would be safer for outside dining than the sloping footpath. He said the work to date has been done well and the Committee should not confuse this situation with the bigger issue of whether consumption of liquor should be allowed on the footpath, which is something Council should determine at another time.

**RESOLVED**

2/07/20

*That the Policy Committee allow modification of the footpath and gardens outside the Ale House to form some "terraces" upon which tables and chairs can be situated for outdoor dining.*

Mayor Livingston/Cr Jull

There being no further business the meeting closed at 3.55pm.

**CONFIRMED AS A TRUE AND ACCURATE RECORD**

**CHAIRPERSON:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

