

*Minutes of a meeting of the Policy Committee held in the Council Chambers, Waipa District Council, 101 Bank Street, Te Awamutu on Tuesday 9 March 2010 commencing at 9.00am.*

**1 PRESENT**

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Councillor GH Jull - Chairperson

**Members**

Councillors – EH Barnes, MEH Cox, LWE Hoverd [from 10.04am], PL Lee, EC Newlands [from 9.08am], GG Scaramuzza [from 9.03am], DL Sharpe, GW Simmons, BJ Taranaki, GRP Webber and Committee Member V Ingley.

**Public**

There was one member of the press present.

**Others**

Chief Executive, G Dyet; Group Manager Finance, S Kew; Group Manager Service Delivery, B Bergin; Financial Planner, D Frederick; Manager Strategy, G Knighton; Manager Water Services, B Shaw; Manager Legal & Corporate Support, J McFarlane; Property Services Team Leader, C Windleborn; Senior Planner, T Kelly; Governance Support Senior, C Shaw; Committee Secretary, S King.

**2 DISCLOSURE OF MEMBERS' INTERESTS**

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There were no disclosures.

**3 APOLOGIES**

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**RESOLVED**

2/10/05

*That the apologies for non attendance from Mayor Livingston & Councillor Thomas and, for lateness from Councillor Hoverd be received.*

Councillor Webber / Councillor Simmons

**4 LATE ITEMS**

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There were no late items.

**5 CONFIRMATION OF ORDER OF MEETING**

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File: 01-85-12

**RESOLVED**

2/10/06

*That the order of the meeting be confirmed.*

Councillor Lee / Councillor Barnes

## **6 VISITORS**

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There were no visitors.

## **7 MINUTES OF PREVIOUS MEETINGS**

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File: 01-85-12

**Minutes of the Policy Committee meeting held on 9 February 2010.**

### **RESOLVED**

2/10/07

*That the minutes of the meeting of the Policy Committee held on 9 February 2010 be confirmed as a true and accurate record of proceedings.*

Councillor Sharpe / Councillor Barnes.

Councillor Scaramuzza joined the meeting at 9.03am.

## **8 DRAFT ANNUAL PLAN 2010/11**

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File: 01-91-43

### **Proposed Draft Annual Plan 2010/11 and Summary.**

The Chief Executive, G Dyet spoke of the rate increase of 6.9% contained within the LTCCP for the 2010/11 year, and the subsequent changes made to limit the increase to 5.2%. He noted that, although this proposed rating level was possibly one of the highest within the Waikato, the increase was driven by the recent extensive programme of capital works in amenity areas, such as the Karapiro Domain development and the Leamington CBD upgrade. Another key driver was the share call from Waikato Regional Airport Limited.

Mr Dyet outlined several changes to be made to the proposed draft Plan, including the addition of \$50,000 to partner the community in supporting the World Rowing Championships. Another change was the inclusion of a comment relating to the work to be undertaken investigating possible local government reorganisation in the region.

Manager Strategy, G Knighton outlined additional changes required, including the alteration of the public consultation period from Tuesday 16 March to Monday 15 March, both in the resolution and in the Statement of Proposal. Other changes were minor in nature and did not change the substance of the draft Plan.

Councillor Newlands joined the meeting at 9.08am.

**RESOLVED**

2/10/08

*That:*

- a) *The Statement of Proposal, encompassing the draft Annual Plan 2010/11 and Summary, be approved, and notified in accordance with the requirements of the Local Government Act 2002 and released for public comment on Monday 15 March 2010;*
- b) *Submissions on the draft Annual Plan 2010/11 be received until 5pm Monday 19 April 2010;*
- c) *Submissions be considered by the Policy Committee at a meeting scheduled for 11 May 2010; and,*
- d) *Following considerations on the draft Annual Plan, Council adopt the Annual Plan 2010/11 at a meeting scheduled for 29 June 2010.*

Councillor Cox / Councillor Barnes

**STATEMENT OF PROPOSAL – DRAFT ANNUAL PLAN 2010/11**

*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 29 June 2010, an Annual Plan for 2010/11.*

**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 2010 to 30 June 2011.*

*The draft Annual Plan largely reconfirms the activities and services indicated in the Long Term Council Community Plan (LTCCP) for 2010/11. The draft Plan does, however, reflect an adjustment of the capital works programme and a corresponding reduction in operating costs to reflect current economic conditions. These changes, together with projects proposed for the coming year, are reflected in the draft Plan. Council focus is on maintaining on core services and key infrastructure.*

*The draft Plan proposes a total rate requirement of \$36.9 million, which represents an average increase of 5.2% after taking into account growth in the number of new rateable properties. The need for this increase is due to reduced revenue from development contributions and investment, and increased costs associated with depreciation and loan repayments. The impact of the proposed rates increase is illustrated in the rates for a number of indicator properties in the District and shows the differences that occur between individual properties.*

**Public Meetings**

*Public meetings will be held to provide an opportunity for residents, ratepayers and other interested parties to find out more about the draft Annual Plan. The details are as follows:*

## POLICY COMMITTEE MINUTES 9 MARCH 2010

<b>EVENT</b>	<b>VENUE</b>	<b>DATE</b>	<b>TIME</b>
<i>Pirongia Ward Consultative Committee Meeting</i>	<i>Waipa District Council 101 Bank Street Te Awamutu</i>	<i>15 March</i>	<i>4.00pm</i>
<i>Te Awamutu Grey Power</i>	<i>Waipa Workingmen's Club 139 Albert Park Drive Te Awamutu</i>	<i>16 March</i>	<i>1.00pm</i>
<i>Pirongia Residents &amp; Ratepayers Association</i>	<i>Pirongia Community Chapel Crozier Street Pirongia</i>	<i>17 March</i>	<i>7.00pm</i>
<i>Te Awamutu Community Board Public Meeting</i>	<i>Waipa District Council 101 Bank Street Te Awamutu</i>	<i>23 March</i>	<i>5.30pm</i>
<i>Cambridge Community Board Public Meeting</i>	<i>Waipa District Council 23 Wilson Street Cambridge</i>	<i>24 March</i>	<i>5.30pm</i>
<i>Iwi Consultative Committee Meeting</i>	<i>Waipa District Council 101 Bank Street Te Awamutu</i>	<i>7 April</i>	<i>10.00am</i>
<i>Cambridge Grey Power</i>	<i>Cambridge Health &amp; Community Centre 22A Taylor Street Cambridge</i>	<i>7 April</i>	<i>1.30pm</i>

### **Submissions**

The draft Annual Plan 2010/11 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 5.00pm Monday 19 April 2010.**

Submissions will be considered by Council's Policy Committee at meetings to be held in Te Awamutu on 11 May 2010, commencing at 9.00am. Submitters wishing to be heard in support of their submission must clearly state this in their submission.

Copies of the Draft Annual Plan, Summary and submission forms are available from:

Te Awamutu: Council Offices, Bank Street, Te Awamutu  
(07) 872 0030  
Council Library, Roche Street, Te Awamutu

Cambridge: Council Offices, Wilson Street, Cambridge  
(07) 823 3800  
Council Library, Wilson Street, Cambridge

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

Submissions:

Post: Waipa District Council, Freepost 167662, Te Awamutu 3840

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

Fax: (07) 872 0033

or deliver to Council Offices in Cambridge or Te Awamutu.

**Garry Dyet  
CHIEF EXECUTIVE**

**9 PROPOSED FEES AND CHARGES 2010/11**

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File: 75-15-03

**The reports of the Senior Planner and Financial Planner dated 2<sup>nd</sup> and 12<sup>th</sup> February 2010 are included in the agenda.**

**Proposed Resource Management Fees and Charges**

The Chief Executive, G Dyet said the Annual Plan was based on the proposed changes to Fees and Charges. He said there were three different reports due to the different legal processes required to implement various fees and charges.

Senior Planner, T Kelly outlined her report, noting the proposed fees and charges were in line with other local councils and reflected the actual time spent processing applications. Members briefly discussed damage to streets, including footpaths and kerbing due to development construction and the measures in place to ensure rehabilitation. Mr Dyet undertook to email Councillors information on the current process.

**RESOLVED**

2/10/09

*That:*

- a) *The report of Terrena Kelly – Senior Planner dated 2 February 2010 be received; and*
- b) *Pursuant to section 83 of the Local Government Act 2002 and section 36 of the Resource Management Act 1991, and by way of Special Consultative Procedure to be confirmed at the June 2010 Council Meeting, the proposed charges for Resource Management attached as part of the Statement of Proposal become operative from 1 July 2010.*

Councillor Webber / Councillor Taranaki

**STATEMENT OF PROPOSAL**

***Proposed Review of Fees and Charges 2010/2011 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 2010. 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 5.00pm, Monday 19<sup>th</sup> April 2010.***

*Submissions will be considered by Council's Policy Committee at a meeting to be held in Te Awamutu on 11 May 2010, 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 Freephone 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.*

Description of Service	Proposed Fixed Charge 2010/11
<p><b>APPLICATIONS FOR LANDUSE CONSENT</b></p> <p><b>Non-Notified Applications</b></p> <p>a) All applications except those listed below as b) – g) inclusive</p> <p><i>All applications under clause a) include a minimum monitoring charge of \$150.00 relating to the monitoring and associated administration of the consent. This will not be charged if a consent is refused.</i></p>	<p>\$1,000.00 (\$850 + \$150)</p>
<p>b) Special Landscape Character Area</p> <p>c) Central Cambridge Character Area</p> <p>d) Heritage Buildings and Sites</p> <p>e) Protected Trees</p>	

Description of Service	Proposed Fixed Charge 2010/11
<p><i>There is no charge for applications under clauses b) to e) inclusive; provided in all cases that clauses b) – e) are the only matters of non-compliance with a rule.</i></p> <p>f) Side yard encroachments</p> <p>g) Flood hazard area</p> <p><i>Provided that f) only applies where written approval from affected parties are submitted with the application, and there is no other matter of non-compliance.</i></p> <p><i>g) only applies where there is no other matter of non-compliance.</i></p>	<p style="text-align: right;">\$150.00</p> <p style="text-align: right;">\$150.00</p>
<p><b>Limited Notified Applications</b></p> <p>All Land use consent applications</p> <p><i>All Limited Notified applications include a minimum monitoring charge of \$150.00 relating to the monitoring and associated administration of the consent. This will not be charged if a consent is refused.</i></p>	<p style="text-align: right;">\$3,450.00 (\$3,300 + \$150)</p>
<p><b>Notified Applications</b></p> <p>All Land use consent applications</p> <p><i>All Notified applications include a minimum monitoring charge of \$150.00 relating to the monitoring and associated administration of the consent. This will not be charged if a consent is refused.</i></p>	<p style="text-align: right;">\$5,000.00 (\$4,850 + \$150)</p>
<p><b>Monitoring Land use Consents – RMA, Section 36</b></p> <p>To monitor progress with giving effect to any land use consent, and compliance with consent conditions.</p> <p>All land use consent application deposits include a minimum monitoring charge of \$150.00.</p> <p>Additional charge for each inspection required after the first inspection</p>	<p style="text-align: right;">\$100.00 per inspection</p>
<p><b>APPLICATIONS FOR SUBDIVISION CONSENT</b></p> <p><i>Including subdivision by way of cross-lease, company lease, or unit title.</i></p> <p><b>Any joint Subdivision &amp; Landuse Consent Application</b></p> <p>Refer to the deposit required for the type of subdivision applied for below, then add \$500.00</p>	<p style="text-align: right;">Usual subdivision deposit + \$500.00</p>
<p><b>Non-Notified Applications</b></p> <p>a) Subdivision applications involving less than 10 lots (including roads and reserves)</p> <p>b) Subdivision applications which involve 10 or more lots (including roads and reserves)</p>	<p style="text-align: right;">\$1,850.00</p> <p style="text-align: right;">\$3,500.00 + \$50.00 per additional lot after the first 10 lots</p>
<p><b>Limited Notified Applications</b></p> <p>All subdivision applications</p>	<p style="text-align: right;">\$3,700.00 + \$50.00 per additional lot</p>

Description of Service	Proposed Fixed Charge 2010/11
<p><b>Notified Applications</b></p> <p>All subdivision applications</p>	<p>after the first 10 lots</p> <p>\$4,950.00 + \$50.00 per additional lot after the first 10 lots</p>
<p><b>Actions Related to all Types of Subdivision Consent</b> <i>Signing fees are included except where stated</i></p> <p>a) Section 223 Certificates (RMA) – Survey Plan Approval</p> <p>    i) For subdivisions up to 2 lots</p> <p>    ii) For subdivisions 3 lots and over</p> <p>b) Section 224 Certificates (RMA) – Completion of subdivision conditions</p> <p>    i) For subdivisions up to 2 lots</p> <p>    ii) For subdivisions 3 lots and over</p> <p>c) Section 226 (RMA) – Restriction upon issue of CT</p> <p>d) Section 243 (RMA) – Easement approval and revocation of easement approval</p> <p>e) Cancellation of Amalgamation condition (Section 241 RMA)</p> <p>f) The reviewing and signing of any covenant, legal document, variation, easement, esplanade documentation</p> <p>g) Cross lease – amendments to flat plan</p> <p>h) Fees incurred by Council to search for Certificates of Titles, easement documents, covenants, encumbrances or any other document registered on Certificates of Title</p> <p>i) For inspection of any works required to comply with conditions, including checking engineering plans and amendments</p>	<p>\$150.00</p> <p>\$550.00</p> <p>\$300.00</p> <p>Actual staff time + legal costs</p> <p>\$400.00 + Actual legal costs</p> <p>\$400.00 + Actual legal costs</p> <p>\$400.00 + Actual legal costs</p> <p>\$250.00 + Actual legal costs</p> <p>\$400.00</p> <p>Actual LINZ search costs</p> <p>Actual staff time + mileage</p>
<p><b>Consent Notices</b></p> <p>j) Reviewing and signing any Consent Notice</p> <p>k) Change or cancellation of any Consent Notice, including preparation of document</p>	<p>\$200.00 + Actual legal costs</p> <p>\$300.00 + Actual legal costs</p>
<p><b>APPLICATION FOR A CHANGE TO THE DISTRICT PLAN</b></p> <p>A charge shall be made to recover the actual costs to Council associated with processing, considering and determining a private plan change application in accordance with the First Schedule of the RMA</p>	<p>\$50,000</p>
<p><b>APPLICATION FOR REQUIREMENTS FOR DESIGNATIONS AND HERITAGE ORDERS</b></p> <p><b>Non-Notified Applications</b></p>	

Description of Service	Proposed Fixed Charge 2010/11
a) Waiver for requirement of outline plan (Section 176A(2) RMA) b) Outline Plan Application (Section 176 RMA) c) Requirement for alteration to a designation (Section 181 RMA) d) Requirement for removal of a designation (Section 182 RMA) e) Transfer of rights and responsibilities for designations (Section 180 RMA) f) Application to determine that a designation should not lapse (Section 184 & 184A) g) Requirement for Heritage Order (Section 189 & 189A RMA) h) Requirement for removal of Heritage Order (Section 196 RMA) i) Request pursuant to Section 177 RMA related to a Requiring Authority responsible for the earlier designation or heritage order j) Application pursuant to Section 178 RMA to do anything which would prevent or hinder the public work	\$150.00 \$600.00 \$1,500.00 \$750.00 \$500.00 \$2,000.00 \$1,500.00 \$1,000.00 \$300.00 \$300.00
<b>Notified Applications</b> a) Requirements for Designations (Section 168 & 168A RMA) b) All other notified designation or heritage order applications	\$6,000.00 \$3,000.00
<b>MISCELLANEOUS CHARGES RELATED TO ALL TYPES OF RESOURCE CONSENTS AND OTHER RESOURCE MANAGEMENT ACTIVITIES</b> a) Renewal of Resource Consent (Section 124 RMA) b) Applications for extension of Consent Periods (Section 125 & 126 RMA) c) Change or cancellation of Consent Conditions (Section 127 RMA) d) Review of Consent Conditions (Section 128 – 132 RMA) <ul style="list-style-type: none"> <li>▪ Non-Notified</li> <li>▪ Notified (including Limited Notification)</li> </ul> e) Existing Use Right Determination (Section 139 RMA) f) Certificate of Compliance (Section 139 RMA) g) Easement Approvals h) Administration costs to process any RMA application i) The applicant will reimburse Council for any fees paid by the Council to any Commissioners, consultants, advisers, solicitors and any other creditors related to any matter connected with a resource consent or certificate application j) Where no other charge is prescribed for administration costs incurred in affixing the 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	\$1,000.00 \$600.00 \$1,000.00 \$600.00 \$3,000.00 \$1,000.00 \$1,000.00 \$350.00 + Actual legal costs Actual staff time Actual costs including administration costs \$150.00

Description of Service	Proposed Fixed Charge 2010/11
k) Public Notice l) Affixing signs on site (requirement for notified consents) m) Application to surrender resource consent (Section 138 RMA) n) Application to vary or extend time in respect of any bond, or covenant under RMA sections 109 & 09. Includes preparation of documents.	Actual costs \$30.00 + mileage \$300.00 \$400.00 + Actual legal costs
<b>Hearing Costs</b> o) For the hearing of any application made under the Resource Management Act, a charge will be made of the costs of planning staff, technical advisers, secretaries and administration. p) Hearing by Commissioners q) Hearing by Councillors <i>Note: Hearings by the Regulatory Committee incur a fee for each Councillor, including time spent on site visits</i> r) In instances where an applicant fails to give at least 5 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 s) Venue Hire t) Pre-hearing meetings (including administration and staff time)	Actual costs Actual costs \$250.00 minimum + \$200.00 for each half hour, or part thereof after the first hour Actual costs including actual staff time Actual Cost Actual costs including actual staff time
<b>Bonds</b> <i>Signing fees are included</i> u) Preparation, release and signing of any bond (Section 108 & 109 RMA) <ul style="list-style-type: none"> <li>i) For bonds related to buildings and structures</li> <li>ii) For bonds related to roading and servicing works</li> </ul> v) Decisions on resource management applications by staff acting under delegated authority	\$200.00 + Actual legal costs \$350.00 + Actual legal costs \$100.00
<b>REQUEST FOR INFORMATION AND SUPPLY OF DOCUMENTS</b> a) A charge may be made to recover the actual costs to Council associated with the following matters: <ul style="list-style-type: none"> <li>▪ Providing advice and considering proposed RMA applications; <i>This may include, but is not limited to: administration costs, research, meetings (including pre-lodgment), written correspondence.</i></li> <li>▪ Any request to provide information in respect of the District Plan or any resource consent;</li> <li>▪ For the copying of information relating to plans and resource consents</li> </ul>	Actual staff time and actual and reasonable cost of copying and administration – per half hour or part thereof

