

Council Public Agenda - 28 May 2025

Council Chambers
101 Bank Street
Te Awamutu



Chairperson
Her Worship the Mayor SC O'Regan

Members
AW Brown, LE Brown, PTJ Coles, RDB Gordon, ML Gower, DM Morgan, MG Montgomerie, MJ Pettit, CS St Pierre, EM Stolwyk, BS Thomas

28 May 2025 09:10 AM

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OPENING COMMENTS FROM HER WORSHIP THE MAYOR

Her Worship the Mayor will provide opening comments.

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APOLOGIES

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DISCLOSURE OF MEMBERS' INTERESTS

Members are reminded to declare and stand aside from decision making when a conflict arises between their role as an elected member and any private or other external interest they may have.

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LATE ITEMS

Items not on the agenda for the meeting require a resolution under section 46A of the Local Government Official Information and Meetings Act 1987 stating the reasons why the item was not on the agenda and why it cannot be dealt with at a subsequent meeting on the basis of a full agenda item. It is important to note that late items can only be dealt with when special circumstances exist and not as a means of avoiding or frustrating the requirements in the Act relating to notice, agendas, agenda format and content.

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CONFIRMATION OF ORDER OF MEETING

Recommendation

That Council confirms the order of the meeting.

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To: Her Worship the Mayor and Councillors
From: Governance
Subject: **CONFIRMATION OF MINUTES**
Meeting Date: 28 May 2025

1 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

The local authority, its committees, subcommittees and any local and community boards must keep minutes of their proceedings. These minutes must be kept in hard or electronic copy, authorised by a Chairperson's manual or electronic signature once confirmed by resolution at a subsequent meeting. Once authorised the minutes are the prima facie evidence of the proceedings they relate to.

The only topic that may be discussed at a subsequent meeting, with respect to the minutes, is their correctness.

2 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That the open minutes of the Waipā District Council meeting held on 16 April 2025, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.

3 ATTACHMENT - ĀPITITANGA

Council Minutes – 16 April 2025.

COUNCIL MINUTES



Time: 9.10am
Date: Wednesday 16 April 2025
Venue: Council Chambers, Waipā District Council
101 Bank Street, Te Awamutu

PRESENT

Chairperson

Her Worship the Mayor SC O'Regan

Members

AW Brown, LE Brown, RDB Gordon, ML Gower, MG Montgomerie, DM Morgan, MJ Pettit (via Zoom), CS St Pierre, EM Stolwyk (via Zoom), BS Thomas

Opening Karakia – Councillor Morgan

1 HER WORSHIP THE MAYOR OPENING COMMENTS

Mayor O'Regan opened the meeting by acknowledging the hard work and commitment of staff, corresponding with Elected Member input into challenging topics at the moment.

2 APOLOGIES

[Councillor Pettit joined the meeting via Zoom at 9.14am, as a passenger in a car]

RESOLVED

1/25/29

That the apology from Councillor Coles who was away on personal business be received.

Mayor O'Regan/Councillor St Pierre

3 DISCLOSURE OF MEMBERS' INTERESTS

There were no disclosure of Members' Interests.

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4 LATE ITEMS

None.

5 CONFIRMATION OF ORDER OF MEETING

RESOLVED

1/25/30

That Council confirms the order of the meeting subject to the removal of item 8, "Deputation".

Mayor O'Regan/Councillor Morgan

6 CONFIRMATION OF MINUTES – 19 MARCH 2025

RESOLVED

1/25/31

That the open minutes of the Waipā District Council meeting held on 19 March 2025, having been circulated, be taken as read and confirmed as a true and correct record of that meeting, subject to the correction of minor typographical errors.

Councillor St Pierre /Councillor Thomas

7 CONFIRMATION OF MINUTES – 26 MARCH 2025

RESOLVED

1/25/32

That the open minutes of the Waipā District Council meeting held on 26 March 2025, having been circulated, be taken as read and confirmed as a true and correct record of that meeting subject to the correction of minor typographical errors.

Councillor L Brown/Councillor St Pierre

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8 DEPUTATION – GUEST SPEAKER

This item was removed from the agenda as resolved in the Confirmation of Order of Meeting.

9 CONSULTATION ON DRAFT SCHEDULE OF FEES AND CHARGES 2025-27

The purpose of this report was to seek approval of the Draft Statement of Proposal Fees and Charges 2025-27 and the Draft Schedule of Fees and Charges 2025-27 for consultation.

RESOLVED

1/25/33

That Council

- a) *Receives the report of Melissa Russo, Manager Strategy titled 'Consultation on Draft Schedule of Fees and Charges 2025-27' (document number 11418504);*
- b) *Approves for public consultation in accordance with the special consultative procedure, the 'Draft Schedule of Fees and Charges 2025-27' attached as Appendix 1 of this report (document number 11347120);*
- c) *Adopts the 'Draft Statement of Proposal Fees and Charges 2025-27', attached as Appendix 2 (document number 11392118) of this report to include as part of the public consultation;*
- d) *Delegates to the Group Manager Strategy authority to make any final minor editorial amendments to the 'Draft Schedule of Fees and Charges 2025-27' attached as Appendix 1 (document number 11347120), and the 'Draft Statement of Proposal Fees and Charges 2025-27' attached as Appendix 2 (document number 11392118), prior to public consultation.*

Councillor A Brown/Councillor Gower

10 WAIKATO CITY REGIONAL DEAL PROPOSAL

A Waikato City and Regional Deal 'light-touch' proposal was submitted to the Department of Internal Affairs (DIA) on 28 February 2025, by the Waikato Mayoral Forum on behalf of all councils of the Waikato region.

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Given time constraints, the proposal was approved by the Chief Executive under delegated authority, with authority to the Mayor to exercise the delegated powers at the Mayoral Forum. The proposal was reported to Council for information.

RESOLVED

1/25/34

That Council receives the report of Kirsty Downey, Acting Deputy Chief Executive /Group Manager Strategy, titled 'Waikato City and Regional Deal proposal' (document number 11416385).

Mayor O'Regan/Councillor Montgomerie

11 COUNCIL SUBMISSIONS UPDATE

The purpose of this report was to seek Council approval of the draft submission to Taumata Arowai on the proposed environmental performance standards for wastewater treatment and the draft submission to the Parliamentary Justice Committee on the Term of Parliament (Enabling 4-year Term) Legislation Bill and to inform the Council of a submission to the Commerce Commission on the Water Services Information Disclosure discussion document lodged during March 2025 under delegated authority. After discussion, a minor amendment was made to recommendation b).

RESOLVED

1/25/35

That Council

- a) *Receives the report of David Totman, Principal Policy Advisor, Council submissions update, (document number 11419036);*
- b) *Approves the Council submission on Taumata Arowai's proposed wastewater environmental performance standards attached as Appendix 1 (document number 11410714), subject to making amendments to specifically support the performance standards and incorporate innovation through catchment based approaches, as referenced in the Waikato Waters Done Well proposal.*
- c) *Approves the submission to the Parliamentary Justice Committee on the Term of Parliament (Enabling 4-year Term) Legislation Amendment Bill attached as Appendix 2 (document number 11425902);*

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- d) *Delegates to the Group Manager Strategy the authority to make minor editorial changes and correct any typographical errors in the submission to Taumata Arowai on proposed wastewater environmental performance standards and the submission to the Parliamentary Justice Committee on the Term of Parliament (Enabling 4-year Term) Legislation Amendment Bill, prior to the documents being submitted; and*
- e) *Notes the submission lodged under delegated authority to the Commerce Commission on the Water Services Information Disclosure discussion document attached as Appendix 3 (document number 11405012).*

Councillor St Pierre/Councillor L Brown

12 DOCUMENTS SIGNED UNDER COUNCIL SEAL

Council policy and delegated authority provides for use of the Council seal prior to notification to Council in specified cases.

RESOLVED

1/25/36

That the following schedule of documents to which the Common Seal of the Waipā District Council has been applied under delegated authority be received:

- a) *Warrants as set out below:*

Position for Warrant	Name of Staff
<i>Building Inspector Contractor</i>	<i>Nik Hardy</i>

Councillor A Brown/Mayor O'Regan

13 RESOLUTION TO EXCLUDE THE PUBLIC

RESOLVED

1/25/37

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

The general subject of the matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds

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under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
14. Public Excluded Minutes – 26 March 2025 15. Review of Housing for the Elderly Rents 2025	<i>Good reason to withhold exists under section 7 Local Government Official Information and Meetings Act 1987</i>	<i>Section 48(1)(a)</i>

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, or Sections 6, 7 or 9 of the Official Information Act 1982, as the case may be, which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, are as follows:

Item No.	Section	Interest
14,15	7(2)(a)	<i>To protect the privacy of natural persons, including that of deceased natural persons.</i>

Councillor St Pierre/Councillor Thomas

The meeting went into Public Excluded session at 9.49am
There being no further business the meeting closed at 10.04am

CONFIRMED AS A TRUE AND CORRECT RECORD

CHAIRPERSON:

DATE:

COUNCIL AGENDA



To: Her Worship the Mayor and Councillors
From: Governance
Subject: **CONFIRMATION OF MINUTES**
Meeting Date: 28 May 2025

1 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

The local authority, its committees, subcommittees and any local and community boards must keep minutes of their proceedings. These minutes must be kept in hard or electronic copy, authorised by a Chairperson's manual or electronic signature once confirmed by resolution at a subsequent meeting. Once authorised the minutes are the prima facie evidence of the proceedings they relate to.

The only topic that may be discussed at a subsequent meeting, with respect to the minutes, is their correctness.

2 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That the open minutes of the Waipā District Council Extraordinary meeting held on 8 May 2025, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.

3 ATTACHMENT - ĀPITITANGA

Council Minutes – 8 May 2025.

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EXTRAORDINARY MEETING

Time: 1pm (The meeting commenced at 1.08pm)
Date: Thursday 8th May 2025
Venue: Council Chambers, Waipā District Council
101 Bank Street, Te Awamutu

PRESENT

Chairperson

Her Worship the Mayor SC O'Regan

Members

LE Brown, RDB Gordon, DM Morgan, MG Montgomerie, MJ Pettit, CS St Pierre, EM Stolwyk, BS Thomas

Opening Karakia – Councillor Morgan

1 APOLOGIES

RESOLVED

E1/25/01

That the apologies from Councillor Gower and Councillor A Brown who were away on personal business and the apology from Councillor Coles who was unable to join the meeting due to technical issues be received.

Councillor Morgan / Councillor L Brown

2 DISCLOSURE OF MEMBERS' INTERESTS

None.

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3 LATE ITEMS

None.

4 2025-34 LONG TERM PLAN – APPROVAL FOR PUBLIC CONSULTATION

[The meeting was adjourned at 2.27pm and reconvened at 2.36pm]

The purpose of this report was to seek Council's formal approval to commence consultation on the draft 2025-34 Long Term Plan and key Council policies. This included approval of the draft 2025-34 Long Term Plan Consultation Document, and all supporting documents required for the consultation process.

Mayor O'Regan introduced and welcomed from Audit New Zealand, Audit Director, René Van Zyl, Local Government Sector Lead, Athol Graham and Audit Manager, Kay Oloro; Independent Chairperson for Audit and Risk Committee, Bruce Robertson and Cambridge Community Board Chairperson, Jo Davies-Colley. Mayor O'Regan also acknowledged Acting Assistant Auditor-General, Sector Manager, Local Government, Laura Cannon, Te Kanohi Representative, Bill Harris and Te Awamutu-Kihikihi Community Board Chairperson, Ange Holt (who attended the meeting via Zoom).

Acting Chief Executive / Group Manager Strategy, Kirsty Downey introduced this item to the Council and provided an in-depth summary of the draft 2025-34 Long Term Plan and consultation document to commence public consultation on 9 May 2025. Ms Downey spoke to the adverse audit opinion and advised the Council this was specifically due to the retention of waters for the full nine years of the draft Long Term Plan; and assumptions relating to growth.

Acting Chief Financial Officer, James Graham provided the Council with a financial overview and advised that staff believed that the Consultation Document had the best financial information currently available.

Audit Director, René Van Zyl presented the final audit opinion to Council and advised that the decision by Audit New Zealand for the adverse audit opinion was due to two specific matters remaining, being Local Waters Done Well with an expectation from an audit perspective that the modelling would be done on Council's preferred option and the assumptions relating to growth, particularly in the outer years of the draft Long Term Plan. Ms Van Zyl clarified that the audit opinion had to be based on the full nine years of the Long Term Plan.

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Independent Chairperson, Audit and Risk Committee, Bruce Robertson spoke to Council and provided commentary on the audit opinion.

After discussion, Councillors requested that more specific information be provided on the water and wastewater charges, and it was agreed that supporting information would be provided on the website alongside the Consultation Document.

Ms Downey spoke to the recommendations and highlighted the amendments made to recommendations e) – h).

(Tabled documents included in the below amendments to the recommendations as noted in recommendations f) and g) included on the last pages of these minutes):

- Tabled Document 1: Letter from Audit New Zealand to Her Worship the Mayor dated 6 May 2025.
- Tabled Document 2: Independent Auditor's Report on Waipā District Council's Consultation Document for its Proposed 2025-34 Long Term Plan.
- Tabled Document 3: 16 April 2025 Audit and Risk Committee Report – 2025 Long Term Plan Development.

RESOLVED

E1/25/02

That Council:

- a) *Receives the report of Melissa Russo Strategy Manager titled '2025-34 Long Term Plan – Approval for public consultation', (document number 11385072);*
- b) *Agrees to alter paragraph c) of resolution 1/25/04 made at the Council meeting of 29 January 2025 as follows (alterations in strike through):*

Approves the following information that provides the basis for the preparation of Council's draft 2025-34 LTP and is relied on for the content of the draft LTP Consultation Document:

- ~~i. Draft financial information (Appendix 2)~~
- ~~ii. Draft groups of activities (Appendix 3)~~
- iii. *Performance measures for community outcomes (Appendix 4)*
- iv. *Draft development of Māori capacity to contribute to decision-making processes (Appendix 5)*
- ~~v. Draft Infrastructure Strategy (Appendix 6)~~
- vi. *Draft Development Contributions Policy (Appendix 7)*

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- vii. Draft Development Contributions Policy Methodology and Options paper (Appendix 8)*
- viii. Strategic framework (Appendix 9)*
- ix. Information on council-controlled organisations (Appendix 10)*
- x. Activity Management Plans (Appendices 11 – 20)*
- ~~*xi. Draft Financial Strategy (Appendix 21)*~~
- ~~*xii. Draft Revenue and Financing Policy (Appendix 22)*~~
- ~~*xiii. Draft Treasury Risk Management Policy (Appendix 23)*~~
- xiv. Draft Remission and Postponement of Rates Policy (Appendix 24)*
- ~~*xv. Significant forecasting assumptions (Appendix 25)*~~
- xvi. Significance and Engagement Policy (Appendix 26)*
- xvii. Draft Schedule of Fees and Charges for 2025/26 and 2026/27 (Appendix 27);*
- c) *Adopts the following information that provides the basis for the content of the draft 2025-34 Long Term Plan and relied on for the content of the Consultation Document to be adopted by Council:*
 - i. Draft financial information (document number 11353298 - appendix 2)*
 - ii. Draft groups of activities (document number 11367042 - appendix 3)*
 - iii. Draft Infrastructure Strategy (document number 11410283 - appendix 6)*
 - iv. Draft Financial Strategy (document number 11333410 – appendix 21)*
 - v. Draft Revenue and Financing Policy (document number 11330253 - appendix 22)*
 - vi. Draft Treasury Management Policy (document number 11330251 - appendix 23)*
 - vii. Significant forecasting assumptions (document number 11297763 - appendix 25)*
- d) *Notes the following documents have been previously adopted by Council as information that provides the basis for the content of the draft 2025-34 Long Term Plan and relied on for the content of the Consultation Document to be adopted by Council:*
 - i. Performance measures for community outcomes (document number 11090393 - appendix 4)*
 - ii. Draft development of Māori capacity to contribute to decision-making processes (document number 11101373 - appendix 5)*

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- iii. *Draft Development Contributions Policy (document number 11285511 - appendix 7)*
 - iv. *Draft Development Contributions Policy Methodology and Options paper (document number 11285535 - appendix 8)*
 - v. *Strategic framework (document number 11368067 - appendix 9)*
 - vi. *Information on council-controlled organisations (document number 11101506 - appendix 10)*
 - vii. *Property Activity Management Plan (document number 10821746 – appendix 11)*
 - viii. *Cemeteries Activity Management Plan (document number 10760380 – appendix 12)*
 - ix. *Parks Activity Management Plan (document number 10761864 – appendix 13)*
 - x. *Transportation Activity Management Plan (document number 10757045 – appendix 14)*
 - xi. *Heritage Management Plan (document number 10811560 – appendix 15)*
 - xii. *Libraries Activity Management Plan (document number 10815620 – appendix 16)*
 - xiii. *Public Toilets Activity Management Plan (document number 10757696 – appendix 17)*
 - xiv. *Water Treatment and Supply Activity Management Plan (document number 10824542 – appendix 18)*
 - xv. *Stormwater Management Activity Management Plan (document number 10822843 – appendix 19)*
 - xvi. *Wastewater and Supply Activity Management Plan (document number 10823718 – appendix 20)*
 - xvii. *Draft Remission and Postponement of Rates Policy (document number 11330248 - appendix 24)*
 - xviii. *Significance and Engagement Policy (document number 10535084 - appendix 26)*
- e) *Notes that the Audit and Risk Committee at its meeting of 16 April 2025 made the following resolution (EM14/25/01):*

“For the reasons set out in the report, recommends to Council to:

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- i. retain water services for the nine years covered by the 2025-34 LTP noting that this will lead to a 'modified opinion' from Audit NZ on that matter;
 - ii. retain the current growth assumptions, including those for Development Contributions revenue, in the LTP documentation noting that this will likely result in a 'modified opinion' from Audit NZ on that matter;
 - iii. amend the approach in the LTP documentation for calculating depreciation to match Audit NZ's inflation-adjusted method on total assets, noting that this approach will not lead to a 'qualified or modified opinion' from Audit NZ on that matter."
- f) *Receives the Auditor-General's report required by section 93C(4) of the Local Government Act 2002 ('Audit Report') and letter from Audit New Zealand to Her Worship the Mayor dated 6 May 2025, both to be tabled at the meeting and included in the minutes;*
- g) *Notes the Audit Report includes an adverse opinion for the reasons set out in the report, but that staff recommend proceeding to consultation in line with recommendation h) for reasons including those set out in the staff report titled '2025-34 Long Term Plan development' to the Audit and Risk Committee dated 16 April 2025 received and tabled at the meeting for information;*
- h) *Adopts the Draft 2025-34 Long Term Plan Consultation Document (Consultation Document) (document number 11367071 - appendix 1), subject to inclusion of the Audit Report, for consultation in accordance with the special consultative procedure ("Consultation") on the following:*
 - i. *Draft 2025-34 Long Term Plan;*
 - ii. *the draft Remission and Postponement of Rates and Water Charges Policy;*
 - iii. *the draft Revenue and Financing Policy;*
 - iv. *the draft Treasury Risk Management Policy; and*
 - v. *the draft Development Contributions Policy.*
- i) *Delegates to the Acting Deputy Chief Executive authority to make any non-material changes arising from the Audit-Report and any minor editorial changes to the Consultation Document and the documentation referred in in recommendations c) and d);*
- j) *Notes that the draft 2025-34 Long Term Plan proposed budget includes a proposed average rate increase of 15.5% for 2025/26 and 10.70% for 2026/27,*

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and average rates increases of between 2.30% and 6.9% for years three to nine of the Long Term Plan;

- k) Notes that the draft 2025-34 Long Term Plan proposed budget includes an unbalanced budget in the first three years of the Long Term Plan where estimated expenses are not met by estimated revenue on a yearly basis, however that this is financially prudent, for the purposes of section 100(1) of the Local Government Act 2002;*
- l) Agrees for the consultation referred to in recommendation h) to be undertaken from 9 May to 9 June 2025.*

Mayor O'Regan / Councillor Stolwyk

Closing Karakia – Councillor Morgan

There being no further business the meeting closed at 3.11pm

CONFIRMED AS A TRUE AND CORRECT RECORD

CHAIRPERSON:

.....

DATE:

.....

COUNCIL MINUTES



TABLED DOCUMENT 1: LETTER FROM AUDIT NEW ZEALAND TO HER WORSHIP THE MAYOR DATED 6 MAY 2025

8 May 2025

6 May 2025

Level 14, Shortland & Fort, 88
 Shortland Street, CBD,
 Auckland

Susan O'Regan
 Mayor
 Waipā District Council
 101 Bank Street
 Te Awamutu
 New Zealand

By email: susan.o'regan@waipadc.govt.nz

Dear Susan

Audit of the 2025–34 Consultation Document: Pre-adoption meeting update

We are writing to provide the Council with an update on the audit opinion ahead of the consultation document adoption meeting on 8 May 2025. We are planning to issue an adverse opinion on the Waipā District Council's consultation document.

1. Consultation document audit opinion

- We have completed the audit of the consultation document (CD).
- As you are aware there have been some delays in arriving at this point and we would like to refer to the paper dated 7 March 2025 presented to the ARC chair ahead of the 10 March ARC meeting where we set out the matters that were of concern at that time.
- The preliminary conclusion around the adverse audit opinion relating to the misalignment of the long-term plan (LTP) modelling and the preferred option for Local Waters Done Well (LWDW) was communicated on 2 April 2025 and we noted that unless Council 'fix' the LTP to contain best available information at the time, the audit opinion would likely be adverse. We also acknowledged the timing and legal challenges faced by Council as a result of the Government's legislative and policy changes.
- The following additional conclusions were subsequently reached by the audit team:
 - Growth applied in the financial model is found to be overly optimistic and the audit team was unable to substantiate the full extent of the revenue predicted, especially in years four to nine. This impacts rates revenue and development contribution revenue.
 - Renewals for water services and wastewater in the LTP-modelling have been found materially inconsistent with the underlying asset information. Water services budgets specifically are materially overstated.

- Two areas were considered as potential emphasis of matter paragraphs in the audit report:
 - the capital delivery assumption over the nine years being highly uncertain; and
 - the unbalanced budget for years one to three.
- The audit team concluded that would these matters, including the waters matter, have been addressed by Council in preparation for this LTP round, there probably would have been relevant issues exposed or identified for community consultation. The audit team therefore concluded that the CD does not provide an effective basis for public participation in the Council's decision-making process about the content of its LTP.
- On 6 May the opinion review committee (ORC) confirmed the adverse opinion. The ORC found the assumptions underlying the plan unreasonable because Council's preferred option is to establish a separate CCO, which will see drinking water and wastewater activities and assets and any associated debt being transferred out of the Council from 1 July 2026 while in the information that supports the consultation document, the Council has assumed it will retain water services.
- After careful consideration the ORC included the growth matters in the adverse opinion due to the pervasive nature of the assumptions which impact rate increases, development contribution revenue, assets, debt, operating and capital expenditure in the forecast underlying information supporting the consultation document.
- The ORC decided not to include a paragraph noting the water renewals matter as the overall adverse opinion is stating that water services and wastewater services should not be in the plan at all. The fact that the modelling is unsupportable becomes a moot point. In a similar fashion the capital delivery uncertainty and the unbalanced budget references have been left out of the draft audit opinion.
- Please note there is a minor difference in NZTA funding forecast that will be shared with you in the Letter or Representation, in accordance with the OAG expectation that all NZTA variances be disclosed.
- We plan to issue a draft Report to Council to management containing our findings and related recommendations upon completion of the CD audit. Once we have confirmed the findings and recommendations with management, we will issue the final report to the Council.

2. Impacts

- Council continues with consultation as planned – no impact due to the opinion.
- Audit opinion will most likely carry over to the LTP phase unless action is taken.
- Possible community and/or media reaction.

3. Next steps

- LTP audit to commence 16 June in parallel with Council closing off the consultation process. This is to work towards adoption 17 July which will enable Council to strike the rates in July.

We again impress upon Council the importance of internal quality reviews and consistency checks before information is presented to audit.

- Audit cost recovery for the CD-phase of the audit to be concluded.

Yours sincerely

A handwritten signature in black ink, appearing to read 'René van Zyl', with a stylized, cursive script.

René van Zyl
Appointed Auditor

Copy: Bruce Robertson
Chair of the Audit and Risk Committee

Steph O'Sullivan
Chief Executive Officer

Kirsty Downey
Acting Deputy Chief Executive, Group Manager Strategy

COUNCIL MINUTES



TABLED DOCUMENT 2: INDEPENDENT AUDITOR'S REPORT ON WAIPĀ DISTRICT COUNCIL'S CONSULTATION DOCUMENT FOR IT'S PROPOSED 2025-34 LONG-TERM PLAN

AUDIT NEW ZEALAND
Mana Arotake Aotearoa

To the reader

Independent auditor's report on Waipā District Council's consultation document for its proposed 2025-34 Long-Term Plan

I am the Auditor-General's appointed auditor for Waipā District Council (the Council). The Local Government Act 2002 (the Act) requires the Council to prepare a consultation document when developing its long-term plan. Section 93C of the Act sets out the content requirements of the consultation document and requires an audit report on the consultation document. I have carried out this audit using the staff and resources of Audit New Zealand. We completed our audit on 8 May 2025.

Adverse opinion

In our opinion, because of the significance of the matters described in the basis for adverse opinion section of our report, the consultation document does not provide an effective basis for public participation in the Council's decision-making process about the content of its long-term plan. This is because the information and assumptions underlying the forecast information in the plan are not based on the best available information or supported by underlying evidence.

Basis for adverse opinion Assumption over water services assets

As outlined on page 6 of the consultation document, the Council is consulting on the future of water services, and notes its preferred option is to establish a joint Council Controlled Organisation (CCO) with neighbouring councils.

COUNCIL MINUTES



However, in the information that supports the consultation document, the Council has assumed it will retain water services. We consider the assumption unreasonable because the Council's preferred option is to establish a separate CCO, which will see drinking water and wastewater activities and assets and any associated debt being transferred out of the Council from 1 July 2026. We expect the consultation document to be prepared using the best information available to the Council.

Assumption over population growth, household occupancy rates, and industrial development

Page 10 of the consultation document outlines the Council's population growth, household occupancy rates, and industrial development growth assumptions over the period of the long-term plan.

The Council could not provide us with adequate evidence to support these assumptions. Furthermore, the Council could not demonstrate that it has consistently applied assumptions about population growth, household occupancy rates, and industrial development to the financial forecasts underpinning the consultation document.

The above matters are pervasive given the nature and significance of the services and assumptions to the rates increases, development contribution revenue, assets, debt, and operating and capital expenditure in the forecast underlying information supporting the consultation document.

Basis of opinion

We carried out our work in accordance with the International Standard on Assurance Engagements (New Zealand) 3000 (Revised) Assurance Engagements Other Than Audits or Reviews of Historical Financial Information. In meeting the requirements of this standard, we took into account particular elements of the Auditor-General's Auditing Standards and the International Standard on Assurance Engagements 3400 The Examination of Prospective Financial Information that were consistent with those requirements.

We assessed the evidence the Council has to support the information and disclosures in the consultation document. To select appropriate procedures, we assessed the risk of material misstatement and the Council's systems and processes applying to the preparation of the consultation document.

We did not evaluate the security and controls over the publication of the consultation document.

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Responsibilities of the Council and auditor

The Council is responsible for:

- meeting all legal requirements relating to its procedures, decisions, consultation, disclosures, and other actions associated with preparing and publishing the consultation document and long-term plan, whether in printed or electronic form;
- having systems and processes in place to provide the supporting information and analysis the Council needs to be able to prepare a consultation document and long-term plan that meet the purposes set out in the Act; and
- ensuring that any forecast financial information being presented has been prepared in accordance with generally accepted accounting practice in New Zealand.

We are responsible for reporting on the consultation document, as required by section 93C of the Act. We do not express an opinion on the merits of any policy content of the consultation document.

Independence and quality management

We have complied with the Auditor-General's independence and other ethical requirements, which incorporate the requirements of Professional and Ethical Standard 1 International Code of Ethics for Assurance Practitioners (including International Independence Standards) (New Zealand) (PES 1) issued by the New Zealand Auditing and Assurance Standards Board. PES 1 is founded on the fundamental principles of integrity, objectivity, professional competence and due care, confidentiality, and professional behaviour.

We have also complied with the Auditor-General's quality management requirements, which incorporate the requirements of Professional and Ethical Standard 3 Quality Management for Firms that Perform Audits or Reviews of Financial Statements, or Other Assurance or Related Services Engagements (PES 3) issued by the New Zealand Auditing and Assurance Standards Board. PES 3 requires our firm to design, implement and operate a system of quality management including policies or procedures regarding compliance with ethical requirements, professional standards, and applicable legal and regulatory requirements.

Other than our work in carrying out all legally required external audits and debenture trust deed assurance work, we have no relationship with or interests in the Council or any of its subsidiaries.



René van Zyl
Audit New Zealand
On behalf of the Auditor-General, Auckland, New Zealand

COUNCIL MINUTES



TABLED DOCUMENT 3: 16 APRIL 2025 AUDIT AND RISK COMMITTEE REPORT– 2025-34 LONG TERM PLAN DEVELOPMENT

8 May 2025

COMMITTEE REPORT



To: The Chairperson and Members of the Audit and Risk Committee
From: Manager Strategy
Subject: **2025-34 Long Term Plan development**
Meeting Date: 16 April 2025

1 PURPOSE - TAKE

The purpose of this report is to seek approval from the Audit and Risk Committee to recommend to Council the direction to follow in response to matters raised by Audit NZ through the audit of the draft 2025-34 Long Term Plan.