Description of Service	Proposed Fixed Charge 2010/11
<p>and Council's resource management functions under Section 35 of the RMA and the supply of any document</p> <p><b>District Plan</b> <i>For copies of the District Plan</i></p> <p>a) Text and A4 coloured maps</p> <p>b) Text only</p> <p>c) A4 colour maps</p> <p>d) A3 colour maps</p> <p>e) A4 colour maps per individual sheet</p> <p>f) A3 colour maps per individual sheet</p> <p>g) Provided on CD-ROM (maps + text)</p> <p>h) For annotation service on District Plan – per annotation</p> <p>i) For copies of any change or variation to the District Plan</p>	<p></p> <p>\$215.00</p> <p>\$120.00</p> <p>\$120.00</p> <p>\$135.00</p> <p>\$3.35</p> <p>\$5.60</p> <p>\$30.00</p> <p>Actual cost</p> <p>Actual cost</p>
<p><b>Photocopying</b> <i>Including double-sided</i></p> <p>j) Each A4 page</p> <p>k) Each A3 page</p>	<p></p> <p>\$0.20</p> <p>\$0.25</p>
<p><b>NOISE CONTROL – UNDER THE RESOURCE MANAGEMENT ACT 1991</b></p> <p>Noise seizures – return of equipment</p>	<p></p> <p>\$200.00</p>
<p><b>OFFICER'S HOURLY CHARGE OUT RATES</b></p> <p>a) Planning Services Manager</p> <p>b) Senior Planner</p> <p>c) Senior Policy Planner</p> <p>d) Project Planner</p> <p>e) Planner</p> <p>f) Engineering Officer</p> <p>g) Senior Engineering Officer</p> <p>h) Environmental Health Officer</p> <p>i) Building Control Officer</p> <p>j) Parks and Reserves Officer</p> <p>k) Senior Enforcement Officer</p> <p>l) Monitoring and Enforcement Officer</p> <p>m) Planning Technical Officers and Administration Officers</p> <p>n) Secretaries</p>	<p></p> <p>\$160.00</p> <p>\$135.00</p> <p>\$135.00</p> <p>\$125.00</p> <p>\$120.00</p> <p>\$145.00</p> <p>\$170.00</p> <p>\$120.00</p> <p>\$135.00</p> <p>\$96.00</p> <p>\$130.00</p> <p>\$112.00</p> <p>\$86.00</p> <p>\$80.00</p>
<p><b>MILEAGE</b></p> <p>For each kilometre travelled</p>	<p></p> <p>\$1.20</p>

**Resource Management Land Information Memorandum**

Local Government Act 2002

	<b>Urgent</b>	<b>Non Urgent</b>
<b>Fee A</b> – Properties zoned Town Centres, General, Industrial (excluding those properties used solely for residential purposes whereby Fee B will apply), Hydro-Electric Power Stations and Mystery Creek Exhibition Centre.	N/A	\$300.00
<b>Fee B</b> – Properties zoned Residential, Rural, Deferred Residential	\$300.00	\$250.00
Fees incurred by Council to search for Certificates of Titles, easement documents, covenants, encumbrances or any other document registered on Certificates of Title	Actual LINZ costs	Actual LINZ costs

**Overseas Investment Certificates Fees & Charges**

Fixed Charge - \$150.00

**Sale of liquor determinations fees & charges**

For determining that the proposed use of the premises meets the requirements of the Resource Management Act 1991

	<b>Proposed Charge 2010/11</b>
Existing Premises	\$90.00
New or Altered Premises	\$150.00

**Certificate of title search – fees & charges**

Fixed Charge - \$20.00

**Proposed Fees and Charges Requiring Public Consultation**

Financial Planner, D Frederick said public consultation was required for items, such as permits for fire and trading in public places and amended trade waste fees, that related to Council's Bylaws. She noted that fire permits were now \$20 per application for a one week period and payments could be made via credit card. Mr Dyet said trade waste fees referred to designated truck effluent disposal sites. Manager Water Services, B Shaw said a policy regarding connections for new reticulation mains would require the involvement of a Council employee due to health and safety requirements.

Members discussed the sale of food at events and by community groups to raise money for charity. Concern was noted around food safety and the processing of significant volumes of high risk products.

Councillor Hoverd joined the meeting at 10.04am.

**RESOLVED**

2/10/10

*That*

- a) *the report of the Financial Planner dated 12 February 2010 be received.*
- b) *Pursuant to section 83 of the Local Government Act 2002, and by way of Special Consultative Procedure to be confirmed at the May 2010 Council Meeting, the proposed charges for, Water, Stormwater and Wastewater Connections and Trade Waste fees, Fire Permits and Trading in Public Places fees attached as part of the Statement of Proposal become operative from 1 June 2010.*

Councillor Barnes / Councillor Sharpe

**STATEMENT OF PROPOSAL**

***Proposed 2010/11 Fees and Charges relating to Waipa District Council Bylaws***

*Notice is hereby given, pursuant to section 83 of the Local Government Act 2002, of Waipa District Council's intention to have fees and charges relating to Council's functions in implementing the Waipa District Fire Control Bylaw 2007, Waipa District Public Bylaw 2007, Wastewater Drainage Bylaw 2005 and the Trade Waste Bylaw 2005.*

*The purpose of the Fees and Charges is to ensure that each charge will recover the actual and reasonable costs associated with the issuing or monitoring of permits, inspections and other approvals.*

*The proposed Fees and Charges 2010/2011 schedule is attached as Appendix 1.*

*The Fees and Charges are to take effect from 1 June 2010. 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 5.00pm, Monday 19th April 2010.***

*Submissions will be considered by Council's Policy Committee at a meeting to be held in Te Awamutu on 11 May 2010, 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:*

*Te Awamutu Council Offices, Bank Street, Te Awamutu  
07-872-0030  
Council Library, Roche Street, Te Awamutu*

*Cambridge Council Offices, Wilson Street, Cambridge  
07-823-3800  
Council Library, Wilson Street, Cambridge*

*Freephone 0800 924 723*

*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.*

## **WAIPA DISTRICT COUNCIL FIRE CONTROL BYLAW 2007**

<b>Description</b>	<b>2010/11</b>
Fire Permit – no site visit required	\$20.00
Fire Permit – site visit required	\$120.00

## **TRADING IN PUBLIC PLACES – (WAIPA DISTRICT PUBLIC PLACES BYLAW 2007)**

<b>Description</b>	<b>Fee 2010/11</b>
<b>Mobile Traders – Selling Food</b>	
Operator already registered with Waipa District Council or already holds a resource consent for the event/activity, or charitable, not for profit or fundraising organisations	No Fee
Operator registered under Food Hygiene Regulations with another territorial authority (if not covered by a market day permit as below):	
<ul style="list-style-type: none"> <li>▪ Annual (1 July to 30 June)</li> </ul>	\$120.00 per operator

▪ Temporary (up to three months)	\$40.00 per operator
▪ Market day permits (includes farmers' markets, one-off or large events, fairs etc.)	\$120.00 per market
<b>Mobile Traders – Selling Non-Food Items</b>	
▪ Annual Fee	\$120.00 per operator
▪ Temporary (up to three months)	\$40.00 per operator

Notes:

1. Definition of **Mobile Trader** = “any person who in a public place (a) solicits for orders; or (b) offers, distributes, or sells any goods or services by foot or from any vehicle or stall or part thereof”.
2. Market day/group permits. Where a market day, fair or large event involving a number of mobile traders takes place, the organizer may apply for a permit under the bylaw which will cover all mobile traders participating providing that they adhere to the terms and conditions of any permit issued. The organizer will be required to provide a list of mobile traders participating with the application for the permit, together with details of goods or services being sold or offered by each trader. The provisions of the Food Hygiene Regulations 1974 are still applicable in addition.

## STORMWATER CONNECTIONS

### Stormwater Connection Approval and Inspection Fee (GST inclusive)

All new stormwater connections require an application, investigation to ensure the existing system capacity, approval of a plan, confirmation of approval or otherwise, site inspection pre-back fill and recording of connection on Waipa District Council records.

Description	2010/11
Domestic Standard Connection (100mm dia)	
Stormwater Application	\$289.70
Stormwater Inspection	\$230.05
Disconnection Fee – house removal or demolition	\$289.70

The application fee is for processing the application and is non-refundable.

The inspection fee would be refundable if the application is unsuccessful.

An inspection fee of \$230.05 also applies to every subsequent inspection until the connection is accepted as complete.

The above fees may apply to each:

- Dwelling; or
- Separate building; or
- paved area in excess of 250m<sup>2</sup> (or part thereof) catchment area.

Unless an approved retention system is constructed, then and only then will a single domestic connection fee be accepted.

All other connections will be separately quoted.

All connections must be installed by a registered Drain Layer.

## **WASTEWATER CONNECTIONS**

Wastewater Connection Approval and Inspection Fee (GST inclusive)

All new wastewater connections require an application, investigation to ensure the existing system capacity, approval of a plan, confirmation of approval or otherwise, site inspection pre-back fill and recording of connection on Waipa District Council records.

<b>Description</b>	<b>2010/11</b>
Domestic Standard Gravity Connection (100mm dia)	
Wastewater Application	\$289.70
Wastewater Inspection	\$230.05
Disconnection Fee – house removal or demolition	\$289.70

The application fee is for processing the application and is non-refundable.

The inspection fee would be refundable if the connection is not approved.

An inspection fee of \$230.05 also applies to every subsequent inspection until the connection is accepted as complete.

All other connections are individually quoted.

All Connections must be installed by a registered Drain Layer.

## WATER CONNECTIONS AND BULK WATER SALES

Water connection approval and installation (GST inclusive).

Statutory public health requirements prevent other than authorised Council employees from carrying out any work on water reticulation services.

	2010/11
<b>Urban</b>	
<ul style="list-style-type: none"> <li>▪ Ordinary existing unused connection – approval to connect new building to existing connection</li> </ul>	\$463.50
<ul style="list-style-type: none"> <li>▪ Ordinary supply (un-metered) – install new connection single 20mm dia residential connection (only one connection permitted per property)</li> </ul>	\$1,575.00
<ul style="list-style-type: none"> <li>▪ Extraordinary supply – install new 20mm dia connection and backflow preventor</li> </ul>	\$2,380.00
<ul style="list-style-type: none"> <li>▪ Extraordinary supply – install meter and backflow on existing 20mm dia connection</li> </ul>	\$1,076.00
<b>Rural</b>	
<ul style="list-style-type: none"> <li>▪ Existing unused connection – approval to connect new building to existing connection</li> </ul>	\$463.50
<ul style="list-style-type: none"> <li>▪ Extraordinary supply – install new 20mm dia connection including meter and backflow preventor</li> </ul>	\$2,775.00
<ul style="list-style-type: none"> <li>▪ Restrictor Adjustment</li> </ul>	\$173.00
Meter and/or restrictor testing fee (if tests show compliance then requestee shall be liable for fee. If out of adjustment no fee shall apply)	\$312.70
<b>Disconnection Fees</b>	
<ul style="list-style-type: none"> <li>▪ Disconnection from rural water supply scheme</li> </ul>	\$760.00
<ul style="list-style-type: none"> <li>▪ Disconnection from water supply upon removal or demolition of a building</li> </ul>	\$540.00

## PURCHASE OF WATER BY PERMIT

Description	Proposed Change 2010/11
Permit Fee	\$18.00 / month
Water per cu meter (100 litres)	\$2.20 / c u meter

Note: A permit must be obtained before removing water from a Council source.  
A separate permit is to be obtained for each calendar month that water is to be removed.  
Rural water supply, where service is available at gate, may be restricted in area or flow. All other connection sizes and/or configurations will require quotation from Waipa District Council.

## TRADE WASTE

To be read in conjunction with the Trade Waste Bylaw 2005.  
Fees are GST inclusive.

<b>Administration Charges</b>	<b>2010/11</b>
Compliance Monitoring	Dependent on monitoring required
Application Fee	\$81.00
Inspection Fee	\$81.00
Re-inspection Fee	\$231.75
Temporary Discharge Fee	\$81.00
Annual Trade Waste Consent Charges – Controlled	\$150.75
Annual Trade Waste Consent Charges – Conditional	\$382.50

### 1C.1.1 Charging Formula

The formula for calculation of the load based trade waste charge is as set out below.  
(V x V<sub>c</sub>) + (SS x SS<sub>c</sub>) + (BOD x BOD<sub>c</sub>) + (TKN x TKN<sub>c</sub>) + (TP x TP<sub>c</sub>)

<b>Parameter</b>	<b>2010/11</b>
V <sub>c</sub>	\$0.93/M <sup>3</sup>
SS <sub>c</sub>	\$0.70/kgSS
BOD <sub>c</sub>	\$0.81/BOD
TKN <sub>c</sub>	\$0.78/kgTKN
TP <sub>c</sub>	\$4.12/kgTP
Connection or Disconnection Fee	\$357.00

### Table of Parameters with Descriptions

V	The volume discharged
V <sub>c</sub>	The unit volume charge \$/ M <sup>3</sup>
SS	The mass of suspended solids discharged

SS <sub>c</sub>	The unit SS charge \$/kg
BOD	The mass of BOD discharged
BOD <sub>c</sub>	The unit BOD Charge \$/kg
TKN	The mass of Total Kjeldahl Nitrogen (TKN) discharged
TKN <sub>c</sub>	The unit TKN charge \$/kg
TP	The mass of Total Phosphorus (TP) discharged
TP <sub>c</sub>	The unit TP charge \$/kg

### **Proposed Fees and Charges – General**

Mrs Frederick said some fees and charges, such as building control were put forward after the 2009/10 financial year commenced. Mr Dyet noted one change was required in the Statement of Proposal which should refer to the Waipa District Public Places Bylaw.

Councillor Newlands raised the charging of the Cambridge swimming pool fee at \$3.00 when the average outdoor pool admission charge was \$3.50. Members debated the charge in light of the cost of operating the facility.

#### **RESOLVED**

2/10/11

*That Cambridge Outdoor Swimming pool charge be \$3.50.*

Councillor Newlands / Councillor Webber

Councillor Newlands also raised the fees and charges in relation to Mighty River Domain at Lake Karapiro stating the events centre charges required a review to ensure the commercial use did not override community use.

#### **RESOLVED**

2/10/12

*That*

- a) *the report of the Financial Planner dated 12 February 2010 be received; and,*
- b) *The Fees and Charges as per the “Proposed Rates, Fees and Charges schedule” attached below, be recommended to Council for adoption, effective as soon as possible, with the exception of the fees requiring a special consultative process.*

Councillor Sharpe / Councillor Newlands

## **FEES AND CHARGES 2010/2011**

### Building Control Fees

#### Note:

- Fees became operative from 1 February 2010. (No change 2010/11)
- All references herein to Section and Schedule matters are to the Sections and Schedules of the Building Act 2004 unless otherwise specified.
- All Charges are stated inclusive of GST, unless noted.
- Should any particular job significantly exceed the stated fee, an additional charge will be payable.
- Where external expertise is necessary in processing building consents, the charge for those services will be passed onto the applicant.
- This scale of fees does not include a structural checking fee.
- Fees for project categories 1, 2 and 3 are to be paid in full on application. For all other categories a deposit is payable upon application
- Traveling costs apply to categories 4 – 15, where the project is located in excess of 5kms from the nearest Council office.
- Building Consent fees include the cost of the Code Compliance Certificate.
- Project Information Memorandum fees are payable in full on application.
- We are required to collect fees on behalf of others:
  - **Building Research Association Levy**
    - *For every building consent with an estimated value of \$20,000 and over, \$1.00 per \$1,000 is payable.*
  - **Department of Building and Housing Levy**
    - *For every building consent with an estimated value of \$20,000 and over, \$1.97 per \$1,000 is payable.*

### **Building Consent – all charges GST inclusive**

PROJECT CATEGORY		Building consent fee	DEPOSIT PAYABLE ON APPLICATION
*1	<ul style="list-style-type: none"> <li>▪ Minor Works</li> <li>▪ Solid Fuel Heaters</li> <li>▪ Plumbing or Drainage</li> <li>▪ Garden Shed</li> <li>▪ Marquees</li> <li>▪ Installation of Basic Warning System</li> </ul>	\$329.00	Full Fee
*2	<ul style="list-style-type: none"> <li>▪ Minor Building Work</li> <li>▪ Carports</li> <li>▪ Demolition</li> </ul>	\$498.00	Full Fee

PROJECT CATEGORY		Building consent fee	DEPOSIT PAYABLE ON APPLICATION
	<ul style="list-style-type: none"> <li>▪ Para Pools and Equivalent Type</li> <li>▪ Decks/Pergolas</li> </ul>		
*3	<ul style="list-style-type: none"> <li>▪ Other Buildings</li> <li>▪ Garages</li> <li>▪ Hay Barns</li> <li>▪ Implement Sheds</li> <li>▪ Concrete/Masonry Swimming Pools</li> </ul>	\$592.00	Full Fee
4	<ul style="list-style-type: none"> <li>▪ Detached habitable buildings, no plumbing or drainage, eg., sleep out, office, art studio.</li> <li>▪ Alterations and additions up to 30m<sup>2</sup>, no plumbing or drainage.</li> </ul>	\$666.00	\$396.00
5	<ul style="list-style-type: none"> <li>▪ Detached habitable buildings with plumbing and drainage, eg, sleep out with toilet and shower.</li> <li>▪ Alterations and additions up to 30m<sup>2</sup>, with plumbing or drainage.</li> </ul>	\$1,172.00	\$632.00
6	<ul style="list-style-type: none"> <li>▪ Alterations and additions up to 60m<sup>2</sup>.</li> <li>▪ Other new buildings up to 60m<sup>2</sup>, eg, industrial workshop, commercial office (excludes dwellings).</li> <li>▪ Note: For work over 60m<sup>2</sup> dwelling and commercial/ industrial fees apply.</li> </ul>	\$1,442.00	\$767.00
7	Dairy Sheds	\$1,510.00	\$835.00
8	Re-sited Dwellings	\$1,813.00	\$1,138.00
9	Dwelling Single Storey up to 100m <sup>2</sup>	\$2,151.00	\$1,071.00
10	Dwelling Single Storey up to 250m <sup>2</sup>	\$2,488.00	\$1,273.00
11	Dwelling Single Storey in excess of 250m <sup>2</sup>	\$2,826.00	\$1,476.00
12	Dwelling Two Storey or more up to 250m <sup>2</sup>	\$3,028.00	\$1,678.00
13	Dwelling Two Storey or more and over 250m <sup>2</sup>	\$3,432.00	\$1,947.00
14	Small Commercial/Industrial Building up to 300m <sup>2</sup>	\$2,835.00	\$1,780.00
15	Commercial/Industrial Building in excess of 300m <sup>2</sup>	At cost \$135.00 per hour	\$2,000.00

**Project Information Memorandum – all changes GST inclusive**

PROJECT CATEGORY		project information memorandum (pim)
*1	<ul style="list-style-type: none"> <li>▪ Minor Works</li> </ul>	\$75.00

PROJECT CATEGORY		project information memorandum (pim)
	<ul style="list-style-type: none"> <li>▪ Solid Fuel Heaters</li> <li>▪ Plumbing or Drainage</li> <li>▪ Garden Shed</li> <li>▪ Marquees</li> <li>▪ Installation of Basic Warning System</li> </ul>	
*2	<ul style="list-style-type: none"> <li>▪ Minor Building Work</li> <li>▪ Carports</li> <li>▪ Demolition</li> <li>▪ Para Pools and Equivalent Type</li> <li>▪ Decks/Pergolas</li> </ul>	\$150.00
*3	<ul style="list-style-type: none"> <li>▪ Other Buildings</li> <li>▪ Garages</li> <li>▪ Hay Barns</li> <li>▪ Implement Sheds</li> <li>▪ Concrete/Masonry Swimming Pools</li> </ul>	\$150.00
4	<ul style="list-style-type: none"> <li>▪ Detached habitable buildings, no plumbing or drainage, eg., sleep out, office, art studio.</li> <li>▪ Alterations and additions up to 30m<sup>2</sup>, no plumbing or drainage.</li> <li>▪ Note: No PIM fee for internal alterations.</li> </ul>	\$200.00
5	<ul style="list-style-type: none"> <li>▪ Detached habitable buildings with plumbing and drainage, eg, sleep out with toilet and shower.</li> <li>▪ Alterations and additions up to 30m<sup>2</sup>, with plumbing or drainage.</li> <li>▪ Note: No PIM fee for internal alterations.</li> </ul>	\$200.00
6	<ul style="list-style-type: none"> <li>▪ Alterations and additions up to 60m<sup>2</sup>.</li> <li>▪ Other new buildings up to 60m<sup>2</sup>, eg, industrial workshop, commercial office (excludes dwellings).</li> <li>▪ Note: For work over 60m<sup>2</sup> dwelling and commercial/ industrial fees apply.</li> </ul>	\$200.00
7	Dairy Sheds	\$200.00
8	Re-sited Dwellings	\$300.00
9	Dwelling Single Storey up to 100m <sup>2</sup>	\$300.00
10	Dwelling Single Storey up to 250m <sup>2</sup>	\$300.00
11	Dwelling Single Storey in excess of 250m <sup>2</sup>	\$300.00
12	Dwelling Two Storey or more up to 250m <sup>2</sup>	\$300.00
13	Dwelling Two Storey or more and over 250m <sup>2</sup>	\$300.00
14	Small Commercial/Industrial Building up to 300m <sup>2</sup>	\$400.00
15	Commercial/Industrial Building in excess of 300m <sup>2</sup>	\$500.00



DESCRIPTION	FEE 2010/11
<b>Amusement Device Permits</b> (Section 11 Amusement Device Regulations 1978)	
▪ For one device, for the first seven days	\$12.50
▪ For each additional device operated by the same owner for the first seven days	\$2.28
▪ For each device for each further period of seven days (These fees are set by the Regulations)	\$1.14

## Café, Tables and Chairs

These fees and charges are operative on 1 July 2010 and will apply to all work associated with the administration of the Council's Table and Chair's Permits.

All fees include Goods and Services Tax.

Description	Fee 2009/10	Proposed Change 2010/11
Permit application fee for the placement of chairs and tables and related items or structures on footpaths as per Public Places Bylaw 2007.	\$45.00	
Footpath occupation – per 1m <sup>2</sup> per annum	\$20.00/m <sup>2</sup> /annum	

Note: For the avoidance of doubt, a minimum permit application fee of \$45.00 is required, plus an additional charge will be made per square metre of footpath occupation.

## Cambridge Meeting Room Charges

Description	Charges 2009/10	Proposed Change 2010/11 Profitable Organisation/Private Function	Proposed Change 2010/11 Non Profitable Organisation
Bond (payable when booking is outside business hours)	\$50.00	\$200.00	\$80.00
Removal/reinstatement of furniture by Council staff (optional)	\$100.00	\$100.00	\$100.00

## POLICY COMMITTEE MINUTES 9 MARCH 2010

Description	Charges 2009/10	Proposed Change 2010/11 Profitable Organisatio n/Private Function	Proposed Change 2010/11 Non Profitable Organisation
<b>Half Day or Less</b>			
▪ Whole Facility	\$30.00	\$80.00	\$40.00
▪ Committee Room	\$15.00	\$35.00	\$15.00
▪ Meeting Room	\$10.00 per room	\$10.00 per room	\$10.00 per room
▪ Kitchen	\$10.00	\$25.00	\$10.00
<b>Full Day – 8.00am to 5.00pm</b>			
▪ Whole Facility	\$60.00	\$140.00	\$80.00
▪ Committee Room	\$30.00	\$70.00	\$30.00
▪ Meeting Room	\$20.00 per room	\$20.00 per room	\$20.00 per room
▪ Kitchen	\$10.00	\$30.00	\$10.00
<b>Night – 5.00pm onwards</b>			
▪ Whole Facility	\$40.00	\$80.00	\$40.00
▪ Committee Room	\$20.00	\$35.00	\$15.00
▪ Meeting Room	\$10.00 per room	\$10.00 per room	\$10.00 per room
▪ Kitchen	\$10.00	\$25.00	\$10.00
<b>Day and Night – 8.00am to late at night</b>			
▪ Whole Facility		\$200.00	\$100.00
▪ Committee Room		\$90.00	\$45.00
▪ Meeting Room		\$30.00 per room	\$20.00 per room
▪ Kitchen		\$35.00	\$20.00
<b>Weekend – Friday 5.00pm to Sunday 10.00pm</b>			
▪ Whole Facility		\$300.00	\$150.00
▪ Committee Room		\$150.00	\$75.00
▪ Meeting Room		\$40.00 per room	\$20.00 per room
▪ Kitchen		\$50.00	\$40.00

Description	Charges 2009/10	Proposed Change 2010/11 Profitable Organisatio n/Private Function	Proposed Change 2010/11 Non Profitable Organisation
<b>The bond is refundable</b> – items covered by the bond are: Key, breakage of equipment, damage to facility and/or theft of equipment or extraction clean			
Key	\$10.00		\$50.00
Cutlery / Crockery	\$5.00 each item		\$10.00 each item
Furniture Damage	Whole bond		Whole bond (minimum) or cost
Extraction Carpet Clean	\$45.00 (minimum) or cost		\$150.00 (minimum) or cost
Damage to Facility			Whole bond (minimum) or cost

## Cambridge Swimming Pool Charges

Description	Charge 2009/10	Proposed Change 2010/11
<b>Single Admissions</b>		
Adult	\$2.00	\$3.50
Senior Citizen	\$1.50	
Child	\$1.50	\$2.00
Spectators	\$0.50	
Early morning swimmer (Swim for Life)	\$2.00	\$3.00
<b>Concessions</b>		
Adult – Ten swim	\$15.00	\$20.00
Child – Ten swim	\$12.00	\$15.00
Early Morning – Ten Swim	\$15.00	\$20.00
<b>Season (half rates from 31 January)</b>		
* Adult	\$75.00	\$95.00
* Senior Citizen	\$60.00	\$60.00

Description	Charge 2009/10	Proposed Change 2010/11
* Children	\$60.00	\$70.00
* Family	\$110.00	\$125.00
* includes entry to early morning sessions		
<b>Other</b>		
Lane Hire (per hour per lane)	\$7.00	\$8.00
School Pupils (class visits)	\$1.00	
School Carnivals/Sports Days (daily rate)	\$100.00	
<b>Cambridge Swimming Club</b>		
Club Nights and Learn to Swim Nights (per night)	\$50.00	
Squad Training:		
▪ Per lane per hour	\$4.00	
▪ Per lane per hour (impinging on public time)	\$7.00	
Carnivals (four permitted)	\$100.00	
Where impinging on public time	\$200.00	
<b>NZ Amateur Swimming Association</b>		
Carnivals outside public hours	\$180.00	
Where impinging on public hours	\$250.00	
<b>Private Hire</b>		
0 – 75 people	\$60.00	
75 – 100 people	\$120.00	
100 – 150 people	\$250.00	
+ 50% if public hours impinged		
<b>Cambridge Masters Swimming Club</b>		
Club nights on adult Learn to Swim (per night)	\$30.00	
Other sessions:		
▪ Per lane per hour	\$4.00	
▪ Per lane per hour (impinging on public hours)	\$7.00	
▪ Carnival (one permitted)	\$100.00	
▪ Where impinging on public time	\$180.00	

## Cemetery Fees

Description	Charge 2009/10	Proposed Change 2010/11
<b>Interments</b>		
1 <sup>st</sup> Interment – Urban (Previously Urban & Rural)	\$495.00	\$495.00
2 <sup>nd</sup> Interment – Urban (Previously Urban & Rural)	\$375.00	\$375.00
1 <sup>st</sup> Interment – Rural		\$595.00
2 <sup>nd</sup> Interment – Rural		\$450.00
Stillborn	\$50.00	
Children under nin	\$75.00	
Ashes	\$50.00	
Weekends/Holidays (includes before 10.00am Monday or day after public holiday)	+ additional \$100.00	
All interments in the Waipa District Council shall be extra depth (2.27m)		
<b>Disinterment / Reinterment</b>		
Within 12 months	At cost	
After 12 months	At cost	
Ashes	At cost	
Reopening Fee	At cost	
(+ Interment fees)		
<b>Plot Purchase (including Maintenance)</b>		
Adult Plots	\$1,125.00	
Children's Plots (under nine)	\$300.00	
Ashes (This fee does not include a plaque – the plaque shall be supplied by the applicant and shall be of such dimensions to fit on a standard berm)	\$300.00	
RSA	No charge	
Surcharge on reserved plots	\$112.50	
<b>Out of District Burials</b>		
Add 25% to all costs		

## Development Contribution Policy Administration Fees

These fees and charges became operative on 1 July 2010 and will apply to all work associated with the administration of the Council's Development Contribution Policy on or after 1 July 2010 irrespective of when the application for the development was lodged with the Council.

1. The Charges set out in the Schedule are inclusive of GST.
2. The purpose of each Charge is to recover the actual and reasonable costs incurred by the Council in processing, assessing, monitoring, and enforcing any matter associated with the administration of the Council's Development Contribution Policy.
3. If reference is made in the Schedule to actual staff time, it will be charged in accordance with the hourly charge-out rates.
4. A Level 1 Officer as prescribed in the Development Contribution Delegations has a discretion delegated by Council to reduce any Charges.

Description Of Service	Fixed Charge 2009/10	Proposed Change 2010/11
Assess development contribution requirements for any development in accordance with Council's Development Contribution Policy; including but not limited to the preparation of any Development Contribution Notice, Development Agreement, or other document. <i>Note: Council Staff time is charged after the first hour.</i>	Actual Staff Time	
The applicant will reimburse Council for any fees paid by the Council to any consultants, advisers, or solicitors related to any matter connected with a development contribution assessment in accordance with Council's Development Contribution Policy.	Actual Costs, including Administration costs	
To monitor progress and/or undertake any enforcement action related to any development contribution notice, agreement, or other documentation prepared in accordance with Council's Development Contribution Policy, including solicitors fees.	Actual Staff Time & Actual Legal Costs	
To process, assess, and respond to any application for remission of development contribution. <i>Note: A charge will not be made where the application for development contribution is successful. A reduced rate may be charged where the development contribution application for remission is partially successful, at the discretion of any Level 1 Officer.</i>	Actual Staff Time	
<b>OFFICER'S HOURLY CHARGE OUT RATES</b>		
a) Level 1 Officers	\$195.00	
b) Manager Planning and Regulatory	\$150.00	

Description Of Service	Fixed Charge 2009/10	Proposed Change 2010/11
c) Manager Development Engineering		\$150.00
d) Level 2 Officers	\$125.00	\$135.00
e) Level 3 Officers	\$112.00	\$120.00
f) Engineering Officers	\$135.00	\$145.00
g) Monitoring and Enforcement Officers.	\$90.00	\$112.00
<i>Note: Level 1, 2, and 3 Officers are in accordance with Council's Development Contribution Delegations.</i>		

## Dog Registration and Impounding Fees – 2009/10

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 2009 to 30 June 2010 are due 1 July 2009 and all dogs must be registered by 31 July 2009.

The following fees are prescribed and apply to all dogs over the age of three months. All fees include Goods and Services Tax.

STANDARD FEE 2009/10	DISCOUNTS 2009/10		MINIMUM FEE 2009/10
Urban – \$95.00	\$20.00	Payment by 1 August	\$50.00
	\$15.00	Fencing	
	\$10.00	Neutering	
Rural – \$65.00	\$20.00	Payment by 1 August	\$45.00

### NOTES

1. Early payment discount applies if the registration is paid before 1 August each year, or within 14 days of the dog attaining three months of age.
2. No fee is payable in respect to certified guide or hearing dogs.
3. Urban areas are shown on the attached map and are subject to adjustment. All other areas are rural.
4. 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 specified in the attached schedule; 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.

## NOTES

For the purposes of the permits any property less than one hectare in size is considered to be “urban”, and is therefore a permit for keeping more than two dogs is required if there are more than two dogs on the property.

## 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

Description	Fee 2009/10
First impounding	\$50.00
<i>Plus additional \$20.00 for each subsequent impounding in any 24-month period involving dogs owned by the same person or organisation.</i>	
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 \$30.00.

**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.

## **Dog Registration and Impounding Fees – proposed changes 2010/11**

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 2010 to 30 June 2011 are due 1 July 2010 and all dogs must be registered by 31 July 2010.

The following fees are prescribed and apply to all dogs over the age of three months. All fees include Goods and Services Tax.

<b>EARLY REGISTRATION FEE 2010/11 (BEFORE 01/08/10)</b>	<b>LATE REGISTRATION FEE AFTER 01/08/10 (SEE NOTE 1)</b>	<b>POSSIBLE URBAN DISCOUNTS 2010/11</b>	<b>MINIMUM FEE 2010/11</b>
Urban – \$80.00	\$120.00	Fencing \$15.00	\$55.00
		Neutering \$10.00	
Rural – \$45.00	\$67.50		\$45.00

### **NOTES**

1. A penalty will apply for late payment each year, after 1<sup>st</sup> August, the applicable fee will increase by 50% as provided for in the Dog Control Act 1996.
2. The penalty does not apply within 14 days of acquiring a dog, or within 14 days of the dog attaining three months of age.
3. No fee is payable in respect to certified disability assist dogs.
4. Registration fees for dogs re-homed from the SPCA will be waived for the first registration, if registered within 7 days of acquiring the dog from the SPCA.

5. Urban areas are shown on the maps and are subject to adjustment. All other areas are rural.
6. 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 specified in the attached schedule; 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.

## **NOTES**

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.

## **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**

<b>Description</b>	<b>Fee 2010/11</b>
Fee for Seizure/custody or first impounding	\$60.00
Fee for micro chipping	\$25.00
<i>Plus additional \$30.00 for each subsequent impounding in any 12-month period</i>	
Sustenance (per day)	\$10.00

- Note: (1)** The fees charged for the purchase/re-homing of unwanted/unclaimed dogs within the Waipa District will be the applicable registration and micro chipping fees.
- Note: (2)** The fees charged for the purchase/re-homing and micro chipping fees of unwanted/unclaimed dogs being re-homed outside the Waipa District will be the current rural registration and micro chipping fees.
- Note: (3)** The destruction or disposal fee for any unwanted, impounded dog is \$40.00.
- 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.

## Fire Control

### WAIPA DISTRICT COUNCIL FIRE CONTROL BYLAW 2007

Description	Fee 2009/10	Proposed Change 2010/11
Fire Permit – no site visit required	No fee	\$20.00
Fire Permit – site visit required	\$50.00 plus mileage of \$1.00/km	\$120.00

## Kerbside Recycling Service

### HOUSEHOLD RECYCLING SERVICE CHARGE

All dwellings in urban residential and rural areas of the District will receive a kerbside recycling service. This service is rated on a per dwelling basis, and the annual rate for the service (the recycling rate) is notified in the Long Term Council Community Plan (LTCCP) or the Annual Plan for that year. The rate will be levied through the rates demand notice.

## GENERAL RECYCLING SERVICE CHARGE

Council, at its discretion, may extend the kerbside recycling service to include other properties where the annual recycling rate is not levied, and impose such conditions as it thinks fit. Where an individual or Organization receives such a service that individual or Organization will be required to pay a charge equivalent to the annual recycling rate applicable at the time. Recipients of this service will be invoiced on a yearly basis

## RECYCLING BIN

Description	Charge 2009/10	Proposed Change 2010/11
Recycling Bin	\$15.00 per bin	\$20.00 per bin

Note: Where a new property has been rated for the service, the cost of the bin(s) will be supplied inclusive of the annual rate applicable at that time. Any replacement or additional bin will be charged at the level indicated above.

In all other cases the bins will charged at the level indicated above.