2 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

The audit process on the 2025-34 Long Term Plan (LTP) has been taking place since early February 2025. During the course of the audit we have worked through many issues however three key matters have arisen that require resolution.

In order to be able to proceed to the consultation stage, approval from the Audit and Risk Committee is sought on how best to respond to these matters.

3 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That the Audit and Risk Committee

- a) *Receives the report of Melissa Russo, Manager Strategy, titled '2025-34 Long Term Plan development', (document number 11411864);*
- b) *Notes that Audit NZ have commenced an audit of Council's draft 2025-34 Consultation Document and supporting documents (LTP Documentation) and in doing so have identified three elements within the current documentation that may lead to a 'modified audit' opinion.*
- c) *For the reasons set out in the report, recommends to Council to:*
 - i. *retain water services for the nine years covered by the 2025-34 LTP noting that this will lead to a 'modified opinion' from Audit NZ on that matter;*

- ii. *retain the current growth assumptions, including those for Development Contributions revenue, in the LTP documentation noting that this is likely result in a 'modified opinion' from Audit NZ on that matter;*
 - iii. *amend the approach in the LTP documentation for calculating depreciation to match Audit NZ's inflation-adjusted method on total assets, noting that this approach will not lead to a 'qualified or modified opinion' from Audit NZ on that matter.*
- d) *Notes that Council will receive a modified opinion on the basis of not adopting the 2025-34 LTP before the legislated date of 30 June 2025.*

4 BACKGROUND – KŌRERO WHAIMĀRAMA

Under section 93C of the Local Government Act 2002, a Long Term Plan Consultation Document must include a report from the Auditor-General.

On 29 January 2025, Elected Members approved the 2025-34 Consultation Document and supporting documents for auditing. Audit NZ, on behalf of the Auditor-General, commenced its audit on 4 February 2025 with the audit scheduled to finish after approximately four weeks. However, the audit is still continuing and a report for the purpose of section 93C has not been finalised.

Through the course of the audit, Audit NZ have identified three components within the LTP documents which they consider may lead them to provide a “modified opinion”. A modified opinion does not prevent Council from consulting with the community on its LTP.

As set out below, Council staff have considered these three components and recommend that Council proceeds with its arrangements in the draft LTP for two components (and accepting the modified audit opinion on those matters), while amending the LTP for one component to avoid a modified audit opinion for that component.

As detailed below, staff consider that there are unique circumstances which justify accepting a ‘modified’ audit opinion for two components in this case.

Notwithstanding the above, Council staff consider that the Draft 2025-34 LTP Consultation Document is robust. It clearly and concisely informs the community of the significant issues, plans and projects that the Council intends to deliver over the nine years of the Long Term Plan.

1. Inclusion of waters for the nine years covered by the 2025-34 LTP

For the purposes of the LTP, the assumption was made to retain water services for the full nine years of the plan. This was despite the planned consultation on

Council's future model for delivery of water services, which included the option of water services being delivered through a Council Controlled Organisation from year 2 of the LTP.

This approach was taken as:

- a) Consultation on the LTP is a separate statutory process from consultation on the future water services delivery model.
- b) There is no guarantee what the outcome of the consultation on the future water services delivery model will be.
- c) If the LTP did not include water services delivery from year 2, this could increase legal risk of the water services delivery model being considered 'pre-determined' and may create uncertainty around the recovery of development contributions.

Early in the audit process, Audit NZ advised staff of the inconsistency between the assumption made in the LTP and the consultation planned on the future model for delivery of water services. They advised that this inconsistency could lead to a 'qualified opinion' in this respect. This has been further clarified as the audit has progressed.

In addition, in March 2025, the Minister of Local Government provided further guidance from the Department of the Internal Affairs prepared in conjunction with the Office of the Auditor General advising that if there is a lack of alignment between the financial information underlying the consultation on the Council's LTP and the financial information presented in its water services consultation, the audit report on the consultation document for the LTP would be modified.

Recommendation

Waipā District Council is facing a unique challenge in that it must approve its LTP in the same year as consulting on its future water services delivery model. Given this, it is proposed that Council accepts a modified audit opinion on this point. There is no realistic alternative to avoid this as the outcome of the waters consultation is not yet known.

It is intended that Council will undertake public consultation for both the LTP and the delivery of water services in parallel. The LTP Consultation Document will include information about the parallel process, ensuring full transparency with the community.

2. Development contributions

The second matter raised by Audit NZ relates to the assumptions on the level of growth that will occur in the district and the corresponding revenue Council is forecasting to collect from development contributions.

A large portion of the growth projected in our development contribution revenue modelling in the district is non-residential (industrial and commercial) which does not necessarily translate directly to growth in population. Growth in population is what Audit NZ believe is commonly used when projecting development contribution revenue, and therefore have struggled to draw the connection between to the land we have enabled for non-residential development and demand. Given this, Audit NZ consider that the assumed growth is reasonable but too uncertain and this will likely result in a modified audit opinion.

The Waipā District is a Tier 1, high growth Council, and has planned and enabled infrastructure to meet the obligations of enabling growth to occur. We are also located in close proximity to Hamilton, a tier 1 high-growth metropolitan city. It has been reported that there is an inadequate supply of land for industrial development in Hamilton and Waipā is likely to experience increased industrial development, even without the corresponding population growth. As such, Council staff consider that regard must be had to the sub-regional context and that there is justification in not basing growth predictions solely on population growth. Accordingly, Council staff have a different perspective on the methodology used to predict growth than that used by Audit NZ. Additional evidence to support our assumptions has been sourced and provided to Audit NZ, including updated population projections provided by Professor Michael Cameron of Te Ngira (formerly NIDEA) at the University of Waikato.

Notwithstanding this, Audit NZ maintains that the assumed revenue is still too high, which will likely result in a modified audit opinion.

Recommendation

Staff consider the assumptions made with respect to growth and development contributions revenue are reasonable, particularly given the wider sub-regional context. On this basis, staff recommend that Council retains the current assumptions, notwithstanding this will likely result in a modified audit on this point.

3. Depreciation

Council has a significant growth in assets over the nine-year plan moving from a total asset valuation of assets in year one of \$2.7 billion to \$4 billion in year nine.

The depreciation calculation models the timing of asset additions and disposals, useful life of assets, project delivery into finished assets and revaluations on a regular basis through the LTP cycle. Given the size of the asset portfolio and the many moving parts in modelling depreciation, small adjustments can result in large changes.

After working with Audit NZ we have reduced our variance in depreciation calculation by over 80% and believe that the revised depreciation number Audit

NZ has presented is a fair and reasonable reflection to ensure we are collecting sufficient rates to replace assets over the long term.

The impact of this is higher average rates increases for years 4 and 5. The details of this are included in the table below.

Year	Average rate increases currently projected	Average rates increases projected including the recommended approach
1	15.50%	15.50%
2	10.70%	10.70%
3	6.90%	6.90%
4	2.80%	6.50%
5	2.80%	4.50%
6	2.30%	2.30%
7	2.30%	2.30%
8	2.30%	2.30%
9	2.30%	2.30%

Recommendation

Staff recommend accepting the Audit NZ recommendations on increasing depreciation inflation.

This approach will likely not result in a modified audit opinion.

Timing of adoption of LTP

In addition to the matters raised by Audit NZ as described above, Council will also receive a qualified audit opinion on its Long Term Plan due to not meeting the 30 June 2025 legislative deadline to adopt the plan.

5 SIGNIFICANCE & ENGAGEMENT – KAUPAPA WHAI MANA ME NGĀ MATAPAKINGA

Staff have considered the key considerations under the Significance and Engagement Policy, in particular sections 7 and 8 and have assessed that the matter(s) in this report have a med-high level of significance. Council will be consulting on the LTP.

6 OPTIONS – NGĀ KŌWHIRINGA

Option	Advantages	Disadvantages
Option 1: Accept the staff recommendations.	Most likely option to enable a rate strike of year one rates.	Will likely receive a modified opinion on the basis of the waters and growth, including development contribution

	- Minimal additional staff resourcing required. - Limits the additional auditing costs.	revenue, assumptions. May negatively impact on Council's reputation.
Option 2: Accept Audit's recommendations, fully or in part.	May not result in any modified opinions.	- Rework of the financials and supporting information required. - Rates strike will be delayed resulting in significant logistical, financial and reputational issues.

The recommended option is Option 1. The reason for this that it presents a reasonable, pragmatic risk management approach that addresses Audit NZ's concerns whilst avoiding significant delays, increasing costs and further complications to the project.

7 OTHER CONSIDERATIONS – HEI WHAIWHAKAARO

Council's Vision and Strategic Priorities

Legal and Policy Considerations – Whaiwhakaaro ā-Ture

Staff confirm that the staff recommendations comply with Council's legal and policy requirements.

Section 94 of the Local Government Act 2002 requires that the LTP contains a report from the Auditor-General assessing the plan based on the legislated purpose an LTP.

Financial Considerations – Whaiwhakaaro ā-Pūtea

The total costs to amend the draft LTP Consultation Document and supporting material in accordance with the recommendations contained in this report are not significant.

Risks - Tūraru

The following significant risks have been identified and will be treated as set out below:

Risk Description	Current Residual Risk Rating	Current Treatments	Target Residual Risk Rating – if different	Planned Additional Treatments

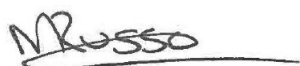
			from current rating	
Negative impact on Council's reputation due to a modified audit opinion	High	Communication of the current operating environment and context for decision making e.g. changes to waters legislation	Medium	Communication of the reasons for modification.

Iwi and Mana Whenua Considerations - Whaiwhakaaro ki ngā Iwi me ngā Mana Whenua

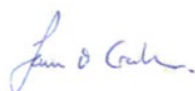
There are no known matters in this report that relate specifically to iwi and mana whenua.

8 NEXT ACTIONS

Action	Responsibility	By When
Present the recommendations of the Audit and Risk Committee to Council to align with approval of the draft 2025-34 Long Term Plan Consultation Document and supporting documents for consultation	Strategy	ASAP



Melissa Russo
MANAGER STRATEGY



Reviewed by James Graham
ACTING CHIEF FINANCIAL OFFICER



Reviewed by Georgina Knapp

ACTING GROUP MANAGER BUSINESS SUPPORT



Approved by Kirsty Downey

ACTING DEPUTY CHIEF EXECUTIVE/ GROUP MANAGER STRATEGY

COUNCIL AGENDA



To: Her Worship the Mayor and Councillors
From: Governance
Subject: **DEPUTATION**
Meeting Date: 28 May 2025

1 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

Tahu Kukutai, Professor of Demography at Te Ngira: Institute for Population Research, Waikato University to give a verbal presentation to the Council.

2 RECOMMENDATION– TŪTOHU Ā-KAIMAHI

That Council receives the verbal presentation from Tahu Kukutai, Professor of Demography at Te Ngira: Institute for Population Research, Waikato University

COUNCIL REPORT



To: Her Worship the Mayor and Councillors
From: Strategic Policy Adviser
Subject: **Draft Schedule of Fees and Charges 2025-27 Hearings**
Meeting Date: 28 May 2025

1 PURPOSE - TAKE

The purpose of this report is to enable the hearing of submissions on the Draft Schedule of Fees and Charges 2025-27.

2 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

The Draft Schedule of Fees and Charges 2025-27 was consulted on from 17 April to 18 May 2025. A total of 10 submissions were received with one submitter group (ID number 1225 from Ange Holt, Jill Taylor and Sally Whittaker) requesting to speak to their submission.

3 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That Council

- a) **RECEIVES** the report of Melanie Andrews, Strategic Policy Advisor titled 'Draft Schedule of Fees and Charges 2025-27 Hearings' (document number 11450764); and
- b) **HEARS** the verbal submission from Ange Holt, Jill Taylor and Sally Whittaker (ID number 1225) related to the 'Draft Schedule of Fees and Charges 2025-27 Submission #1225' (Appendix 1, document number 11452557).

4 BACKGROUND – KŌRERO WHAIMĀRAMA

At the 16 April meeting, Council approved the Draft Schedule of Fees and Charges 2025-27 and Statement of Proposal for consultation.

A total of 10 submissions were received with one submitter group requesting to present their submission at the hearing:

- Ange Holt, Jill Taylor, and Sally Whittaker – submission 1225

Appendix 1 includes the submission to be heard at the hearing on 28 May 2025. The submitter group has raised concern around Council introducing fees for public internet access at libraries.

5 SIGNIFICANCE & ENGAGEMENT – KAUPAPA WHAI MANA ME NGĀ MATAPAKINGA

Staff have considered the key considerations under the Significance and Engagement Policy, in particular sections 7 and 8 and have assessed that the matter in this report has a medium level of significance.

6 NEXT ACTIONS

Deliberations will take place on 28 May 2025 following the hearing. Based on Council's recommendations following hearings and deliberations, the Draft Schedule of Fees and Charges 2025-27 will be presented to Council for adoption on 4 June 2025.

7 APPENDIX - ĀPITITANGA

No:	Appendix Title
1	Draft Schedule of Fees and Charges 2025-27 Submission #1225 (document number 11452557)



Prepared by Melanie Andrews
STRATEGIC POLICY ADVISOR



Reviewed by Melissa Russo
MANAGER STRATEGY



Approved by Kirsty Downey
ACTING DEPUTY CHIEF EXECUTIVE/GROUP MANAGER STRATEGY

APPENDIX 1

Draft Schedule of Fees and Charges 2025-27 Submission #1225 (document number 11452557)

2025-27 Fees & Charges

Name	Ange Holt, Jill Taylor, and Sally Whittaker
Organisation	N/A
Presenting at the Hearings?	Yes
Submission ID	1225

Do you agree with the proposed changes to our draft fees and charges?

Is there additional feedback you would like to share, specifically related to fees and charges?

I, along with two other colleagues would like to address one issue - this being the proposed charges for internet access (public computers) at the libraries (.50c per half hour and to be increased to \$1 per half hour in the 25/26 year.

We have many vulnerable people in our community and this will make the computers at the library largely unavailable to them as due to increased cost of living and living on a very tight budget they just do not have the discretionary funds to even spend .50c. For me in my role as a Whanau Resilience Kaimahi I experience being with people who go to purchase a bottle of water and are declined because there is not even \$3.50 on their card. The library computers provide people who cannot afford internet a place to be able to prepare a cv, look for jobs or simply connect with family, whanau and friends. It gives people access to a service we all now take for granted as for us the internet is a click on our device. Free access to the internet via the library computers provides them with down time away from their troubles, it connects them, it inspires them, provides access to life saving information. A simple service that often times means so much more than many of you will ever realise. In my role, I assist people to find a way to live free of family harm - I have known of cases where a victim is so controlled by the perpetrator they dare not access safety supports on line on their own device and they certainly could not been seen to be paying for internet access somewhere on their card. A free internet service enables them to do this safely.

We would also like to question the administration costs of implementing this. There is likely to be additional costs incurred to set up a system that provides a login for users, additional time for staff to administer and manage the charges. Most business packages have unlimited data so it's not like it costs more the longer you are on line. The cost to administer is likely to far outweigh the income.

So for the sake of a few dollars is it actually worth the effort to charge? Is it worth making people who are already vulnerable feel even worse as it limits their ability to connect with others and access the online tools that may help them turn their lives around. The extra stress and workload it will place on library staff especially in the short term as people are told they now need to pay to use the computer. I have spoken to a couple of my clients and they are far from impressed by this recommendation.

I also did a quick google and could not find another New Zealand Library that charged for people to use a public computer.

COUNCIL REPORT



To: Her Worship the Mayor and Councillors
From: Strategic Policy Advisor
Subject: **Draft Schedule of Fees and Charges 2025-27 Deliberations**
Meeting Date: 28 May 2025

1 PURPOSE - TAKE

The purpose of this report is to enable deliberations on the Draft Schedule of Fees and Charges 2025-27.

2 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

The Schedule of Fees and Charges 2025-27 was consulted on from 17 April to 18 May 2025.

Staff have reviewed all feedback from this consultation. A total of 10 submissions were received, including one presented during the Fees and Charges 2025-27 hearing held on 28 May.

The Draft Schedule of Fees and Charges 2025-27 that was approved for consultation is attached as Appendix 3 to this report (document number 11453202). All written submissions received are attached as Appendix 1 (document number 11451418) to this report. Themes raised and staff responses are detailed in this report. Council is now asked to consider all feedback and make decisions in respect of that feedback, before adopting the Schedule of Fees and Charges 2025-27 on 4 June 2025.

3 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That Council

- a) **RECEIVES** the report of Melanie Andrews, Strategic Policy Advisor titled 'Draft Schedule of Fees and Charges 2025-27 Deliberations', (document number 11429173);

- b) **RECEIVES** the written submissions on the Draft Schedule of Fees and Charges 2025-27 which are attached as Appendix 1 (document number 11451418) to this report;
- c) **NOTES** that a verbal submission on the Draft Schedule of Fees and Charges 2025-27 was received at the Council meeting on 28 May 2025;
- d) **CONSIDERS** the verbal submission and written submissions;
- e) **APPROVES** amendments to the Draft Schedule of Fees and Charges 2025-27 as included in the Draft Schedule of Fees and Charges 2025-27 (post consultation) (Appendix 2, document number 11347120) to incorporate changes as a result of submissions received and staff recommendations as detailed in this report;
- f) **DELEGATES** to the Acting Deputy Chief Executive/Group Manager Strategy authority to make any final minor editorial amendments to the 'Draft Schedule of Fees and Charges 2025-27 (post consultation)' (Appendix 2, document number 11347120); and
- g) **NOTES** that the final version of the Draft Schedule of Fees and Charges 2025-27 is intended to be submitted to Council on 4 June 2025 for final adoption.

4 BACKGROUND – KŌRERO WHAIMĀRAMA

Council reviews fees and charges regularly to ensure they reflect the actual cost of providing services. This ensures they are kept up-to-date and makes sure any new processes and costs are covered, and fees are set in alignment with Council's Revenue and Finance Policy. A comprehensive review took place in late 2024, alongside the development of the Draft 2025-34 Long Term Plan, allowing us to consider the impact of proposed changes to fees and charges to our draft budgets.

The Draft Schedule of Fees and Charges (Schedule) includes all of Council's proposed fees and charges for the 2025-26 and 2026-27 financial years.

At the 17 December 2024 Council meeting, elected members approved inflation-adjustments for most fees. Adjustments to other fees are proposed to ensure they reflect actual costs to provide those services.

At the 16 April 2025 Council meeting, elected members approved the Draft Statement of Proposal and the Draft Schedule of Fees and Charges 2025-27 for consultation; with consultation commencing on 17 April and closing on 18 May 2025.

Full details of individual changes are available in Schedule.

Support of proposed fees and charges (Submissions 1223 and 1205)

Of the 10 submissions received, two were in support of the proposed fees, noting that fees help with cost recovery and reduce the burden on ratepayers.

Opposition to proposed fees and charges

Of the seven submissions opposing the proposed fees, the following themes emerged:

Opposition to Charging for Public Internet Access at Libraries (Submissions 1227, 1225, 1220, 1218)

Submitters expressed concern over the proposed introduction of internet access fees at libraries. Specifically,

- It would negatively impact vulnerable individuals including job seekers, students, victims of domestic violence, and those on fixed or low incomes.
- Libraries are one of the last free and safe community spaces.
- Internet access is now an essential service, not a luxury.
- The social cost and administrative burden of charging outweighs any financial gain.

Equity and Access in Library Fees (Books & Lost Materials) (Submissions 1221 and 1223)

Submitters expressed concerns about inequity in library charges, particularly around:

- Borrowing fees for new books creating a “two-tier” system.
- The impact of lost book fees on families, especially children.
- A call for removing or reforming financial penalties and finding fairer alternatives.

Affordability Concerns and Cost of Living (Submissions 1220, 1227 and 1226)

Some submitters raised broad affordability concerns, emphasising that many residents are already struggling with the cost of living and rates, and increased fees would worsen financial hardship.

Out of Scope

Timely payment of development contributions (Submission 1200)

The submitter wishes for developers to be forced to pay development in a timely manner so as to reduce the corresponding impact on debt.

Council Spending Priorities (Submissions 1222)

There were objections to Council funding projects perceived as non-essential or outside core responsibilities, such as sports facilities. For example, funding for a Cycling Centre of Excellence.

Privacy, Equity and Rates
(Submission 1226)

Requests for improved privacy from Council (not publishing names online), ensuring fair treatment for low-income residents, and lower rates.

Staff comments and recommendations in response to public submissions

Staff believe the proposed increases are in line with the results of the comprehensive fees and charges review and are therefore not recommending any significant changes to what was consulted on. However, staff are recommending some minor amendments after consideration of the submissions. These are detailed below and shown as tracked changes in Appendix 2 to this report (Draft Schedule of Fees and Charges 2025-27 - post consultation) (document number 11347120).

Opposition to Charging for Public Internet Access at Libraries

Recommendation

Staff acknowledge concerns relating to the proposed charges and support the removal of charges relating to computer use in the libraries.

Some members of the community don't have access to computers at home for accessing services and tasks required to support themselves. These community members are unlikely to be able to afford any fees for the use of a computer. This would likely see a decrease in patrons using this service and be counter-productive to the proposed revenue charge and would also see a decrease in revenue from printing services.

Without an automated system – likely to incur a cost to Council – the proposed computer charge would be hard to manage for library staff, remove them from their other duties and could cause conflict with members of the community using the computer service.

Equity and Access in Library Fees (Books & Lost Materials): two-tier system for new book borrowing

Recommendation

Staff acknowledge the request but recommend no change.

New books are identified via a “New” sticker on the spine and are listed as “New Book” in the catalogue system. Books are classed as a new book for two years past the original copyright date. This ensures any re-prints do not incur borrowing fees. The fee was

introduced to replace the user pays policy where every adult book had a borrowing charge. This fee is consistent with many other New Zealand libraries.

Staff acknowledge books on the floor isn't an ideal situation and are continuously looking for alternatives to improve this situation. The current Cambridge Library, when built, was intended to accommodate collections of approximately 50,000. The collection currently stands at approximately 89,484 books and adds 15,000-16,000 new items per year. An approximately equal number of books are removed from the collection each year, due to losses and scheduled withdrawals. Staff plan to add additional shelves in 2025 to help get more books off the floor.

Equity and Access in Library Fees (Books & Lost Materials):

Recommendation

Staff acknowledge the request but recommend no change.

The lost book charge and associated processing charge are not new charges and have always been in place.

Lost book charges are currently removed automatically once the item is returned; however, the processing fee does remain. It is very clear in the final notice before a book is deemed lost, that if the items are returned after the lost notice, then the processing fee does remain. This fee can be avoided by returning or renewing the book/item and there are a variety of options to do this.

If the lost fee was applied at three months past the due date as proposed by the submitter, other patrons could not borrow that item and this in turn could lead to more customer complaints.

Staff continuously review fees and charges to ensure practices are consistent with other libraries and are affordable for users.

Additional Minor Changes

- A clarification note added so that all fees are inclusive of GST
- Sale and Supply of Alcohol Act 2012
 - Add the following footnote for clarification: '*Consult the [Waipā District Council Alcohol Fees Bylaw 2024](#), for fees related to licensing. These fees are reviewed in line with the Schedule of Fees and Charges or as necessary.*'
 - Remove the line item 'Request for excerpts of sale of alcohol database (section 66(2)), as this fee is covered in the Alcohol Fees bylaw.

5 SIGNIFICANCE & ENGAGEMENT – KAUPAPA WHAI MANA ME NGĀ MATAPAKINGA

Staff have considered the key considerations under the Significance and Engagement Policy, in particular sections 7 and 8 and have assessed that the matter(s) in this report have a medium level of significance. Public consultation was undertaken on this matter accordingly.

6 OPTIONS – NGĀ KŌWHIRINGA

Option	Advantages	Disadvantages
Option 1: Status Quo – retain fees at the 2024/25 level.	No increased costs to end users	- Fees do not reflect actual costs incurred - Some fees would not be consistent with the Revenue and Financing Policy
Option 2: Accept staff recommendations on the Schedule of Fees and Charges as proposed in this report.	- Reflects some of the community feedback - Fees reflect actual costs incurred to deliver services - Consistent with thresholds set in the Revenue and Financing Policy	Staff recommendations may not fully satisfy all matters raised by the community.
Option 3: Reject staff recommendations on the Schedule of Fees and Charges as proposed in this report.	- Fees reflect actual costs incurred to deliver services - Consistent with thresholds set in the Revenue and Financing Policy	Schedule of Fees and Charges would not reflect community feedback or staff recommendations.

The recommended option is Option 2. The reason for this is it implements feedback from the community consultation process, reflects actual costs incurred and is consistent with Council's Revenue and Financing Policy.

7 OTHER CONSIDERATIONS – HEI WHAIWHAKAARO

Council's Vision and Strategic Priorities

Fees and charges are set in accordance with Council's Revenue and Financing Policy and enable Council to continue funding and meeting the levels of service agreed through the development of the Draft 2025-34 Long Term Plan.

Legal and Policy Considerations – Whaiwhakaaro ā--Ture

Staff confirm that Option 2 complies with Council’s legal and policy requirements.

Financial Considerations – Whaiwhakaaro ā-Pūtea

The total cost to complete this project has been budgeted in the current year, when the costs have been incurred. Further costs are anticipated to be minimal.

Risks - Tūraru

There are no known significant risks associated with the decisions required for this matter.

Iwi and Mana Whenua Considerations - Whaiwhakaaro ki ngā Iwi me ngā Mana Whenua

There are no known considerations associated with the decisions required for this matter.

8 NEXT ACTIONS

Action	Responsibility	By When
Adoption of the Schedule of Fees and Charges 2025-27 is scheduled for June 4	Council	June 4

9 APPENDICES - ĀPITITANGA

No:	Appendix Title
1	Draft Schedule and Fees and Charges 2025-27 Submissions (document number 11451418)
2	Draft Schedule of Fees and Charges 2025-27 (post consultation) (document number 11347120)
3	Draft Schedule of Fees and Charges 2025-27 (adopted for consultation) (document number 11453202)



Prepared by Melanie Andrews
STRATEGIC POLICY ADVISOR



Reviewed by Melissa Russo
MANAGER STRATEGY



Approved by Kirsty Downey
ACTING DEPUTY CHIEF EXECUTIVE/ GROUP MANAGER STRATEGY

APPENDIX 1

Draft Schedule of Fees and Charges 2025-27 Submissions (document number 11451418)

2025-27 Fees & Charges

Name	Norma Mackie
Organisation	
Presenting at the Hearings?	No
Submission ID	1200

Do you agree with the proposed changes to our draft fees and charges?

No

Is there additional feedback you would like to share, specifically related to fees and charges?

I think it is time to find a way to make developers pay their development fees in a timely manner. This is where most of our debt lies, rather than charge Ratepayers or about to become Ratepayers when our Rates are already so high, further charges should not be increased.

2025-27 Fees & Charges

Name	Kane Titchener
Organisation	TAK Community Board
Presenting at the Hearings?	No
Submission ID	1205

Do you agree with the proposed changes to our draft fees and charges?

Yes

Is there additional feedback you would like to share, specifically related to fees and charges?

The Te Awamutu and Kihikihi Community Board agrees with the approach to apply an inflation adjusted amount to most of the current fees and charges.

The Board agrees with the changes to the specific activity groups to further recover costs as required.

2025-27 Fees & Charges

Name	India Goodridge
Organisation	N/A
Presenting at the Hearings?	No
Submission ID	1218

Do you agree with the proposed changes to our draft fees and charges?

No

Is there additional feedback you would like to share, specifically related to fees and charges?

I am writing to express my strong opposition to the proposal to introduce a fee for internet access at the Te Awamutu Public Library. I believe that public libraries are so much more than buildings filled with books, they are the heart of our communities. They provide safe, welcoming, and inclusive spaces for people of all ages and backgrounds. They are one of the few places left that are open to everyone, without expectation or cost. Introducing a fee for internet access undermines the library's core role in supporting community wellbeing and inclusivity.

Digital access is not a luxury, it is a necessity in today's world. Whether it's applying for a job, accessing government services, doing schoolwork, paying bills, or simply staying in touch with others, access to the internet is essential. Many people in our community do not have internet at home, whether due to cost, housing instability, or other barriers. For them, the library is a lifeline. Charging for this access would only deepen the digital divide and exclude those who are already facing the greatest challenges.

Digital inclusion is a vital principle that ensures everyone, regardless of income or circumstances, can participate fully in modern society. Libraries are one of the last public spaces where this inclusion is actively supported. They offer not just internet access, but also the help and guidance people need to navigate it, particularly for those who are not confident using technology. Introducing a fee would undermine that role and directly harm the most vulnerable members of our community.

This change would also affect young people, who often use the library as both a place of learning and a safe space away from difficult or unsafe home environments. For some, it is where they complete their schoolwork or access support they cannot get elsewhere. For others, it is simply a place where they feel valued and safe. We must not put up barriers to a space that has such a positive and stabilising role in so many lives.

I urge the council to consider the long-term social impact of this proposal. Te Awamutu Library, like all public libraries, should remain a space that is open and accessible to everyone. Let's continue to invest in equity, inclusion, and community wellbeing, and not take a step backwards. I strongly encourage you to reject the proposal to charge for internet access and to continue upholding the library's role as a cornerstone of digital inclusion and public support.

2025-27 Fees & Charges

Name	Sue Goodridge
Organisation	Kainga Aroha Community House
Presenting at the Hearings?	No
Submission ID	1220

Do you agree with the proposed changes to our draft fees and charges?

No

Is there additional feedback you would like to share, specifically related to fees and charges?