## Library Fees

FEES & CHARGES	2009/10	LOAN PERIOD	PROPOSED CHANGE 2010/11
Subscription for non-resident patron (per family)	\$65.00		
Cost per item for non-resident patrons (plus admin fee)	\$2.00		
Rest Homes/Private Hospitals (Optional) (or 0.50c per item borrowed)	\$100.00		
Adult books and paperbacks	\$0.50	21 days	
Adult magazines	\$0.50	7 days	
40% discount on presentation of a Community Services Card or SuperGold Card with Community Service Card entitlements			
Children's and teenage books and paperbacks	Nil	21 days	
Art prints	\$1.50	28 days	Remove (no longer stocked)
Music Compact discs (single)	\$1.00	7 days	

Music Compact discs (multiple)	\$2.00	7 days	
Cassettes (adult and children)	\$0.50	21 days	
Talking books (for non-print disabled patrons –selected titles)	\$1.00	21 days	
Jigsaw puzzles	\$1.00	21 days	
Children’s wooden puzzles	\$0.50	21 days	
DVDs / Videos	\$2.00	7 days	
CD-ROMs	\$2.00 and \$5.00	7 days	Remove (no longer stocked)

<b>SERVICES</b>	<b>2009/10</b>	<b>Proposed Change 2010/11</b>
Replace library card	\$2.00	
Internal reserves (Waipa Libraries)	\$1.50	
Interloan/Requests (from other Libraries)	\$5.00 to \$25.00	
Supply interloans to other Libraries	\$15.00	
Fax – New Zealand (sending or receiving – per page	\$1.00	
Fax – International (sending or receiving) – per page	\$4.00	
Internet – per 30 minutes	\$2.00	
Printing from public computer terminals – per page	\$0.20	
Photocopying – Single sided – per page	\$0.20	
Photocopying – Double sided – per side	\$0.20	

<b>OVERDUE CHARGES (AFTER SEVEN DAYS GRACE)</b>	<b>MINIMUM CHARGE 2009/10</b>	<b>DAILY CHARGE 2009/10</b>	<b>Proposed Change 2010/11</b>
1 <sup>st</sup> and 2 <sup>nd</sup> notice:			
▪ Adult books (seven days grace)	\$0.30 plus	\$0.10 per day	
▪ Children’s books (seven days grace)	\$0.20 plus	\$0.10 per day	
3 <sup>rd</sup> notice:			
▪ Account for cost of book(s) plus \$7.50 processing charge			
Audio Visual Overdue (one day grace)			

▪ Compact discs	\$0.30	\$0.40 per day	
▪ CD-ROMs	\$1.00	\$1.00 per day	
▪ DVDs/Videos	\$0.50	\$0.30 per day	

## Local Government and Official Information and Meetings Act 1987 Charging for Services

The following charges and procedures for the provision of official information are approved by Government and endorsed by the office of the Ombudsman.

### 1 EXISTING CHARGES TO REMAIN

- 1.1 There are currently areas where access to official information is given free of charge or pursuant to an existing charging arrangement.

### 2 FIXING THE AMOUNT OF CHARGE

- 2.1 The amount of charge should be determined by:

- 2.1.1 Establishing whether or not the request is made by an identifiable natural person seeking access to any **personal information** about that person.

Such requests are NOT subject to any charge.

- 2.1.2 The aggregate amount of staff time **exceeding one hour** spent in actioning the request.

This will include search and retrieval of information, the provision of transcripts and the supervision of access.

- 2.1.3 The number of pages of A4 sized of foolscap photocopy to be provided exceeding 20.

- 2.1.4 For any other cost, the amount actually incurred in responding to the request.

This will cover the provision of copies of video, audio and film tapes, computer time or other situations where a direct charge is incurred.

- 2.2 Where repeated requests are made in respect of a common subject over intervals of up to eight weeks, requests after the first should be aggregated for charging purposes.
- 2.3 The charge should represent a reasonable fee for access given. It may include time spent:
- 2.3.1 In searching an index to establish the location of the information.
- 2.3.2 In locating (physically) and extracting the information from the place where it is held.
- 2.3.3 In reading and reviewing the information.
- 2.3.4 In supervising the access to the information.
- The charge should **not** include any allowance for:
- 2.3.5 Locating and retrieving information which is not where it ought to be, or
- 2.3.6 Time spent deciding whether or not access should be allowed and in what form.
- 2.4 Where the free threshold is only exceeded by a small margin it is a matter of discretion whether any fee should be paid and, if so, how much.

### **3 STAFF TIME**

- 3.1 Time spent by staff searching for relevant material, abstracting and collating, copying, transcribing and supervising access where the total time is in **excess of one hour** should be charged out as follows:
- 3.1.1 An initial charge of \$25.00 for the first chargeable half hour or part thereof; and
- 3.1.2 Then \$25.00 for each additional half hour or part thereof.
- 3.2 The rate of charge applies irrespective of the seniority or grading of the officer who deals with the request.
- 3.4 Time spent in deciding whether or not to approve access and in what form should **not** be charged.

#### **4 PHOTOCOPYING**

4.1 Photocopying on standard A4 or foolscap paper should be charged out as follows:

4.1.1 20 cents each page 0 to 50 pages.  
Proposed 2010/11 No Charge 0 to 5 pages

17 cents each page after the first 50 pages.

Proposed 2010/11 20 cents each page after the first 5 pages

#### **5 ACTUAL COSTS**

5.1 All other charges incurred should be fixed at an amount, which recovers the actual costs involved.

5.1.1 Producing a document by the use of a computer or other like equipment.

5.1.2 Reproducing a film, video or audio recording.

5.1.3 Arranging for the applicant to hear or view an audio or visual recording.

5.1.4 Providing a copy of any map, plan or other document larger than A4 or foolscap size.

5.2 It is reasonable to recover actual costs involved when information provided will be of personal/commercial gain to the user, rather than benefiting the public at large. Personal gain does not include obtaining access to personal information.

#### **6 REMISSION OF CHARGES**

6.1 The liability to pay any charge may be modified or waived at the discretion of the department or organisation receiving the request. Such decisions should have regard to the circumstances of each request. However, it would be appropriate to consider inter alia:

6.1.1 Whether payment might cause the applicant financial hardship.

6.1.2 Whether remission or reduction of the charge would facilitate good relations with the public or assist the department or organisation in its work.

- 6.1.3 Whether remission or reduction of the charge would be in the public interest because it is likely to contribute significantly to public understanding or of effective participation in the operations or activities of the government, and that the disclosure of the information is not primarily in the commercial interest of the requester.
- 6.2 Questions which could be asked by decision-makers in order to establish the level of public interest are, inter alia:
- 6.2.1 Is the use of the information by the requester likely to make a significant contribution to operations and activities of government?
- 6.2.2 Has the government requested submission from the public on a particular subject and is the information necessary to enable informed comment?
- 6.2.3 Is the use of information likely to contribute to the understanding of the subject by the public at large as opposed to the individual understanding of the requester or a narrow segment of interested people?
- 6.2.4 Is the information meaningful informative about operations and activities of government that have a direct connection to the reason for the request?
- 6.2.5 Is the information already in the public domain in either the same or similar form, which the requester could acquire without substantial cost?
- 6.2.6 Is the public at large the primary beneficiary of the expenditure of public funds necessary to release the information or is it the requester or a narrow segment of interested people?
- 6.2.7 Is the information primarily in the commercial interest of the requester rather than the public interest?
- 6.3 While it might appear on initial consideration that requests for information, for say, research purposes or to write a book or to have available in a library, might be considered in the 'public interest' and answer some of the criteria; this may not necessarily be so. There should still be reasonable evidence to show that the wider public benefit will accrue as a result of the research, or book or library depository. In the case of the media however, it can be reasonably assumed that they do have access to means of public dissemination. Each request should be considered on a case-by-case basis in light of all relevant information.

- 6.4 Members of Parliament may be exempted from charge for official information provided for their own use. In exercising this discretion it would be appropriate whether remission of charges would be consistent with the need to provide more open access to official information for Members of Parliament in terms of the **reasonable** exercise of their democratic responsibilities.

## **7 DEPOSITS**

- 7.1 A deposit may be required where the charge is likely to exceed \$40.00 or where some assurance of payment is required to avoid waste of resources. A deposit may only be requested after a decision has been made to make the information available.
- 7.2 The applicant should be notified of the amount of deposit required, the method of calculating the charge and the likely final amount to be paid. Work on the request may be suspended pending receipt of the deposit.
- 7.3 The unused portion of any deposit should be refunded forthwith to the applicant together with a statement detailing how the balance was expended.

## **8 REVIEW OF DECISIONS ON CHARGES**

- 8.1 Section 27(1)(b) of the Official Information Act 1982 provides that the Ombudsman may investigate and review any decision on the charge to be paid in respect of a request for access to official information. When information applicants of charges to be paid, organisations should point out this right of appeal to the Ombudsman.
- 8.2 A record should be kept of all costs incurred. Wherever a liability to pay is incurred the applicant should be notified of the method of calculating the charge and this fact noted on the record.

## **9 GST**

- 9.1 The charges given in these guidelines are inclusive of GST.

## Mapping / GIS Charges

### MAPS ON PAPER OR IN DIGITAL FORMAT

All maps are available in either paper or digital formats. Digital format refers to Adobe PDF or JPEG images of the maps. All map charges include labour and GST. However, where labour is 15 minutes or more, the charge is the map charge plus \$60.00/hr or part thereof.

### MAPS FOR THE COMMUNITY

Maps for the following groups: Emergency Services (Police, Fire & Ambulance), Schools and Students (using maps as part of their study) are provided free of charge where labour is less than 30 minutes. Where labour is 30 minutes or more, the charge is \$30.00/hr (reduced rate) or part thereof.

### DIGITAL DATA

Collation of digital data and writing to media is charged at the labour rate of \$60.00/hr or part thereof. There is no charge if labour is less than 5 minutes.

Where digital data is provided to organisations undertaking work on behalf of Council, then there is no labour charge.

### MAP PRINTS – **No CHANGE 2010/11**

Existing Maps Printed By Council Staff	Paper Size	Colour	Black & White	Digital
<ul style="list-style-type: none"> <li>▪ Street/Ward maps</li> <li>▪ District maps</li> <li>▪ Census maps</li> <li>▪ Recycling/Refuse maps</li> </ul>	A4	\$2.00	\$0.20	-
	A3	\$4.00	\$0.40	-
	A2	\$10.00	\$9.00	-
	A1	\$17.00	\$13.00	-

### NON-AERIAL MAPS - **No CHANGE 2010/11**

Non-Aerial Maps - produced by GIS staff	Paper Size	Colour	Black & White	Digital
<ul style="list-style-type: none"> <li>▪ Any custom map <u>not</u> containing aerial photography/topography that is prepared by</li> </ul>	A4	\$9.00	\$6.20	\$6.00
	A3	\$11.00	\$6.40	\$6.00
	A2	\$17.00	\$16.00	\$6.00

GIS staff	A1	\$24.00	\$20.00	\$6.00
<ul style="list-style-type: none"> <li>If labour is 15 minutes or more then the charge is the actual map charge plus \$60.00 per hour or part thereof</li> </ul>				

Non-Aerial Maps - Produced from ROAM	Paper Size	Colour	Black & White	Digital
<ul style="list-style-type: none"> <li>Any map <u>not</u> containing aerial photography/topography</li> </ul>	A4	\$1.00	\$0.20	-
	A3	\$2.50	\$0.40	-

### **AERIAL PHOTO MAPS - No CHANGE 2010/11**

Aerial Photo Maps - Produced by GIS Staff	Paper Size	Colour	Black & White	Digital
<ul style="list-style-type: none"> <li>Any map containing aerial photography/topography</li> <li>If labour is 15 minutes or more then the charge is the actual map charge plus \$60.00 per hour or part thereof</li> </ul>	A4	\$10.00	\$6.50	\$6.00
	A3	\$14.00	\$9.50	\$6.00
	A2	\$26.00	\$15.00	\$6.00
	A1	\$40.00	\$26.00	\$6.00

Aerial Photo Maps - Produced from ROAM	Paper Size	Colour	Black & White	Digital
<ul style="list-style-type: none"> <li>Any map produced from ROAM and containing aerial photography/topography</li> </ul>	A4	\$2.00	\$0.40	-
	A3	\$4.00	\$1.00	-

### **New Charge 2010/11**

Unprocessed Aerial Photography Digital Data	Proposed New Charge 2010/11
<ul style="list-style-type: none"> <li>Urban Title</li> </ul>	\$65.00
<ul style="list-style-type: none"> <li>Rural Title</li> </ul>	\$31.00
Note: A title is a 1:1000 (480x720m) scaled area for urban areas or a 1:5,000 (2400x3600m) scaled area for rural areas	

### **SERVICE MAP SETS - No CHANGE 2010/11**

Service Map Sets - Produced by GIS Staff	Paper Size	Colour	Digital
Cambridge	A3	\$77.00	\$60.00
Karapiro	A3	\$10.00	\$6.00
Kihikihi	A3	\$19.50	\$9.00

<b>Service Map Sets - Produced by GIS Staff</b>	<b>Paper Size</b>	<b>Colour</b>	<b>Digital</b>
Ohaupo	A3	\$17.00	\$8.50
Pirongia	A3	\$42.50	\$18.00
Te Awamutu	A3	\$65.50	\$36.00
All Sets	A3	\$231.50	\$120.00

<b>Individual Maps From a Service Map Set - Produced by GIS Staff</b>	<b>Paper Size</b>	<b>Colour</b>	<b>Digital</b>
1 Map	A3	-	-
2-3 Maps	A3	\$10.00	\$6.00
4-5 Maps	A3	\$12.50	\$6.00
6-7 Maps	A3	\$15.00	\$7.00
8-9 Maps	A3	\$17.00	\$8.50
10-11 Maps	A3	\$19.50	\$9.00
12-15 Maps	A3	\$25.00	\$12.00
16-20 Maps	A3	\$31.00	\$14.00
21-30 Maps	A3	\$42.50	\$18.00
31-40 Maps	A3	\$54.00	\$27.00
41-50 Maps	A3	\$65.50	\$36.00
51-60 Maps	A3	\$77.00	\$45.00

## **Mighty River Domain At Lake Karapiro – Events and Community Centre: New Charge 2010/11**

Charges may be varied in order to obtain best economic return, use of the facility and the need to reasonably recover costs from revenue.

\*'Event or Community Use' charges apply to event hosts who are using the site for an event and have hired one or more zones and community organisations who operate in the Waipa District and are not for profit.

<b>Events and Community Centre Charges</b>	<b>Proposed Charge 2010/11 Commercial Use or Private Hire</b>	<b>Proposed Charge 2010/11 Event or Community Use*</b>
<b>Booking Deposit</b>	Payable on Request	Payable on Request

## POLICY COMMITTEE MINUTES 9 MARCH 2010

Events and Community Centre Charges	Proposed Charge 2010/11 Commercial Use or Private Hire	Proposed Charge 2010/11 Event or Community Use*
<b>Bond</b>	Payable on Request	Payable on Request
<b>Main Hall</b>		
Full day hire	\$585.00	\$425.00
Half day hire (maximum 4 hour use)	\$285.00	\$225.00
<b>Main Kitchen and Servery</b>		
If preferred caterer used for function in main hall	No additional charge	No additional charge
If non preferred caterer used for function:		
▪ Full day hire	\$200.00	\$200.00
▪ Half day hire (maximum four hour use)	\$150.00	\$150.00
<b>Ground Level Event/Conference Room</b>		
▪ Full day hire	\$175.00	\$125.00
▪ Half day hire (maximum four hour use)	\$90.00	\$65.00
<b>First Floor Event/Conference Room and Adjacent Kitchen</b>		
▪ Full day hire	\$250.00	\$200.00
▪ Half day hire (maximum four hour use)	\$130.00	\$105.00
<b>Sundry Charges Associated with Use of Complex</b>		
Access to facility for set up etc prior to hireage period	By negotiation	
Staff assistance with event organization/venue set up	Quotation prepared on request	
Hireage of additional furniture/equipment	Quotation prepared on request	
Post hire clean-up (if required – per staff member per hour)	\$25.00	
Carpet deep clean (if required)	Full cost to be passed onto complex user	
Repair or replacement of damaged/lost equipment	Full cost to be passed onto complex user	
Repair of damage to facility	Full cost to be passed onto complex user	
Security call out	Full cost to be passed onto complex user	
Replacement of key/access card	Full cost to be passed onto complex user	

## **Mighty River Domain At Lake Karapiro – Accommodation and Camping Charges**

Charges may be varied in order to obtain best economic return, use of the facility and the need to reasonably recover costs from revenue.

<b>ACCOMMODATION AND CAMPING CHARGES</b>	<b>CHARGE 2009/10</b>	<b>PROPOSED CHANGES 2010/11</b>
<b>CAMPING</b>		
<b>Non-Power Site</b>		
Adult (per night)	\$12.00	
Child (12 and under per night)	\$9.00	
<b>Powered Site</b>		
Adult – Per night	\$14.00	
Child – (12 and under per night)	\$9.00	
<b>ROBB WADDELL LODGE</b>		
Adult	\$24.00	
Child (12 and under)	\$19.00	
Deposit for Lodge booking (1 <sup>st</sup> night)	\$240.00	
Deposit for Lodge booking (subsequent nights, per night)	\$50.00	
Minimum Lodge hireage charge per night (non event)	\$240.00	
Minimum Lodge hireage charge per night (event)	\$670.00	
<b>CHALETS 1-5</b>		
Adult	\$24.00	
Child (12 and under)	\$19.00	
Deposit for Chalet booking (1 <sup>st</sup> night)	\$60.00	
Deposit for Chalet booking (subsequent nights per night)	\$15.00	
Minimum Chalet hireage charge per night (non event)	\$60.00	
Minimum Chalet hireage charge per night (event)	\$140.00	
<b>SUNDRY CHARGES</b>		
BBQ Hire (per use) (preference given to accommodation users)	\$15.00	
Power Adaptor hire (per day)	\$7.00	
Caravan Stored On Site connected (per day)	\$2.50	
Caravan Stored Off Site (per day)	\$1.00	
Non Resident dump station charge (per use)	\$3.00	

## Mighty River Domain At Lake Karapiro - Domain and Lake Use Charges

Charges may be varied in order to obtain best economic return, use of the facility and the need to reasonably recover costs from revenue.