The proposal of introducing fees for internet access (public computers) at Waipā libraries is of concern for our organisation.

The suggested costs of \$0.50 for 30 minutes or part thereof for the coming year and doubling to \$1.00 for 30 minutes (or part thereof) for the 26/27 year will impact many of our clients.

In the Building Financial Capability role, I regularly talk with people who live week to week- pay day to payday, benefit to benefit or with superannuation, fortnight to fortnight. On fixed incomes, many are struggling with the current cost of living, high rents, juggling power, food etc. Use of our local Foodbank has also increased. Some families are constantly in arrears with multiple ongoing debts and do not have any spare dollars. They resort to payday loans, Buy Now Pay Later or borrowing from family and friends which can create a debt spiral.

You are probably aware that the annual average unemployment rate in Waipā District for the year to December 2024 was 3.5%, up from 2.7% in the previous 12 months

<https://qem.infometrics.co.nz/waipā-district/labour-market/unemployment-rate> . While this is below the national average, it does not reflect people in our area being under employed or returning to study.

Having free computer access enables those who cannot afford unlimited internet at home to pay online bills, check bank accounts, search for and complete job applications or simply provide connection with whānau and/or friends. It can empower them to have some control over their lives or just enjoy time surfing the web.

Anecdotally, I have been told the library in Te Awamutu is a safe space where people feel a sense of belonging. One student I was talking with uses the computers as there are children in her household. The library gives her a quiet space for research.

Furthermore, I have heard of another lady who viewed the library as her safe space to reach out to get much needed support while living in a domestic violence situation as she could not use her own phone or home computer without fear.

Digital inclusion is an important issue for Aotearoa New Zealand. Our vision at Kainga Aroha is - A supported and empowered community. We cannot do this in isolation. We believe the proposed introduction of fees for internet access at Waipā libraries will impact the most vulnerable members of our community.

2025-27 Fees & Charges

Name	Ann Booth
Organisation	N/A
Presenting at the Hearings?	No
Submission ID	1221

Do you agree with the proposed changes to our draft fees and charges?

No

Is there additional feedback you would like to share, specifically related to fees and charges?

I would like to see the end of the libraries 2 tier system for borrowing books allowing those who have money to spare being able to borrow any book in the libraries and those on a budget having to wait for over 2 years since the books are published before they can borrow them without having to pay a fee. The book budget must be substantial if in recent times they won't fit on the shelves (in some categories) or perhaps the stock isn't being weeded adequately to fit the new books. The library staff's standard response when asked why the books are on the floor is that a new library is needed seemingly oblivious to the current financial climate.

How demoralising it is to pick up a book then realise it has to be paid for to borrow because it is only 2 years old since publication. The libraries seem to be targeting the wants of the affluent people in the communities rather than the wants and needs for all. If the Cambridge library continues to charge and keep adding to the stock requiring an additional space I suggest all the books that are newer and have to be paid for are separated eradicating the dreadful shame and humiliation of not being affluent enough to borrow them. Otherwise if no additional space is found make space for all the new books by buying less of them and use the budget to cut books borrowing fees and provide an equal and fair community service for all.

2025-27 Fees & Charges

Name	PAUL PARKER
Organisation	N/A
Presenting at the Hearings?	No
Submission ID	1222

Do you agree with the proposed changes to our draft fees and charges?

No

Is there additional feedback you would like to share, specifically related to fees and charges?

I dont understand why Waipa DC is contributing Ratepayer dollars to a Cycling Centre Of Excellence?

This can not be considered a core responsibilty of a District Council.

Funding of sports and hobbies should be left to the individuals who wish to pursue them.

Regards

Paul

2025-27 Fees & Charges

Name	Jo Davies-Colley
Organisation	Cambridge Community Board
Presenting at the Hearings?	No
Submission ID	1223

Do you agree with the proposed changes to our draft fees and charges?

Yes

Is there additional feedback you would like to share, specifically related to fees and charges?

The Cambridge Community Board has reviewed and supports the 2025-27 Draft Fees and Charges. We acknowledge and support increases in fees and charges to assist with recovery of actual costs incurred and therefore lessen the portion paid by rates.

We would however like to make mention of two library related issues.

As a community board, we acknowledge the importance of ensuring the sustainability of our library services, including the need to recover costs associated with lost materials. However, we propose a revision to the current lost book fee policy for the children's collection. Currently, the fee applies after 30 days overdue (and remains even when the book is returned). We recommend that the lost book fee only be applied once an item remains unreturned and unlocated after three months. If returned the lost book fee should be removed from the account

While we recognise the library must recoup some costs, we also note that the income generated from lost book fees is likely minimal in the context of the Council's overall budget. Conversely, the impact of these fees can be significant and distressing for individual families, particularly when fines are applied unexpectedly or at high amounts. We recommend that Council investigate alternative mechanisms to encourage the return of items—such as suspending borrowing privileges until overdue items are returned—rather than relying on financial penalties for families, especially within the children's collection. This approach better supports equitable access and ongoing community engagement with library services.

We would also like to see the removal of borrowing fees on new books.

2025-27 Fees & Charges

Name	Ange Holt, Jill Taylor, and Sally Whittaker
Organisation	N/A
Presenting at the Hearings?	Yes
Submission ID	1225

Do you agree with the proposed changes to our draft fees and charges?

Is there additional feedback you would like to share, specifically related to fees and charges?

I, along with two other colleagues would like to address one issue - this being the proposed charges for internet access (public computers) at the libraries (.50c per half hour and to be increased to \$1 per half hour in the 25/26 year.

We have many vulnerable people in our community and this will make the computers at the library largely unavailable to them as due to increased cost of living and living on a very tight budget they just do not have the discretionary funds to even spend .50c. For me in my role as a Whanau Resilience Kaimahi I experience being with people who go to purchase a bottle of water and are declined because there is not even \$3.50 on their card. The library computers provide people who cannot afford internet a place to be able to prepare a cv, look for jobs or simply connect with family, whanau and friends. It gives people access to a service we all now take for granted as for us the internet is a click on our device. Free access to the internet via the library computers provides them with down time away from their troubles, it connects them, it inspires them, provides access to life saving information. A simple service that often times means so much more than many of you will ever realise. In my role, I assist people to find a way to live free of family harm - I have known of cases where a victim is so controlled by the perpetrator they dare not access safety supports on line on their own device and they certainly could not been seen to be paying for internet access somewhere on their card. A free internet service enables them to do this safely.

We would also like to question the administration costs of implementing this. There is likely to be additional costs incurred to set up a system that provides a login for users, additional time for staff to administer and manage the charges. Most business packages have unlimited data so it's not like it costs more the longer you are on line. The cost to administer is likely to far outweigh the income.

So for the sake of a few dollars is it actually worth the effort to charge? Is it worth making people who are already vulnerable feel even worse as it limits their ability to connect with others and access the online tools that may help them turn their lives around. The extra stress and workload it will place on library staff especially in the short term as people are told they now need to pay to use the computer. I have spoken to a couple of my clients and they are far from impressed by this recommendation.

I also did a quick google and could not find another New Zealand Library that charged for people to use a public computer.

2025-27 Fees & Charges

Name	
Organisation	N/A
Presenting at the Hearings?	
Submission ID	1226

Do you agree with the proposed changes to our draft fees and charges?

No

Is there additional feedback you would like to share, specifically related to fees and charges?

Please do not put names on Council website.

Please have an equal salary, wage & more for low-income people, too. Thank you, positively lower rates.

2025-27 Fees & Charges

Name	Kirsten Lefebvre
Organisation	N/A
Presenting at the Hearings?	No
Submission ID	1227

Do you agree with the proposed changes to our draft fees and charges?

No

Is there additional feedback you would like to share, specifically related to fees and charges?

Internal reserves - adult items - expensive enough

public internet access (per 30 mins or part thereof) from \$0 to \$1 - NO!

As a person on a Job Seeker benefit, I would find it far too expensive. I have no internet at home and rely on the library's computers to search for and apply for jobs, all which takes time. Often just spending time looking on Seek and TradeMe can take at least an hour, plus once you find a job to apply for, you then need to find the address and phone number of the business, need their values and find out who to address your cover letter to which, again, takes time. Writing a cover letter specifically for each job can take me a couple of hours just to do one. It all adds up and to job hunt every day in the library would be beyond my financial means if the computer charges were imposed. Please, please, keep the computers free of charge! Thank you for your consideration.

APPENDIX 2

Draft Schedule of Fees and Charges 2025-27 (post consultation) (document number 11347120)

Draft Schedule of Fees and Charges 2025/26 and 2026/27

April 2025



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DRAFT

Administration fees

Description	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Fee for issuing a refund for an overpayment in rates and/or user fees and charges	\$26.00	\$27.00
Printing / copying		
Scanning – per page	\$1.10 for first page, then \$0.60 for each additional page to a maximum charge of \$10.50	\$1.10 for first page, then \$0.60 for each additional page to a maximum charge of \$10.50
Single sided – per page A4 (black and white)	\$0.50	\$0.50
Double sided – A4 (black and white)	\$0.90	\$0.90
A4 – per page/side (colour)	\$1.10	\$1.10
Double sided (colour)	\$2.30	\$2.40
A3 – per page (black and white)	\$1.80	\$1.90
A3 - double sided (black and white)	\$1.80	\$1.90
A3 – per page (colour)	\$2.30	\$2.40
A3 - double sided (colour)	\$4.50	\$4.60

Building consent Fees

		Project Category	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
No mileage charged for these categories	1	Solid Fuel Heater (Freestanding)	\$486.45	\$534.00
	1A	Solid Fuel Heaters (Inbuilt)	\$636.45	\$673.95
	2	Minor Works Plumbing or drainage – External Drainage only Effluent Tanks Fencing/Signage (outside of exemptions) Marquees (over 100m2) Swimming Pool/Spa pool fence (pool exempt) Demolition (outside of exemptions) Solar heating panels	\$627.70	\$662.70
		Project Information Memorandum (PIM)		
	3	Minor Building Work Carports Decks/ pergolas Shade-sails/archgolas Retaining walls	\$955.20	\$1,012.70
		Project Information Memorandum (PIM)		
	4	Other Buildings Kitset Garages Hay barns	\$1,310.20	\$1,390.20

	Implement sheds Swimming pool/spa pool Conservatories		
	Project Information Memorandum (PIM)	\$210.00	\$216.00
5	Detached Buildings and non Kitset Garages (outside of exemptions) Internal Alterations (additional inspections may be required) Dairy shed extensions	\$1,410.20	\$1,497.70
	Project Information Memorandum (PIM)	\$287.20	\$296.00
6	Detached habitable buildings Up to 30m ² with plumbing and drainage, e.g. sleep out with toilet and shower. Alterations and additions up to 30m ² with plumbing or drainage	\$2,065.20	\$2,197.70
	Project Information Memorandum (PIM)	\$287.20	\$296.00
7	New residential buildings, alterations and additions up to 60m² with plumbing and drainage (see commercial buildings for commercial alterations) <i>Note: for work over 60m², additional dwelling or commercial/industrial fees apply</i>	\$2,565.20	\$2,735.20
	Project Information Memorandum (PIM)	\$287.20	\$296.00
8	Dairy sheds	\$2,530.20	\$2,690.20

	Project Information Memorandum (PIM)	\$287.20	\$296.00
9	Re-sited dwellings	\$2,330.20	\$2,475.20
	Project Information Memorandum (PIM)	\$397.30	\$409.00
10	Dwelling single storey – up to 100m²	\$3,812.70	\$4,065.20
	Project Information Memorandum (PIM)	\$397.30	\$409.00
11	Dwelling single storey – up to 250m²	\$4,212.70	\$4,495.20
	Project Information Memorandum (PIM)	\$397.30	\$409.00
12	Dwelling single storey – in excess of 250m²	\$5,030.20	\$5,377.70
	Project Information Memorandum (PIM)	\$397.30	\$409.00
13	Multi-unit dwelling single storey - first unit category fee, as per fees above.	First unit Category Fee above	First unit Category Fee above
	Plus per unit charge after first unit	+\$200 per hour Inspections and Processing	+\$215 per hour Inspections and Processing
14	Dwelling two storey or more – up to 250m²	\$4,895.20	\$5,225.20
	Project Information Memorandum (PIM)	\$397.30	\$409.00

15	Dwelling two storey or more – in excess of 250m²	\$5,695.20	\$6,085.20
	Project Information Memorandum (PIM)	\$397.30	\$409.00
16	Multi-unit dwelling two storey or more - first unit category fee, as per fees above.	First unit Category Fee above	First unit Category Fee above
	Plus, per unit charge after first unit	+\$200 per hour Inspections and Processing	+\$215 per hour Inspections and Processing
17	Small commercial/industrial – up to 300m²	\$4,660.20	\$4,965.20
	Project Information Memorandum (PIM)	\$533.50	\$550.00
17A	Small commercial offices and industrial buildings, including alterations and additions up to 60m²	\$3,060.20	\$3,245.20
18	Commercial/industrial – in excess of 300m ²	Actual staff time	Actual staff time
	Project Information Memorandum (PIM)	\$715.20	\$737.00
19	New Transportable Build (Factory Built)	\$2,392.70	\$2,552.70

Building control Fees

Description		Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
BRANZ	For every consent with an estimated value of \$20000 and over	\$1.00 per \$1,000	\$1.00 per \$1,000
MBIE	For every consent with an estimated value of \$65000 and over	\$1.75 per \$1,000	\$1.75 per \$1,000
Additional Inspections or Processing	Additional Inspections: Where an inspection is booked, but project was not ready and/or an inspection was not covered by the initial fee. This includes inspections cancelled within 24 hours of the booking time. Additional Processing: We additional processing time is required as a result of a poor or incomplete application.	\$200.00	\$215.00
Amendments	Applications for an amendment to a Building Consent (Section 45 Building Act 2004)	Admin \$165.00 per hour + Processing and inspections \$200.00 per hour processing time	Admin \$170.00 per hour + Processing and inspections \$215.00 per hour processing time
Building Consent Extension of Time	Application for an extension of time to a building consent	\$165.00	\$170.00
Travel costs	May apply to rural properties and inspections outside of the district boundary (at Council's discretion)	\$1.04 per km	\$1.05 per km
Planning - Building consent check	Check the building consent application for compliance with the District Plan and Resource Management Act.	\$114.00	\$117.00

Section 77	Certificate for construction over two or more allotments (Section 77 Building Act 2004)	\$295.00	\$304.00
	Internal process by Council staff	At cost	At cost
	Council's solicitor to prepare notice		
Section 73	Notice when building on land subject to a natural hazard (Section 73 Building Act 2004)	\$295.00	\$304.00
	Internal process by Council staff	At cost	At cost
	Council's solicitor to prepare notice		
Certificate of Acceptance	Applications for Certificate of Acceptance (Section 97 Building Act 2004). In addition to the fees that would have been payable had the owner or previous owner applied for a building consent before carrying out the building work.	Actual staff time plus BC fees	Actual staff time plus BC fees
Certificate for Public Use (Including Renewals)	Applications for Certificate for Public Use (Sections 363A and 363B Building Act 2004). This includes a renewal of an existing CPU.	\$665.00	\$707.50
Building Consent Discretionary Exemption	Exemption from requirement to obtain a building consent under Schedule 1 clause 2	\$200 per hour	\$215.00 per hour
Compliance Schedules	New compliance schedules	\$409.00	\$421.00
	(Section 111 Building Act 2004) Amendments to existing compliance schedule (Sections 106 and 107 Building Act 2004)	\$191.00	\$197.00
BWOF	Building Warrant of Fitness (BWOF) audit inspections (Section 111 Building Act 2004)	Actual staff time	Actual staff time

Peer review	Peer review of specific designs by external agents, e.g. Structural Engineer, Fire Engineer, Lift Engineer, Mechanical Engineer	Cost plus 5% handling fee	Cost plus 5% handling fee
Pool inspection	First inspection	\$111.00	\$114.00
	Subsequent inspections	\$62.00	\$64.00
Amusement device permits	For one device, for the first 7 days	\$12.00	\$12.00
	For each additional device operated by the same owner for the first 7 days	\$2.40	\$2.50
	For each device for each further period of 7 days. <i>Section 11 Amusement Device Regulations 1978. These fees are set by the Regulations</i>	\$1.20	\$1.20
Exemption to carry out seismic work	Process application for exemption from requirement to carry out seismic work on a building subject to an earthquake-prone building notice. (Section 133AN Building Act 2004)	\$588.20	\$605.80

Notes:

1. Fees are to be paid in full.
2. All references herein to Section and Schedule matters are to the Sections and Schedules of the Building Act 2004 unless otherwise specified.
3. Should any particular job exceed the stated fee, an additional charge may be payable.
4. Where external expertise is necessary in processing building consents, the charge for those services will be passed onto the applicant.
5. This scale of fees does not include a structural checking fee.
6. Fees for project categories 1, 2 and 3 are to be paid in full on application. For all other categories paid on granting of consent.
7. Marquees over 100m² floor area require a building consent and therefore require inspection. Marquees of less than 100m² floor area may be inspected at the erector's request; the same fee will apply.
8. Building consent exemptions can be applied for in respect of marquees that have been professionally erected.
9. Travel costs of \$1.04 per km (2025/26) and \$1.05 per km (2026/27) may apply to rural properties, or buildings located outside of the Waipā District.
10. "Actual staff time" is charged at the rate in the Council Professional Fees section.
11. Building Consent fees include the cost of the Code Compliance Certificate.
12. Project Information Memorandum fees are payable in full on application.
13. Council is required to collect fees on behalf of others:
 - a. **Building Research Association Levy**

- i. For every building consent with an estimated value of \$20000 and over, \$1.00 per \$1000 is payable.
- b. **Building Levy**
 - i. For every building consent with an estimated value of \$20444 and over, \$1.75 per \$1000 is payable.

Council room hire charges

Description	Proposed Fees & charges 2025/26		Proposed Fees & charges 2026/27	
	Profitable Organisation / Private Function	Non-Profit Organisation	Profitable Organisation / Private Function	Non-Profit Organisation
Bond (payable when booking is outside business hours)	\$285.00	\$112.00	\$285.00	\$112.00
Removal/reinstatement of furniture by Council staff (optional)	\$112.00	\$112.00	\$112.00	\$112.00
Half day or less				
Whole facility	\$151.00	\$72.00	\$151.00	\$72.00
Council Chamber	\$66.00	\$44.00	\$66.00	\$44.00
Committee rooms (per room)	\$44.00	\$27.00	\$44.00	\$27.00
Kitchen	\$27.00	\$11.00	\$27.00	\$11.00
Full day - 8.00am to 5.00pm				
Whole facility	\$291.00	\$134.00	\$291.00	\$134.00
Council Chamber	\$123.00	\$78.00	\$123.00	\$78.00
Committee rooms (per room)	\$78.00	\$44.00	\$78.00	\$44.00
Kitchen	\$55.00	\$22.00	\$55.00	\$22.00
Night - 5.00pm onwards				

Whole facility	\$151.00	\$72.00	\$151.00	\$72.00
Council Chamber	\$66.00	\$44.00	\$66.00	\$44.00
Committee rooms (per room)	\$44.00	\$27.00	\$44.00	\$27.00
Kitchen	\$27.00	\$11.00	\$27.00	\$11.00
Day and night - 8.00am to late at night				
Whole facility	\$414.00	\$179.00	\$414.00	\$179.00
Council Chamber	\$242.00	\$101.00	\$242.00	\$101.00
Committee rooms (per room)	\$106.00	\$55.00	\$106.00	\$55.00
Kitchen	\$112.00	\$38.00	\$112.00	\$38.00
Weekend - Friday 5.00pm to Sunday 10.00pm				
Whole facility	\$707.00	\$370.00	\$707.00	\$370.00
Council Chamber	\$528.00	\$270.00	\$528.00	\$270.00
Committee rooms (per room)	\$151.00	\$83.00	\$151.00	\$83.00
Kitchen	\$230.00	\$83.00	\$230.00	\$83.00
The bond is refundable - items covered by the bond are key, breakage of equipment, damage to facility and/or theft of equipment or extraction clean.				
Deduction as follows				
Key (replacement or lost)	\$30.00		\$30.10	
Security access token (replacement or lost)	\$57.00		\$57.00	
Furniture damage	Whole bond (minimum) or cost		Whole bond (minimum) or cost	
Extraction carpet clean	\$182.00		\$188.00	
Damage to facility	Whole bond (minimum) or cost		Whole bond (minimum) or cost	
Call out fee for insecure building	\$193.00		\$197.00	

Cleaning and re-stock of toilet consumables fee (for bookings longer than 1 consecutive day)	\$57.00	\$58.00
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Cambridge Town Hall

Fees and charges for Cambridge Town Hall room hire and façade lighting are no longer set or administered by Waipā District Council. They are now the responsibility of the Cambridge Town Hall Trust. [Home New Zealand | The Cambridge Town Hall | Cambridge, NZ](#)

External lighting of the Cambridge Clock Tower is the responsibility of Waipā District Council. The lighting can be changed as part of community events.

Description	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Event lighting changes: Cambridge Clock Tower	\$55.00	60.00

Cemetery fees

Description	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Internments		
Casket interment	\$1,271.00	\$1,460.00
Children under nine	\$150.00	\$150.00
Stillborn	\$95.00	\$95.00
Ashes interment	\$120.00	\$140.00
Weekend/Public Holiday fees (see note 4)		
Casket interment	\$1,906.50	\$2,200.00
Ashes interment	\$180.00	\$205.00
After hours extra fees (see note 4)		
After 2:00pm Monday - Friday	\$186.00 per additional hour	\$192.00 per additional hour
After 12:00 noon Weekends/Public Holidays		
Before 10.00am Monday or the day after a Public Holiday		
Disinterment/reinterment		
Disinterment	At cost	At cost
Reinterment	At cost (+ any applicable plot fees)	At cost (+ any applicable plot fees)
Reopening	At cost	At cost
Plot purchase (including maintenance) (see note 6)		
Lawn Adult plot – Te Awamutu or Hautapu	\$2,783.00	\$3,284.00
Lawn Adult plots - All other cemeteries	\$2,552.00	\$3,011.00
Lawn Childrens’ plots (aged under nine years)	\$609.00	\$719.00
Ashes plot	\$550.00	\$635.00

RSA (see note 5)	No charge	No charge
Surcharge on reserved plots	\$184.00	\$217.00
Natural burial		
Natural burial plot	\$2,357.00	\$2,781.00
Natural burial interment	\$1,271.00	\$1,500.00
Eco ashes plot	\$550.00	\$635.00
Eco ashes interment	\$120.00	\$140.00
Memorial installation		
Permit processing fee	\$61.00	\$70.00

Notes:

1. Interments in Waipā District will be double depth (2.27m) unless stated. Leamington and Pukerimu cemeteries are single depth due to ground conditions.
2. Plot fees do not include a memorial – upon approval by Council, a plaque or headstone shall be supplied and installed through a qualified mason. This is the responsibility of the applicant and shall be of such maximum dimensions as stated in our guidelines.
3. Add 50 percent to all costs for persons that have lived less than five years within Waipā District during their lifetime.
4. Interments outside these hours are only accepted at the discretion of Council. Burials are not conducted on Christmas Day or Good Friday.
5. While no fee is charged for a Returned Services Association plot, standard Council interment fees apply.
6. This fee does not include a monument – the monument shall be supplied by the applicant and shall be of such dimensions as set by Council.

Council professional fees

Description	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Manager (any)	\$270.00/hr	\$280.00/hr
Team Leader (any)	\$255.00/hr	\$260.00/hr
Principal Policy Advisor		
Consultant Engineer		

Principal Engineer		
Senior Planner		
Senior Policy Planner		
Senior Engineer		
Project Planner	\$240.00/hr	\$245.00/hr
Biodiversity Planner/Ecologist		
Principal or Senior Building Inspector or Processor		
Senior Environmental Health Officer		
Senior Enforcement Officer		
Intermediate Engineer	\$220.00/hr	\$230.00/hr
Intermediate Planner		
Planner		
Policy Planner		
Reserves Planner	\$215.00/hr	\$215.00/hr
Engineer		
Environmental Health Officer		
Building Inspector/ Processor (Compliance Officer)	\$200.00/hr	\$215.00/hr
Enforcement Officer		
Property Advisor	\$175.00/hr	\$180.00/hr
Development Contributions Officer		
Graduate Planner		
Graduate Policy Planner		
Duty Planner		
Graduate Engineer	\$165.00/hr	\$170.00/hr
Technical Officer		
Other Staff		
Senior Technical Administrative Officer		
Building Support and Quality Officer		

Governance Officer	\$115.00/hr	\$120.00/hr
Administrative Officer		
Technical Administrative Officer		
Mileage	\$1.04/km	\$1.05/km
Disbursements	At cost as charged to Council by the provider	At cost as charged to Council by the provider

Development contribution fees

Description of service	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Development Agreement preparation and negotiation	Actual staff time	Actual staff time
Development Contribution pre-application estimates and advice		
Development contributions objections	All actual and reasonable costs in accordance with section 150A of the Local Government Act 2002	All actual and reasonable costs in accordance with section 150A of the Local Government Act 2002

Notes:

1. Development contributions are not actual fees, but are contributions paid towards the costs of infrastructure development. For more information on Development Contributions, please refer to the Development Contributions Policy: <https://www.waipadc.govt.nz/our-services/planning-and-resource-consents/development-contributions>

Dog registration and impounding fees

Description	Proposed Fees & charges 2025/26		Proposed Fees & charges 2026/27	
	Standard if paid by 31 July 2025	including 50% penalty if paid on or after 1 August 2025	Standard if paid by 31 July 2026	including 50% penalty if paid on or after 1 August 2026
Urban Fee (for full year):				
No rebates	\$104.00	\$156.00	\$107.00	\$160.50
Neutered Rebate (\$10.00)	\$94.00	\$141.00	\$97.00	\$145.50
Fencing Rebate (\$15.00)	\$89.00	\$133.50	\$92.00	\$138.00
Fencing and Neutered Rebates (\$25.00)	\$79.00	\$118.50	\$82.00	\$123.00
Rural Fee (for full year)	\$61.00	\$91.50	\$64.00	\$96.00
Out of District Fee (for impounded dogs only)	\$61.00	\$91.50	\$64.00	\$96.00

Notes:

1. Dog registration fees are due by 30 June and must be paid by 31 July to avoid penalties.
2. The above fees are prescribed and apply to all dogs over the age of three months.
3. A penalty will apply for late payment each year, from 1 August the applicable fee will increase by 50 percent as provided for in the Dog Control Act 1996.
4. The penalty does not apply within 14 days of acquiring a dog, or within 14 days of the dog attaining three months of age.
5. No fee is payable in respect to certified disability assistance dogs provided re-registration is completed by the due date, after which the standard fees apply.
6. Initial registration fees for dogs rehomed by Council, or dogs in the care of any registered charity organisation approved by the Animal Control Team Leader for subsequent rehoming, may be waived.
7. Urban areas align with the meaning provided in the Waipā District Council Dog Control Bylaw 2023, and may be subject to adjustment.
8. A pro-rata rate will apply to any puppy aged less than three months after the penalty date, based on the number of complete months remaining in the registration year.
9. Replacement registration tags are available for \$3.00 each
10. To receive the fencing rebate, an application must be made to Council prior to 1 April and the property must be inspected by an Animal Control Officer and approved as suitable for the type of dog. Applications received after 1 April may be processed but rebate will not apply until the following registration year.
11. To receive the neutered dog rebate, a veterinary certificate must be provided at the time of, or prior to, registration.
12. Dogs classified as dangerous pursuant to the Dog Control Act 1996 will pay an additional 50 percent of the usual fee that would apply to that dog if it was not classified.

13. Any owner entitled to a refund of a registration fee may choose to donate that fee to Council for use in rehoming activities, or a welfare organisation approved by the Animal Control Team Leader.
14. Application forms are available from Council offices or application may be made via our online form: waipadc.govt.nz/dogsonline
15. Payments can be made at Council offices in Te Awamutu or Cambridge, or via Council's online payment facility at waipadc.govt.nz/dogregistration

Definitions

"Property" means a property or a collection of properties under common occupancy or ownership, and in a single record of title.

Dog Permits

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

- (a) Two dogs on land in an urban area; or
- (b) Five dogs per dwelling on any rural land in the district.

Urban/rural land for the purpose of permits is defined in the Dog Control Policy and are the same areas as used for determining registration fees and are subject to adjustment.

Permits last for three years. Application forms are available from Council offices or online at www.waipadc.govt.nz/our-services/animals/dog-control/dog-registration

Description	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
New Permit	\$65.00	\$65.00
Renewal of existing permit with no changes	\$30.00	\$30.00
Additional inspection (after first visit)	\$30.00	\$30.00

Impounding fees for dogs

Description	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Fee for seizure/custody or first impounding	\$85.00	\$88.00
Fee for each subsequent impounding within the current registration year	\$104.00	\$106.00

Fee for microchipping	\$30.00	\$30.00
Sustenance (per day)	\$11.00	\$11.00
Sundry Items (when available)		
Slip Leads/Clip Leads - 3/8 inch width	\$21.00	\$22.00
Slip Leads/Clip Leads - ½ inch width	\$23.00	\$24.00
Doggy Doo Bags – x4 rolls (12 bags per roll)	\$4.00	\$4.00

Notes:

1. The destruction or disposal fee for any unwanted/unclaimed/surrendered/impounded dog is \$55.00 plus applicable sustenance fees.
2. The owner of an impounded dog that is not claimed or signed over to Council remains liable for all impounding and sustenance fees irrespective of the fate of the dog.
3. Microchipping is to be booked and paid in advance and will occur at times and locations specified by Council. Other arrangements may incur additional fees.
4. The owner of any impounded dog is liable for any additional costs incurred by Council, for welfare purposes, while the dog is impounded e.g. veterinary costs.