2009/10	Local	Regional	National
<b>Facility</b>			
Lake Water Zones 1-7 (daily rates for up to two zones)	\$64.00	\$132.00	\$265.00
Additional zones (each)	\$67.00	\$67.00	\$67.00
<b>Domain</b>			
Main Spectator Ground	\$286.00	\$596.00	\$1,192.00
Large Parking Area	\$127.00	\$265.00	\$529.00
Lower Camping Group (charge for use other than camping)	\$127.00	\$334.00	\$661.00
<b>Booking Fee</b>			
Standard charge for all bookings – per event		\$116.00	
<b>Karapiro Pursuits</b>			
▪ Challenge Ropes Courses (high & low)			
▪ Team Building, Orienteering, Raft Building			
Quotation prepared for all events on basis of instructors' hours and equipment levy.			

Domain and Lake Use - Proposed Changes 2010/11	Local	Regional	National
<b>Facility</b>			
Lake Water Zones 1-7 (daily rates for up to two zones)	\$67.00	\$132.00	\$265.00
Additional zones (each)	\$67.00	\$67.00	\$67.00
<b>Domain</b>			
Main Spectator Ground	\$312.00	\$622.00	\$1,243.00
Main Parking Area	\$132.00	\$265.00	\$529.00
Parking Area near Sand Count	\$132.00	\$334.00	\$661.00

<b>Domain and Lake Use - Proposed Changes 2010/11</b>	<b>Local</b>	<b>Regional</b>	<b>National</b>
Lower Camping Group (charge for use other than camping)	\$132.00	\$334.00	\$661.00
<b>Booking Fee</b>			
Standard charge for all bookings – per event		\$121.00	
<b>Power Supply Use</b>			
Per connection, per day/night – 10% discount applies when user requires two or more connections at once.			
▪ 32 Amp Connection		\$75.00	
▪ 16 Amp Connection		\$45.00	
▪ 10 Amp Connection		\$25.00	
<b>Water Use</b>			
Continuous hose supply, per day		\$25.00	
<b>Traffic Management (per day)</b>			
Small Events (0-600 people on site)		\$30.00	
Large Events (600-6,000 people on site)		\$170.00	
Major Events (6,000-12,000 people on site)		\$190.00	
<b>Post Event Site Clean Up</b>			
Per staff member, per hour		\$25.00	
<b>Staff Assistance with Event Organisation</b>			
Quotation prepared on basis of necessary staff skills and hours involved			
<b>Karapiro Pursuits</b>			
▪ Challenge Ropes Courses (high & low)			
▪ Team Building, Orienteering, Raft Building			
Quotation prepared for all events on basis of instructors' hours and equipment levy.			

## Museum Research Fees

These fees and charges became operative on 1 February 2010 and apply to both Cambridge and Te Awamutu Museums.

All charges are inclusive of GST.

Description	Fee 2009/10	Proposed Changes 2010/11
Research Service time including searching, retrieval, reproduction, distribution and replacement material	\$20.00 per half hour	
Research Room bookings to read/research requested material	\$20.00 per half hour	
Reproduction & Distribution per Photocopy Page		
▪ A4	\$0.30	
▪ A3	\$0.50	
▪ CD (no additional charge per image)	\$2.00	
▪ Emailed images	No charge	
(Additional to Research Service time as above)		

## Pensioner and Residential Rentals

LOCATION	2009/10 EXISTING TENANTS (AS AT 01/10/97)	2009/10 OTHER TENANTS
	From 01/07/2009 (Per Week)	From 01/07/2009 (Per Week)
<b>Dalinger Court</b>		
Double	\$102.00	\$112.00
Single	\$75.50	\$112.00
<b>Wallace Court</b>		
Double	\$102.00	\$112.00
Single	\$75.50	\$112.00
<b>Dr Todd Court</b>		
Double	\$102.00	\$112.00
Single	\$75.50	\$112.00
<b>Vaile Court</b>		
Double	\$102.00	\$112.00
Single	\$75.50	\$112.00
<b>Churchill Street</b>		
Double	\$102.00	\$112.00
Single	\$75.50	\$112.00

<b>Mangapiko Street</b>		
Double	\$102.00	\$112.00
Single	\$75.50	\$112.00
<b>Palmer Street</b>		
Double	\$93.00	\$102.50
Single	\$70.00	\$102.50
Bedsit	\$57.00	\$77.00
<b>Sherwin Village</b>		
Double	\$91.00	\$99.00
Single	\$67.50	\$99.00

### Property and Lease Charges – Proposed New Charge 2010/11

Description	Proposed Change 2010/11
Property Advisor (per hour)	\$90.00
<b>Lease and Licence Charges</b>	
Annual Administration Fee for Community Leases	\$236.25
Renewal of Community Lease of Local Purpose or Recreation Reserve	\$236.25 administrative charge plus re-imburement of Council's legal expenses, DoC fees and Resource Consent Application fees (where applicable)
New Lease or licence to occupy reserve land	\$236.25 administrative charge plus re-imburement of Council's legal expenses, DoC fees and Resource Consent Application fees (where applicable)
<b>Charges related to Occupation of Reserve Land (including Road Reserve)</b>	
Commercial Shows	\$84.40 per show plus \$550.00 deposit (refundable if reserve left undamaged)
Community Use	No Charge
<b>Property Enquiries</b>	
First ½ hour spent on enquiry	No Charge
Subsequent time spent on enquiry	Minimum charge of \$74.25 per ½ hour. Actual and

Description	Proposed Change 2010/11
	reasonable costs will be calculated on a case by case basis
Fees or charges levied by other organizations e.g. District Land Registrar, Department of Conservation	\$168.75 administration charge plus actual and reasonable costs charged by the other organization
<b>Regular File Access Rates</b> – note – Organisations requiring regular access to site file records can negotiate a ‘regular user’ rate for access to records and photocopying facilities	
Residential	\$90.00
Sole Practitioner	\$973.15
Corporate (where 2 or more staff from the same company require access to files)	\$1,946.25
<b>Other Property Services</b>	
Preparation and release of bonds/covenants	\$550.00
Easements under Reserves Act – Processing Charge	\$250.00 + Actual Legal costs
Easements not requiring a subdivision consent and not included as part of a subdivision consent	\$250.00 + Actual Legal costs
Revocation of easements, building line restrictions, etc, when separate from a subdivision consent	\$250.00 + Actual Legal costs
Memorandum of Encumbrance	\$200.00 + Actual costs
Documents for execution – easement documents, caveats, covenants and other documents to be registered with LINZ; presented after subdivision processed or where not associated with a subdivision application	\$200.00 + Actual costs
Sealing Fee per set of documents	\$150.00

	Charge 2009/10	Proposed Changes 2010/11
Individual Property Details Form (Rating information)	\$7.00	

## Public Toilets

Description	Charge 2009/10	Proposed Changes 2010/11
<b>Cambridge Superloo – Victoria Street</b>		
Admission	\$0.50	
Under 5 years	Free	
Use of Shower	\$1.00	\$2.00

## Rates and Charges 2010/2011

### INTRODUCTION

The Local Government (Rating) Act 2002 sets out the methods by which local authorities can rate and the detailed criteria around their uses. The Local Government Act 2002 sets out processes and policies that local authorities must apply in the establishment of their rating systems, including the provisions of information to communities.

### REVENUE AND FINANCING MECHANISMS BACKGROUND

Council will fund all its activities for the coming ten year period from a mixture of the following tools:

- General rates
- Targeted rates
- Fees and charges
- Subsidies
- Depreciation funds and other reserves
- Loans and borrowings
- Financial and development contributions

The exact nature or source of the funding will vary between significant activities. Each activity or group of activities show the proposed funding arrangements.

The Waipa District Council proposes the following rating system:

- 1 A general rate on capital value
- 2 A targeted rate for District wide activities made as a flat charge per rating unit and differentiated by ward

- 3 A targeted rate for the Te Awamutu Events Centre made as a flat charge per rating unit in the Te Awamutu and Kakepuku wards and other stated rolls
- 4 A targeted rate for the Cambridge Community Sports Hall made as a flat charge per rating unit in the Cambridge and Maungatautari wards and other stated rolls
- 5 A targeted rate for capital works based on capital value, differentiated by ward
- 6 A targeted rate for stormwater based on capital value, differentiated by location
- 7 A targeted rate for rural fire management based on capital value in the identified rural areas
- 8 A targeted rate for sewage disposal made as a flat charge per pan in the scheme areas of Cambridge and Te Awamutu. The charge will be differentiated by whether the property is connected or whether it is capable of being connected
- 9 (a) A targeted rate for water made as a flat charge to non metered consumers per separately used or inhibited part of a rating unit in the scheme areas of Cambridge and Te Awamutu. The charge will be differentiated for those properties where water is supplied and those properties that are capable of being connected  
(b) A targeted rate for water made to metered water consumers. The charge will include a flat charge and a charge based on cubic metres of water consumed. The charge will be differentiated by potable and raw water
- 10 A targeted rate for community centre charges made as a flat charge to rating units in Community Centre areas, differentiated by location
- 11 A targeted rate for hall charges based on capital value in the defined hall areas, differentiated by location

The Council also has a policy on the acceptance of early payment of rates and a policy on rates remission and postponement.

At various points of this policy a level of rate or charge is specified. These are indicative figures included to give ratepayers an estimate of what their level of rates is likely to be in the coming year. The actual figures will not be known until the Council's rating information database is finalised. All figures in this policy are GST inclusive.

## **GENERAL RATE**

Council proposes to set a general rate based on the capital value of each rating unit in the District with no differential being set. The rate for 2010/11 is 1.075 cents in the dollar on the capital value of each rating unit.

Additional activities funded District-wide out of the general rate only include building control, swimming pools, public car parking, commercial properties, waste management, roading, and district stormwater.

Amount to be raised:        \$14,559,015

### **UNIFORM ANNUAL GENERAL CHARGE**

Council does not propose to set a uniform annual general charge.

### **TARGETED RATES**

Targeted rates will be set under Sections 16 and 19 of the Local Government (Rating) Act 2002 for the activities listed below. Utilities are not recorded in the District Valuation Roll as being located in any particular Ward and will not therefore be assessed for targeted rates.

The targeted rates for water, recycling and some of the community centre halls are set for every separately used or inhabited part of a rating unit. This includes any portion of a rating unit inhabited or used by a person other than the owner, and who has the right to use or inhabit that portion by virtue of a tenancy, lease, licence or other agreement.

### **DISTRICT-WIDE ACTIVITIES**

Council proposes to set a targeted rate on each rating unit in the District. The targeted rate will be a fixed amount per rating unit. This rate will be set on a differential basis based on location with the categories being the wards of Te Awamutu, Kakepuku, Cambridge, Maungatautari and Pirongia. The rates for the 2010/11 year are shown below:

		<b>RAISING:</b>
Te Awamutu Ward	\$ 743	\$ 4,442,397
Kakepuku Ward	\$ 696	\$ 807,360
Cambridge Ward	\$ 746	\$ 5,334,646
Maungatautari Ward	\$ 698	\$ 894,836
Pirongia Ward	\$ 676	\$ 1,842,776

Both the general rate and the targeted District-wide rate will be used to fund the District-wide activities of governance, resource management, animal control, environmental health, libraries, civil defence, public toilets, cemeteries, community buildings, community grants, Te Awamutu Events Centre, District halls, water supply and sewerage.

Activities funded District-wide out of the targeted District-wide rate include parks and reserves, community services support (grants), litter control, public safety, camping grounds, Cambridge Town Hall (Cambridge ward only) and Kihikihi Memorial and Town Halls (Te Awamutu ward only).

Amount to be raised: \$13,222,015

### **TE AWAMUTU EVENTS CENTRE**

Council proposes to set a targeted rate to fund the loan charges for the development of the Te Awamutu Events Centre. The targeted rate is a fixed amount per rating unit. A rate of \$10 is set for each rating unit in the Te Awamutu and Kakepuku wards as well as the rating units referred to in rolls 04582, 04601, 04603 and 04605.

Amount to be raised: \$80,320

### **CAMBRIDGE COMMUNITY SPORTS HALL**

Council proposes to set a targeted rate to fund the loan charges for the grant made for the development of the sports hall.

The targeted rate is a fixed amount per rating unit. A rate of \$29 is set for each rating unit in the Cambridge and Maungatautari wards.

Amount to be raised: \$244,557

### **CAPITAL WORKS**

Council proposes to set a targeted rate to fund capital costs in connection with improvements and extensions to footpaths, kerbing and channelling of roads and street lighting for each ward as follows.

The capital works rate is based on the capital value of each rating unit in the District. The capital works rate is set on a differential basis based on location, with the categories being the wards of Te Awamutu, Kakepuku, Cambridge, Maungatautari and Pirongia. The rates in cents per dollar of capital value are shown on the following page:

		<b>RAISING:</b>
Te Awamutu Ward	0.0019	\$ 43,319
Kakepuku Ward	0.0001	\$ 2,760
Cambridge Ward	0.0028	\$ 100,961

Maungatautari Ward	0.0001	\$ 2,624
Pirongia Ward	0.0004	\$ 11,157

Amount to be raised: \$160,821

### **STORMWATER**

Council proposes to set a targeted rate to fund the operating costs and loan charges for stormwater in urban and rural areas of the District. The stormwater rate is based on the capital value of each rating unit in the District. The stormwater rate is set on a differential basis based on location, the categories being urban and rural. Urban is identified as being the urban drainage areas of Cambridge, Te Awamutu, Kihikihi, Ohaupo, Pirongia and Karapiro. Rural is identified as the remaining area of the District not identified in the urban category. The rates for 2010/11 in cents per dollar of capital value are shown in the following table:

		<b>RAISING:</b>
Urban	0.0348	\$ 1,578,860
Rural	0.0032	\$ 280,961

Amount to be raised: \$1,859,821

### **RURAL FIRE MANAGEMENT**

Council proposes to set a targeted rate to fund the costs of rural fire management in rural areas of the District. The rural fire management rate is based on the capital value of each rating unit in the rural category defined in the paragraph entitled "Stormwater" above. The rate for 2010/11 in cents per dollar of capital value is 0.0008.

Amount to be raised: \$69,819

### **SEWERAGE CHARGES**

Council proposes to set a targeted rate for sewerage disposal costs and loan charges for each rating unit in the areas of the Cambridge sewerage scheme and the Te Awamutu sewerage scheme.

The targeted rate is set on a differential basis based on the provision of service, the categories of service being connected and serviceable. Connected means any rating unit that is connected to the Cambridge sewerage scheme or the Te Awamutu sewerage scheme. Serviceable means any rating unit situated within 30 metres of a public sewerage drain in one of the above Council sewerage

scheme areas to which it is capable of being effectively connected but which is not so connected. The rates for the 2010/11 year are:

		<b>RAISING:</b>
Connected	\$ 474.00	
Serviceable	\$ 237.00	\$ 125,373

Rating units that are neither connected to the scheme nor serviceable are not liable for this rate.

For each connected property the liability for the targeted rate will be calculated as follows:

i)	A charge of \$474.00 per pan for rating units with 3 or less pans connected	\$ 5,252,394
ii)	A charge of \$402.90 per pan for rating units with 4 to 10 pans connected	\$ 385,978
iii)	A charge of \$331.80 per pan for rating units with 11 to 15 pans connected	\$ 100,867
iv)	A charge of \$289.14 per pan for rating units with 16 to 20 pans connected	\$ 70,839
v)	A charge of \$260.70 per pan for rating units with 21 to 35 pans connected	\$ 78,471
vi)	A charge of \$227.52 per pan for rating units with 36 to 45 pans connected	\$ 55,287
vii) )	A charge of \$213.30 per pan for rating units with 46 or more pans connected	\$ 76,361

A rating unit used primarily as a residence for one household will be treated as having one pan.

Amount to be raised: \$6,145,570

## **WATER CHARGES**

- a) Council proposes to set a targeted rate to fund water supply costs and loan charges to non-metered consumers in the areas of the Cambridge water supply and the Te Awamutu water supply.

The targeted rate is set on a differential basis based on the provision of service, the categories of service being connected and serviceable. Connected means every separately used or inhabited part of a rating unit that is connected to the Council water works in the Cambridge water supply area or the Te Awamutu water supply area. Serviceable means any rating unit that is within 100 metres of a supply pipe in either of the

above water supply areas and is capable of being effectively connected but which is not so connected. The rates for the 2010/11 year are:

		<b>RAISING:</b>
Connected	\$ 434.00	\$ 4,620,364
Serviceable	\$ 217.00	\$ 193,564

Rating units that are metered and are neither connected to the scheme, nor serviceable are not liable for this rate.

Amount to be raised: \$4,813,928

- b) Council proposes to set a targeted rate for the supply of water to metered water consumers.

The targeted rate includes a flat charge and a charge based on the cubic metres of water consumed and is set on a differential basis based on the provision of service, the categories of service being potable and raw water. The rates for the 2010/11 year are:

Potable Water	\$ 231.00	0.8120 per cu mtr
Raw Water	\$ 231.00	0.2030 per cu mtr

Amount to be raised: \$3,500,000

## **RECYCLING CHARGES**

Council proposes to set a targeted rate to fund the provision of a kerbside recycling service to each household in the District.

The targeted rate is a fixed amount per separately used or inhabited part of a rating unit. A rate of \$57 is set for every separately used or inhabited part of a rating unit.

Amount to be raised: \$ 996,759

## **COMMUNITY CENTRE CHARGES**

Council proposes to set a targeted rate on each rating unit in the Community Centre areas. The charge is set on a differential basis based on location and will be charged to rating units within the Community Centre areas as follows:

The targeted rate is a fixed amount per rating unit.

HALL CHARGE PER RATING UNIT		RAISING:
Paterangi Hall	\$30.00	\$4,770
Pukeatua Hall	\$25.00	\$3,325
Parawera Hall	\$20.00	\$1,640
Rukuhia Hall	\$25.00	\$6,700
Te Miro Hall	\$25.00	\$4,250
Maungatautari Hall	\$35.00	\$4,585
Rangiaowhia Hall	\$15.00	\$1,590
Monovale Hall	\$20.00	\$2,720
Pirongia Sports and Recreation Centre	\$10.00	\$10,820

The targeted rate is a fixed amount per separately used or inhabited part of a rating unit.