Kerbside recycling service

Recycling bin

Description	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
240L Mixed Recycling Wheelie Bin	\$98.00 per bin	\$100.00 per bin
140L Glass Only Wheelie Bin	\$95.00 per bin	\$98.00 per bin
Partial charge for new rated properties	Full months of rating year remaining ÷ annual charge	Full months of rating year remaining ÷ annual charge
Administration Fee (where the annual recycling rate is not levied)	\$38.00	\$38.00

Any replacement wheelie bins needed because of customer damage or loss will be charged at the fee indicated above.

Notes:

1. The cost of the bins is covered by rates if they are paid by 1 July. Where a new property has been rated for the service after 1 July, they will be required to pay a partial charge for the recycling service. The partial charge is based on the remaining full months in the rateable year divided by the current annual kerbside recycling targeted rate.

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

Library fees

Description	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Annual library subscription for non-resident patron (per family)	\$79.00	\$81.00
Monthly library subscription for non-resident patrons (per family) <i>Applies only to months when library services are used.</i>	\$7.00	\$7.00
Rest Homes/Private Hospitals annual subscription (<i>alternatively residents may opt to pay charges on each item borrowed</i>)	\$108.00	\$111.00

Description	Loan Period	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
New adult book fee – adult books up to 2 years old (determined by original copyright date) *	21 days	\$1.50	\$1.50
Adult books over 2 years old*	21 days	\$0.00	\$0.00
Magazines (excluding childrens' and teens magazines) up to 1 year old	7 days	\$1.00	\$1.00

Magazines (excluding childrens' and teens magazines) over 1 year old	7 days	\$0.50	\$0.50
Childrens' and teenage books	21 days	No charge	No charge
Childrens' and teenage magazines	7 days	No charge	No charge
Audio books (for non-print disabled patrons) <i>Print disabled patrons entitled to free use of audio books on presentation of suitable proof</i>	21 days	\$2.00	\$2.00
Jigsaw puzzles	21 days	\$1.00	\$1.00
Childrens' jigsaw puzzles	21 days	\$0.60	\$0.60
Library of things (borrowing price dependent on item borrowed)	21 days	\$2.00-\$5.00	\$2.00-\$5.00
Board games	21 days	\$2.00	\$2.00
DVDs	7 days	\$3.00	\$3.00
E-audio book fee	21 days	\$2.00	\$2.00

Renewals	Same charge as original issuing of item		

Services	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Replacement library card	\$3.00	\$3.00
Internal reserves (Waipā Libraries) – adult items	\$1.70	\$1.70
Internal reserves (Waipā libraries) – children's / teen items	\$1.00	\$1.00
Interloan requests (from other libraries)	\$8.50 to \$26.00	\$8.80 to \$27.00
Sale books	Prices as marked	Prices as marked
Library bags	\$3.00	\$3.00
Internet access (public computers) – per 30 minutes or part thereof	\$0.50	\$1.00
Book covering service	\$5.50 to \$10.50	\$5.70 to \$10.80
Event costs	As advertised	As advertised
Laminating – A4 – per page	\$2.00	\$2.00
Laminating – A3 – per page	\$4.00	\$4.00

Note:

- For all photocopying / printing / scanning fees please refer to the "Administration fees" section.

Lost and/or damaged items	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Lost and/or damaged materials notice. Once an item is more than 25 days past its final due date, a lost fee and processing fee will be applied.	Account for cost of items plus \$10.50 processing charge	Account for cost of items plus \$10.50 processing charge

Library community space (Te Awamutu)

Description	Proposed Fees & charges 2025/26		Proposed Fees & charges 2026/27	
	Commercial Use or Private Hire	Event or Community Use	Commercial Use or Private Hire	Event or Community Use
Bond (payable when booking is outside business hours)	\$0.00	\$0.00	\$0.00	\$0.00
Deposit payable on booking	\$0.00	\$0.00	\$0.00	\$0.00
Te Puna Kōrero Community Room and adjacent kitchen				
Full day hire (maximum 12 hour use)	\$369.00	\$181.00	\$380.00	\$185.00
Half day hire (maximum 4 hour use)	\$244.00	\$114.00	\$250.00	\$115.00
Weekend Full Day Hire	\$469.00	\$281.00	\$482.00	\$287.00
Weekend Half Day Hire	\$344.00	\$214.00	\$353.00	\$218.00

Sundry charges associated with use of the complex		
Security token (replacement or lost)	\$57.00	\$60.00
Client preparation or pack down time before or after booking (if available)	\$20.00 per hour flat rate	\$21.00 per hour flat rate
Furniture damage	Cost of replacement	Cost of replacement
Extraction carpet clean	\$182.00	\$187.00
Damage to facility	Cost of replacement	Cost of replacement
Call out fee for insecure building	\$187.00	\$193.00
Cleaning and re-stocking toilet consumables (for bookings longer than 1 consecutive day)	\$57.00	\$59.00

Mapping/GIS charges

Map prints and photo maps

Existing Maps Printed By Council Staff – colour print	Paper Size	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Includes:			
Street/Ward maps	A4	\$1.10	\$1.10
District maps	A3	\$2.30	\$2.40
Recycling/Refuse maps	A2	\$11.50	\$11.80
Non-aerial and aerial photo maps	A1	\$20.00	\$20.60
any custom map prepared by GIS staff	A0	\$34.00	\$35.00
Additional charge where labour is 30 minutes or more		\$88.50 per hour or part thereof	\$91.00 per hour or part thereof
Maps for Emergency Services (Police, Fire & Ambulance), schools and students (using maps as part of their study):		Free	Free

Maps		\$45.50 per hour or part thereof	\$47.00 per hour or part thereof
Labour (30 minutes or more)			

Maps - Produced from INTRAMAPS – colour print	Paper Size	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Any map produced directly from INTRAMAPS	A4	\$1.10	\$1.10
	A3	\$2.30	\$2.40

Unprocessed aerial photography digital data	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
High Resolution Aerial Imagery Tile (georeferenced TIFF)	\$77.00 each	\$80.00 each
Medium Resolution Aerial Imagery Tile (georeferenced TIFF)		
High Resolution Aerial Imagery for individual locations of Cambridge/Karāpiro, Te Awamutu/Mystery Creek, Te Miro, Ohaupo, Pirongia, Waipā SE or Waipā West (georeferenced ECW)		
High Resolution Aerial Imagery for complete Waipā District (georeferenced ECW)	\$155.00 each	\$160.00 each
Any Aerial Imagery produced by GIS staff (georeferenced ECW, JPEG or TIFF)	Actual staff time	Actual staff time
Collation of digital data and writing to media (no charge for organisations undertaking work on behalf of Council)	\$88.50 per hour or part thereof	\$91.00 per hour or part thereof

Note:

1. All maps are available in either paper or digital formats. Digital format refers to Adobe PDF or JPEG images of the maps.

Mighty River Domain – Lake Karāpiro – Room Hire

Sir Don Rowlands Centre	Proposed Fees & charges 2025/26		Proposed Fees & charges 2026/27	
	Corporate or Private Function	Event or Community Use*	Corporate or Private Function	Event or Community Use*
Booking deposit	Payable on request		Payable on request	
Bond	Payable on request		Payable on request	
Main Hall (includes car parking and Main Kitchen, if required)				
Full day hire (maximum 12 hour use)	\$1,800.00	\$983.00	\$1,910.00	\$1,045.00
Main Kitchen (if Main Hall is not hired)				
Full day hire (maximum 12 hour use)	\$273.00	\$273.00	\$290.00	\$290.00
Half day hire (maximum 4 hour use)	\$203.00	\$203.00	\$215.00	\$215.00
Foyer and/or Servery (stand-alone hire)				
Full day hire (maximum 12 hour use)	\$183.00	\$125.00	\$195.00	\$135.00
Ground level Event/Conference Room (Waipā Room)				
Full day hire (maximum 12 hour use)	\$390.00	\$180.00	\$415.00	\$190.00
Half day hire (maximum 4 hour use)	\$143.00	\$105.00	\$150.00	\$110.00
First floor Event/Conference Room and adjacent kitchen (Karāpiro Room)				
Full day hire (maximum 12 hour use)	\$692.00	\$295.00	\$735.00	\$315.00
Half day hire (maximum 4 hour use)	\$262.00	\$167.00	\$280.00	\$175.00

Kitchen – stand-alone hire (maximum 12 hour use)	\$190.00	\$200.00
Te Manawa O Matariki Room		
Full day hire (maximum 12 hour use)	\$449.00	\$263.00
Half day hire (maximum 4 hour use)	\$234.00	\$140.00
Sundry charges associated with use of complex		
Access to facility for set up etc. prior to hireage period	By negotiation	By negotiation
Staff assistance with event organisation/ venue set up	Quotation prepared on request	Quotation prepared on request
Hireage of additional furniture/equipment	Quotation prepared on request	Quotation prepared on request
Stage & Lectern hire	\$142.00	\$150.00
Post hire clean-up (if required – per staff member per hour)	\$30.00	\$30.00
Scissor Lift – equipment hire only (up to 6 hours use)	\$225.00	\$240.00

Scissor Lift – operator hire (per hour, minimum 1 hour charge)	\$40.00	\$40.00
Carpet deep clean (if required)	Full cost to be passed onto complex user	Full cost to be passed onto complex user
Internet service during hire period	Full cost to be passed onto complex user	Full cost to be passed onto complex user
Repair or replacement of damaged/lost equipment	Full cost to be passed onto complex user	Full cost to be passed onto complex user
Repair of damage to facility	Full cost to be passed onto complex user	Full cost to be passed onto complex user
Security call out (if required)	Full cost to be passed onto complex user	Full cost to be passed onto complex user
Replacement of key/access card	Full cost to be passed onto complex user	Full cost to be passed onto complex user

Security staff attendance at function	Full cost to be passed onto complex user	Full cost to be passed onto complex user
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Perry Community Water Sports Centre, Home of the Cambridge Yacht Club	Proposed Fees & charges 2025/26		Proposed Fees & charges 2026/27	
	Corporate or Private Function	Event or Community Use*	Corporate or Private Function	Event or Community Use*
Booking deposit	Payable on request		Payable on request	
Bond	Payable on request		Payable on request	
Full day hire (maximum 12 hour use)	\$424.00	\$212.00	\$450.00	\$225.00
Half day hire (maximum 4 hour use)	\$216.00	\$110.00	\$230.00	\$115.00
Sundry charges associated with use of complex				
Access to facility for set up etc. prior to hireage period	By negotiation		By negotiation	
Staff assistance with event organisation/venue set up	Quotation prepared on request		Quotation prepared on request	
Hireage of additional furniture/equipment	Quotation prepared on request		Quotation prepared on request	
Post hire clean-up (if required – per staff member per hour)	\$30.00		\$32.00	
Internet service during hire period	Full cost to be passed onto complex user		Full cost to be passed onto complex user	
Carpet deep clean (if required)	Full cost to be passed onto complex user		Full cost to be passed onto complex user	
Repair or replacement of damaged/lost equipment	Full cost to be passed onto complex user		Full cost to be passed onto complex user	

Repair of damage to facility	Full cost to be passed onto complex user	Full cost to be passed onto complex user
Security call out (if required)	Full cost to be passed onto complex user	Full cost to be passed onto complex user
Replacement of key/access card	Full cost to be passed onto complex user	Full cost to be passed onto complex user
Security staff attendance at function	Full cost to be passed onto complex user	Full cost to be passed onto complex user

Notes:

1. Facility users are required to complete a hire contract prior to using the facility. Bookings are accepted and/or prioritised as stipulated in the 'hire protocols' for the site.
2. '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 not for profit community organisations that are based and operate in the Waipā District. Out of District not-for-profit community organisations may apply to receive 'Event or Community Use' hire rates. The merit of such applications will be considered on a case-by-case basis.

Mighty River Domain – Lake Karāpiro – Accommodation and camping charges

Accommodation and Camping charges	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Camping		
Non-Power Site		
Adult (per night)	\$22.00	\$23.00
Child (12 and under per night)	\$19.00	\$20.00
Minimum site charge per night (1 Nov – 30 April)	\$66.00	\$70.00
Deposit (per site)	Full charge for first night and 50% charge for each subsequent night	Full charge for first night and 50% charge for each subsequent night
Powered Site		

Adult – per night	\$24.00	\$25.00
Child – (12 and under per night)	\$19.00	\$20.00
Minimum charge per site per night (1 Nov – 30 April)	\$72.00	\$76.00
Deposit (per site)	Full charge for first night and 50% charge for each subsequent night	Full charge for first night and 50% charge for each subsequent night
Rob Waddell Lodge		
Adult – per night	\$35.00	\$37.00
Child (12 and under) – per night	\$29.00	\$31.00
Minimum charge per night (non-event)	\$350.00	\$372.00
Minimum charge per night (event)	\$980.00	\$1,041.00
Deposit for Lodge	Full charge for first night and 50% charge for each subsequent night	Full charge for first night and 50% charge for each subsequent night
Full day use of Lodge (to 5pm)	\$350.00	\$372.00
Late check-out/half day use of Lodge (to 1pm)	\$190.00	\$202.00
Chalets 1-5		
Adult – per night	\$35.00	\$37.00
Child (12 and under) – per night	\$29.00	\$31.00
Minimum charge (non-event) – per Chalet, per night	\$105.00	\$112.00
Minimum charge (event) – per Chalet, per night	\$210.00	\$223.00
Deposit (per Chalet)	Full charge for first night and 50% charge for each subsequent night	Full charge for first night and 50% charge for each subsequent night
Late check-out (per Chalet)	\$105.00	\$112.00
Sundry charges		
Internet service during hire period	Full cost to be passed onto accommodation user	Full cost to be passed onto accommodation user
BBQ hire (per use) (preference given to accommodation users)	\$35.00	\$37.00

Power adapter hire (per day)	\$16.00	\$17.00
On-site caravan storage (per day) (not connected to power)	\$10.00	\$11.00
Non Resident dump station charge	\$8.00	\$8.00
Use of shower (per shower) (preference given to accommodation users)	\$8.00	\$8.00
Repair or replacement of damaged/lost equipment	Full cost to be passed onto accommodation user	Full cost to be passed onto accommodation user
Repair of damage to facility	Full cost to be passed onto accommodation user	Full cost to be passed onto accommodation user
Replacement of key/access card	Full cost to be passed onto accommodation user	Full cost to be passed onto accommodation user

Note:

1. Bookings are accepted and/or prioritised as stipulated in the 'hire protocols' for the site. Cancellation of bookings later than 45 days prior to booked dates will forfeit the deposit. 10.00am check out applies.
2. Fees were last updated in the Schedule of Fees and Charges 2024/25.

Mighty River Domain – Lake Karāpiro – Domain & Lake Use charges

Domain and Lake use	Proposed Fees & Charges 2025/26				Proposed Fees & Charges 2026/27			
	Local/ Small	Regional/ Medium	North Island/ Large	National/ Very Large	Local/ Small	Regional/ Medium	North Island/ Large	National/ Very Large
Lake								
Lake water Zones 3 – 10	\$94.00	\$184.00	\$275.50	\$370.00	\$100.00	\$196.00	\$293.00	\$393.00
Additional Zones (each)	\$94.00	\$94.00	\$94.00	\$94.00	\$100.00	\$100.00	\$100.00	\$100.00
Domain								
Main spectator ground	\$477.00	\$952.00	\$1,426.00	\$1,903.00	\$507.00	\$1,011.00	\$1,516.00	\$2,023.00
Main parking area	\$203.50	\$510.40	\$761.00	\$1,012.00	\$216.00	\$543.00	\$809.00	\$1,075.00

Parking area near sand court	\$203.50	\$510.50	\$761.00	\$1,012.00	\$216.00	\$543.00	\$809.00	\$1,075.00
Lower camping ground (charge for use other than camping)	\$203.50	\$510.50	\$761.00	\$1,012.00	\$216.00	\$543.00	\$809.00	\$1,075.00
Upper camping ground (charge for use other than camping)	\$203.50	\$510.50	\$761.00	\$1,012.00	\$216.00	\$543.00	\$809.00	\$1,075.00
Lawn beside Rob Waddell Lodge	\$203.50	\$510.50	\$761.00	\$1,012.00	\$216.00	\$543.00	\$809.00	\$1,075.00
Event booking fee								
Standard charge for all bookings – per event	\$185.00				\$195.00			

Non-Event Domain use	Proposed Fees & Charges 2025/26		Proposed Fees & Charges 2026/27	
	Commercial Use/Private Hire	Community Use*	Commercial Use/Private Hire	Community Use*
Groups of 20 – 49 people	\$187.00	\$70.00	\$200.00	\$75.00
Groups of 50 – 149 people	\$355.00	\$355.00	\$375.00	\$375.00
Groups of 150+ people	\$485.00	\$485.00	\$515.00	\$515.00

Other Charges	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Power supply use and associated refuse collection (from food vendors)		
Per connection, per day/night– 10% discount applies when user requires two or more connections at once		
32 Amp connection	\$100.00	\$105.00

16 Amp connection	\$60.00	\$65.00
10 Amp connection	\$35.00	\$35.00
Water use		
Continuous hose supply, per day (maximum 12 hour use)	\$40.00	\$40.00
Traffic management boards (per day)		
Small events (0-600 people on site)	\$180.00	\$190.00
Large events (600-6000 people on site)	\$400.00	\$425.00
Post event site clean-up (if required)		
Per staff member, per hour	\$27.00	\$30.00
Rubbish disposal above the maximum threshold (refer the Mighty River Domain Event Management Guide), per 3m ³ skip	\$54.00	\$55.00
Repair or replacement of damaged/lost equipment	Full cost to be passed onto site user	Full cost to be passed onto site user
Repair of damage to facility	Full cost to be passed onto site user	Full cost to be passed onto site user
Staff assistance with event organisation	Quotation prepared on basis of necessary staff skills and hours involved	Quotation prepared on basis of necessary staff skills and hours involved
Outdoor pursuits		
Challenge ropes courses (high & low)	Quotation prepared for all events on basis of instructors' hours and equipment levy	Quotation prepared for all events on basis of instructors' hours and equipment levy
Internet service during hire period	Full cost to be passed onto site user	Full cost to be passed onto site user

Security staff attendance at event	Full cost to be passed onto site user	Full cost to be passed onto site user
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Notes:

1. Bookings are accepted and/or prioritised as stipulated in the 'hire protocols' for the site.
2. **'Community Use' charge applies to not-for-profit community organisations that are based and operate in the Waipā District.*
3. *'Local/Small' events are those predominantly attended by local residents, involving up to 500 persons on the site for the event in one day.*
4. *'Regional/Medium' events are those predominantly attended by residents from within the Waikato region, involving between 500 and 2000 persons on the site for the event in one day.*
5. *'North Island/Large' events are those predominantly attended by residents from within the North Island, involving between 2000 and 5000 persons on the site for the event in one day.*
6. *'National/Very Large' events are those predominantly attended by NZ residents, involving more than 5000 persons on the site for the event in one day.*
7. *Fees are updated every 2 years. And were last updated in the Schedule of Fees and Charges 2024/25.*

Museum fees (Te Awamutu)

Description	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Minimum fee for public programmes	\$2.00	\$2.00
Senior student / adult education programme	\$25- \$200 per person	\$25-\$200 per person
Self-research	No charge	No charge
Research Service time including searching, retrieval, reproduction, distribution and replacement material – no charge for the first 15 minutes.	\$28.00 per half hour	\$28.00 per half hour
Charges additional to research time as above		
Digital images (per image)	\$10.00-\$40.00	\$10.00-\$40.00
<i>Charges are dependent on factors such as image format, quality and delivery</i>		
Publication Fees (local history and education publications)	\$15.00 per image + \$23.00 for half hour of staff	\$15.00 per image + \$24.00 for half hour of staff

Publication Fees (NZ Rights)	\$50.00-\$280.00 + \$23.00 per half hour for staff	\$50.00-\$280.00 + \$24.00 per half hour for staff
Publication Fees (World Rights)	\$50.00-\$515.00 + \$23.00 per half hour for staff	\$50.00-\$515.00 + \$24.00 per half hour for staff
Photographic prints <i>Charges are dependent on factors such as image format, quality and delivery</i>	\$5.00 - \$40.00	\$5.00 - \$42.00

Note:

1. For all other photocopying / printing / scanning fees please refer to the “Administration fees” section.
2. Senior student/adult education programme – new fee in response to increasing requests for education programmes that fall outside the MoE ELC contract. The fee range caters to the different content, duration and format of education programmes offered.

Enriched Local Curriculum (ELC) (fees set within MoE contract)

Description	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Education Entry Rate for students	\$3.00 per student	\$3.00 per student
Accompanying Adult for Education programme	No charge	No charge
Cancellation Fee – charged to the school if programme is cancelled less than 2 days prior to booking without just cause	\$20.00	\$22.00

Official Information Requests (LGOIMA)

The following charges apply for requests to Council under the Local Government Official Information and Meetings Act 1987 (LGOIMA).

Description	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Staff time (in excess of one hour)	\$38 per half hour or part thereof	\$38 per half hour or part thereof
Black and white copying - A4 size (the first 20 copies free)	\$0.20 per sheet	\$0.20 per sheet
Black and white copying - A3 size and above	At cost	At cost
For any other cost, the amount incurred in responding to the request. For example, specialty copying (maps etc.), including provision of electronic media storage devices, or costs of retrieval of off-site documents.	At cost	At cost
Requests requiring specialist experts, not on salary, required to research and process the request	At cost	At cost

In determining these charges, Council has taken account of the Ministry of Justice and Office of the Ombudsman charging guidelines

In instances where a charge is to be applied, Council will notify the requester as soon as reasonably possible. The requester will be provided with an estimate of the cost for the work involved in providing the response. A deposit may also be required where the charge is likely to exceed \$90.00. A deposit will only be requested after a decision has been made to make the information available. The requester will 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. Any unused portion of any deposit will be refunded to the requester together with a statement detailing how the balance was expended.

Where repeated requests are made from the same source in respect of a common subject over intervals of up to eight weeks, Council may aggregate these requests for charging purposes.

What we charge for

Council may charge for:

Labour:

- Time spent by staff searching for relevant material, abstracting and collating, copying, transcribing, redacting and supervising access (where the information at issue is made available for inspection) and where the total time involved is in excess of one hour;
- reasonably required peer review in order to ensure that the above tasks have been carried out correctly;
- formatting information in a way sought by the requester;
- reproducing film, video or audio recordings.

Materials:

- paper (for photocopying); and
- discs or other electronic storage devices that information is provided on (these will be provided at cost but we cannot accept a device provided by the requester as this poses a risk to Council's ICT systems).

Other actual and direct costs:

- For example, retrieval of information from off-site.

What we won't charge for

Council will not charge for:

- Time spent locating and retrieving information which is not where it ought to be; or
- Time spent deciding whether or not access should be allowed and in what form.

Charge Remission

Council may in its discretion choose to waive or modify any charge where this is warranted in the circumstances. This may include where:

- The payment of a charge might cause the requester financial hardship.
- There is a public interest in the release of the information without a charge.

Overweight permit fees

Description	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Single Overweight Permit fee (5 day processing) - per application	\$166.00	\$171.00

Single Overweight Permit fee (24 hour processing) - per application	\$180.00	\$186.00
Overweight Permit fee (24 month period) - per application	\$255.00	\$263.00
Over Dimension Damage - new fee	Staff time & actual and reasonable costs	Staff time & actual and reasonable costs

Note:

1. Charged in accordance with the Waka Kotahi Overweight Permit Manual.

Permits under Waipā District Public Places Bylaw 2023 and Alcohol Control Bylaw 2024

Mobile traders

Description	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Fee - New application	\$355.00	\$365.50
Annual Permit fee	\$355.00	\$365.50
Site assessment fee	\$250.00	\$257.50
Temporary (up to three months)	\$355.00	\$365.50

Notes:

1. Definition of **Mobile Trader** – means 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. The annual permit fee is applicable to any individual or business issued with a permit to trade from a public place (new application or renewal). New applications will also incur the new application fee due to the extra administration involved.
3. The application fee is required to be paid at the time the application is submitted. The authorised council officer has discretion to determine if a full refund or partial refund is applicable in the event that the application is declined.
4. The site assessment fee is charged by actual staff time. It applies to assessment of requested trading sites for new permit applications or inquiries (annual or temporary) and for changes to existing permit locations.
5. The above fees only cover permission to trade from a public place. Traders applying to sell food and beverages may also require a food (see Registration of Premises section).

6. *Organisers of markets or large events may, under the bylaw, apply for a single permit to cover all participating mobile traders. All participating traders must be listed on the permit and must adhere to the terms and conditions of that permit. Participating traders are not required to hold individual mobile trading permits in addition to the event permit.*

Café tables and chairs and displays of goods for sale

Description	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Fee – new permit application	\$365.00	\$376.00
Annual fee – permit renewal	\$93.00	\$95.00
Annual occupation fee – per 1m ² occupied	\$30.00	\$31.00

Signs in public places

Description	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Fee – new permit application	\$283.00	\$290.00
Annual fee – permit renewal	\$93.00	\$93.00

Approvals under Waipā Alcohol Control Bylaw 2024

Description	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Charge for Approvals	\$90.00	\$90.00

Property file information

Description	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Simple property file (in electronic media form)	\$34.00	\$35.00
Complex property file (in electronic media form) e.g. business or industrial establishment	\$68.00	\$70.00
Material cost e.g. USB including postage	\$36.00	\$36.20
Property file administration e.g. scanning, printing, postage etc	Charges may apply as per the Local Government Official Information and Meetings Act 1987 section earlier in this schedule	Charges may apply as per the Local Government Official Information and Meetings Act 1987 section earlier in this schedule

Property and lease charges

Description	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Lease and License charges		
Annual administration fee for Community Leases	\$405.00	\$415.00
Renewal of commercial lease/s Council owned land	\$347.00 administrative charge plus re-imbursement of Council's legal expenses, DoC fees and Resource Consent Application fees (where applicable)	\$355.00 administrative charge plus re-imbursement of Council's legal expenses, DoC fees and Resource Consent Application fees (where applicable)
New lease/assignment or licence to occupy Council land	\$695.00	\$714.00

	administrative charge plus re-imbursement of Council's legal expenses, DoC fees and Resource Consent Application fees (where applicable)	administrative charge plus re-imbursement of Council's legal expenses, DoC fees and Resource Consent Application fees (where applicable)
Charges related to temporary occupation of Reserve Land (including Road Reserve)		
Commercial use	\$290.00 per day (12 hours maximum) or \$140.00 per half day (4 hours maximum) plus \$625.00 deposit (refundable if reserve left undamaged)	\$300.00 per day (12 hours maximum) or \$145.00 per half day (4 hours maximum) plus \$645.00 deposit (refundable if reserve left undamaged)
Community group	No charge	No charge
Property services		
First ½ hour spent on enquiry/request	No charge	No charge
Subsequent time spent on enquiry	Minimum charge of \$85.00 per ½ hour (\$170.00 per hour). Actual and reasonable costs will be calculated on a case-by-case basis and reimbursement of Council's legal expenses, DoC fees and Resource Consent Application fees (where applicable)	Minimum charge of \$90.00 per ½ hour (\$180.00 per hour). Actual and reasonable costs will be calculated on a case-by-case basis and reimbursement of Council's legal expenses, DoC fees and Resource Consent Application fees (where applicable)

Registration of Premises (Food/Health)

Food Act 2014 – Food Control Plans and National Programmes

Description	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Fees applicable to all registration types		
All administration and verification activities including pre-registration assistance, audit, reporting, non-conformance visits and any activity not specified in the schedule below for operators based in the Waipā District.	Actual staff time plus \$1.04 per km	Actual staff time plus \$1.05 per km
All administration and verification activities including pre-registration assistance, annual audit, reporting, non-conformance visits and any activity not specified in the schedule below for operators based outside the Waipā District.	\$235.00 per hour plus \$1.04 per km	\$240.00 per hour plus \$1.05 per km
Cancellation of scheduled verification within 24 hours or key personnel not available for the verification.	\$190.00	\$197.00
Fees applicable to Food Control Plans		
Application for registration of template Food Control Plan	\$455.00 plus Actual staff time after the first hour	\$460.00 plus Actual staff time after the first hour
Application for renewal of registration of template Food Control Plan	\$345.00 plus Actual staff time after the first hour	\$355.00 plus Actual staff time after the first hour
Application for a significant amendment [section 45(3)] of registration of template Food Control Plan,	\$175.00 plus Actual staff time after the first hour	\$180.00 plus Actual staff time after the first hour
Application for a minor amendment [section 45(2)] of registration of template Food Control Plan,	\$85.00 plus hourly rate after the first hour	\$85.00 plus hourly rate after the first hour
Voluntary suspension of food control plan	\$100.00 plus hourly rate after the first hour	\$100.00 plus hourly rate after the first hour

Fees applicable to National Programmes

Application for registration of National Programme	\$455.00 plus Actual staff time after the first hour	\$460.00 plus Actual staff time after the first hour
Application for renewal of registration of National Program	\$345.00 plus Actual staff time after the first hour	\$355.00 plus Actual staff time after the first hour
Application for significant amendment [Section 81] of registration of National Programme	\$175.00 plus Actual staff time after the first hour	\$180.00 plus Actual staff time after the first hour
Voluntary suspension of National Programme	\$90.00 plus Actual staff time after the first hour	\$95.00 plus Actual staff time after the first hour
Issue of improvement notice, or review of an improvement notice	\$190.00 plus Actual staff time after the first hour	\$195.00 plus Actual staff time after the first hour
Exercising any power referenced by and for the purposes expressed in Section 298 of the Act (except for Sections 302 and 303), which results in a sanction(s) being imposed by the Food Safety Officer or some form of corrective action being required of the operator.	\$190.00 plus Actual staff time after the first hour	\$195.00 plus Actual staff time after the first hour
Application for statement of compliance	\$190.00 Actual staff time after the first hour	\$195.00 plus Actual staff time after the first hour
Copies of Food Control Plan folder and documents	\$30.00	\$30.00

“Actual staff time” means the applicable hourly rate as specified in the Council Professional Fees Section.

Temporary food premises in Waipā District

Holders of Food Control Plans (FCP) or National Programmes (NP) registered with their home authority will be permitted to trade at events or locations in the Waipā District provided the mobile / off site retail activity is included in that FCP/NP. Any tasks related to these will be charged as per Food Act 2014 fees above. Such traders will require separate Public Places Bylaw approval where appropriate.

Registrations under Health Act 1956

Description	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Renewal Offensive trades (Health Act 1956)	\$178.00	\$188.00
New Offensive trades (Health Act 1956)	\$262.00	\$272.00
Renewal Camping grounds (Camping Ground Regulations 1985)	\$178.00	\$188.00
New Camping grounds (Camping Ground Regulations 1985)	\$262.00	\$272.00
Renewal Hairdressers (Health (Hairdressers) Regulations 1980)	\$178.00	\$188.00
New Hairdressers (Health (Hairdressers) Regulations 1980)	\$262.00	\$272.00
Renewal Funeral Directors/Mortuaries (Health (Burial) Regulations 1946)	\$178.00	\$188.00
New Funeral Directors/Mortuaries (Health (Burial) Regulations 1946)	\$262.00	\$272.00
Change of occupier/owner – All registration groups	\$90.00	\$90.00
Replacements or copies of certificates	\$55.00	\$55.00
Hourly rate (Non Compliance follow up/ administration & inspection)	\$215.00	\$215.00

Sale and Supply of Alcohol Act 2012

Description	Proposed Fees & Charges 2025/26 as per Bylaw	Proposed Fees & Charges 2026/27
Request for excerpts of sale of alcohol database (section 66(2))	\$50.00 as per regulation	\$50.00 as per regulation
Applications for waiver pursuant to section 208 of the Act (Deducted from licence application fee)	\$60.00	\$60.00

Note:

1. Consult the [Waipā District Council Alcohol Fees Bylaw 2024](#), for fees related to licensing. These fees are reviewed in line with the Schedule of Fees and Charges or as necessary.

Other fees and charges

Description	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Pre-purchase inspections and/or reports	Actual staff time plus \$1.04 per km	Actual staff time plus \$1.05 per km
Pre-application meetings and consultation (food or sale of alcohol)	Actual staff time	Actual staff time
General inspection fee where not stated above (e.g. swimming pools, housing)	Actual staff time plus \$1.04 per km	Actual staff time plus \$1.05 per km
Information requests other than the above	As per official information request charges	As per official information request charges
Replacements or copies of certificates (Food, Health, Alcohol etc)	\$55.00	\$55.00

Regulatory – Other fees and charges

Type	Description	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Land Information Memorandum (LIM) pursuant to LGOIMA			
Urgent (5 working days)			
Properties zoned Mixed Use Residential, Residential, Rural, Deferred Residential	Prepare and issue LIM	\$550.00	\$565.00
Non Urgent (10 working days)			
Properties zoned Mixed Use Residential, Residential, Rural, Deferred Residential	Prepare and issue LIM	\$380.00	\$390.00
All other Zones in District Plan not listed above	Prepare and issue LIM	\$490.00	\$505.00

Overseas Investment Certificates			
	For determining and issuing	\$365.00	\$375.00
Section 348 – Right of Way (ROW)			
Application for ROW under LGA 1974	Processing ROW application	\$810.00	\$835.00
Sale and Supply of Alcohol Act			
Section 100(f) certificates certifying that the proposed use of the premises meets the requirements of the RMA	Existing premises	\$185.00	\$190.00
	New or altered premises	\$290.00	\$299.00
Advertising of alcohol licence applications on Council's website		\$155.00	\$160.00
Alcohol license hearing costs not associated with the application itself (e.g. translation services, etc) will be charged at actual cost			
Hazardous activities and industries list determinations (HAIL)			
For supplying specific information to determine if a potentially contaminating activity has occurred on a property.		\$90.00	\$92.00
Record of Title search			
For searching for Records of Title through Land Information New Zealand (LINZ).		\$25.00	\$26.00

Resource management fees and charges

Type	Description	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
		'F' are fixed charges, all others are deposits	'F' are fixed charges, all others are deposits
General			
Pre-application	Pre-application meeting	Actual staff time	Actual staff time

Pre-hearing meeting	For any meeting or mediation held (s99)	Actual staff time	Actual staff time
Joint subdivision and land use	For any joint application	\$5790.00	\$5965.00
	<i>Note – for joint applications, this is the only deposit that applies.</i>		
Limited notified consent (land use and subdivision)	Any resource consent that requires limited notification	\$8285.00	\$8535.00
Notified consent (land use and subdivision)	Any resource consent that requires public notification	\$13,395.00	\$13,795.00
Landuse Consents			
Non-notified	All landuse consents, except as otherwise provided below	\$2895.00	\$2980.00
	Resource consents for a Controlled or Restricted Discretionary Activity with non-compliance with <u>one</u> bulk and location rule only, excluding applications for 3 or more dwellings in the Medium Density Residential Zone.	\$1390.00	\$1430.00
	<i>Note: if you are unsure whether this deposit is applicable, please discuss with a member of the Planning team before submitting your application.</i>		
	Noncomplying (excludes road boundary setbacks which will require the standard non-notified landuse consent deposit)	\$4050.00	\$4170.00
	Cultural landscape area	F \$1400.00	F \$1430.00
	Character precinct		
	Protected trees	F \$1020.00	F \$1050.00

	<i>Note: a remission up to the full cost of the fixed fee, including the cost of an arborist assessment, will apply where the maintenance of a protected tree is assessed by a qualified arborist as being necessary for safety reasons, or to maintain the health of the tree</i>		
Resource consent exemptions (Section 87 (B)(a) and Section 87 (B) (b) notices)	Boundary activities	F \$345.00	F \$355.00
	Marginal or temporary rule breaches	\$720.00	\$745.00
Subdivision consents			
Non-notified	Controlled activities	\$4520.00	\$4655.00
	≤ 9 lots, where no road/reserves proposed	\$4520.00	\$4655.00
	≤ 9 lots, where roads and/or reserves are proposed	\$5790.00	\$5965.00
	≥ 10 lots, (including roads and reserves)	\$10,220.00	\$10,525.00
	Non-complying activities	\$5220.00	\$5375.00
Subdivision processes (post approval)			
Section 221	Consent notice - preparation, authorization, change or cancellation	\$345.00	\$355.00
Section 223 certification	For subdivisions ≤ 2 lots	F \$345.00	F \$355.00
Section 223 certification	For subdivisions ≥ 3 lots	F \$720.00	F \$745.00
Section 224C certification	All subdivisions	\$380.00	\$390.00
		+ actual staff time	+ actual staff time
Section 226	Restriction upon issue of record of title	\$580.00	\$595.00

Section 241	Cancellation/partial cancellation of amalgamation condition	\$580.00	\$595.00
Section 243	Easement approval or revocation	\$580.00	\$595.00
Subdivision miscellaneous			
Engineering	For inspections of any works for conditions, including checking engineering plans and any amendments	Actual staff time	Actual staff time
	RAMM Collection (minimum of 2km carriageway)	\$945.00	\$975.00
		per day	per day
Technical costs	CCTV data uploaded to Reticulation Manager (minimum 100 metres)	Minimum \$255.00 plus	Minimum \$260.00 plus
		\$3.00 per lineal metre	\$3.10 per lineal metre
Cross lease	Amendments to flats plan	\$720.00	\$740.00
Urgent signing fee for subdivision post approval processes	To sign any documentation within a 24 hour period	\$115.00	\$117.00
	<i>Note: This does not guarantee urgent signing will be possible, refer to notes below for further information.</i>		
	Asset collection, ≤ 9 lots	\$2460.00	\$2535.00
	Asset collection, ≥ 10 lots	\$4746.00	\$4890.00
Other resource management activities			
Section 125/126	Applications for extensions of consent periods	\$985.00	\$1015.00
Section 127	Change or cancellation of a condition/s of consent (non-notified only)	\$1845.00	\$1900.00
Section 128 - 132	Review of consent conditions (non-notified only)	\$980.00	\$1010.00

Section 134	Transfer of holder's interest in a consent	F \$225.00	F \$235.00
Section 138	Application to surrender resource consent	\$760.00	\$785.00
Section 139	Application for certificate of compliance	\$2685.00	\$2765.00
Section 139A	Existing use right determination	\$2685.00	\$2765.00
Section 357	Objections pursuant to section 357(A) or (B) of RMA	\$580.00	\$595.00
	<i>Note: Not invoiced if objection upheld in full. A part charge may be made if the objection is upheld in part.</i>		
National Environmental Standards	Confirmation of compliance with National Environmental Standards	Actual staff time	Actual staff time
Other	Any application pursuant to the RMA not listed elsewhere	\$1830.00	\$1885.00
Designations			
Public or Limited notified	Notice of Requirement for designation	\$12,715.00	\$13,095.00
Non-notified	Notice of Requirement for designation	\$6700.00	\$6900.00
Section 176	Application for outline plan	\$930.00	\$960.00
Section 176A(2)	Waiver of requirement for outline plan	\$205.00	\$210.00
Sections 177, 178	Request to the Requiring Authority responsible for an earlier designation	\$750.00	\$775.00
	Application to do anything which would prevent or hinder the public work or project		

Section 180	Transfer of rights and responsibilities for designations	\$1270.00	\$1310.00
Sections 181, 182	Requirement for alteration or removal/partial removal of a designation	\$1970.00	\$2030.00
Section 184/184A	Application to determine designation lapsing	\$3830.00	\$3945.00
Heritage Orders			
Sections 189/189A, 196, 177	Requirement for Heritage Order	\$1815.00	\$1870.00
	Requirement for removal of Heritage Order		
	Request to Requiring Authority responsible for the earlier heritage order		
Private Plan Change application to amend the District Plan			
1 st Schedule	Processing, considering and determining a private plan change application	\$67,660.00	\$69,690.00
Compliance and monitoring			
General	Administration, review, correspondence	Actual staff time	Actual staff time
Inspections	To monitor progress with giving effect to any resource consent, and compliance with consent conditions	\$175	\$180
(excluding engineering)			
Monitoring permitted activities	Monitoring costs relating to permitted activities, if recovery of costs is authorised under any under National Environmental Standard, National Policy Statement, national direction, or other regulation	\$175	\$180
(National Environmental Standard for Freshwater 2020 - councils may charge for monitoring of permitted activities including land uses relating to farm activities, vegetation clearance and earthworks).			
Engineering	For any inspection required	Actual staff time	Actual staff time

Miscellaneous charges			
Legal instruments	Search for easement documents, covenants, encumbrances or any other document registered on Records of Title	Actual staff time	Actual staff time
		+ LINZ costs	+ LINZ costs
Affixing Council's seal/ authorising document	For administration costs incurred in affixing Council's seal and/or signature to any document where a charge is not otherwise listed	\$190.00	\$195.00
Variation/cancellations	Variation or cancellation of any legal instrument not otherwise listed	\$535.00	\$550.00
Public notice	Costs associated with public notices	Actual staff time	Actual staff time
		+ advertisement fees	+ advertisement fees
Signs	Affixing signs on site	\$40.00 per sign	\$40.00 per sign
Delegated approvals	Staff decision on application, acting under delegated authority	\$130.00	\$135.00
Bonds	Preparation, release and signing of any bond (excluding engineering)	\$360.00	\$370.00
	Preparation, release and signing of any bond - Engineering (roading and servicing works)	\$485.00	\$500.00
	Partial Bond release	Actual staff time	Actual staff time
Consultants	The applicant will reimburse Council for any fees paid by Council to any consultants.	Actual consultant costs	Actual consultant costs
		+ actual costs	+ actual costs
Noise control	Application fee for the consideration of the return of equipment seized under RMA.	F \$180.00	F \$185.00
	Costs incurred in rendering noise source inoperable (e.g. removing vehicles, disabling alarms etc)		
		Actual costs	Actual costs

Hearings			
Attendance – Council Staff or Consultant	A charge will be made for the costs of all staff and/or consultants required to attend a hearing	Actual staff/consultant time	Actual staff/consultant time
Attendance – Commissioner / Regulatory Committee Members / Hearing Panel members	A charge will be made for the costs of all Commissioners, Committee or Hearing Panel members required to attend a hearing	Actual costs	Actual costs
Postponement/withdrawal	If applicant fails to give a minimum of 5 working days written notice of a request for cancellation, withdrawal or postponement of a scheduled hearing	Actual costs	Actual costs
or cancellation			
Venue	Hiring a venue for hearing	Actual costs	Actual costs
Request for information and supply of resource management documents			
Providing general advice	Providing advice and considering proposed applications	Actual staff time except for the first half hour of the first meeting, which will not be charged	Actual staff time except for the first half hour of the first meeting, which will not be charged
	<i>May include, but is not limited to: administration costs, research, meetings (including pre-lodgement), written correspondence.</i>		
Providing information	Any request to provide information in respect of the District Plan or any consent	Actual staff time	Actual staff time
Providing copies	For the copying of information relating to consents and Council's resource management functions under Section 35 of the RMA, and the supply of any document	Actual staff time + photocopying charges	Actual staff time + photocopying charges
Waipā District Plan	Full printed copy of text	\$225.00	\$230.00
	Planning maps	\$170.00	\$175.00

Hazardous Activities and Industries List (HAIL) determinations		\$10.00	\$10.00
Investigation fee		\$165.00	\$170.00

Application for Public Benefit Remission of Resource Management Act Charges

Council is able to recover actual and reasonable charges under the Resource Management Act 1991. Resource Consent applicants occasionally seek a remission or reduction in resource consent fees on the basis of public benefit. Applicants also have the ability to formally object to additional resource management charges under section 357B of the Resource Management Act.

Applications for public benefit remission of resource consent fees and charges (other than formal objections to additional charges under s357B of the Resource Management Act) will be considered as follows. Applications which do not relate to a public benefit will not be considered.

- a. The application for public benefit remission must be in writing, and be submitted either on a form provided by council, or must include the following information:
 - a. Applicant's contact details
 - b. The legal Status of the applicant.
 - c. The amount of remission being sought (in full or in part).
 - d. The reasons for the remission.
- b. Applications which are in accordance with the requirements above will be assessed based on the following criteria:
 - a. Will the proposal result in a clear public benefit, whether entirely or in part?
 - b. If there is a clear public benefit, what apportionment of this could be reasonably applied to the proposal?
 - c. Is the applicant a charitable trust, incorporated community group, or otherwise delivering a public benefit?
 - d. Is there any impact on Council's budgeted operational costs of remitting all or part of the charge?
- c. The decision whether to accept an application for a remission in part, or in full, will be made under the relevant delegated authority.

Notes:

1. *These fees and charges become Operative on 1 July of each year and will apply for all work carried out and decisions issued on or after 1 July of each year irrespective of when the application was lodged with Council.*
2. *Where an "F" is noted in the charges column, this means the fee is a fixed rate, and no additional charges will be made for that activity. Where there is no such notation, the charge is a deposit only and actual staff time (plus mileage where relevant) incurred over and above the deposit will be charged.*
3. *The fixed charge ("F") for non-notified land use consents will only apply when there is no other matter of non-compliance with the District Plan, where other rules are breached, the full deposit will apply.*
4. *"Consultant" includes any Commissioners, consultants, advisers, solicitors and any other creditors related to any matter connected with a resource consent or certificate application.*
5. *Where "actual staff time" is noted, this:*

- (a) Will include a charge for any mileage incurred as a result of any inspections required; and
 - (b) Includes any consultant engaged by Council; and
 - (c) For the avoidance of doubt, "actual costs" also includes "actual staff time".
6. Where legal fees are incurred by Council for the registration of any documents required due to any process, the actual legal costs will be charged in full (i.e. for registration of consent notices, bonds, easement cancellations etc.).
 7. For the avoidance of doubt, any application which requires either limited or public notification, will be charged the limited or public notification fee, as applicable (regardless of the type of consent, or the section of the RMA the application is made under).
 8. Urgent signing fee: When a request is made to sign documentation urgently for subdivision processes (post subdivision consent approval), an additional charge will be made. A request will be considered urgent if the return of the signed document is sought within a 24 hour period. Note: This does not guarantee documents will be able to be signed urgently. An Authorised Officer must be available to sign documentation and may not always be available. Please check with Council's Planning administration team prior to any request.

Fixed charges

9. The charges set out in the Schedule are charges which are fixed pursuant to Section 36 of the Resource Management Act 1991 (RMA).
10. All fixed charges are payable in full in advance. Pursuant to Section 36AAB(2) of the RMA, Council will not perform the action or commence processing the application to which the charge relates until it has been so paid.
11. Documentation or certificates will not be issued until payment of charges have been cleared.

Additional charges

12. Where a fixed charge is in any particular case inadequate to enable Council to recover its actual and reasonable costs in respect of the matter concerned, Council will require the applicant to pay a deposit, followed by an additional charge to cover actual and reasonable costs.
13. The following may also be included as additional charges:
 - (a) If it is necessary for the services of a consultant to be engaged by Council (including their attendance at any hearing or meeting) then the consultant's fees will be charged in full to the applicant as an additional charge;
 - (b) If any legal fees are incurred by Council in relation to legal advice obtained for any particular application, including any fees incurred if Council's solicitor is required to be present at any hearing, mediations or meetings, these fees will be charged in full to the applicant as an additional charge; and
 - (c) If any Commissioner hearing fees and associated costs are incurred in considering and determining any particular application, these fees will be charged in full to the applicant as an additional charge.

Charge-out rates for Council officers and mileage

14. Charge-out rates for Council officers are set out in this Schedule and:
 - (a) Are fixed charges;
 - (b) If reference is made in the schedule to actual staff time, it will be charged in accordance with the relevant hourly charge-out rates;
 - (c) The charge-out rates for Council officers and for mileage will apply to all matters listed in the Schedule so that:
 - i. 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 Council relating to that application, a refund will be given when those costs are finally assessed; and

- ii. if the actual and reasonable costs incurred by Council relating to that application are inadequate to enable 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

15. At any time after the receipt of an application and before a decision has been made Council may fix a fee pursuant to Section 36(1) of the RMA which is in excess of the fixed charge set out in this schedule. In that event:
- (a) 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 36AAB(2) of the RMA; and
 - (b) May also, pursuant to Section 36(5) of the RMA make additional charges.

Remission of fees

16. Staff with delegated authority may consider a reduction in any charge, on application to the Council. Any remissions will be in accordance with Section 36AAB(1) of the RMA.

Rural Address Property Identification System number plates

Description	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Application for new rapid number (includes plate)	\$95.00	\$98.00
Supply (only) number plate	\$23.00 per plate	\$24.00 per plate

Stock droving and crossings

Description	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Application for permit	\$445.00	\$460.00
Re-inspection fee	\$270.50	\$280.00

Notes:

1. Permit for stock droving on a road must be in accordance with Waipā District Public Places Bylaw 2023.
2. Stock crossings are dedicated positions along a road where stock is moved from one side of the road reserve to the other.

3. All stock crossings must be installed in accordance with the Waipā District Public Places Bylaw 2023 and any other conditions set.

Stock impound fees

First impounding

Description	Proposed Fees & charges 2025/26		Proposed Fees & charges 2026/27	
	First animal	Per animal thereafter	First animal	Per animal thereafter
Horses, cattle, mules, asses, deer and pigs	\$78.00 plus, transport costs	\$27.00	\$80.00 plus, transport costs	\$28.00
Sheep, goats and others	\$78.00 plus, transport costs	\$27.00	\$80.00 plus, transport costs	\$28.00
Subsequent impounding within the same financial year involving animals owned by the same person or organisation	Number of impoundings x relevant fee		Number of impoundings x relevant fee	
Additional after-hours fee (5pm to 8am, weekends and statutory holidays)	\$80.00		\$82.00	

Driving charges

Responding to complaints, driving stock from road to pound or owner's property or another place.

\$163.00 per hour per officer and mileage at \$1.04 per km (2025/26) and \$1.05 per km (2026/27) local government rate for Animal Control Officer's/Ranger's time plus any other reasonable costs incurred.

Grazing per day

Description	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Horses, cattle, mules, ass, deer and pigs	\$9.00	\$9.00
Sheep, goats and others (plus costs of any hard feeds, i.e. hay, grain)	\$2.50	\$3.00

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

Description	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Domestic standard connection (100mm diameter)		
Stormwater application	\$546.00	\$562.00
Stormwater inspection	\$495.00	\$510.00
Manhole reconstruction	\$620.00	\$640.00
Subsequent inspection (charged for each inspection until connection is accepted as complete)	\$365.00	\$375.00

Notes:

1. 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 Waipā District Council records.
2. The application fee is for processing the application and is non-refundable.
3. The inspection fee would be refundable if the application is unsuccessful.
4. The above fees may apply to each:
 - a) Dwelling; or
 - b) Separate building; or
 - c) Paved area in excess of 250m² (or part thereof) catchment area.
5. A single domestic connection fee will be accepted after an approved retention system is constructed. All other connections will be separately quoted.
6. All connections must be installed by a registered Drain Layer.

Structures on the road reserve

Description	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Erect a structure on road reserve		

Application for permit to erect structure	\$875.00	\$900.00
Annual safety inspection of structure (per annum) if required as condition of permit.	\$445.00	\$460.00
Erection of temporary fence on road reserve for stock grazing		
Application for permit	\$445.00	\$460.00

Notes:

1. The above fees apply for applications to construct private structures located on or under roads on the Waipā District Roding Network. Examples could include Private bus shelters; Stock underpasses; Fence encroachments; Property access ramps or stairs; cell phone towers or alterations to cell phone towers, safety barriers to protect private structures.
2. Application must be made, and consent gained from Waipā District Council to ensure the structure is safe, not a hazard to travelling public, is durable and has a nominated owner responsible for maintenance and removal when no longer required.
3. Application for permit includes an initial inspection. If the structure is erected for less than twelve months as per its permit, no annual safety inspection fee will apply. If a building consent is required for the structure, then a separate building consent fee will also apply.

Exclusions:

4. Standard rural mailboxes and shop veranda required by the District Plan do not require a permit.

Stock underpass

Description	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Application for stock underpass.	Actual staff time will be charged but with a minimum of \$1085.00	Actual staff time will be charged but with a minimum of \$1115.00
Non-compliance	Actual staff time + mileage	Actual staff time + mileage

Note:

1. Stock underpass is a dedicated permanent structure for the passage of stock under a road. All stock underpasses must have a lease agreement or licence to occupy with Waipā District Council

Town Hall hire – Kihikihi and Pirongia

Town Hall Hire – Kihikihi and Pirongia	Proposed Fees & charges 2025/26		Proposed Fees & charges 2026/27	
	Corporate or Private Function	Community Group Use	Corporate or Private Function	Community Group Use
Bond payable on booking	\$225.00	\$115.00	\$230.00	\$120.00
Deposit payable on booking	25%	25%	25%	25%
<i>Community Group bookings longer than 3 consecutive days will receive a 25% discount</i>				
Kihikihi Town Hall - Whole complex				
Half day hire (4 hour use)	\$55.00	\$25.00	\$55.00	\$25.00
Full day hire (maximum 12 hour use)	\$150.00	\$75.00	\$155.00	\$77.00
Pirongia Hall - Whole complex				
Half day hire (4 hour use)	\$57.00	\$25.00	\$60.00	\$25.00
Full day hire (maximum 12 hour use)	\$150.00	\$75.00	\$155.00	\$75.00

Notes:

1. Facility users are required to complete a hire contract prior to using the facility.
2. A bond payment is necessary to secure the booking date and full payment of hire fees is required before the event.
3. Community use charges apply to not for profit organisations that are based and operate within the Waipā District providing a benefit for the Waipā Community.

Trade waste

Administration Charges	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Application fees		
Application fee – Permitted/controlled discharge (including final inspection)	\$344.00	\$354.00

Application fee – Conditional consent (covering 4 hours work including final inspection, including tanker disposal)	\$809.00	\$833.00
Hourly rate for applications	\$146.00	\$150.00
Temporary discharge (including final inspection)	\$344.00	\$354.00
Renewal fee for controlled, permitted or conditional trade waste consents (plus additional hourly rate for more than 1 hour of time noting that site inspection charges may also apply)	\$146.00	\$150.00
Variation/Change of Details Request for permitted or conditional consents (plus additional hourly rate for more than 30 minute time noting that site inspection charges may also apply).	\$73.00	\$75.00
Special Trade Waste agreements, variations or renewals. Actual costs recovered including but not limited to consultant or legal fees	Actual cost	Actual cost
Site inspection fees		
Permitted/Controlled Discharge – Site Inspection/audit (per site visit)	\$230.00	\$237.00
Conditional Consent – Site Inspection (per site visit)	\$302.00	\$311.00
Temporary Discharge – Inspection / audit (per site visit)	\$302.00	\$311.00
Site Inspection / audit -non-compliance (per site visit)	\$302.00	\$311.00
Annual charge		
Permitted/Controlled/Special/discharge	\$71.00	\$73.00
Conditional/Special/discharge- Risk Class 3	\$2308.00	\$2377.00
Conditional/Special/discharge - Risk Class 2	\$1400.00	\$1442.00
Any temporary discharge	\$267.00	\$275.00
Independent Monitoring (per sample collected)	\$288.00	\$297.00
Tankered discharge	\$920.00	\$948.00

Tankered Waste Disposal		
Tankered waste disposal to Wastewater Treatment Plant or reticulation in accordance with Trade Waste Bylaw \$/m ³	Subject to further review – fee not currently applied in 2024/25	Subject to further review – fee not currently applied in 2024/25

Notes:

1. Tankered waste may not be accepted at the Waters Manager's sole discretion.
2. Tankered waste disposal to Wastewater Treatment Plant or reticulation not in accordance with Trade Waste Bylaw will require a conditional or special agreement in accordance with the Trade Waste Bylaw.

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	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
V _c Flow Volume	\$1.63/M ³	\$1.68/M ³
SS _c Suspended solids	\$1.40/kgSS	\$1.45/kgSS
BOD _c Organic Loading	\$1.55/BOD	\$1.60/BOD
TKN _c Total Kjeldahl Nitrogen	\$1.63/kgTKN	\$1.68/kgTKN
TP _c Total Phosphorus	\$6.66/kgTP	\$6.86/kgTP
Connection or disconnection fee	\$575.00	\$592.00

Table of parameters with descriptions			
V	The volume discharged	BOD _c	The unit BOD Charge \$/kg
V _c	The unit volume charge \$/ M ³	TKN	The mass of Total Kjeldahl Nitrogen (TKN) discharged

SS	<i>The mass of suspended solids discharged</i>	TKN _c	<i>The unit TKN charge \$/kg</i>
SS _c	<i>The unit SS charge \$/kg</i>	TP	<i>The mass of Total Phosphorus (TP) discharged</i>
BOD	<i>The mass of BOD discharged</i>	TP _c	<i>The unit TP charge \$/kg</i>

Traffic Management Plan (TMP) reviews

Description	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Approval of simple TMP for Vehicle Crossings	\$290.00	\$300.00
Approval of complex TMP	\$290.00 per hour (excludes travel allowances)	\$290.00 per hour (excludes travel allowances)
Actions required to address non-compliance with TMP conditions	\$205.00 per hour (excludes travel allowances)	\$205.00 per hour (excludes travel allowances)
Non-compliance for not having a TMP or an approved TMP	\$512.00	\$530.00
Extension of TMP application	\$140.00	\$145.00
Issue of Stop Work Order	\$242.00	\$250.00
Late Completion of Works or failure to return sites to pre-existing conditions as per the utilities code.	\$447.00	\$460.00

Notes:

1. TMP require evaluation and approval by the Council Traffic Management Coordinator to ensure public safety, the costs of which are charged to the applicant.

Utility access requirements

Description	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Single Occurrence Permit		
Isolated street opening permit application (plus the applicable trenching fee and Traffic Management Plan fee)	\$210.00	\$215.00
Multiple occurrence permit for utility maintenance works		
Multiple opening permit application covering a 12 month period (One off set up fee then occurrence fee plus the applicable trenching fee)	\$620.00 + \$105.00 for each occurrence	\$640.00 + \$105.00 for each occurrence
Excavation, trenching or drilling		
1 – 99m (This is the minimum fee in conjunction with the permit fee)	\$110.00	\$115.00
100 – 499m	\$195.00	\$200.00
> 500m	\$330.00	\$340.00
Non-compliance with conditions	\$305.00	\$315.00
Additional inspections required for complex projects, changes to project extents and conditions, or as required to address non-compliance with conditions.	\$240.00 per hour (includes travel allowances)	\$245.00 per hour (includes travel allowances)
Extension of Work Access Permit (WAP) application	\$140.00	\$145.00
Issue of Stop Work Order	\$240.00	\$245.00
Late Completion of Works or failure to sign off completed works as per WAP.	\$450.00	\$465.00

Notes:

1. For all work to be undertaken on road reserve (including within footpaths, berms and carriageways) a Corridor Access Request (CAR) is required. The CAR allows Council to approve, track and ensure proper reinstatement to works undertaken in the street.
2. The Utilities Access Act 2010 provides for applications for permission to excavate in streets and roads for services such as electricity, three waters, gas, telecoms etc.
3. Under certain circumstances Waipā District Council will accept 12 month access opportunities under our multiple occurrence coverage formats. This is for maintenance works only not new projects.