HALL CHARGE PER SEPARATELY USED OR INHABITED PART OF A RATING UNIT		RAISING:
Kaipaki Hall	\$20.00	\$4,940
Koromatua Hall	\$20.00	\$4,780
Ohaupo Hall	\$13.00	\$4,667
Ngahinapouri Hall	\$20.00	\$6,040
Fencourt Hall	\$14.00	\$4,494
Hautapu Hall	\$20.00	\$7,760

The rate is to fund part of the costs of the community centre halls.

Amount to be raised \$73,081

## HALL CHARGES

Council proposes to set a targeted rate on each rating unit within the area of benefit. The targeted rate is based on the capital value of each rating unit listed below. The rate is set on a differential basis based on location. The rates for 2010/11 in cents per dollar of capital value are:

HALL CHARGE PER RATING UNIT		RAISING:
Karapiro Hall	0.0022	\$7,802
Horahora Hall	0.0017	\$3,444
Piarere Hall	0.0021	\$ 495

The rate is to fund part of the costs of the halls.

Amount to be raised \$11,741

### **EARLY PAYMENT OF RATES**

Sections 55 and 56 of the Local Government (Rating) Act 2002 empower Council's to accept early payment of rates.

Council proposes to accept payment in full of all rates assessed in each year on or before the due date for the first instalment of the year. Any payment of rates on this basis will be given a discount of 5%. This discount is not applicable to the targeted rate for the supply of water to metered water consumers.

### **RATES PAYABLE BY INSTALMENTS**

Rates are payable by four equal instalments due on the 21<sup>st</sup> day of August, November, February and May each year. Where the due date falls on a weekend or public holiday, the due date is extended until the next working day.

### **PENALTIES ON RATES NOT PAID BY THE DUE DATE**

A penalty of 10% will be added to all instalments or part thereof remaining unpaid six days after the expiration of the date on which that instalment is required to be paid.

Additional penalties of 10% will be added to any unpaid rates relating to a previous year or years that are still unpaid on 6 July and 6 January during the current rating year.

### **Registration of Premises (Food / Health) 2009/10**

All fees include Good and Services Tax.

### **FOOD REGISTRATIONS – FOOD HYGIENE REGULATIONS 1974**

<b>PREMISES TYPE</b>	<b>BASE FEE</b>	<b>PROMPT PAYMENT DISCOUNT</b>	<b>TRAINING DISCOUNT</b>	<b>MINIMUM FEE</b>	<b>NEW PREMISES FEE</b>
Category A – High Risk	\$675.00	– \$25.00	– \$75.00	\$575.00	\$337.50
Category B – Medium Risk	\$450.00	– \$25.00	– \$50.00	\$375.00	\$170.00
Category C – Low Risk	\$170.00	N/A	N/A	\$170.00	N/A

Notes:

1. **Categories** -Determined at the discretion of the Environmental Health Officer.
2. **Prompt Payment Discounts** - Apply if payment in full by 30 June each year as registrations are due 1 July each year.
3. **Training Discounts** - The discount applies if 50% or more of food handlers are trained.
4. **New Premises Fees & Pro-Rata Fees** - A new premises fee is applicable for applications for new Category A and B premises to cover establishment advice and inspections. This fee is additional to the annual registration fee. A pro-rata registration fee is applicable if a new application is received part-way through the registration period of 1 July to 30 June each year.
5. **Fixed or Mobile Food Premises** - The fees apply to both permanent premises and mobile premises.

**REGISTRATION OF PREMISES (FOOD / HEALTH) - PROPOSED CHARGES  
2010/11**

All fees include Good and Services Tax.

**REGISTRATION OF PREMISES UNDER FOOD HYGIENE REGULATIONS 1974.** (FOOD PREMISES OPERATING UNDER A FOOD CONTROL PLAN – SAME AS FOR CATEGORY UNDER FOOD HYGIENE REGULATIONS ABOVE, TO COVER REGISTRATION AND VERIFICATION COSTS)

DESCRIPTION	FEE 2010/11
New Premises Fee	\$120.00 per hour plus mileage @ \$0.70 per km
Category A – High Risk Fee (up to 3 inspections)	\$675.00
Category B – Medium Risk Fee (up to 2 inspections)	\$450.00
Category C – Low Risk Fee (1 inspection)	\$180.00
Inspection Fee for additional inspections/non-compliance follow-up	\$150.00 plus mileage @ \$0.70 per km

Notes:

1. **Categories** -Determined at the discretion of the Environmental Health Officer.
2. **New Premises Fees & Pro-Rata Fees** - A new premises fee is applicable for applications for new Category A and B premises to cover establishment advice and inspections. This fee is additional to the annual registration fee. A pro-rata registration fee is applicable if a new application is received part-way through the registration period of 1 July to 30 June each year.
1. **Fixed or Mobile Food Premises** - The fees apply to both permanent premises and mobile premises.

**TEMPORARY FOOD PREMISES IN WAIPA DISTRICT – FOOD HYGIENE REGULATIONS 1974 – 2009/10**

Description	Fee 2009/10
Operator already registered with Waipa District Council for other permanent premises	No Fee
Charitable, not for profit or fundraising organizations (i.e. not commercial activity)	No Fee
Operator already registered for other premises with another territorial authority or unregistered:	
<ul style="list-style-type: none"> <li>▪ One-off event</li> </ul>	Inspection fee \$35.00
<ul style="list-style-type: none"> <li>▪ Multiple events (e.g. weekly, monthly or seasonal)</li> </ul>	Annual Inspection fee \$112.50 or fee \$56.25 for up to 6 months
<ul style="list-style-type: none"> <li>▪ Large events (&lt;1 day) e.g. Fieldays</li> </ul>	Inspection fee \$112.50 per stall

Notes:

1. **Fees** - Fees will only be charged where an inspection has taken place. Whether or not an inspection will be required is at the discretion of the Environmental Health officer.
2. **Previously Prepared Food** - No operator can sell any readily perishable food which has been prepared prior to the event/market day or fair in any unregistered premises.

- Homegrown Produce** - No registration required for selling fruit/vegetables from your property if the food/vegetables have been grown on your property.

**TEMPORARY FOOD PREMISES - REGISTRATIONS UNDER FOOD HYGIENE REGULATIONS 1974 – PROPOSED CHARGES 2010/11**

Description	Fee 2010/11
Operator already registered with Waipa District Council for other permanent premises Or charitable, not for profit or fundraising organizations (i.e. not commercial activity)	No Fee
Operator either registered for other premises with another territorial authority or unregistered:	
Operating for 1 day only	Inspection fee \$40.00 per stall
Operating for more than one day (e.g. weekly, monthly or seasonal)	Inspection fee \$60.00 for up to 6 months \$120.00 Annual
Large events (>1 day) e.g. Fielddays, Parachute	Inspection \$120.00 per operator/ stall (\$35.00 for additional stalls)

Notes:

- Fees** - Fees will only be charged where an inspection has taken place. Whether or not an inspection will be required is at the discretion of the Environmental Health officer.
- Previously Prepared Food** - No operator can sell any readily perishable food which has been prepared prior to the event/market day or fair in any unregistered premises.
- Homegrown Produce** - No registration required for selling fruit/vegetables from your property if the food/vegetables have been grown on your property.

**EXEMPT PREMISES – (EXEMPT FROM REGISTRATION UNDER FOOD HYGIENE REGULATIONS 1974 BUT MUST MEET REQUIREMENTS OF REGULATIONS AND BE INSPECTED E.G. REST HOMES, MOTELS ETC)**

Description	Fee 2010/11
Same as for Medium risk registered premises	\$450.00

**PERMITS UNDER WAIPA DISTRICT PUBLIC PLACES BYLAW 2007 –  
2009/10**

Description	Fee 2009/10
<b>Mobile Traders – Selling Food</b>	
Operator already registered with Waipa District Council or already holds a resource consent for the event/activity.	No Fee
Operator registered under Food Hygiene Regulations with another territorial authority (if not covered by a market day permit as below):	
▪ Annual (1 July to 30 June)	\$112.50 per operator
▪ Temporary (up to three months)	\$35.00 per operator
Market day permits (includes farmers' markets, one-off or large events, fairs etc.)	\$112.50 per market
Charitable, not for profit or fundraising organizations	No Fee
<b>Mobile Traders – Selling Non-Food Items</b> (if not covered by a market day permit as above)	
▪ Annual Fee	\$112.50 per operator
▪ Temporary (up to three months)	\$35.00 per operator
▪ Charitable, not for profit or fundraising organizations	No Fee

Notes:

**2. Definition of Mobile Trader Under the Bylaw**

All mobile traders must apply for a permit to trade in any public place under the Bylaw. The definition of a mobile trader is “any person who is in a public place

- (a) solicits for orders; or
- (b) offers, distributes or sells any goods or services by foot or from any vehicle or stall or any part thereof.”

**3. Market Day/Event Permits**

Where a market day, fair or large event involving a number of mobile traders takes place, the organiser shall apply for a written permit under the Bylaw for that event, which will cover all stall holders/mobile traders participating in that event providing they adhere to the terms and conditions of any permit issued. The organiser will be required to provide

a list of the event participants with the application for the permit, together with details of goods or services being sold by each stall or mobile trader. The provisions of the Food Hygiene Regulations 1974 still apply to individual mobile traders selling food at the event.

### **OTHER LICENCES AND REGISTRATIONS**

Offensive trades (Health Act 1956)	\$112.50
Camping grounds (Camping Ground Regulations 1985)	\$112.50
Hairdressers (Health (Hairdressers) Regulations 1980)	\$112.50
Funeral Directors/Mortuaries (Health (Burial) Regulations 1946)	\$112.50

### **OTHER FEES & CHARGES**

Change of Ownership (registered Premises)	\$75.00
Additional inspection for new premises, non-compliance and if requested	\$112.50

- Registrations due 1 July each year.
- Prompt payment discount is available if fees are paid by 30 June each year.
- Premises are categorised by an Environmental Health Officer (eg, medium or high risk involves food preparation and handling, not selling pre-packaged products).

### **TRADING IN PUBLIC PLACES – (WAIPA DISTRICT PUBLIC PLACES BYLAW 2007) – PROPOSED CHARGES 2010/11**

Description	Fee 2010/11
<b>Mobile Traders – Selling Food</b>	
Operator already registered with Waipa District Council or already holds a resource consent for the event/activity, or charitable, not for profit or fundraising organisations	No Fee
Operator registered under Food Hygiene Regulations with another territorial authority (if not covered by a market day permit as below):	

▪ Annual (1 July to 30 June)	\$120.00 per operator
▪ Temporary (up to three months)	\$40.00 per operator
▪ Market day permits (includes farmers' markets, one-off or large events, fairs etc.)	\$120.00 per market
<b>Mobile Traders – Selling Non-Food Items</b>	
▪ Annual Fee	\$120.00 per operator
▪ Temporary (up to three months)	\$40.00 per operator

**Notes:**

1. Definition of **Mobile Trader** = “any person who in a public place  
(a) solicits for orders; or  
(b) offers, distributes, or sells any goods or services by foot or from any vehicle or stall or part thereof”.
2. Market day/group permits. Where a market day, fair or large event involving a number of mobile traders takes place, the organizer may apply for a permit under the bylaw which will cover all mobile traders participating providing that they adhere to the terms and conditions of any permit issued. The organizer will be required to provide a list of mobile traders participating with the application for the permit, together with details of goods or services being sold or offered by each trader. The provisions of the Food Hygiene Regulations 1974 are still applicable in addition.

**REGISTRATIONS UNDER HEALTH ACT 1956 (OFFENSIVE TRADES)**

Offensive trades (Health Act 1956)	\$120.00
Camping grounds (Camping Ground Regulations 1985)	\$120.00
Hairdressers (Health (Hairdressers) Regulations 1980)	\$120.00
Funeral Directors/Mortuaries (Health (Burial) Regulations 1946)	\$120.00

**OTHER FEES & CHARGES**

All registered premises – Noting of Certificates (Change of Owner)	\$120.00
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## **Resource Management Fees & Charges**

These Fees and Charges become Operative on 1 June 2010 and will apply for all Work carried out and Decisions Issued on or after 1 June 2010 irrespective of when the Application was lodged with the Council.

### **FIXED CHARGES**

1. The Charges set out in the 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.

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 cheques in 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.

The following may also be included as Additional Charges –

- (i) if it is necessary for the services of a Planning Consultant, Engineering, Iwi or other 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;
- (ii) 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, these fees will be charged in full to the applicant as an Additional Charge;
- (iii) 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 the Schedule and:
- are Fixed Charges
- if reference is made in the Schedule to actual staff time it will be charged in accordance with the 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 -
- 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
- 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 the Schedule.

In that event:

- (i) 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
- (ii) may also, pursuant to Section 36(3) of the RMA make Additional Charges.

## **REMISSION OF FEES**

The Planning Services Manager has a discretion delegated by Council to reduce any Charges following the criteria of Section 36(4)(b) of the RMA.

Description of Service	2009/10 Current Fixed Charge	Proposed Changes 2010/11
<b>APPLICATIONS FOR LANDUSE CONSENT</b>		
<b>Non-Notified Applications</b>		
a) All applications except those listed below as b) – g) inclusive  <i>All applications under clause a) include a minimum monitoring charge of \$150.00 relating to the monitoring and associated administration of the consent. This will not be charged if a consent is refused.</i>	\$950.00 (\$800 + \$150)	\$1,000.00 (\$850 + \$150)
b) Special Landscape Character Area c) Central Cambridge Character Area d) Heritage Buildings and Sites e) Protected Trees  <i>There is no charge for applications under clauses b) to e) inclusive; provided in all cases that clauses b) – e) are the only matters of non-compliance with a rule.</i>  f) Side yard encroachments  g) Flood hazard area  <i>Provided that f) only applies where written approval from affected parties are submitted with the application, and there is no other matter of non-compliance. g) only applies where there is no other matter of non-compliance.</i>	\$450.00          \$450.00	\$150.00          \$150.00
<b>Limited Notified Applications</b>		
All Land use consent applications  <i>All Limited Notified applications include a minimum monitoring charge of \$150.00 relating to the monitoring and associated administration of the consent. This will not be charged if a consent is refused.</i>	\$3,000.00 (\$2,850 + \$150)	\$3,450.00 (\$3,300 + \$150)
<b>Notified Applications</b>		
All Land use consent applications  <i>All Notified applications include a minimum monitoring charge of \$150.00 relating to the monitoring and associated administration of the consent. This will not be charged if a consent is refused.</i>	\$4,000.00 (\$3,850 + \$150)	\$5,000.00 (\$4,850 + \$150)
<b>Monitoring Land use Consents – RMA, Section 36</b>		

Description of Service	2009/10 Current Fixed Charge	Proposed Changes 2010/11
<p>To monitor progress with giving effect to any land use consent, and compliance with consent conditions.</p> <p>All land use consent application deposits include a minimum monitoring charge of \$150.00.</p> <p>Additional charge for each inspection required after the first inspection</p>	\$100.00 per inspection	
<p><b>APPLICATIONS FOR SUBDIVISION CONSENT</b> <i>Including subdivision by way of cross-lease, company lease, or unit title.</i></p> <p><b>Any joint Subdivision &amp; Landuse Consent Application</b></p> <p>Refer to the deposit required for the type of subdivision applied for below, then add \$500.00</p>	Usual subdivision deposit + \$500.00	
<p><b>Non-Notified Applications</b></p> <p>a) Subdivision applications involving less than 10 lots (including roads and reserves)</p> <p>b) Subdivision applications which involve 10 or more lots (including roads and reserves)</p>	<p>\$1,500.00</p> <p>\$3,000.00 + \$50.00 per additional lot after the first 10 lots</p>	<p>\$1,850.00</p> <p>\$3,500.00 + \$50.00 per additional lot after the first 10 lots</p>
<p><b>Limited Notified Applications</b></p> <p>All subdivision applications</p> <p><b>Notified Applications</b></p> <p>All subdivision applications</p>	<p>\$3,000.00 + \$50.00 per additional lot after the first 10 lots</p> <p>\$4,000.00 + \$50.00 per additional lot after the first 10 lots</p>	<p>\$3,700.00 + \$50.00 per additional lot after the first 10 lots</p> <p>\$4,950.00 + \$50.00 per additional lot after the first 10 lots</p>
<p><b>Actions Related to all Types of Subdivision Consent</b> <i>Signing fees are included except where stated</i></p> <p>a) Section 223 Certificates (RMA) – Survey Plan Approval</p>		

Description of Service	2009/10 Current Fixed Charge	Proposed Changes 2010/11
i) For subdivisions up to 2 lots ii) For subdivisions 3 lots and over b) Section 224 Certificates (RMA) – Completion of subdivision conditions i) For subdivisions up to 2 lots ii) For subdivisions 3 lots and over c) Section 226 (RMA) – Restriction upon issue of CT d) Section 243 (RMA) – Easement approval and revocation of easement approval e) Cancellation of Amalgamation condition (Section 241 RMA) f) The reviewing and signing of any covenant, legal document, variation, easement, esplanade documentation g) Cross lease – amendments to flat plan h) Fees incurred by Council to search for Certificates of Titles, easement documents, covenants, encumbrances or any other document registered on Certificates of Title i) For inspection of any works required to comply with conditions, including checking engineering plans and amendments	\$150.00 \$550.00 \$300.00 Actual staff time + legal costs \$400.00 + Actual legal costs \$350.00 + Actual legal costs \$350.00 + Actual legal costs \$200.00 + Actual legal costs \$350.00 Actual LINZ search costs Actual staff time + mileage	\$400.00 + Actual legal costs \$400.00 + Actual legal costs \$250.00 + Actual legal costs \$400.00
<b>Consent Notices</b> j) Reviewing and signing any Consent Notice k) Change or cancellation of any Consent Notice, including preparation of document	\$150.00 + Actual legal costs \$150.00 + Actual legal costs	\$200.00 + Actual legal costs \$300.00 + Actual legal costs
<b>APPLICATION FOR A CHANGE TO THE DISTRICT PLAN</b> A charge shall be made to recover the actual costs to Council associated with processing, considering and determining a private plan change application in accordance with the First Schedule of the RMA	\$50,000	
<b>APPLICATION FOR REQUIREMENTS FOR DESIGNATIONS AND HERITAGE ORDERS</b>		