4. All access requests may be inspected by Council staff or agents at any time for compliance with permit conditions
5. Trenching costs are in addition to the Permit application fee and reflect the work involved in doing completion and maintenance inspections based on length of work sites.

Vehicle crossing applications

Description	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Application fee	\$495.00	\$510.00
Re-inspection fee	\$225.00	\$230.00
Mileage if site visit required	\$1.04 per km	\$1.05 per km

Notes:

1. A Traffic Management Plan and/or Corridor Access Request is required for a vehicle crossing application to be processed.
2. Entrance ways can only be installed (including upgrades) with the permission of Council Development Engineering Team.

Wastewater connections

Description	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Wastewater connection application and approval	\$546.00	\$562.00
Wastewater inspection	\$500.00	\$516.00

Notes:

1. 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 Waipā District Council records.
2. The application fee is for processing the application and is non-refundable.
3. The inspection fee would be refundable if the application is not approved.
4. An inspection fee of \$360.00 also applies to every subsequent inspection until the connection is accepted as complete.
5. All connections must be installed by a registered drain layer, inspected by the Assets Team and As-Builts provided to the Asset Team.

Water connections and bulk water sales

Description	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Water connection application fee		
Urban	\$648.00	\$667.00
Rural	\$1,138.00	\$1,172.00
Ordinary supply - install new standard single 20mm diameter residential connection, up to 4 metres from a Council owned reticulated main (excluding bulk mains). All other connections will require a fixed quote from Waipā District Council).		
Urban	\$2,083.00	\$2,145.00
Rural	\$2,770.00	\$2,853.00
Restrictor adjustment	\$535.00	\$551.00
Meter and/or restrictor testing fee (if tests show compliance, then applicant shall be liable for fee. If out of adjustment no fee shall apply)	\$528.00	\$544.00
Final water meter reading		
Conduct and process final reading	\$73.00	\$75.00
Disconnection fees		
Disconnection from rural water supply scheme	\$1,165.00	\$1,200.00
Disconnection from water supply upon removal or demolition of a building	\$1,029.00	\$1,060.00

Note:

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

Purchase of water by permit

Description	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Administration fee	\$27.50/month	\$27.50/month

Water per cubic metre (1000 litres)	\$4.25/cu metre	\$4.96/cu metre
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Notes:

1. A permit must be obtained before removing water from a Council system. A permit is to be obtained for each 12-month period that water is drawn from a designated bulk fill point.
2. Rural water supply, where the service is available at the gate, may be restricted in area or flow. All other connection sizes and/or configurations will require quotation from Waipā District Council.

Backflow Prevention Devices

Description	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Connection, disconnection and replacement of backflow prevention devices	Staff time and actual and reasonable costs	Staff time and actual and reasonable costs
Administration fee	n/a	
Annual testing of testable backflows	\$200.00	\$205.00

APPENDIX 3

Draft Schedule of Fees and Charges 2025-27 (adopted for consultation)
(document number 11453202)

Draft Schedule of Fees and Charges 2025/26 and 2026/27

April 2025

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Administration fees

Description	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Fee for issuing a refund for an overpayment in rates and/or user fees and charges	\$25.30	\$26.00	\$27.00
Printing / copying			
Scanning – per page	\$1.10 for first page, then \$0.60 for each additional page to a maximum charge of \$10.00	\$1.10 for first page, then \$0.60 for each additional page to a maximum charge of \$10.50	\$1.10 for first page, then \$0.60 for each additional page to a maximum charge of \$10.50
Single sided – per page A4 (black and white)	\$0.50	\$0.50	\$0.50
Double sided – A4 (black and white)	\$0.90	\$0.90	\$0.90
A4 – per page/side (colour)	\$1.10	\$1.10	\$1.10
Double sided (colour)	\$2.20	\$2.30	\$2.40
A3 – per page (black and white)	\$1.70	\$1.80	\$1.90
A3 - double sided (black and white)	\$1.70	\$1.80	\$1.90
A3 – per page (colour)	\$2.20	\$2.30	\$2.40
A3 - double sided (colour)	\$4.40	\$4.50	\$4.60

Building consent Fees

		Project Category	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
No mileage charged for these categories	1	Solid Fuel Heater (Freestanding)	\$502.43	\$486.45	\$534.00
	1A	Solid Fuel Heaters (Inbuilt)	NA	\$636.45	\$673.95
	2	Minor Works Plumbing or drainage – External Drainage only Effluent Tanks Fencing/Signage (outside of exemptions) Marquees (over 100m2) Swimming Pool/Spa pool fence (pool exempt) Demolition (outside of exemptions) Solar heating panels	\$553.85	\$627.70	\$662.70
		Project Information Memorandum (PIM)	\$143.00	\$147.60	\$152.00
	3	Minor Building Work Carports Decks/pergolas Shade-sails/archgolas Retaining walls	\$877.90	\$955.20	\$1,012.70
		Project Information Memorandum (PIM)	\$203.50	\$210.00	\$216.00
	4	Other Buildings Kitset Garages Hay barns	\$949.85	\$1,310.20	\$1,390.20

	Implement sheds Swimming pool/spa pool Conservatories			
	Project Information Memorandum (PIM)	\$203.50	\$210.00	\$216.00
5	Detached Buildings and non Kitset Garages (outside of exemptions) Internal Alterations (additional inspections may be required) Dairy shed extensions	\$1,127.50	\$1,410.20	\$1,497.70
	Project Information Memorandum (PIM)	\$278.30	\$287.20	\$296.00
6	Detached habitable buildings Up to 30m ² with plumbing and drainage, e.g. sleep out with toilet and shower. Alterations and additions up to 30m ² with plumbing or drainage	\$1,820.50	\$2,065.20	\$2,197.70
	Project Information Memorandum (PIM)	\$278.30	\$287.20	\$296.00
7	New residential buildings, alterations and additions up to 60m² with plumbing and drainage (see commercial buildings for commercial alterations) <i>Note: for work over 60m², additional dwelling or commercial/industrial fees apply</i>	\$2,267.90	\$2,565.20	\$2,735.20
	Project Information Memorandum (PIM)	\$278.30	\$287.20	\$296.00
8	Dairy sheds	\$2,370.50	\$2,530.20	\$2,690.20

	Project Information Memorandum (PIM)	\$278.30	\$287.20	\$296.00
9	Re-sited dwellings	\$2,861.65	\$2,330.20	\$2,475.20
	Project Information Memorandum (PIM)	\$385.00	\$397.30	\$409.00
10	Dwelling single storey – up to 100m²	\$3,451.80	\$3,812.70	\$4,065.20
	Project Information Memorandum (PIM)	\$385.00	\$397.30	\$409.00
11	Dwelling single storey – up to 250m²	\$3,946.80	\$4,212.70	\$4,495.20
	Project Information Memorandum (PIM)	\$385.00	\$397.30	\$409.00
12	Dwelling single storey – in excess of 250m²	\$4,738.80	\$5,030.20	\$5,377.70
	Project Information Memorandum (PIM)	\$385.00	\$397.30	\$409.00
13	Multi-unit dwelling single storey - first unit category fee, as per fees above.	\$1,287.00	First unit Category Fee above	First unit Category Fee above
	Plus per unit charge after first unit	+\$198 per Inspection charge	+\$200 per hour Inspections and Processing	+\$215 per hour Inspections and Processing
14	Dwelling two storey or more – up to 250m²	\$4,441.80	\$4,895.20	\$5,225.20
	Project Information Memorandum (PIM)	\$385.00	\$397.30	\$409.00

15	Dwelling two storey or more – in excess of 250m²	\$5,332.80	\$5,695.20	\$6,085.20
	Project Information Memorandum (PIM)	\$385.00	\$397.30	\$409.00
16	Multi-unit dwelling two storey or more - first unit category fee, as per fees above.	\$1,584.00	First unit Category Fee above	First unit Category Fee above
	Plus, per unit charge after first unit	+\$198 per Inspection charge	+\$200 per hour Inspections and Processing	+\$215 per hour Inspections and Processing
17	Small commercial/industrial – up to 300m²	\$4,342.80	\$4,660.20	\$4,965.20
	Project Information Memorandum (PIM)	\$517.00	\$533.50	\$550.00
17A	Small commercial offices and industrial buildings, including alterations and additions up to 60m²	n/a	\$3,060.20	\$3,245.20
18	Commercial/industrial – in excess of 300m ²	Actual staff time	Actual staff time	Actual staff time
	Project Information Memorandum (PIM)	\$693.00	\$715.20	\$737.00
19	New Transportable Build (Factory Built)	\$2,233.00	\$2,392.70	\$2,552.70

Building control Fees

	Current Fees & charges	Proposed Fees & charges	Proposed Fees & charges
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Description		2024/25	2025/26	2026/27
BRANZ	For every consent with an estimated value of \$20000 and over	\$1.00 per \$1,000	\$1.00 per \$1,000	\$1.00 per \$1,000
MBIE	For every consent with an estimated value of \$65000 and over	\$1.75 per \$1,000	\$1.75 per \$1,000	\$1.75 per \$1,000
Additional Inspections or Processing	Additional Inspections: Where an inspection is booked, but project was not ready and/or an inspection was not covered by the initial fee. This includes inspections cancelled within 24 hours of the booking time. Additional Processing: We additional processing time is required as a result of a poor or incomplete application.	\$190.00	\$200.00	\$215.00
Amendments	Applications for an amendment to a Building Consent (Section 45 Building Act 2004)	\$165.00 + \$190.00 per hour processing time	Admin \$165.00 per hour + Processing and inspections \$200.00 per hour processing time	Admin \$170.00 per hour + Processing and inspections \$215.00 per hour processing time
Building Consent Extension of Time	Application for an extension of time to a building consent	\$165.00	\$165.00	\$170.00
Travel costs	May apply to rural properties and inspections outside of the district boundary (at Council's discretion)	\$0.95 per km	\$1.04 per km	\$1.05 per km
Planning - Building consent check	Check the building consent application for compliance with the District Plan and Resource Management Act.	\$110.00	\$114.00	\$117.00
Section 77	Certificate for construction over two or more allotments (Section 77 Building Act 2004)	\$286.00	\$295.00	\$304.00
	Internal process by Council staff	At cost	At cost	At cost
	Council's solicitor to prepare notice			
Section 73	Notice when building on land subject to a natural hazard (Section 73 Building Act 2004)	\$286.00	\$295.00	\$304.00

	Internal process by Council staff Council's solicitor to prepare notice	At cost	At cost	At cost
Certificate of Acceptance	Applications for Certificate of Acceptance (Section 97 Building Act 2004). In addition to the fees that would have been payable had the owner or previous owner applied for a building consent before carrying out the building work.	Actual staff time plus BC fees	Actual staff time plus BC fees	Actual staff time plus BC fees
Certificate for Public Use (Including Renewals)	Applications for Certificate for Public Use (Sections 363A and 363B Building Act 2004). This includes a renewal of an existing CPU.	\$605.00	\$665.00	\$707.50
Building Consent Discretionary Exemption	Exemption from requirement to obtain a building consent under Schedule 1 clause 2	\$190.00 + Actual staff time	\$200 per hour	\$215.00 per hour
Compliance Schedules	New compliance schedules (Section 111 Building Act 2004)	\$396.00	\$409.00	\$421.00
	Amendments to existing compliance schedule (Sections 106 and 107 Building Act 2004)	\$185.00	\$191.00	\$197.00
BWOF	Building Warrant of Fitness (BWOF) audit inspections (Section 111 Building Act 2004)	Actual staff time	Actual staff time	Actual staff time
Peer review	Peer review of specific designs by external agents, e.g. Structural Engineer, Fire Engineer, Lift Engineer, Mechanical Engineer	Cost plus 5% handling fee	Cost plus 5% handling fee	Cost plus 5% handling fee
Pool inspection	First inspection	\$108.00	\$111.00	\$114.00
	Subsequent inspections	\$60.00	\$62.00	\$64.00
Amusement device permits	For one device, for the first 7 days	\$11.50	\$12.00	\$12.00

	For each additional device operated by the same owner for the first 7 days	\$2.30	\$2.40	\$2.50
	For each device for each further period of 7 days. <i>Section 11 Amusement Device Regulations 1978. These fees are set by the Regulations</i>	\$1.15	\$1.20	\$1.20
Exemption to carry out seismic work	Process application for exemption from requirement to carry out seismic work on a building subject to an earthquake-prone building notice. (Section 133AN Building Act 2004)	\$570.00	\$588.20	\$605.80

Notes:

1. Fees are to be paid in full.
2. All references herein to Section and Schedule matters are to the Sections and Schedules of the Building Act 2004 unless otherwise specified.
3. Should any particular job exceed the stated fee, an additional charge may be payable.
4. Where external expertise is necessary in processing building consents, the charge for those services will be passed onto the applicant.
5. This scale of fees does not include a structural checking fee.
6. Fees for project categories 1, 2 and 3 are to be paid in full on application. For all other categories paid on granting of consent.
7. Marquees over 100m² floor area require a building consent and therefore require inspection. Marquees of less than 100m² floor area may be inspected at the erector's request; the same fee will apply.
8. Building consent exemptions can be applied for in respect of marquees that have been professionally erected.
9. Travel costs of \$1.04 per km (2025/26) and \$1.05 per km (2026/27) may apply to rural properties, or buildings located outside of the Waipā District.
10. "Actual staff time" is charged at the rate in the Council Professional Fees section.
11. Building Consent fees include the cost of the Code Compliance Certificate.
12. Project Information Memorandum fees are payable in full on application.
13. Council is required to collect fees on behalf of others:
 - a. **Building Research Association Levy**
 - i. For every building consent with an estimated value of \$20000 and over, \$1.00 per \$1000 is payable.
 - b. **Building Levy**
 - i. For every building consent with an estimated value of \$20444 and over, \$1.75 per \$1000 is payable.

Council room hire charges

Description	Current Fees & charges 2024/25		Proposed Fees & charges 2025/26		Proposed Fees & charges 2026/27	
	Profitable Organisation / Private Function	Non-Profit Organisation	Profitable Organisation / Private Function	Non-Profit Organisation	Profitable Organisation / Private Function	Non-Profit Organisation
Bond (payable when booking is outside business hours)	\$285.00	\$112.00	\$285.00	\$112.00	\$285.00	\$112.00
Removal/reinstatement of furniture by Council staff (optional)	\$112.00	\$112.00	\$112.00	\$112.00	\$112.00	\$112.00
Half day or less						
Whole facility	\$151.00	\$72.00	\$151.00	\$72.00	\$151.00	\$72.00
Council Chamber	\$66.00	\$44.00	\$66.00	\$44.00	\$66.00	\$44.00
Committee rooms (per room)	\$44.00	\$27.00	\$44.00	\$27.00	\$44.00	\$27.00
Kitchen	\$27.00	\$11.00	\$27.00	\$11.00	\$27.00	\$11.00
Full day – 8.00am to 5.00pm						
Whole facility	\$291.00	\$134.00	\$291.00	\$134.00	\$291.00	\$134.00
Council Chamber	\$123.00	\$78.00	\$123.00	\$78.00	\$123.00	\$78.00
Committee rooms (per room)	\$78.00	\$44.00	\$78.00	\$44.00	\$78.00	\$44.00
Kitchen	\$55.00	\$22.00	\$55.00	\$22.00	\$55.00	\$22.00
Night – 5.00pm onwards						
Whole facility	\$151.00	\$72.00	\$151.00	\$72.00	\$151.00	\$72.00
Council Chamber	\$66.00	\$44.00	\$66.00	\$44.00	\$66.00	\$44.00
Committee rooms (per room)	\$44.00	\$27.00	\$44.00	\$27.00	\$44.00	\$27.00
Kitchen	\$27.00	\$11.00	\$27.00	\$11.00	\$27.00	\$11.00
Day and night – 8.00am to late at night						
Whole facility	\$414.00	\$179.00	\$414.00	\$179.00	\$414.00	\$179.00

Council Chamber	\$242.00	\$101.00	\$242.00	\$101.00	\$242.00	\$101.00
Committee rooms (per room)	\$106.00	\$55.00	\$106.00	\$55.00	\$106.00	\$55.00
Kitchen	\$112.00	\$38.00	\$112.00	\$38.00	\$112.00	\$38.00
Weekend – Friday 5.00pm to Sunday 10.00pm						
Whole facility	\$707.00	\$370.00	\$707.00	\$370.00	\$707.00	\$370.00
Council Chamber	\$528.00	\$270.00	\$528.00	\$270.00	\$528.00	\$270.00
Committee rooms (per room)	\$151.00	\$83.00	\$151.00	\$83.00	\$151.00	\$83.00
Kitchen	\$230.00	\$83.00	\$230.00	\$83.00	\$230.00	\$83.00
The bond is refundable – items covered by the bond are key, breakage of equipment, damage to facility and/or theft of equipment or extraction clean.						
Deduction as follows						
Key (replacement or lost)	\$29.00	\$30.00	\$30.10			
Security access token (replacement or lost)	\$55.00	\$57.00	\$57.00			
Furniture damage	Whole bond (minimum) or cost	Whole bond (minimum) or cost	Whole bond (minimum) or cost			
Extraction carpet clean	\$176.00	\$182.00	\$188.00			
Damage to facility	Whole bond (minimum) or cost	Whole bond (minimum) or cost	Whole bond (minimum) or cost			
Call out fee for insecure building	\$187.00	\$193.00	\$197.00			
Cleaning and re-stock of toilet consumables fee (for bookings longer than 1 consecutive day)	\$55.00	\$57.00	\$58.00			

Cambridge Town Hall

Fees and charges for Cambridge Town Hall room hire and façade lighting are no longer set or administered by Waipā District Council. They are now the responsibility of the Cambridge Town Hall Trust. [Home New Zealand | The Cambridge Town Hall | Cambridge, NZ](#)

External lighting of the Cambridge Clock Tower is the responsibility of Waipā District Council. The lighting can be changed as part of community events.

Description	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Event lighting changes: Cambridge Clock Tower	\$50.00	\$55.00	60.00

Cemetery fees

Description	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Interments			
Casket interment	\$1,155.00	\$1,271.00	\$1,460.00
Children under nine	\$146.00	\$150.00	\$150.00
Stillborn	\$88.00	\$95.00	\$95.00
Ashes interment	\$116.00	\$120.00	\$140.00
Weekend/Public Holiday fees (see note 4)			
Casket interment		\$1,906.50	\$2,200.00
Ashes interment		\$180.00	\$205.00
After hours extra fees (see note 4)			
After 2:00pm Monday - Friday	\$180.00	\$186.00	\$192.00
After 12:00 noon Weekends/Public Holidays	per additional hour	per additional hour	per additional hour
Before 10.00am Monday or the day after a Public Holiday			
Disinterment/Reinterment			
Disinterment	At cost	At cost	At cost
Reinterment	At cost (+ any applicable plot fees)	At cost (+ any applicable plot fees)	At cost (+ any applicable plot fees)
Reopening	At cost	At cost	At cost
Plot purchase (including maintenance) (see note 6)			
Lawn Adult plot – Te Awamutu or Hautapu	\$2,530.00	\$2,783.00	\$3,284.00
Lawn Adult plots - All other cemeteries	\$2,320.00	\$2,552.00	\$3,011.00
Lawn Childrens' plots (aged under nine years)	\$554.00	\$609.00	\$719.00
Ashes plot	\$500.00	\$550.00	\$635.00

RSA (see note 5)	No charge	No charge	No charge
Surcharge on reserved plots	\$167.00	\$184.00	\$217.00
Natural burial			
Natural burial plot	\$2,143.00	\$2,357.00	\$2,781.00
Natural burial interment	\$1,155.00	\$1,271.00	\$1,500.00
Eco ashes plot	\$500.00	\$550.00	\$635.00
Eco ashes interment	\$116.00	\$120.00	\$140.00
Memorial installation			
Permit processing fee	\$55.00	\$61.00	\$70.00

Notes:

1. Interments in Waipā District will be double depth (2.27m) unless stated. Leamington and Pukerimu cemeteries are single depth due to ground conditions.
2. Plot fees do not include a memorial – upon approval by Council, a plaque or headstone shall be supplied and installed through a qualified mason. This is the responsibility of the applicant and shall be of such maximum dimensions as stated in our guidelines.
3. Add 50 percent to all costs for persons that have lived less than five years within Waipā District during their lifetime.
4. Interments outside these hours are only accepted at the discretion of Council. Burials are not conducted on Christmas Day or Good Friday.
5. While no fee is charged for a Returned Services Association plot, standard Council interment fees apply.
6. This fee does not include a monument – the monument shall be supplied by the applicant and shall be of such dimensions as set by Council.

Council professional fees

Description	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Manager (any)	\$258.00/hr	\$270.00/hr	\$280.00/hr
Team Leader (any)	\$243.00/hr	\$255.00/hr	\$260.00/hr
Principal Policy Advisor			
Consultant Engineer			

Principal Engineer			
Senior Planner			
Senior Policy Planner			
Senior Engineer			
Project Planner	\$228.00/hr	\$240.00/hr	\$245.00/hr
Biodiversity Planner/Ecologist			
Principal or Senior Building Inspector or Processor			
Senior Environmental Health Officer			
Senior Enforcement Officer			
Intermediate Engineer	\$211.00/hr	\$220.00/hr	\$230.00/hr
Intermediate Planner			
Planner			
Policy Planner	\$205.00/hr	\$215.00/hr	\$215.00/hr
Reserves Planner			
Engineer			
Environmental Health Officer			
Building Inspector/ Processor (Compliance Officer)			
Enforcement Officer	\$165.00/hr	\$175.00/hr	\$180.00/hr
Property Advisor			
Development Contributions Officer			
Graduate Planner	\$159.00/hr	\$165.00/hr	\$170.00/hr
Graduate Policy Planner			
Duty Planner			
Graduate Engineer			
Technical Officer			
Other Staff			
Senior Technical Administrative Officer			

Building Support and Quality Officer			
Governance Officer			
Administrative Officer	\$110.00/hr	\$115.00/hr	\$120.00/hr
Technical Administrative Officer			
Mileage	\$0.95/km	\$1.04/km	\$1.05/km
Disbursements	At cost as charged to Council by the provider	At cost as charged to Council by the provider	At cost as charged to Council by the provider

Development contribution fees

Description of service	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Development Agreement preparation and negotiation			
Development Contribution pre-application estimates and advice	Actual staff time	Actual staff time	Actual staff time
Development contributions objections	All actual and reasonable costs in accordance with section 150A of the Local Government Act 2002	All actual and reasonable costs in accordance with section 150A of the Local Government Act 2002	All actual and reasonable costs in accordance with section 150A of the Local Government Act 2002

Notes:

1. Development contributions are not actual fees, but are contributions paid towards the costs of infrastructure development. For more information on Development Contributions, please refer to the Development Contributions Policy: <https://www.waipadc.govt.nz/our-services/planning-and-resource-consents/development-contributions>

Dog registration and impounding fees

Description	Current Fees & charges 2024/25		Proposed Fees & charges 2025/26		Proposed Fees & charges 2026/27	
	Standard if paid by 31 July 2024	including 50% penalty if paid on or after 1 August 2024	Standard if paid by 31 July 2025	including 50% penalty if paid on or after 1 August 2025	Standard if paid by 31 July 2026	including 50% penalty if paid on or after 1 August 2026
Urban Fee (for full year):						
No rebates	\$101.00	\$151.50	\$104.00	\$156.00	\$107.00	\$160.50
Neutered Rebate (\$10.00)	\$91.00	\$136.50	\$94.00	\$141.00	\$97.00	\$145.50
Fencing Rebate (\$15.00)	\$86.00	\$129.00	\$89.00	\$133.50	\$92.00	\$138.00
Fencing and Neutered Rebates (\$25.00)	\$76.00	\$114.00	\$79.00	\$118.50	\$82.00	\$123.00
Rural Fee (for full year)	\$58.00	\$87.00	\$61.00	\$91.50	\$64.00	\$96.00
Out of District Fee (for impounded dogs only)	\$58.00	\$87.00	\$61.00	\$91.50	\$64.00	\$96.00

Notes:

1. Dog registration fees are due by 30 June and must be paid by 31 July to avoid penalties.
2. The above fees are prescribed and apply to all dogs over the age of three months.
3. A penalty will apply for late payment each year, from 1 August the applicable fee will increase by 50 percent as provided for in the Dog Control Act 1996.
4. The penalty does not apply within 14 days of acquiring a dog, or within 14 days of the dog attaining three months of age.
5. No fee is payable in respect to certified disability assistance dogs provided re-registration is completed by the due date, after which the standard fees apply.
6. Initial registration fees for dogs rehomed by Council, or dogs in the care of any registered charity organisation approved by the Animal Control Team Leader for subsequent rehoming, may be waived.
7. Urban areas align with the meaning provided in the Waipā District Council Dog Control Bylaw 2023, and may be subject to adjustment.
8. A pro-rata rate will apply to any puppy aged less than three months after the penalty date, based on the number of complete months remaining in the registration year.
9. Replacement registration tags are available for \$3.00 each
10. To receive the fencing rebate, an application must be made to Council prior to 1 April and the property must be inspected by an Animal Control Officer and approved as suitable for the type of dog. Applications received after 1 April may be processed but rebate will not apply until the following registration year.
11. To receive the neutered dog rebate, a veterinary certificate must be provided at the time of, or prior to, registration.

12. Dogs classified as dangerous pursuant to the Dog Control Act 1996 will pay an additional 50 percent of the usual fee that would apply to that dog if it was not classified.
13. Any owner entitled to a refund of a registration fee may choose to donate that fee to Council for use in rehoming activities, or a welfare organisation approved by the Animal Control Team Leader.
14. Application forms are available from Council offices or application may be made via our online form: waipadc.govt.nz/dogsonline
15. Payments can be made at Council offices in Te Awamutu or Cambridge, or via Council's online payment facility at waipadc.govt.nz/dogregistration

Definitions

"Property" means a property or a collection of properties under common occupancy or ownership, and in a single record of title.

Dog Permits

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

- (a) Two dogs on land in an urban area; or
- (b) Five dogs per dwelling on any rural land in the district.

Urban/rural land for the purpose of permits is defined in the Dog Control Policy and are the same areas as used for determining registration fees and are subject to adjustment.

Permits last for three years. Application forms are available from Council offices or online at www.waipadc.govt.nz/our-services/animals/dog-control/dog-registration

Description	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
New Permit	n/a	\$65.00	\$65.00
Renewal of existing permit with no changes	n/a	\$30.00	\$30.00
Additional inspection (after first visit)	n/a	\$30.00	\$30.00

Impounding fees for dogs

Description	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Fee for seizure/custody or first impounding	\$82.00	\$85.00	\$88.00

Fee for each subsequent impounding within the current registration year	\$100.00	\$104.00	\$106.00
Fee for microchipping	\$30.00	\$30.00	\$30.00
Sustenance (per day)	\$11.00	\$11.00	\$11.00
Sundry Items (when available)			
Slip Leads/Clip Leads - 3/8 inch width	\$20.00	\$21.00	\$22.00
Slip Leads/Clip Leads - ½ inch width	\$22.00	\$23.00	\$24.00
Doggy Doo Bags – x4 rolls (12 bags per roll)	\$3.50	\$4.00	\$4.00

Notes:

1. The destruction or disposal fee for any unwanted/unclaimed/surrendered/impounded dog is \$55.00 plus applicable sustenance fees.
2. The owner of an impounded dog that is not claimed or signed over to Council remains liable for all impounding and sustenance fees irrespective of the fate of the dog.
3. Microchipping is to be booked and paid in advance and will occur at times and locations specified by Council. Other arrangements may incur additional fees.
4. The owner of any impounded dog is liable for any additional costs incurred by Council, for welfare purposes, while the dog is impounded e.g. veterinary costs.

Kerbside recycling service**Recycling bin**

Description	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
240L Mixed Recycling Wheelie Bin	\$86.00 per bin	\$98.00 per bin	\$100.00 per bin
140L Glass Only Wheelie Bin	\$75.00	\$95.00 per bin	\$98.00 per bin
Partial charge for new rated properties	Full months of rating year remaining ÷ annual charge	Full months of rating year remaining ÷ annual charge	Full months of rating year remaining ÷ annual charge
Administration Fee (where the annual recycling rate is not levied)	\$36.80	\$38.00	\$38.00

Any replacement wheelie bins needed because of customer damage or loss will be charged at the fee indicated above.

Notes:

1. *The cost of the bins is covered by rates if they are paid by 1 July. Where a new property has been rated for the service after 1 July, they will be required to pay a partial charge for the recycling service. The partial charge is based on the remaining full months in the rateable year divided by the current annual kerbside recycling targeted rate.*
2. *In all other cases the bins will charged at the fee indicated above.*

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Library fees

Description	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Annual library subscription for non-resident patron (per family)	\$77.00	\$79.00	\$81.00
Monthly library subscription for non-resident patrons (per family) <i>Applies only to months when library services are used.</i>	\$6.60	\$7.00	\$7.00
Rest Homes/Private Hospitals annual subscription <i>(alternatively residents may opt to pay charges on each item borrowed)</i>	\$105.00	\$108.00	\$111.00

Description	Loan Period	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
New adult book fee – adult books up to 2 years old (determined by original copyright date) *	21 days	\$1.50	\$1.50	\$1.50
Adult books over 2 years old*	21 days	\$0.00	\$0.00	\$0.00
Magazines (excluding childrens' and teens magazines) up to 1 year old	7 days	\$1.00	\$1.00	\$1.00
Magazines (excluding childrens' and teens magazines) over 1 year old	7 days	\$0.50	\$0.50	\$0.50

Childrens' and teenage books	21 days	No charge	No charge	No charge
Childrens' and teenage magazines	7 days	No charge	No charge	No charge
Audio books (for non-print disabled patrons) <i>Print disabled patrons entitled to free use of audio books on presentation of suitable proof</i>	21 days	\$2.00	\$2.00	\$2.00
Jigsaw puzzles	21 days	\$1.00	\$1.00	\$1.00
Childrens' jigsaw puzzles	21 days	\$0.50	\$0.60	\$0.60
Library of things (borrowing price dependent on item borrowed)	21 days	n/a	\$2.00-\$5.00	\$2.00-\$5.00
Board games	21 days	n/a	\$2.00	\$2.00
DVDs	7 days	\$2.50	\$3.00	\$3.00
E-audio book fee	21 days	\$2.00	\$2.00	\$2.00
Renewals	Same charge as original issuing of item			

Services	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Replacement library card	\$3.00	\$3.00	\$3.00
Internal reserves (Waipā Libraries) – adult items	\$1.50	\$1.70	\$1.70
Internal reserves (Waipā libraries) – children's / teen items	\$1.00	\$1.00	\$1.00
Interloan requests (from other libraries)	\$8.00 to \$25.00	\$8.50 to \$26.00	\$8.80 to \$27.00
Sale books	Prices as marked	Prices as marked	Prices as marked
Library bags	\$2.50	\$3.00	\$3.00
Internet access (public computers) – per 30 minutes or part thereof	\$0.00	\$0.50	\$1.00
Book covering service	\$5.00 to \$10.00	\$5.50 to \$10.50	\$5.70 to \$10.80
Event costs	As advertised	As advertised	As advertised
Laminating – A4 – per page	\$2.00	\$2.00	\$2.00
Laminating – A3 – per page	\$4.00	\$4.00	\$4.00

Note:

1. For all photocopying / printing / scanning fees please refer to the "Administration fees" section.

Lost and/or damaged items	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Lost and/or damaged materials notice. Once an item is more than 25 days past its final due date, a lost fee and processing fee will be applied.	Account for cost of items plus \$10.00 processing charge	Account for cost of items plus \$10.50 processing charge	Account for cost of items plus \$10.50 processing charge

Library community space (Te Awamutu)

Description	Current Fees & charges 2024/25		Proposed Fees & charges 2025/26		Proposed Fees & charges 2026/27	
	Commercial Use or Private Hire	Event or Community Use	Commercial Use or Private Hire	Event or Community Use	Commercial Use or Private Hire	Event or Community Use
Bond (payable when booking is outside business hours)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Deposit payable on booking	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Te Puna Kōrero Community Room and adjacent kitchen						
Full day hire (maximum 12 hour use)	\$357.50	\$175.00	\$369.00	\$181.00	\$380.00	\$185.00
Half day hire (maximum 4 hour use)	\$236.50	\$110.00	\$244.00	\$114.00	\$250.00	\$115.00
Weekend Full Day Hire	n/a	n/a	\$469.00	\$281.00	\$482.00	\$287.00
Weekend Half Day Hire	n/a	n/a	\$344.00	\$214.00	\$353.00	\$218.00
Sundry charges associated with use of complex						

Security token (replacement or lost)	\$55.00	\$57.00	\$60.00
Client preparation or pack down time before or after booking (if available)	\$19.80 per hour flat rate	\$20.00 per hour flat rate	\$21.00 per hour flat rate
Furniture damage	Cost of replacement	Cost of replacement	Cost of replacement
Extraction carpet clean	\$176.00	\$182.00	\$187.00
Damage to facility	Cost of replacement	Cost of replacement	Cost of replacement
Call out fee for insecure building	\$187.00	\$187.00	\$193.00
Cleaning and re-stocking toilet consumables	\$55.00	\$57.00	\$59.00
(for bookings longer than 1 consecutive day)			

Mapping/GIS charges

Map prints and photo maps

Existing Maps Printed By Council Staff – colour print	Paper Size	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Includes:				
Street/Ward maps	A4	\$1.10	\$1.10	\$1.10
District maps	A3	\$2.20	\$2.30	\$2.40
Recycling/Refuse maps	A2	\$11.00	\$11.50	\$11.80
Non-aerial and aerial photo maps	A1	\$19.30	\$20.00	\$20.60
any custom map prepared by GIS staff	A0	\$33.00	\$34.00	\$35.00
Additional charge where labour is 30 minutes or more		\$85.80 per hour or part thereof	\$88.50 per hour or part thereof	\$91.00 per hour or part thereof

Maps for Emergency Services (Police, Fire & Ambulance), schools and students (using maps as part of their study):		Free	Free	Free
Maps		\$44.00 per hour or part thereof	\$45.50 per hour or part thereof	\$47.00 per hour or part thereof
Labour (30 minutes or more)				

Maps - Produced from INTRAMAPS – colour print	Paper Size	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Any map produced directly from INTRAMAPS	A4	\$1.10	\$1.10	\$1.10
	A3	\$2.20	\$2.30	\$2.40

Unprocessed aerial photography digital data	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
High Resolution Aerial Imagery Tile (georeferenced TIFF)	\$75.00 each	\$77.00 each	\$80.00 each
Medium Resolution Aerial Imagery Tile (georeferenced TIFF)			
High Resolution Aerial Imagery for individual locations of Cambridge/Karāpiro, Te Awamutu/Mystery Creek, Te Miro, Ohaupo, Pirongia, Waipā SE or Waipā West (georeferenced ECW)			
High Resolution Aerial Imagery for complete Waipā District (georeferenced ECW)	\$150.00 each	\$155.00 each	\$160.00 each
Any Aerial Imagery produced by GIS staff (georeferenced ECW, JPEG or TIFF)	Actual staff time	Actual staff time	Actual staff time
Collation of digital data and writing to media (no charge for organisations undertaking work on behalf of Council)	\$85.80 per hour or part thereof	\$88.50 per hour or part thereof	\$91.00 per hour or part thereof

Note:

1. *All maps are available in either paper or digital formats. Digital format refers to Adobe PDF or JPEG images of the maps.*

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Mighty River Domain – Lake Karāpiro – Room Hire

Sir Don Rowlands Centre	Current Fees & charges 2024/25		Proposed Fees & charges 2025/26		Proposed Fees & charges 2026/27	
	Corporate or Private Function	Event or Community Use*	Corporate or Private Function	Event or Community Use*	Corporate or Private Function	Event or Community Use*
Booking deposit	Payable on request		Payable on request		Payable on request	
Bond	Payable on request		Payable on request		Payable on request	
Main Hall (includes car parking and Main Kitchen, if required)						
Full day hire (maximum 12 hour use)	\$1,800.00	\$983.00	\$1,800.00	\$983.00	\$1,910.00	\$1,045.00
Main Kitchen (if Main Hall is not hired)						
Full day hire (maximum 12 hour use)	\$273.00	\$273.00	\$273.00	\$273.00	\$290.00	\$290.00
Half day hire (maximum 4 hour use)	\$203.00	\$203.00	\$203.00	\$203.00	\$215.00	\$215.00
Foyer and/or Servery (stand-alone hire)						
Full day hire (maximum 12 hour use)	\$183.00	\$125.00	\$183.00	\$125.00	\$195.00	\$135.00
Ground level Event/Conference Room (Waipā Room)						
Full day hire (maximum 12 hour use)	\$390.00	\$180.00	\$390.00	\$180.00	\$415.00	\$190.00
Half day hire (maximum 4 hour use)	\$143.00	\$105.00	\$143.00	\$105.00	\$150.00	\$110.00
First floor Event/Conference Room and adjacent kitchen (Karāpiro Room)						
Full day hire (maximum 12 hour use)	\$692.00	\$295.00	\$692.00	\$295.00	\$735.00	\$315.00
Half day hire (maximum 4 hour use)	\$262.00	\$167.00	\$262.00	\$167.00	\$280.00	\$175.00

Kitchen – stand-alone hire (maximum 12 hour use)	\$190.00	\$190.00	\$200.00
Te Manawa O Matariki Room			
Full day hire (maximum 12 hour use)	\$449.00	\$263.00	\$449.00
Half day hire (maximum 4 hour use)	\$234.00	\$140.00	\$234.00
Sundry charges associated with use of complex			
Access to facility for set up etc. prior to hireage period	By negotiation	By negotiation	By negotiation
Staff assistance with event organisation/ venue set up	Quotation prepared on request	Quotation prepared on request	Quotation prepared on request
Hireage of additional furniture/equipment	Quotation prepared on request	Quotation prepared on request	Quotation prepared on request
Stage & Lectern hire	\$142.00	\$142.00	\$150.00
Post hire clean-up (if required – per staff member per hour)	\$30.00	\$30.00	\$30.00
Scissor Lift – equipment hire only (up to 6 hours use)	\$225.00	\$225.00	\$240.00

Scissor Lift – operator hire (per hour, minimum 1 hour charge)	\$40.00	\$40.00	\$40.00
Carpet deep clean (if required)	Full cost to be passed onto complex user	Full cost to be passed onto complex user	Full cost to be passed onto complex user
Internet service during hire period	Full cost to be passed onto complex user	Full cost to be passed onto complex user	Full cost to be passed onto complex user
Repair or replacement of damaged/lost equipment	Full cost to be passed onto complex user	Full cost to be passed onto complex user	Full cost to be passed onto complex user
Repair of damage to facility	Full cost to be passed onto complex user	Full cost to be passed onto complex user	Full cost to be passed onto complex user
Security call out (if required)	Full cost to be passed onto complex user	Full cost to be passed onto complex user	Full cost to be passed onto complex user
Replacement of key/access card	Full cost to be passed onto complex user	Full cost to be passed onto complex user	Full cost to be passed onto complex user

Security staff attendance at function	Full cost to be passed onto complex user	Full cost to be passed onto complex user	Full cost to be passed onto complex user
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Perry Community Water Sports Centre, Home of the Cambridge Yacht Club	Current Fees & charges 2024/25		Proposed Fees & charges 2025/26		Proposed Fees & charges 2026/27	
	Corporate or Private Function	Event or Community Use*	Corporate or Private Function	Event or Community Use*	Corporate or Private Function	Event or Community Use*
Booking deposit	Payable on request		Payable on request		Payable on request	
Bond	Payable on request		Payable on request		Payable on request	
Full day hire (maximum 12 hour use)	\$424.00	\$212.00	\$424.00	\$212.00	\$450.00	\$225.00
Half day hire (maximum 4 hour use)	\$216.00	\$110.00	\$216.00	\$110.00	\$230.00	\$115.00
Sundry charges associated with use of complex						
Access to facility for set up etc. prior to hireage period	By negotiation		By negotiation		By negotiation	
Staff assistance with event organisation/venue set up	Quotation prepared on request		Quotation prepared on request		Quotation prepared on request	
Hireage of additional furniture/equipment	Quotation prepared on request		Quotation prepared on request		Quotation prepared on request	
Post hire clean-up (if required – per staff member per hour)	\$30.00		\$30.00		\$32.00	
Internet service during hire period	Full cost to be passed onto complex user		Full cost to be passed onto complex user		Full cost to be passed onto complex user	
Carpet deep clean (if required)	Full cost to be passed onto complex user		Full cost to be passed onto complex user		Full cost to be passed onto complex user	
Repair or replacement of damaged/lost equipment	Full cost to be passed onto complex user		Full cost to be passed onto complex user		Full cost to be passed onto complex user	

Repair of damage to facility	Full cost to be passed onto complex user	Full cost to be passed onto complex user	Full cost to be passed onto complex user
Security call out (if required)	Full cost to be passed onto complex user	Full cost to be passed onto complex user	Full cost to be passed onto complex user
Replacement of key/access card	Full cost to be passed onto complex user	Full cost to be passed onto complex user	Full cost to be passed onto complex user
Security staff attendance at function	Full cost to be passed onto complex user	Full cost to be passed onto complex user	Full cost to be passed onto complex user

Notes:

1. Facility users are required to complete a hire contract prior to using the facility. Bookings are accepted and/or prioritised as stipulated in the 'hire protocols' for the site.
2. '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 not for profit community organisations that are based and operate in the Waipā District. Out of District not-for-profit community organisations may apply to receive 'Event or Community Use' hire rates. The merit of such applications will be considered on a case-by-case basis.

Mighty River Domain – Lake Karāpiro – Accommodation and camping charges

Accommodation and Camping charges	Current Fees & Charges 2024/25	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Camping			
Non-Power Site			
Adult (per night)	\$22.00	\$22.00	\$23.00
Child (12 and under per night)	\$19.00	\$19.00	\$20.00
Minimum site charge per night (1 Nov – 30 April)	\$66.00	\$66.00	\$70.00
Deposit (per site)	Full charge for first night and 50% charge for each subsequent night	Full charge for first night and 50% charge for each subsequent night	Full charge for first night and 50% charge for each subsequent night
Powered Site			

Adult – per night	\$24.00	\$24.00	\$25.00
Child – (12 and under per night)	\$19.00	\$19.00	\$20.00
Minimum charge per site per night (1 Nov – 30 April)	\$72.00	\$72.00	\$76.00
Deposit (per site)	Full charge for first night and 50% charge for each subsequent night	Full charge for first night and 50% charge for each subsequent night	Full charge for first night and 50% charge for each subsequent night
Rob Waddell Lodge			
Adult – per night	\$35.00	\$35.00	\$37.00
Child (12 and under) – per night	\$29.00	\$29.00	\$31.00
Minimum charge per night (non-event)	\$350.00	\$350.00	\$372.00
Minimum charge per night (event)	\$980.00	\$980.00	\$1,041.00
Deposit for Lodge	Full charge for first night and 50% charge for each subsequent night	Full charge for first night and 50% charge for each subsequent night	Full charge for first night and 50% charge for each subsequent night
Full day use of Lodge (to 5pm)	\$350.00	\$350.00	\$372.00
Late check-out/half day use of Lodge (to 1pm)	\$190.00	\$190.00	\$202.00
Chalets 1-5			
Adult – per night	\$35.00	\$35.00	\$37.00
Child (12 and under) – per night	\$29.00	\$29.00	\$31.00
Minimum charge (non-event) – per Chalet, per night	\$105.00	\$105.00	\$112.00
Minimum charge (event) – per Chalet, per night	\$210.00	\$210.00	\$223.00
Deposit (per Chalet)	Full charge for first night and 50% charge for each subsequent night	Full charge for first night and 50% charge for each subsequent night	Full charge for first night and 50% charge for each subsequent night
Late check-out (per Chalet)	\$105.00	\$105.00	\$112.00
Sundry charges			
Internet service during hire period	Full cost to be passed onto accommodation user	Full cost to be passed onto accommodation user	Full cost to be passed onto accommodation user
BBQ hire (per use) (preference given to accommodation users)	\$35.00	\$35.00	\$37.00

Power adapter hire (per day)	\$16.00	\$16.00	\$17.00
On-site caravan storage (per day) (not connected to power)	\$10.00	\$10.00	\$11.00
Non Resident dump station charge	\$8.00	\$8.00	\$8.00
Use of shower (per shower) (preference given to accommodation users)	\$8.00	\$8.00	\$8.00
Repair or replacement of damaged/lost equipment	Full cost to be passed onto accommodation user	Full cost to be passed onto accommodation user	Full cost to be passed onto accommodation user
Repair of damage to facility	Full cost to be passed onto accommodation user	Full cost to be passed onto accommodation user	Full cost to be passed onto accommodation user
Replacement of key/access card	Full cost to be passed onto accommodation user	Full cost to be passed onto accommodation user	Full cost to be passed onto accommodation user

Note:

1. Bookings are accepted and/or prioritised as stipulated in the 'hire protocols' for the site. Cancellation of bookings later than 45 days prior to booked dates will forfeit the deposit. 10.00am check out applies.
2. Fees were last updated in the Schedule of Fees and Charges 2024/25.

Mighty River Domain – Lake Karāpiro – Domain & Lake Use charges

Domain and Lake use	Current Fees & Charges 2024/25				Proposed Fees & Charges 2025/26				Proposed Fees & Charges 2026/27			
	Local/ Small	Regional/ Medium	North Island/ Large	National/ Very Large	Local/ Small	Regional/ Medium	North Island/ Large	National/ Very Large	Local/ Small	Regional/ Medium	North Island/ Large	National/ Very Large
Lake												
Lake water Zones 3 – 10	\$94.00	\$184.00	\$275.50	\$370.00	\$94.00	\$184.00	\$275.50	\$370.00	\$100.00	\$196.00	\$293.00	\$393.00

Additional Zones (each)	\$94.00	\$94.00	\$94.00	\$94.00	\$94.00	\$94.00	\$94.00	\$94.00	\$100.00	\$100.00	\$100.00	\$100.00
Domain												
Main spectator ground	\$477.00	\$952.00	\$1,426.00	\$1,903.00	\$477.00	\$952.00	\$1,426.00	\$1,903.00	\$507.00	\$1,011.00	\$1,516.00	\$2,023.00
Main parking area	\$203.50	\$510.40	\$761.00	\$1,012.00	\$203.50	\$510.40	\$761.00	\$1,012.00	\$216.00	\$543.00	\$809.00	\$1,075.00
Parking area near sand court	\$203.50	\$510.50	\$761.00	\$1,012.00	\$203.50	\$510.50	\$761.00	\$1,012.00	\$216.00	\$543.00	\$809.00	\$1,075.00
Lower camping ground (charge for use other than camping)	\$203.50	\$510.50	\$761.00	\$1,012.00	\$203.50	\$510.50	\$761.00	\$1,012.00	\$216.00	\$543.00	\$809.00	\$1,075.00
Upper camping ground (charge for use other than camping)	\$203.50	\$510.50	\$761.00	\$1,012.00	\$203.50	\$510.50	\$761.00	\$1,012.00	\$216.00	\$543.00	\$809.00	\$1,075.00
Lawn beside Rob Waddell Lodge	\$203.50	\$510.50	\$761.00	\$1,012.00	\$203.50	\$510.50	\$761.00	\$1,012.00	\$216.00	\$543.00	\$809.00	\$1,075.00
Event booking fee												
Standard charge for all bookings – per event	\$185.00				\$185.00				\$195.00			

Non-Event Domain use	Current Fees & Charges 2024/25		Proposed Fees & Charges 2025/26		Proposed Fees & Charges 2026/27	
	Commercial Use/Private Hire	Community Use*	Commercial Use/Private Hire	Community Use*	Commercial Use/Private Hire	Community Use*
Groups of 20 – 49 people	\$187.00	\$70.00	\$187.00	\$70.00	\$200.00	\$75.00
Groups of 50 – 149 people	\$355.00	\$355.00	\$355.00	\$355.00	\$375.00	\$375.00
Groups of 150+ people	\$485.00	\$485.00	\$485.00	\$485.00	\$515.00	\$515.00

Other Charges	Current Fees & Charges 2024/25	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Power supply use and associated refuse collection (from food vendors)			
Per connection, per day/night– 10% discount applies when user requires two or more connections at once			
32 Amp connection	\$100.00	\$100.00	\$105.00
16 Amp connection	\$60.00	\$60.00	\$65.00
10 Amp connection	\$35.00	\$35.00	\$35.00
Water use			
Continuous hose supply, per day (maximum 12 hour use)	\$40.00	\$40.00	\$40.00
Traffic management boards (per day)			
Small events (0-600 people on site)	\$180.00	\$180.00	\$190.00
Large events (600-6000 people on site)	\$400.00	\$400.00	\$425.00
Post event site clean-up (if required)			
Per staff member, per hour	\$27.00	\$27.00	\$30.00
Rubbish disposal above the maximum threshold (refer the Mighty River Domain Event Management Guide), per 3m ³ skip	\$54.00	\$54.00	\$55.00
Repair or replacement of damaged/lost equipment	Full cost to be passed onto site user	Full cost to be passed onto site user	Full cost to be passed onto site user
Repair of damage to facility	Full cost to be passed onto site user	Full cost to be passed onto site user	Full cost to be passed onto site user

Staff assistance with event organisation	Quotation prepared on basis of necessary staff skills and hours involved	Quotation prepared on basis of necessary staff skills and hours involved	Quotation prepared on basis of necessary staff skills and hours involved
Outdoor pursuits			
Challenge ropes courses (high & low)	Quotation prepared for all events on basis of instructors' hours and equipment levy	Quotation prepared for all events on basis of instructors' hours and equipment levy	Quotation prepared for all events on basis of instructors' hours and equipment levy
Team building, orienteering, raft building			
Internet service during hire period	Full cost to be passed onto site user	Full cost to be passed onto site user	Full cost to be passed onto site user
Security staff attendance at event	Full cost to be passed onto site user	Full cost to be passed onto site user	Full cost to be passed onto site user

Notes:

1. Bookings are accepted and/or prioritised as stipulated in the 'hire protocols' for the site.
2. *'Community Use' charge applies to not-for-profit community organisations that are based and operate in the Waipā District.
3. 'Local/Small' events are those predominantly attended by local residents, involving up to 500 persons on the site for the event in one day.
4. 'Regional/Medium' events are those predominantly attended by residents from within the Waikato region, involving between 500 and 2000 persons on the site for the event in one day.
5. 'North Island/Large' events are those predominantly attended by residents from within the North Island, involving between 2000 and 5000 persons on the site for the event in one day.
6. 'National/Very Large' events are those predominantly attended by NZ residents, involving more than 5000 persons on the site for the event in one day.
7. Fees are updated every 2 years. And were last updated in the Schedule of Fees and Charges 2024/25.

Museum fees (Te Awamutu)

Description	Current Fees & charges 2024/25	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Minimum fee for public programmes	\$2.00	\$2.00	\$2.00
Senior student / adult education programme	n/a	\$25- \$200 per person	\$25-\$200 per person
Self-research	No charge	No charge	No charge
Research Service time including searching, retrieval, reproduction, distribution and replacement material – no charge for the first 15 minutes.	\$27.50 per half hour	\$28.00 per half hour	\$28.00 per half hour
Charges additional to research time as above			
Digital images (per image) <i>Charges are dependent on factors such as image format, quality and delivery</i>	\$10.00-\$40.00	\$10.00-\$40.00	\$10.00-\$40.00
Publication Fees (local history and education publications)	\$15.00 per image + \$22.00 for half hour of staff	\$15.00 per image + \$23.00 for half hour of staff	\$15.00 per image + \$24.00 for half hour of staff
Publication Fees (NZ Rights)	\$50.00-\$250.00 + \$22.00 per half hour for staff	\$50.00-\$280.00 + \$23.00 per half hour for staff	\$50.00-\$280.00 + \$24.00 per half hour for staff
Publication Fees (World Rights)	\$50.00-\$500.00 + \$22.00 per half hour for staff	\$50.00-\$515.00 + \$23.00 per half hour for staff	\$50.00-\$515.00 + \$24.00 per half hour for staff
Photographic prints <i>Charges are dependent on factors such as image format, quality and delivery</i>	\$5.00 - \$40.00	\$5.00 - \$40.00	\$5.00 - \$42.00

Note:

1. For all other photocopying / printing / scanning fees please refer to the “Administration fees” section.
2. Senior student/adult education programme – new fee in response to increasing requests for education programmes that fall outside the MoE ELC contract. The fee range caters to the different content, duration and format of education programmes offered.

Enriched Local Curriculum (ELC) (fees set within MoE contract)

Description	Current Fees & charges 2024/25	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Education Entry Rate for students	\$3.00 per student	\$3.00 per student	\$3.00 per student
Accompanying Adult for Education programme	No charge	No charge	No charge
Cancellation Fee – charged to the school if programme is cancelled less than 2 days prior to booking without just cause	\$20.00	\$20.00	\$22.00

Official Information Requests (LGOIMA)

The following charges apply for requests to Council under the Local Government Official Information and Meetings Act 1987 (LGOIMA).

Description	Current Fees & charges 2024/25	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Staff time (in excess of one hour)	\$38 per half hour or part thereof	\$38 per half hour or part thereof	\$38 per half hour or part thereof
Black and white copying - A4 size (the first 20 copies free)	\$0.20 per sheet	\$0.20 per sheet	\$0.20 per sheet
Black and white copying - A3 size and above	At cost	At cost	At cost
For any other cost, the amount incurred in responding to the request. For example, specialty copying (maps etc.), including provision of electronic media storage devices, or costs of retrieval of off-site documents.	At cost	At cost	At cost
Requests requiring specialist experts, not on salary, required to research and process the request	At cost	At cost	At cost

In determining these charges, Council has taken account of the Ministry of Justice and Office of the Ombudsman charging guidelines

In instances where a charge is to be applied, Council will notify the requester as soon as reasonably possible. The requester will be provided with an estimate of the cost for the work involved in providing the response. A deposit may also be required where the charge is likely to exceed \$90.00. A deposit will only be requested after a decision has been made to make the information available. The requester will 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. Any unused portion of any deposit will be refunded to the requester together with a statement detailing how the balance was expended.

Where repeated requests are made from the same source in respect of a common subject over intervals of up to eight weeks, Council may aggregate these requests for charging purposes.

What we charge for

Council may charge for:

Labour:

- Time spent by staff searching for relevant material, abstracting and collating, copying, transcribing, redacting and supervising access (where the information at issue is made available for inspection) and where the total time involved is in excess of one hour;
- reasonably required peer review in order to ensure that the above tasks have been carried out correctly;
- formatting information in a way sought by the requester;
- reproducing film, video or audio recordings.

Materials:

- paper (for photocopying); and
- discs or other electronic storage devices that information is provided on (these will be provided at cost but we cannot accept a device provided by the requester as this poses a risk to Council's ICT systems).

Other actual and direct costs:

- For example, retrieval of information from off-site.

What we won't charge for

Council will not charge for:

- Time spent locating and retrieving information which is not where it ought to be; or
- Time spent deciding whether or not access should be allowed and in what form.

Charge Remission

Council may in its discretion chose to waive or modify any charge where this is warranted in the circumstances. This may include where:

- The payment of a charge might cause the requester financial hardship.
- There is a public interest in the release of the information without a charge.

Overweight permit fees

Description	Current Fees & charges 2024/25	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Single Overweight Permit fee (5 day processing) - per application	\$140.00	\$166.00	\$171.00
Single Overweight Permit fee (24 hour processing) - per application	\$165.00	\$180.00	\$186.00
Overweight Permit fee (24 month period) - per application	\$235.00	\$255.00	\$263.00
Over Dimension Damage - new fee	-	Staff time & actual and reasonable costs	Staff time & actual and reasonable costs

Note:

1. Charged in accordance with the Waka Kotahi Overweight Permit Manual.

Permits under Waipā District Public Places Bylaw 2023 and Alcohol Control Bylaw 2024

Mobile traders

Description	Current Fees & charges 2024/25	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Fee - New application	\$175.00	\$355.00	\$365.50
Annual Permit fee	\$350.00	\$355.00	\$365.50
Site assessment fee	\$175.00	\$250.00	\$257.50

Temporary (up to three months)	\$350.00	\$355.00	\$365.50
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Notes:

1. Definition of **Mobile Trader** – means 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. The annual permit fee is applicable to any individual or business issued with a permit to trade from a public place (new application or renewal). New applications will also incur the new application fee due to the extra administration involved.
3. The application fee is required to be paid at the time the application is submitted. The authorised council officer has discretion to determine if a full refund or partial refund is applicable in the event that the application is declined.
4. The site assessment fee is charged by actual staff time. It applies to assessment of requested trading sites for new permit applications or inquiries (annual or temporary) and for changes to existing permit locations.
5. The above fees only cover permission to trade from a public place. Traders applying to sell food and beverages may also require a food (see Registration of Premises section).
6. Organisers of markets or large events may, under the bylaw, apply for a single permit to cover all participating mobile traders. All participating traders must be listed on the permit and must adhere to the terms and conditions of that permit. Participating traders are not required to hold individual mobile trading permits in addition to the event permit.