Description of Service	2009/10 Current Fixed Charge	Proposed Changes 2010/11
<p><b>Non-Notified Applications</b></p> <p>a) Waiver for requirement of outline plan (Section 176A(2) RMA)</p> <p>b) Outline Plan Application (Section 176 RMA)</p> <p>c) Requirement for alteration to a designation (Section 181 RMA)</p> <p>d) Requirement for removal of a designation (Section 182 RMA)</p> <p>e) Transfer of rights and responsibilities for designations (Section 180 RMA)</p> <p>f) Application to determine that a designation should not lapse (Section 184 &amp; 184A)</p> <p>g) Requirement for Heritage Order (Section 189 &amp; 189A RMA)</p> <p>h) Requirement for removal of Heritage Order (Section 196 RMA)</p> <p>i) Request pursuant to Section 177 RMA related to a Requiring Authority responsible for the earlier designation or heritage order</p> <p>j) Application pursuant to Section 178 RMA to do anything which would prevent or hinder the public work</p>	<p>\$150.00</p> <p>\$600.00</p> <p>\$1,500.00</p> <p>\$750.00</p> <p>\$500.00</p> <p>\$1,500.00</p> <p>\$1,500.00</p> <p>\$1,000.00</p> <p>\$300.00</p> <p>\$300.00</p>	<p></p> <p></p> <p></p> <p></p> <p></p> <p>\$2,000.00</p> <p></p> <p></p> <p></p> <p></p>
<p><b>Notified Applications</b></p> <p>a) Requirements for Designations (Section 168 &amp; 168A RMA)</p> <p>b) All other notified designation or heritage order applications</p>	<p>\$6,000.00</p> <p>\$3,000.00</p>	<p></p> <p></p>
<p><b>MISCELLANEOUS CHARGES RELATED TO ALL TYPES OF RESOURCE CONSENTS AND OTHER RESOURCE MANAGEMENT ACTIVITIES</b></p> <p>a) Renewal of Resource Consent (Section 124 RMA)</p> <p>b) Applications for extension of Consent Periods (Section 125 &amp; 126 RMA)</p> <p>c) Change or cancellation of Consent Conditions (Section 127 RMA)</p> <p>d) Review of Consent Conditions (Section 128 – 132 RMA)</p>	<p>\$500.00</p> <p>\$600.00</p> <p>\$600.00</p> <p></p>	<p>\$1,000.00</p> <p></p> <p>\$1,000.00</p> <p></p>

Description of Service	2009/10 Current Fixed Charge	Proposed Changes 2010/11
<ul style="list-style-type: none"> <li>▪ Non-Notified</li> <li>▪ Notified (including Limited Notification)</li> <li>e) Existing Use Right Determination (Section 139 RMA)</li> <li>f) Certificate of Compliance (Section 139 RMA)</li> <li>g) Easement Approvals</li> <li>h) Administration costs to process any RMA application</li> <li>i) The applicant will reimburse Council for any fees paid by the Council to any Commissioners, consultants, advisers, solicitors and any other creditors related to any matter connected with a resource consent or certificate application</li> <li>j) Where no other charge is prescribed for administration costs incurred in affixing the 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</li> <li>k) Public Notice</li> <li>l) Affixing signs on site (requirement for notified consents)</li> <li>m) Application to surrender resource consent (Section 138 RMA)</li> <li>n) Application to vary or extend time in respect of any bond, or covenant under RMA sections 109 &amp; 09. Includes preparation of documents.</li> </ul>	<p>\$600.00</p> <p>\$3,000.00</p> <p>\$1,000.00</p> <p>\$1,000.00</p> <p>\$250.00 + Actual legal costs</p> <p>Actual staff time</p> <p>Actual costs including administration costs</p> <p>\$150.00</p> <p>Actual costs</p> <p>\$30.00 + mileage</p> <p>\$300.00</p> <p>\$350.00 + Actual legal costs</p>	<p></p> <p></p> <p></p> <p></p> <p>\$350.00 + Actual legal costs</p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p>\$400.00 + Actual legal costs</p>
<p><b>Hearing Costs</b></p> <ul style="list-style-type: none"> <li>o) For the hearing of any application made under the Resource Management Act, a charge will be made of the costs of planning staff, technical advisers, secretaries and administration.</li> <li>p) Hearing by Commissioners</li> <li>q) Hearing by Councillors</li> </ul> <p><i>Note: Hearings by the Regulatory Committee incur a</i></p>	<p>Actual costs</p> <p>Actual costs</p> <p>\$250.00 minimum + \$200.00 for</p>	<p></p> <p></p> <p></p>

Description of Service	2009/10 Current Fixed Charge	Proposed Changes 2010/11
<p><i>fee for each Councillor, including time spent on site visits</i></p> <p>r) In instances where an applicant fails to give at least <b>5</b> 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</p> <p>s) Venue Hire</p> <p>t) Pre-hearing meetings (including administration and staff time)</p>	<p>each half hour, or part thereof after the first hour</p> <p>Actual costs including actual staff time</p> <p>Actual costs including actual staff time</p>	<p>Actual Cost</p>
<p><b>Bonds</b></p> <p><i>Signing fees are included</i></p> <p>u) Preparation, release and signing of any bond (Section 108 &amp; 109 RMA)</p> <p>    i) For bonds related to buildings and structures</p> <p>    ii) For bonds related to roading and servicing works</p> <p>v) Decisions on resource management applications by staff acting under delegated authority</p>	<p>\$200.00 + Actual legal costs</p> <p>\$350.00 + Actual legal costs</p> <p>\$100.00</p>	
<p><b>REQUEST FOR INFORMATION AND SUPPLY OF DOCUMENTS</b></p> <p>a) A charge may be made to recover the actual costs to Council associated with the following matters:</p> <ul style="list-style-type: none"> <li>▪ Providing advice and considering proposed RMA applications;</li> </ul> <p><i>This may include, but is not limited to: administration costs, research, meetings (including pre-lodgment), written correspondence.</i></p> <ul style="list-style-type: none"> <li>▪ Any request to provide information in respect of the District Plan or any resource consent;</li> <li>▪ For the copying of information relating to plans and resource consents and Council's resource management functions under Section 35 of</li> </ul>	<p>Actual staff time and actual and reasonable cost of copying and administration – per half hour or part thereof</p>	

Description of Service	2009/10 Current Fixed Charge	Proposed Changes 2010/11
the RMA and the supply of any document		
<b>District Plan</b> <i>For copies of the District Plan</i>		
a) Text and A4 coloured maps	\$215.00	
b) Text only	\$120.00	
c) A4 colour maps	\$120.00	
d) A3 colour maps	\$135.00	
e) A4 colour maps per individual sheet	\$3.35	
f) A3 colour maps per individual sheet	\$5.60	
g) Provided on CD-ROM (maps + text)	\$30.00	
h) For annotation service on District Plan – per annotation	Actual cost	
i) For copies of any change or variation to the District Plan	Actual cost	
<b>Photocopying</b> <i>Including double-sided</i>		
j) Each A4 page	\$0.20	
k) Each A3 page	\$0.25	
<b>NOISE CONTROL – UNDER THE RESOURCE MANAGEMENT ACT 1991</b>		
Noise seizures – return of equipment	\$168.75	\$200.00
<b>OFFICER'S HOURLY CHARGE OUT RATES</b>		
a) Planning Services Manager	\$150.00	\$160.00
b) Senior Planner	\$125.00	\$135.00
c) Senior Policy Planner	\$125.00	\$135.00
d) Project Planner	\$120.00	\$125.00
e) Planner	\$112.00	\$120.00
f) Engineering Officer	\$135.00	\$145.00
g) Senior Engineering Officer	\$157.50	\$170.00
h) Environmental Health Officer	\$112.00	\$120.00
i) Building Control Officer	\$100.00	\$135.00
j) Parks and Reserves Officer	\$90.00	\$96.00

Description of Service	2009/10 Current Fixed Charge	Proposed Changes 2010/11
k) Senior Enforcement Officer	\$120.00	\$130.00
l) Monitoring and Enforcement Officer	\$105.00	\$112.00
m) Planning Technical Officers and Administration Officers	\$80.00	\$86.00
n) Secretaries	\$80.00	
<b>MILEAGE</b>		
For each kilometre travelled	\$1.20	

**Resource Management Land Information Memorandum  
– No Change 2010/11**

Local Government Act 2002

	Urgent	Non Urgent
<b>Fee A</b> – Properties zoned Town Centres, General, Industrial (excluding those properties used solely for residential purposes whereby Fee B will apply), Hydro-Electric Power Stations and Mystery Creek Exhibition Centre.	N/A	\$300.00
<b>Fee B</b> – Properties zoned Residential, Rural, Deferred Residential	\$300.00	\$250.00
Fees incurred by Council to search for Certificates of Titles, easement documents, covenants, encumbrances or any other document registered on Certificates of Title	Actual LINZ costs	Actual LINZ costs

**Overseas Investment Certificates Fees & Charges – No  
Change 2010/11**

Fixed Charge - \$150.00

## **Sale of Liquor Determinations Fees & Charges – **New Charge 2010/11****

For determining that the proposed use of the premises meets the requirements of the Resource Management Act 1991

	<b>Proposed Charge 2010/11</b>
Existing Premises	\$90.00
New or Altered Premises	\$150.00

## **Certificate of Title Search – Fees & Charges – **New Charge 2010/11****

Fixed Charge - \$20.00

## **Road Numbering / Naming – **New Charge 2010/11****

<b>Description</b>	<b>Proposed Charge 2010/11</b>
<b>Rapid Numbers</b> ▪ Number Plates	\$25.00 per plate
<b>Subdivision Road Numbering</b> (urban or rural)	\$40.00 administration charge plus \$25.00 per lot
<b>Road Naming</b> – application fee – note creating and installing signage remains at developer's cost	\$300.00

## **Stock Droving and Crossings**

Permit for having stock on a Road in accordance with Waipa District Council Stock Droving Bylaw 2005. All fees are GST inclusive.

## STOCK DROVING

Stock droving being to direct or guide the movement of stock along the road or roads, including the road reserve. This can be on a single day or as a regular occurrence.

All applications must be accompanied with a cash bond to cover for damage to the road or roads after the stock droving. The applicant is liable for all damage occurring as part of the stock droving operation.

Description	2009/10	Proposed Change 2010/11
Application for Permit	\$225.00	
Refundable Cash Bond	\$1,000.00	

## STOCK CROSSINGS

Stock crossings are dedicated positions along a road where stock is moved from one side of the road reserve to the other.

All stock crossings must be installed in accordance with Schedule 2 of Waipa District Council Stock Droving Bylaw 2005 and any other conditions set.

A twice yearly inspection of all stock crossings will be carried out to ensure compliance of conditions is met.

Description	2009/10	Proposed Change 2010/11
Application for Permit	\$354.37	
Six monthly inspection of crossing	\$180.00 per inspection	

## Stock Impound Fees

### FIRST IMPOUNDING

	First Animal	Per Animal Thereafter	Proposed Change 2010/11 First Animal	Proposed Change 2010/11 Per Animal Thereafter
Horses, cattle, mules, asses, deer and pigs	\$50.00	\$20.00	\$60.00 plus transport costs	\$20.00
Sheep, goats and others	\$50.00	\$20.00	\$60.00 plus transport costs	\$20.00
Subsequent impounding within any 12 month period involving animals owned by the same person or organization (change from 24 months to 12 months)	Number of impoundings x relevant fee			
Additional After-hours fee (5pm to 8am, weekends and statutory holidays)			\$65.00	

### DRIVING CHARGES

\$120.00 per hour for Ranger's time where negligence has allowed stock to wander. (0910 \$112.00)

### GRAZING PER DAY

Horses, cattle, mules, asses, deer and pigs	\$2.00	\$5.00
Sheep goats and others (plus costs of any hard feeds, i.e. hay, grain)	\$1.00	

All other costs incurred as the result of impoundment are payable by the owner on release of the animal/s. Such costs may include cartage, droving, advertising, feed, veterinary attention, etc.

## Stormwater Connections

Stormwater Connection Approval and Inspection Fee (GST inclusive)

All new stormwater connections require an application, investigation to ensure the existing system capacity, approval of a plan, confirmation of approval or otherwise, site inspection pre-back fill and recording of connection on Waipa District Council records.

Description	2009/10	Proposed Change 2010/11
Domestic Standard Connection (100mm dia)		
Stormwater Application	\$281.25	\$289.70
Stormwater Inspection	\$223.33	\$230.05
Disconnection Fee – house removal or demolition		\$289.70

The application fee is for processing the application and is non-refundable.

The inspection fee would be refundable if the application is unsuccessful.

An inspection fee of \$230.05 also applies to every subsequent inspection until the connection is accepted as complete.

The above fees may apply to each:

- Dwelling; or
- Separate building; or
- paved area in excess of 250m<sup>2</sup> (or part thereof) catchment area.

Unless an approved retention system is constructed, then and only then will a single domestic connection fee be accepted.

All other connections will be separately quoted.

All connections must be installed by a registered Drain Layer.

## Street Openings

For all work to be undertaken on road reserve (including footpaths, berms and carriageways) a street opening permit is required.

The Gas, Telecommunication and Electricity Act provides for applications for permission to excavate in streets for these services.

Under certain circumstances Waipa District Council will accept ongoing street opening permits under our blanket coverage formats.

Most street opening permits will require temporary traffic management plan (TMP).

Description	2009/10	Proposed Change 2010/11
<b>Single Occurrence Permit</b>		
Urban	\$337.50	
Rural	\$360.00	
<b>Blanket Coverage – District Wide – on-going series of activities</b>		
Initial approval and establishment of blanket cover status	\$506.25	
Individual occurrences	\$112.50	

All street openings may be inspected for compliance of permit conditions.

Evaluation of simple Traffic Management Plans is included in the street opening permit fees. Complex Traffic Management Plans require additional evaluation to ensure public safety, which is charged to the applicant.

Description	2009/10	Proposed Change 2010/11
Evaluation of Complex TMPs	\$157.50 per hour	
Inspection required following non conformance of conditions	\$225.00	

Description	2009/10	Proposed Change 2010/11
Entrance Way Crossing - Application Fee	\$168.75	
Inspection to install temporary crossing	\$168.75	
Inspection to Install rural crossing	\$225.00	

**ENTRANCE WAYS CAN ONLY BE INSTALLED WITH THE PERMISSION OF COUNCIL**

**Structures on the Road Reserve**

The following fees apply to all structures (non-frangible) which are located on or under Roads in Waipa District Roding Network.

Examples could include:

- Private bus shelters
- Temporary stock fencing
- Miscellaneous solid objects over 100mm in height
- Stock underpasses

Consent must be gained from Waipa District Council to ensure the structure is safe, not a hazard to traveling public, is durable and has a nominated owner.

Description	2009/10	Proposed Change 2010/11
<b>Erect a Structure on Road Reserve</b>		
Application for permit to erect structure	\$354.37	
Annual safety inspection of structure (per annum)	\$180.00 per inspection	
<b>Erection of Temporary Fence on Road Reserve for Stock Grazing</b>		
Application for permit	\$354.37	
Annual safety inspection of structure	\$180.00 per inspection	

**Note:** Application for permit includes an initial inspection. If structure is erected for less than twelve months as per its permit, no annual safety inspection fee will apply.

**Stock Underpass**

Stock underpass is a dedicated permanent structure for the passage of stock under a road.

All stock underpasses must have a lease agreement with Waipa District Council.

Description	2009/10	Proposed Change 2010/11
Application for stock underpass	\$1,125.00	
Construction Fee	\$393.75	
Annual Inspection Fee – fee includes a two yearly structural check of the underpass	\$562.50	

## Te Awamutu Council Room Charges

Description	Profitable Organisation / Private Function 2009/10	Non-Profitable Organisation 2009/10	Proposed Change 2010/11 Profitable Organisation / Private Function	Proposed Change 2010/11 Non-Profitable Organisation
Bond (payable when booking is outside business hours)	\$100.00	\$100.00	\$250.00	
Removal/reinstatement of furniture by Council staff (optional)	\$100.00	\$100.00		
<b>Half Day or Less</b>				
▪ Whole Facility	\$120.00	\$45.00		
▪ Council Chamber	\$50.00	\$25.00		
▪ Committee Rooms (per room)	\$30.00 per room	\$10.00 per room		
▪ Kitchen	\$25.00	\$10.00		
<b>Full Day – 8.00am to 5.00pm</b>				
▪ Whole Facility	\$250.00	\$100.00		
▪ Council Chamber	\$150.00	\$50.00		
▪ Committee Rooms (per room)	\$60.00 per room	\$25.00 per room		

## POLICY COMMITTEE MINUTES 9 MARCH 2010

Description	Profitable Organisation / Private Function 2009/10	Non-Profitable Organisation 2009/10	Proposed Change 2010/11 Profitable Organisation / Private Function	Proposed Change 2010/11 Non-Profitable Organisation
▪ Kitchen	\$50.00	\$25.00		
<b>Night – 5.00pm onwards</b>				
▪ Whole Facility	\$80.00	\$25.00	\$120.00	\$45.00
▪ Council Chamber	\$40.00	\$10.00	\$50.00	\$25.00
▪ Committee Rooms (per room)	\$20.00 per room	\$10.00 per room		
▪ Kitchen	\$10.00	\$10.00		
<b>Day &amp; Night – 8.00am to late at night</b>				
▪ Whole Facility			\$350.00	\$90.00
▪ Council Chamber			\$200.00	\$75.00
▪ Committee Rooms (per room)			\$80.00	\$35.00
▪ Kitchen			\$100.00	\$35.00
<b>Weekend – Friday 5.00pm to Sunday 10.00pm</b>				
▪ Whole Facility			\$600.00	\$300.00
▪ Council Chamber			\$450.00	\$225.00
▪ Committee Rooms (per room)			\$120.00	\$60.00
▪ Kitchen			\$200.00	\$70.00
<b>The Bond is refundable</b> – items covered by the bond are: key, breakage of equipment, damage to facility and/or theft of equipment or extraction clean				
<b>Deduction as Follows:</b>				
Key		\$25.00		\$50.00
Cutlery/Crockery		\$10.00 each item		
Furniture Damage		Whole bond		Whole bond (minimum) or cost

Description	Profitable Organisation / Private Function 2009/10	Non-Profitable Organisation 2009/10	Proposed Change 2010/11 Profitable Organisation / Private Function	Proposed Change 2010/11 Non-Profitable Organisation
Extraction Carpet Clean	\$100.00 (minimum) or cost		\$150.00 (minimum) or cost	
Damage to Facility			Whole Bond (minimum) or cost	

### Town Hall Charges – Cambridge – Charges 2009/10

COMMERCIAL USE	Kitchen Only	Victorian Room	Edwardian Room	Edwardian Room and Kitchen	Hall Only	Whole Complex
Mornings (8am - 12noon)	\$90.00	\$81.00	\$81.00	\$115.00	\$115.00	\$207.00
Afternoons (12noon - 5pm)	\$90.00	\$81.00	\$81.00	\$115.00	\$115.00	\$207.00
Day (8am - 5pm)	\$127.00	\$115.00	\$115.00	\$161.00	\$161.00	\$322.00
Night (5pm - 12am)	\$217.00	\$196.00	\$196.00	\$242.00	\$242.00	\$483.00
Day & Night (8am - 12am)	\$271.00	\$242.00	\$242.00	\$322.00	\$322.00	\$645.00
Per hour after Midnight	\$28.00	\$28.00	\$28.00	\$28.00	\$46.00	\$58.00
PRIVATE HIRE	Kitchen Only	Victorian Room	Edwardian Room	Edwardian Room and Kitchen	Hall Only	Whole Complex
Mornings (8am - 12noon)	\$70.00	\$44.00	\$62.00	\$89.00	\$89.00	\$159.00
Afternoons (12noon - 5pm)	\$70.00	\$44.00	\$62.00	\$89.00	\$89.00	\$159.00
Day (8am - 5pm)	\$97.00	\$71.00	\$89.00	\$124.00	\$124.00	\$248.00
Night (5pm - 12am)	\$167.00	\$89.00	\$151.00	\$186.00	\$186.00	\$372.00
Day & Night (8am - 12am)	\$209.00	\$106.00	\$186.00	\$248.00	\$248.00	\$496.00
Per hour after Midnight	\$21.00	\$21.00	\$21.00	\$21.00	\$35.00	\$44.00
COMMUNITY GROUP USE	Kitchen Only	Victorian Room	Edwardian Room	Edwardian Room and Kitchen	Hall Only	Whole Complex
Mornings (8am - 12noon)	\$40.00	\$25.00	\$36.00	\$51.00	\$51.00	\$92.00

Afternoons (12noon - 5pm)	\$40.00	\$25.00	\$36.00	\$51.00	\$51.00	\$92.00
Day (8am - 5pm)	\$56	\$41.00	\$51.00	\$71.00	\$71.00	\$143.00
Night (5pm - 12am)	\$94.00	\$51.00	\$86.00	\$106.00	\$106.00	\$213.00
Day & Night (8am - 12am)	\$117.00	\$61.00	\$106.00	\$143.00	\$143.00	\$284.00
Per hour after Midnight	\$12.00	\$12.00	\$12.00	\$12.00	\$21.00	\$25.00

Preparation, rehearsals, \$18.00 per hour flat rate. –

**SUNDRY CHARGES ASSOCIATED WITH TOWN HALL USE**

Commercial/Private Hire/ Community Group Use	2009/10
Heating Charges – Evening Or Day Use	\$31.00
Concert Piano Charge – Evening Or Day Use	\$31.00
Sound System Hire – Evening Or Day Use	\$31.00

**Town Hall Charges – Cambridge – Proposed Charges  
2010/11**

COMMERCIAL USE	Kitchen Only	Victorian Room	Edwardian Room	Edwardian Room and Kitchen	Hall Only	Whole Complex
Mornings (8am - 12noon)	\$104.00	\$93.00	\$93.00	\$132.00	\$132.00	\$238.00
Afternoons (12noon - 5pm)	\$104.00	\$93.00	\$93.00	\$132.00	\$132.00	\$238.00
Day (8am - 5pm)	\$146.00	\$132.00	\$132.00	\$185.00	\$185.00	\$371.00
Night (5pm - 12am)	\$250.00	\$225.00	\$225.00	\$278.00	\$278.00	\$556.00
Day & Night (8am - 12am)	\$312.00	\$278.00	\$278.00	\$371.00	\$371.00	\$741.00
Per hour after Midnight	\$32.00	\$32.00	\$32.00	\$32.00	\$53.00	\$66.00
PRIVATE HIRE	Kitchen Only	Victorian Room	Edwardian Room	Edwardian Room and Kitchen	Hall Only	Whole Complex
Mornings (8am - 12noon)	\$80.00	\$51.00	\$71.00	\$102.00	\$102.00	\$183.00
Afternoons (12noon - 5pm)	\$80.00	\$51.00	\$71.00	\$102.00	\$102.00	\$183.00

Day (8am - 5pm)	\$112.00	\$81.00	\$102.00	\$143.00	\$143.00	\$285.00
Night (5pm - 12am)	\$192.00	\$102.00	\$173.00	\$214.00	\$214.00	\$428.00
Day & Night (8am - 12am)	\$240.00	\$122.00	\$214.00	\$285.00	\$285.00	\$570.00
Per hour after Midnight	\$24.00	\$24.00	\$24.00	\$24.00	\$41.00	\$51.00
<b>COMMUNITY GROUP USE</b>	<b>Kitchen Only</b>	<b>Victorian Room</b>	<b>Edwardian Room</b>	<b>Edwardian Room and Kitchen</b>	<b>Hall Only</b>	<b>Whole Complex</b>
Mornings (8am - 12noon)	\$44.00	\$28.00	\$40.00	\$56.00	\$56.00	\$101.00
Afternoons (12noon - 5pm)	\$44.00	\$28.00	\$40.00	\$56.00	\$56.00	\$101.00
Day (8am - 5pm)	\$61.00	\$45.00	\$56.00	\$79.00	\$79.00	\$157.00
Night (5pm - 12am)	\$104.00	\$56.00	\$95.00	\$117.00	\$117.00	\$234.00
Day & Night (8am - 12am)	\$129.00	\$67.00	\$117.00	\$157.00	\$157.00	\$313.00
Per hour after Midnight	\$13.00	\$13.00	\$13.00	\$13.00	\$23.00	\$28.00

Preparation, rehearsals, \$18.00 per hour flat rate. –

### **SUNDRY CHARGES ASSOCIATED WITH TOWN HALL USE**

<b>Commercial/Private Hire/ Community Group Use</b>	<b>2010/11</b>
Heating Charges – Evening Or Day Use	\$31.00
Concert Piano Charge – Evening Or Day Use	\$31.00
Sound System Hire – Evening Or Day Use	\$31.00

### **Town Hall Hire – Kihikihi and Pirongia – No change 2010/11**

- Kihikihi Memorial Hall
- Kihikihi Town Hall
- Pirongia Town Hall

<b>Description</b>	<b>Town Hall</b>	<b>Memorial Hall</b>
Indoor sports and recreational uses per session	\$10.00	\$10.00

Tournaments or all day use	\$30.00	\$30.00
Private functions, weddings and social afternoons only	\$55.00	\$35.00
Public function with door charge	\$55.00	\$35.00
<b>Public Meetings</b>		
▪ Church	\$10.00	\$10.00
▪ Political	\$25.00	\$25.00
<b>Elections</b>		
▪ Local Body	No Fee	
▪ Parliamentary	\$100.00	
<b>Stall/Markets</b>		
▪ Use of Hall	\$20.00	
▪ Flea Market	\$20.00	
▪ Supplying trestle for outside use	\$5.00	
Anzac Day Ceremony	No Fee	
Scouts, Guides etc	No Fee	

Note: All hall hire is subject to a bond of not less than \$50.00 nor more than \$110.00 which may be refunded in whole or part at the discretion of the caretaker subject to the condition that the hall is left in by the hirer.

## Trade Waste

To be read in conjunction with the Trade Waste Bylaw 2005.

Fees are GST inclusive.

<b>Administration Charges</b>	<b>2009/10</b>	<b>Proposed Change 2010/11</b>
Compliance Monitoring	Dependent on monitoring required	
Application Fee	\$78.75	\$81.00
Inspection Fee	\$78.75	\$81.00
Re-inspection Fee	\$225.00	\$231.75
Temporary Discharge Fee	\$78.75	\$81.00

Annual Trade Waste Consent Charges – Controlled	\$146.25	\$150.75
Annual Trade Waste Consent Charges – Conditional	\$371.25	\$382.50

#### 1C.1.1 Charging Formula

The formula for calculation of the load based trade waste charge is as set out below.

$$(V \times V_c) + (SS \times SS_c) + (BOD \times BOD_c) + (TKN \times TKN_c) + (TP \times TP_c)$$

Parameter	Rates 2009/10	Proposed Change 2010/11
$V_c$	\$0.90/M <sup>3</sup>	\$0.93/M <sup>3</sup>
$SS_c$	\$0.67/kgSS	\$0.70/kgSS
$BOD_c$	\$0.79/BOD	\$0.81/BOD
$TKN_c$	\$0.00/kgTKN	\$0.78/kgTKN
$TP_c$	\$0.00/kgTP	\$4.12/kgTP
Connection or Disconnection Fee		\$357.00

#### TABLE OF PARAMETERS WITH DESCRIPTIONS

V	The volume discharged
$V_c$	The unit volume charge \$/ M <sup>3</sup>
SS	The mass of suspended solids discharged
$SS_c$	The unit SS charge \$/kg
BOD	The mass of BOD discharged
$BOD_c$	The unit BOD Charge \$/kg
TKN	The mass of Total Kjeldahl Nitrogen (TKN) discharged
$TKN_c$	The unit TKN charge \$/kg
TP	The mass of Total Phosphorus (TP) discharged
$TP_c$	The unit TP charge \$/kg

## Trust Waikato Te Awamutu Events Centre

### LIVINGSTONE AQUATIC CENTRE

Description	2009/10	Proposed Change 2010/11
Adult	\$3.50	
Child	\$2.00	
Senior	\$2.50	
Hydro slide – Adult (includes admission)	\$6.50	
Hydro slide – Child (includes admission)	\$5.00	
Family concession (2 adults, 2 children)	\$10.00	
Adult 10 concession	\$32.50	
Adult 30 concession	\$90.00	
Child 10 concession	\$17.50	
Child 30 concession	\$45.00	
Spectator	\$1.00	

Note: The contract with H2O Management Limited for day-to-day management of the Events Centre specifies the maximum charges that H2O may levy Aquatic Centre users. The above charges, which have been set by H2O Management, are generally less than the maximum levels set.

### ASB STADIUM

Description		2009/10	Proposed Change 2010/11
Class 1	Sport and Community Groups with a subscription membership base:		
	▪ Adult or regional/national tournament	\$30.00 per hour	
	▪ Child (Mon to Fri only)	\$20.00 per hour	
Class 2	Commercial – by negotiation		

Description		2009/10	Proposed Change 2010/11
Class 3	Casual or unscheduled use	\$5.00 per hour	
Class 4	Groups providing a service to the public or organizing a special one off event for non profit	\$40.00 per hour	
	Note: Maximum daily fee for non-commercial use	\$600.00	

## Wastewater Connections

Wastewater Connection Approval and Inspection Fee (GST inclusive)

All new wastewater connections require an application, investigation to ensure the existing system capacity, approval of a plan, confirmation of approval or otherwise, site inspection pre-back fill and recording of connection on Waipa District Council records.

Description	2009/10	Proposed Change 2010/11
Domestic Standard Gravity Connection (100mm dia)		
Wastewater Application	\$281.25	\$289.70
Wastewater Inspection	\$223.33	\$230.05
Disconnection Fee – house removal or demolition		\$289.70

The application fee is for processing the application and is non-refundable.

The inspection fee would be refundable if the connection is not approved.

An inspection fee of \$230.05 also applies to every subsequent inspection until the connection is accepted as complete.

All other connections are individually quoted.

All Connections must be installed by a registered Drain Layer.

## Water Connections and Bulk Water Sales

Water connection approval and installation (GST inclusive).

Statutory public health requirements prevent other than authorised Council employees from carrying out any work on water reticulation services.

	2009/10	Proposed Change 2010/11
<b>Urban</b>		
▪ Ordinary existing unused connection – approval to connect new building to existing connection	\$450.00	\$463.50
▪ Ordinary supply (un-metered) – install new connection single 20mm dia residential connection (only one connection permitted per property)	\$1,529.00	\$1,575.00
▪ Extraordinary supply – install new 20mm dia connection and backflow preventor	\$2,310.00	\$2,380.00
▪ Extraordinary supply – install meter and backflow on existing 20mm dia connection	\$1,045.00	\$1,076.00
<b>Rural</b>		
▪ Existing unused connection – approval to connect new building to existing connection	\$450.00	\$463.50
▪ Extraordinary supply – install new 20mm dia connection including meter and backflow preventor	\$2,695.00	\$2,775.00
▪ Restrictor Adjustment	\$168.00	\$173.00
Meter and/or restrictor testing fee (if tests show compliance then requestee shall be liable for fee. If out of adjustment no fee shall apply)	\$303.60	\$312.70
<b>Disconnection Fees</b>		
▪ Disconnection from rural water supply scheme		\$760.00
▪ Disconnection from water supply upon removal or demolition of a building		\$540.00

**PURCHASE OF WATER BY PERMIT**

Description	2009/10	Proposed Change 2010/11
Permit Fee	\$16.88 / month	\$18.00 / month
Water per cu meter (100 litres)	\$1.9824 / cu meter	\$2.20 / c u meter

Note: A permit must be obtained before removing water from a Council source.

A separate permit is to be obtained for each calendar month that water is to be removed.

Rural water supply, where service is available at gate, may be restricted in area or flow.

All other connection sizes and/or configurations will require quotation from Waipa District Council.

The meeting adjourned for the morning tea break at 10.26am and reconvened at 10.49am.

**10 PENSIONER HOUSING**

File: 20-03-16

**Report of Property Services Team Leader dated 3 February 2010.**

Property Services Team Leader, C Windleborn summarised the key headings and the assumptions made in the compilation of the report. Mr Windleborn summarised the five options for management, highlighting the recommendation of retaining ownership and management by Council was consistent with community outcomes and aspirations. He noted this also allowed Council to control the standard of units and the eligibility criteria before commenting on the subsidence issues related to the Palmer Street units.

Mr Windleborn said a survey of tenants indicated they were happy with the standard of accommodation, however, concerns around covered car parks, housing for motorised scooters and access to external electricity supplies for the scooters were noted. Heating and ground maintenance were also raised and tenants indicated they were expecting a rent increase of up to \$10 per week.

The Property team are to undertake biennial survey on the levels of service provided and a review would be undertaken following each survey. Members discussed the current rental target of 75% of the market rate for a similar property and Mr Windleborn commented the waiting list had diminished with around 7 people currently waiting.

**RESOLVED**

2/10/13

*That*

- a) *The report of the Property Services Team Leader dated 3 February 2010 be received;*
- b) *Council approve and adopt the Pensioner Housing Policy dated 3 February 2010;*
- c) *Council continue to manage pensioner housing in house and within Policy;*
- d) *A review of the Palmer Street pensioner housing is to be commissioned to look at progressive replacement of these units and how this should be funded;*
- e) *Staff are authorised to initiate rent reviews in accordance with recommendation (c) above, subject to an advisory note to Council not less than 20 days before any communication with tenants; and,*
- f) *Council authorise the Chief Executive to negotiate sale and purchase agreements on the six "Own Your Own" units as and when they are placed on the market and that these be purchased using loan funds with the cost of borrowing and debt repayment met from the Pensioner Housing activity.*

Councillor Sharpe / Councillor Taranaki

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**11 CAMBRIDGE WASTEWATER TREATMENT PLANT CONSENTS PROJECT  
– PROJECT ADVISORY GROUP MEMBERSHIP**

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File: 28-09-02

**Report of the Water Services Planning & Design Engineer dated 25 February 2010.**

The Chief Executive, G Dyet drew attention to the Waikato River Treaty settlement which promotes co-governance and co-management. He said a meeting with Waikato-Tainui indicated they wished to be heavily involved in the Project Advisory Group (Group). Mr Dyet said the Group would make a recommendation to Council, after consultation with the community and stakeholders, as to the most cost effective treatment plant option. He said the Cambridge plant needed to be considered in full as it is located in a different receiving environment than the Te Awamutu plant.

Water Services Planning & Design Engineer Team Leader, L Kendrick presented 'Cambridge Wastewater Cambridge Treatment Plant Consent Project: Project Advisory Group' and noted the expected outcome was to obtain a 35 year Environment Waikato discharge consent which would require a significant upgrade of the existing plant to achieve. She said the establishment of the Group was necessary to ensure that high level decisions in relation to matters of policy or approach were supported by both Council and Tangata Whenua. Waikato-Tainui have identified four Iwi and recommended a representative from each Iwi to be included in the Group.

Mrs Kendrick said as a side project, staff were working closely with Hamilton City Council in order to assess if the Plant is strategically placed for the sub-region's future growth as signalled in Future Proof. She said although the consent would be for a term of 35 years, the required infrastructure would have a life expectancy of 50-75 years and, contained within the LTCCP is a budget of \$13.5m for the entire project.

Members discussed the membership of the Group in light of the local government elections scheduled for 9 October.

**RESOLVED**  
2/10/14

*That*

- a) The report of the Water Services Planning and Design Engineer dated 25<sup>th</sup> February 2010 be received;*
- b) The draft Terms of Reference for the proposed Project Advisory Group, to support the Cambridge Wastewater Treatment Plant Consents Project, be received and endorsed;*
- c) The Policy Committee support the establishment of a Project Advisory Group, with its membership and Terms of Reference to be confirmed by Council in due course; and,*
- d) The Policy Committee recommend the appointment of Councillors Newlands & Webber to the Project Advisory Group.*

Councillor Sharpe / Councillor Taranaki

There being no further business the meeting closed at 12.00pm.

**CONFIRMED AS A TRUE AND ACCURATE RECORD**

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

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

Completed and dispatched: 10 March 2010