Café tables and chairs and displays of goods for sale

Description	Current Fees & charges 2024/25	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Fee – new permit application	\$283.00	\$365.00	\$376.00
Annual fee – permit renewal	\$93.00	\$93.00	\$95.00
Annual occupation fee – per 1m ² occupied	\$25.00	\$30.00	\$31.00

Signs in public places

Description	Current Fees & charges 2024/25	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Fee – new permit application	\$283.00	\$283.00	\$290.00
Annual fee – permit renewal	\$93.00	\$93.00	\$93.00

Approvals under Waipā Alcohol Control Bylaw 2024

Description	Current Fees & charges 2024/25	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Charge for Approvals	\$90.00	\$90.00	\$90.00

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Property file information

Description	Current Fees & charges 2024/25	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Simple property file (in electronic media form)	\$33.00	\$34.00	\$35.00
Complex property file (in electronic media form) e.g. business or industrial establishment	\$66.00	\$68.00	\$70.00
Material cost e.g. USB including postage	\$35.50	\$36.00	\$36.20
Property file administration e.g. scanning, printing, postage etc	Charges may apply as per the Local Government Official Information and Meetings Act 1987 section earlier in this schedule	Charges may apply as per the Local Government Official Information and Meetings Act 1987 section earlier in this schedule	Charges may apply as per the Local Government Official Information and Meetings Act 1987 section earlier in this schedule

Property and lease charges

Description	Current Fees & charges 2024/25	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Lease and License charges			
Annual administration fee for Community Leases	\$392.00	\$405.00	\$415.00
Renewal of commercial lease/s Council owned land	\$336.00 administrative charge plus reimbursement of Council's legal expenses, DoC fees and Resource Consent Application fees (where applicable)	\$347.00 administrative charge plus reimbursement of Council's legal expenses, DoC fees and Resource Consent Application fees (where applicable)	\$355.00 administrative charge plus reimbursement of Council's legal expenses, DoC fees and Resource Consent Application fees (where applicable)
New lease/assignment or licence to occupy Council land	\$673.00	\$695.00	\$714.00

	administrative charge plus reimbursement of Council's legal expenses, DoC fees and Resource Consent Application fees (where applicable)	administrative charge plus reimbursement of Council's legal expenses, DoC fees and Resource Consent Application fees (where applicable)	administrative charge plus reimbursement of Council's legal expenses, DoC fees and Resource Consent Application fees (where applicable)
Charges related to temporary occupation of Reserve Land (including Road Reserve)			
Commercial use	\$280.00 per day (12 hours maximum) or \$137.00 per half day (4 hours maximum) plus \$605.00 deposit (refundable if reserve left undamaged)	\$290.00 per day (12 hours maximum) or \$140.00 per half day (4 hours maximum) plus \$625.00 deposit (refundable if reserve left undamaged)	\$300.00 per day (12 hours maximum) or \$145.00 per half day (4 hours maximum) plus \$645.00 deposit (refundable if reserve left undamaged)
Community group	No charge	No charge	No charge
Property services			
First ½ hour spent on enquiry/request	No charge	No charge	No charge
Subsequent time spent on enquiry	Minimum charge of \$83.00 per ½ hour (\$168.00 per hour). Actual and reasonable costs will be calculated on a case-by-case basis and reimbursement of Council's legal expenses, DoC fees and Resource Consent Application fees (where applicable)	Minimum charge of \$85.00 per ½ hour (\$170.00 per hour). Actual and reasonable costs will be calculated on a case-by-case basis and reimbursement of Council's legal expenses, DoC fees and Resource Consent Application fees (where applicable)	Minimum charge of \$90.00 per ½ hour (\$180.00 per hour). Actual and reasonable costs will be calculated on a case-by-case basis and reimbursement of Council's legal expenses, DoC fees and Resource Consent Application fees (where applicable)

Registration of Premises (Food/Health)

Food Act 2014 – Food Control Plans and National Programmes

Description	Current Fees & charges 2024/25	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
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Fees applicable to all registration types			
All administration and verification activities including pre-registration assistance, audit, reporting, non-conformance visits and any activity not specified in the schedule below for operators based in the Waipā District.	Actual staff time plus \$0.95 per km	Actual staff time plus \$1.04 per km	Actual staff time plus \$1.05 per km
All administration and verification activities including pre-registration assistance, annual audit, reporting, non-conformance visits and any activity not specified in the schedule below for operators based outside the Waipā District.	\$228.00 per hour plus \$0.95 per km	\$235.00 per hour plus \$1.04 per km	\$240.00 per hour plus \$1.05 per km
Cancellation of scheduled verification within 24 hours or key personnel not available for the verification.	\$185.00	\$190.00	\$197.00
Fees applicable to Food Control Plans			
Application for registration of template Food Control Plan	\$440.00 plus Actual staff time after the first hour	\$455.00 plus Actual staff time after the first hour	\$460.00 plus Actual staff time after the first hour
Application for renewal of registration of template Food Control Plan	\$336.00 plus Actual staff time after the first hour	\$345.00 plus Actual staff time after the first hour	\$355.00 plus Actual staff time after the first hour
Application for a significant amendment [section 45(3)] of registration of template Food Control Plan,	\$170.00 plus Actual staff time after the first hour	\$175.00 plus Actual staff time after the first hour	\$180.00 plus Actual staff time after the first hour
Application for a minor amendment [section 45(2)] of registration of template Food Control Plan,	\$80.00 plus hourly rate after the first hour	\$85.00 plus hourly rate after the first hour	\$85.00 plus hourly rate after the first hour
Voluntary suspension of food control plan	\$95.00 plus hourly rate after the first hour	\$100.00 plus hourly rate after the first hour	\$100.00 plus hourly rate after the first hour
Fees applicable to National Programmes			
Application for registration of National Programme	\$428.00 plus Actual staff time after the first hour	\$455.00 plus Actual staff time after the first hour	\$460.00 plus Actual staff time after the first hour

Application for renewal of registration of National Program	\$336.00 plus Actual staff time after the first hour	\$345.00 plus Actual staff time after the first hour	\$355.00 plus Actual staff time after the first hour
Application for significant amendment [Section 81] of registration of National Programme	\$170.00 plus Actual staff time after the first hour	\$175.00 plus Actual staff time after the first hour	\$180.00 plus Actual staff time after the first hour
Voluntary suspension of National Programme	\$88.00 plus Actual staff time after the first hour	\$90.00 plus Actual staff time after the first hour	\$95.00 plus Actual staff time after the first hour
Issue of improvement notice, or review of an improvement notice	\$185.00 plus Actual staff time after the first hour	\$190.00 plus Actual staff time after the first hour	\$195.00 plus Actual staff time after the first hour
Exercising any power referenced by and for the purposes expressed in Section 298 of the Act (except for Sections 302 and 303), which results in a sanction(s) being imposed by the Food Safety Officer or some form of corrective action being required of the operator.	\$185.00 plus Actual staff time after the first hour	\$190.00 plus Actual staff time after the first hour	\$195.00 plus Actual staff time after the first hour
Application for statement of compliance	\$185.00 Actual staff time after the first hour	\$190.00 Actual staff time after the first hour	\$195.00 plus Actual staff time after the first hour
Copies of Food Control Plan folder and documents	\$30.00	\$30.00	\$30.00

“Actual staff time” means the applicable hourly rate as specified in the Council Professional Fees Section.

Temporary food premises in Waipā District

Holders of Food Control Plans (FCP) or National Programmes (NP) registered with their home authority will be permitted to trade at events or locations in the Waipā District provided the mobile / off site retail activity is included in that FCP/NP. Any tasks related to these will be charged as per Food Act 2014 fees above. Such traders will require separate Public Places Bylaw approval where appropriate.

Registrations under Health Act 1956

Description	Current Fees & charges 2024/25	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Renewal Offensive trades (Health Act 1956)	\$168.00	\$178.00	\$188.00
New Offensive trades (Health Act 1956)	\$252.00	\$262.00	\$272.00
Renewal Camping grounds (Camping Ground Regulations 1985)	\$168.00	\$178.00	\$188.00
New Camping grounds (Camping Ground Regulations 1985)	\$252.00	\$262.00	\$272.00
Renewal Hairdressers (Health (Hairdressers) Regulations 1980)	\$168.00	\$178.00	\$188.00
New Hairdressers (Health (Hairdressers) Regulations 1980)	\$252.00	\$262.00	\$272.00
Renewal Funeral Directors/Mortuaries (Health (Burial) Regulations 1946)	\$168.00	\$178.00	\$188.00
New Funeral Directors/Mortuaries (Health (Burial) Regulations 1946)	\$252.00	\$262.00	\$272.00
Change of occupier/owner – All registration groups	\$90.00	\$90.00	\$90.00
Replacements or copies of certificates	\$55.00	\$55.00	\$55.00
Hourly rate (Non Compliance follow up/ administration & inspection)	\$215.00	\$215.00	\$215.00

Sale and Supply of Alcohol Act 2012

Description	Current Fees & charges 2024/25	Proposed Fees & Charges 2025/26 as per Bylaw	Proposed Fees & Charges 2026/27
Request for excerpts of sale of alcohol database (section 66(2))	\$50.00 as per regulation	\$50.00 as per regulation	\$50.00 as per regulation

Applications for waiver pursuant to section 208 of the Act (Deducted from licence application fee)	\$60.00	\$60.00	\$60.00
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Other fees and charges

Description	Current Fees & charges 2024/25	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Pre-purchase inspections and/or reports	Actual staff time plus \$0.95 per km	Actual staff time plus \$1.04 per km	Actual staff time plus \$1.05 per km
Pre-application meetings and consultation (food or sale of alcohol)	Actual staff time	Actual staff time	Actual staff time
General inspection fee where not stated above (e.g. swimming pools, housing)	Actual staff time plus \$0.95 per km	Actual staff time plus \$1.04 per km	Actual staff time plus \$1.05 per km
Information requests other than the above	As per official information request charges	As per official information request charges	As per official information request charges
Replacements or copies of certificates (Food, Health, Alcohol etc)	\$55.00	\$55.00	\$55.00

Regulatory – Other fees and charges

Type	Description	Current Fees & charges 2024/25	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Land Information Memorandum (LIM) pursuant to LGOIMA				
Urgent (5 working days) Properties zoned Mixed Use Residential, Residential, Rural, Deferred Residential	Prepare and issue LIM	\$533.00	\$550.00	\$565.00
Non Urgent (10 working days) Properties zoned Mixed Use Residential, Residential, Rural, Deferred Residential	Prepare and issue LIM	\$370.00	\$380.00	\$390.00
All other Zones in District Plan not listed above	Prepare and issue LIM	\$473.00	\$490.00	\$505.00
Overseas Investment Certificates				

	For determining and issuing	\$352.00	\$365.00	\$375.00
Section 348 – Right of Way (ROW)				
Application for ROW under LGA 1974	Processing ROW application	\$787.00	\$810.00	\$835.00
Sale and Supply of Alcohol Act				
Section 100(f) certificates certifying that the proposed use of the premises meets the requirements of the RMA	Existing premises	\$179.00	\$185.00	\$190.00
	New or altered premises	\$280.00	\$290.00	\$299.00
Advertising of alcohol licence applications on Council's website		\$150.00	\$155.00	\$160.00
Alcohol licence hearing costs not associated with the application itself (e.g. translation services etc) will be charged at actual cost.				
Hazardous activities and industries list determinations (HAIL)				
For supplying specific information to determine if a potentially contaminating activity has occurred on a property.		\$90.00	\$90.00	\$92.00
Record of Title search				
For searching for Records of Title through Land Information New Zealand (LINZ).		\$25.00	\$25.00	\$26.00

Resource management fees and charges

Type	Description	Current Fees & charges 2024/25	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
		'F' are fixed charges, all others are deposits	'F' are fixed charges, all others are deposits	'F' are fixed charges, all others are deposits
General				
Pre-application	Pre-application meeting	Actual staff time except for the first half hour of the first meeting, which will not be charged	Actual staff time	Actual staff time
Pre-hearing meeting	For any meeting or mediation held (s99)	Actual staff time	Actual staff time	Actual staff time

Joint subdivision and land use	For any joint application	\$5610.00	\$5790.00	\$5965.00
	<i>Note – for joint applications, this is the only deposit that applies.</i>			
Limited notified consent (land use and subdivision)	Any resource consent that requires limited notification	\$8030.00	\$8285.00	\$8535.00
Notified consent (land use and subdivision)	Any resource consent that requires public notification	\$12,980.00	\$13,395.00	\$13,795.00
Landuse Consents				
Non-notified	All landuse consents, except as otherwise provided below	\$2805.00	\$2895.00	\$2980.00
	Resource consents for a Controlled or Restricted Discretionary Activity with non-compliance with <u>one</u> bulk and location rule only, excluding applications for 3 or more dwellings in the Medium Density Residential Zone.	\$1345.00	\$1390.00	\$1430.00
	<i>Note: if you are unsure whether this deposit is applicable, please discuss with a member of the Planning team before submitting your application.</i>			
	Noncomplying (excludes road boundary setbacks which will require the standard non-notified landuse consent deposit)	\$3925.00	\$4050.00	\$4170.00
	Cultural landscape area	F \$1345.00	F \$1400.00	F \$1430.00
	Character precinct			
	Protected trees	F \$990.00	F \$1020.00	F \$1050.00

	<i>Note: a remission up to the full cost of the fixed fee, including the cost of an arborist assessment, will apply where the maintenance of a protected tree is assessed by a qualified arborist as being necessary for safety reasons, or to maintain the health of the tree</i>			
Resource consent exemptions (Section 87 (B)(a) and Section 87 (B) (b) notices)	Boundary activities	F \$335.00	F \$345.00	F \$355.00
	Marginal or temporary rule breaches	\$700.00	\$720.00	\$745.00
Subdivision consents				
Non-notified	Controlled activities	\$4380.00	\$4520.00	\$4655.00
	≤ 9 lots, where no road/reserves proposed	\$4380.00	\$4520.00	\$4655.00
	≤ 9 lots, where roads and/or reserves are proposed	\$5610.00	\$5790.00	\$5965.00
	≥ 10 lots, (including roads and reserves)	\$9900.00	\$10,220.00	\$10,525.00
	Non-complying activities	\$5060.00	\$5220.00	\$5375.00
Subdivision processes (post approval)				
Section 221	Consent notice - preparation, authorization, change or cancellation	\$335.00	\$345.00	\$355.00
Section 223 certification	For subdivisions ≤ 2 lots	F \$335.00	F \$345.00	F \$355.00
Section 223 certification	For subdivisions ≥ 3 lots	F \$700.00	F \$720.00	F \$745.00
Section 224C certification	All subdivisions	\$370.00	\$380.00	\$390.00
		+ actual staff time	+ actual staff time	+ actual staff time
Section 226	Restriction upon issue of record of title	\$560.00	\$580.00	\$595.00

Section 241	Cancellation/partial cancellation of amalgamation condition	\$560.00	\$580.00	\$595.00
Section 243	Easement approval or revocation	\$560.00	\$580.00	\$595.00
Subdivision miscellaneous				
Engineering	For inspections of any works for conditions, including checking engineering plans and any amendments	Actual staff time	Actual staff time	Actual staff time
	RAMM Collection (minimum of 2km carriageway)	\$918.00 per day	\$945.00 per day	\$975.00 per day
Technical costs	CCTV data uploaded to Reticulation Manager (minimum 100 metres)	Minimum \$245.00 plus	Minimum \$255.00 plus	Minimum \$260.00 plus
		\$2.45 per lineal metre	\$3.00 per lineal metre	\$3.10 per lineal metre
Cross lease	Amendments to flats plan	\$700.00	\$720.00	\$740.00
Urgent signing fee for subdivision post approval processes	To sign any documentation within a 24 hour period	\$110.00	\$115.00	\$117.00
	<i>Note: This does not guarantee urgent signing will be possible, refer to notes below for further information.</i>			
	Asset collection, ≤ 9 lots	\$2385.00	\$2460.00	\$2535.00
	Asset collection, ≥ 10 lots	\$4600.00	\$4746.00	\$4890.00
Other resource management activities				
Section 125/126	Applications for extensions of consent periods	\$955.00	\$985.00	\$1015.00
Section 127	Change or cancellation of a condition/s of consent (non-notified only)	\$1790.00	\$1845.00	\$1900.00
Section 128 - 132	Review of consent conditions (non-notified only)	\$950.00	\$980.00	\$1010.00

Section 134	Transfer of holder's interest in a consent	F \$220.00	F \$225.00	F \$235.00
Section 138	Application to surrender resource consent	\$735.00	\$760.00	\$785.00
Section 139	Application for certificate of compliance	\$2600.00	\$2685.00	\$2765.00
Section 139A	Existing use right determination	\$2600.00	\$2685.00	\$2765.00
Section 357	Objections pursuant to section 357(A) or (B) of RMA	\$560.00	\$580.00	\$595.00
	<i>Note: Not invoiced if objection upheld in full. A part charge may be made if the objection is upheld in part.</i>			
National Environmental Standards	Confirmation of compliance with National Environmental Standards	Actual staff time	Actual staff time	Actual staff time
Other	Any application pursuant to the RMA not listed elsewhere	\$1775.00	\$1830.00	\$1885.00
Designations				
Public or Limited notified	Notice of Requirement for designation	\$12,320.00	\$12,715.00	\$13,095.00
Non-notified	Notice of Requirement for designation	\$6490.00	\$6700.00	\$6900.00
Section 176	Application for outline plan	\$900.00	\$930.00	\$960.00
Section 176A(2)	Waiver of requirement for outline plan	\$200.00	\$205.00	\$210.00
Sections 177, 178	Request to the Requiring Authority responsible for an earlier designation	\$725.00	\$750.00	\$775.00

	Application to do anything which would prevent or hinder the public work or project			
Section 180	Transfer of rights and responsibilities for designations	\$1230.00	\$1270.00	\$1310.00
Sections 181, 182	Requirement for alteration or removal/partial removal of a designation	\$1910.00	\$1970.00	\$2030.00
Section 184/184A	Application to determine designation lapsing	\$3710.00	\$3830.00	\$3945.00
Heritage Orders				
Sections 189/189A, 196, 177	Requirement for Heritage Order	\$1760.00	\$1815.00	\$1870.00
	Requirement for removal of Heritage Order			
	Request to Requiring Authority responsible for the earlier heritage order			
Private Plan Change application to amend the District Plan				
1 st Schedule	Processing, considering and determining a private plan change application	\$65,560.00	\$67,660.00	\$69,690.00
Compliance and monitoring				
General	Administration, review, correspondence	Actual staff time	Actual staff time	Actual staff time
Inspections	To monitor progress with giving effect to any resource consent, and compliance with consent conditions	\$170	\$175	\$180
(excluding engineering)				
Monitoring permitted activities				

<i>(National Environmental Standard for Freshwater 2020 - councils may charge for monitoring of permitted activities including land uses relating to farm activities, vegetation clearance and earthworks).</i>	Monitoring costs relating to permitted activities, if recovery of costs is authorised under any under National Environmental Standard, National Policy Statement, national direction, or other regulation			
Engineering	For any inspection required	Actual staff time	Actual staff time	Actual staff time
Miscellaneous charges				
Legal instruments	Search for easement documents, covenants, encumbrances or any other document registered on Records of Title	Actual staff time	Actual staff time	Actual staff time
		+ LINZ costs	+ LINZ costs	+ LINZ costs
Affixing Council's seal/ authorising document	For administration costs incurred in affixing Council's seal and/or signature to any document where a charge is not otherwise listed	\$185.00	\$190.00	\$195.00
Variation/cancellations	Variation or cancellation of any legal instrument not otherwise listed	\$520.00	\$535.00	\$550.00
Public notice	Costs associated with public notices	Actual staff time	Actual staff time	Actual staff time
		+ advertisement fees	+ advertisement fees	+ advertisement fees
Signs	Affixing signs on site	\$40.00 per sign	\$40.00 per sign	\$40.00 per sign
Delegated approvals	Staff decision on application, acting under delegated authority	\$127.00	\$130.00	\$135.00
Bonds	Preparation, release and signing of any bond (excluding engineering)	\$350.00	\$360.00	\$370.00

	Preparation, release and signing of any bond - Engineering (roading and servicing works)	\$470.00	\$485.00	\$500.00
	Partial Bond release	Actual staff time	Actual staff time	Actual staff time
Consultants	The applicant will reimburse Council for any fees paid by Council to any consultants.	Actual consultant costs	Actual consultant costs	Actual consultant costs
		+ actual costs	+ actual costs	+ actual costs
Noise control	Application fee for the consideration of the return of equipment seized under RMA.	F \$175.00	F \$180.00	F \$185.00
	Costs incurred in rendering noise source inoperable (e.g. removing vehicles, disabling alarms etc)			
		Actual costs	Actual costs	Actual costs
Hearings				
Attendance – Council Staff or Consultant	A charge will be made for the costs of all staff and/or consultants required to attend a hearing	Actual staff/consultant time	Actual staff/consultant time	Actual staff/consultant time
Attendance – Commissioner / Regulatory Committee Members / Hearing Panel members	A charge will be made for the costs of all Commissioners, Committee or Hearing Panel members required to attend a hearing	Actual costs	Actual costs	Actual costs
Postponement/withdrawal	If applicant fails to give a minimum of 5 working days written notice of a request for cancellation, withdrawal or postponement of a scheduled hearing	Actual costs	Actual costs	Actual costs
or cancellation				
Venue	Hiring a venue for hearing	Actual costs	Actual costs	Actual costs
Request for information and supply of resource management documents				

Providing general advice	Providing advice and considering proposed applications	Actual staff time except for the first half hour of the first meeting, which will not be charged	Actual staff time except for the first half hour of the first meeting, which will not be charged	Actual staff time except for the first half hour of the first meeting, which will not be charged
	<i>May include, but is not limited to: administration costs, research, meetings (including pre-lodgement), written correspondence.</i>			
Providing information	Any request to provide information in respect of the District Plan or any consent	Actual staff time	Actual staff time	Actual staff time
Providing copies	For the copying of information relating to consents and Council's resource management functions under Section 35 of the RMA, and the supply of any document	Actual staff time + photocopying charges	Actual staff time + photocopying charges	Actual staff time + photocopying charges
Waipā District Plan	Full printed copy of text	\$220.00	\$225.00	\$230.00
	Planning maps	\$165.00	\$170.00	\$175.00
Hazardous Activities and Industries List (HAIL) determinations		\$10.00	\$10.00	\$10.00
Investigation fee		\$160.00	\$165.00	\$170.00

Application for Public Benefit Remission of Resource Management Act Charges

Council is able to recover actual and reasonable charges under the Resource Management Act 1991. Resource Consent applicants occasionally seek a remission or reduction in resource consent fees on the basis of public benefit. Applicants also have the ability to formally object to additional resource management charges under section 357B of the Resource Management Act.

Applications for public benefit remission of resource consent fees and charges (other than formal objections to additional charges under s357B of the Resource Management Act) will be considered as follows. Applications which do not relate to a public benefit will not be considered.

- a. The application for public benefit remission must be in writing, and be submitted either on a form provided by council, or must include the following information:
 - a. Applicant's contact details
 - b. The legal Status of the applicant.
 - c. The amount of remission being sought (in full or in part).
 - d. The reasons for the remission.
- b. Applications which are in accordance with the requirements above will be assessed based on the following criteria:
 - a. Will the proposal result in a clear public benefit, whether entirely or in part?
 - b. If there is a clear public benefit, what apportionment of this could be reasonably applied to the proposal?
 - c. Is the applicant a charitable trust, incorporated community group, or otherwise delivering a public benefit?
 - d. Is there any impact on Council's budgeted operational costs of remitting all or part of the charge?
- c. The decision whether to accept an application for a remission in part, or in full, will be made under the relevant delegated authority.

Notes:

1. *These fees and charges become Operative on 1 July of each year and will apply for all work carried out and decisions issued on or after 1 July of each year irrespective of when the application was lodged with Council.*
2. *Where an "F" is noted in the charges column, this means the fee is a fixed rate, and no additional charges will be made for that activity. Where there is no such notation, the charge is a deposit only and actual staff time (plus mileage where relevant) incurred over and above the deposit will be charged.*
3. *The fixed charge ("F") for non-notified land use consents will only apply when there is no other matter of non-compliance with the District Plan, where other rules are breached, the full deposit will apply.*
4. *"Consultant" includes any Commissioners, consultants, advisers, solicitors and any other creditors related to any matter connected with a resource consent or certificate application.*
5. *Where "actual staff time" is noted, this:*
 - (a) *Will include a charge for any mileage incurred as a result of any inspections required; and*
 - (b) *Includes any consultant engaged by Council; and*
 - (c) *For the avoidance of doubt, "actual costs" also includes "actual staff time".*
6. *Where legal fees are incurred by Council for the registration of any documents required due to any process, the actual legal costs will be charged in full (i.e. for registration of consent notices, bonds, easement cancellations etc.).*

7. For the avoidance of doubt, any application which requires either limited or public notification, will be charged the limited or public notification fee, as applicable (regardless of the type of consent, or the section of the RMA the application is made under).
8. Urgent signing fee: When a request is made to sign documentation urgently for subdivision processes (post subdivision consent approval), an additional charge will be made. A request will be considered urgent if the return of the signed document is sought within a 24 hour period. Note: This does not guarantee documents will be able to be signed urgently. An Authorised Officer must be available to sign documentation and may not always be available. Please check with Council's Planning administration team prior to any request.

Fixed charges

9. The charges set out in the Schedule are charges which are fixed pursuant to Section 36 of the Resource Management Act 1991 (RMA).
10. All fixed charges are payable in full in advance. Pursuant to Section 36AAB(2) of the RMA, Council will not perform the action or commence processing the application to which the charge relates until it has been so paid.
11. Documentation or certificates will not be issued until payment of charges have been cleared.

Additional charges

12. Where a fixed charge is in any particular case inadequate to enable Council to recover its actual and reasonable costs in respect of the matter concerned, Council will require the applicant to pay a deposit, followed by an additional charge to cover actual and reasonable costs.
13. The following may also be included as additional charges:
 - (a) If it is necessary for the services of a consultant to be engaged by Council (including their attendance at any hearing or meeting) then the consultant's fees will be charged in full to the applicant as an additional charge;
 - (b) If any legal fees are incurred by Council in relation to legal advice obtained for any particular application, including any fees incurred if Council's solicitor is required to be present at any hearing, mediations or meetings, these fees will be charged in full to the applicant as an additional charge; and
 - (c) If any Commissioner hearing fees and associated costs are incurred in considering and determining any particular application, these fees will be charged in full to the applicant as an additional charge.

Charge-out rates for Council officers and mileage

14. Charge-out rates for Council officers are set out in this Schedule and:
 - (a) Are fixed charges;
 - (b) If reference is made in the schedule to actual staff time, it will be charged in accordance with the relevant hourly charge-out rates;
 - (c) The charge-out rates for Council officers and for mileage will apply to all matters listed in the Schedule so that:
 - i. 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 Council relating to that application, a refund will be given when those costs are finally assessed; and
 - ii. if the actual and reasonable costs incurred by Council relating to that application are inadequate to enable 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

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

- (a) 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 36AAB(2) of the RMA; and
- (b) May also, pursuant to Section 36(5) of the RMA make additional charges.

Remission of fees

16. Staff with delegated authority may consider a reduction in any charge, on application to the Council. Any remissions will be in accordance with Section 36AAB(1) of the RMA.

Rural Address Property Identification System number plates

Description	Current Fees & charges 2024/25	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Application for new rapid number (includes plate)	\$92.00	\$95.00	\$98.00
Supply (only) number plate	\$22.00 per plate	\$23.00 per plate	\$24.00 per plate

Stock droving and crossings

Description	Current Fees & charges 2024/25	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Application for permit	\$445.00	\$445.00	\$460.00
Re-inspection fee	\$231.00	\$270.50	\$280.00

Notes:

1. Permit for stock droving on a road must be in accordance with Waipā District Public Places Bylaw 2023.
2. Stock crossings are dedicated positions along a road where stock is moved from one side of the road reserve to the other.
3. All stock crossings must be installed in accordance with the Waipā District Public Places Bylaw 2023 and any other conditions set.

Stock impound fees

First impounding

Description	Current Fees & charges 2024/25		Proposed Fees & charges 2025/26		Proposed Fees & charges 2026/27	
	First animal	Per animal thereafter	First animal	Per animal thereafter	First animal	Per animal thereafter
Horses, cattle, mules, asses, deer and pigs	\$75.90 plus, transport costs	\$26.40	\$78.00 plus, transport costs	\$27.00	\$80.00 plus, transport costs	\$28.00
Sheep, goats and others	\$75.90 plus, transport costs	\$26.40	\$78.00 plus, transport costs	\$27.00	\$80.00 plus, transport costs	\$28.00
Subsequent impounding within the same financial year involving animals owned by the same person or organisation	Number of impoundings x relevant fee		Number of impoundings x relevant fee		Number of impoundings x relevant fee	
Additional after-hours fee (5pm to 8am, weekends and statutory holidays)	\$78.00		\$80.00		\$82.00	

Driving charges

Responding to complaints, driving stock from road to pound or owner's property or another place.

\$163.00 per hour per officer and mileage at \$1.04 per km (2025/26) and \$1.05 per km (2026/27) local government rate for Animal Control Officer's/Ranger's time plus any other reasonable costs incurred.

Grazing per day

Description	Current Fees & charges 2024/25	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Horses, cattle, mules, ass, deer and pigs	\$8.80	\$9.00	\$9.00
Sheep, goats and others (plus costs of any hard feeds, i.e. hay, grain)	\$2.20	\$2.50	\$3.00

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

Description	Current Fees & charges 2024/25	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Domestic standard connection (100mm diameter)			
Stormwater application	\$418.00	\$546.00	\$562.00
Stormwater inspection	\$395.00	\$495.00	\$510.00
Manhole reconstruction	\$572.00	\$620.00	\$640.00
Subsequent inspection (charged for each inspection until connection is accepted as complete)	\$353.00	\$365.00	\$375.00

Notes:

1. 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 Waipā District Council records.
2. The application fee is for processing the application and is non-refundable.
3. The inspection fee would be refundable if the application is unsuccessful.
4. The above fees may apply to each:
 - a) Dwelling; or
 - b) Separate building; or
 - c) Paved area in excess of 250m² (or part thereof) catchment area.
5. A single domestic connection fee will be accepted after an approved retention system is constructed. All other connections will be separately quoted.
6. All connections must be installed by a registered Drain Layer.

Structures on the road reserve

Description	Current Fees & charges 2024/25	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Erect a structure on road reserve			

Application for permit to erect structure	\$731.00	\$875.00	\$900.00
Annual safety inspection of structure (per annum) if required as condition of permit.	\$445.00	\$445.00	\$460.00
Erection of temporary fence on road reserve for stock grazing			
Application for permit	\$445.00	\$445.00	\$460.00

Notes:

1. *The above fees apply for applications to construct private structures located on or under roads on the Waipā District Roding Network. Examples could include Private bus shelters; Stock underpasses; Fence encroachments; Property access ramps or stairs; cell phone towers or alterations to cell phone towers, safety barriers to protect private structures.*
2. *Application must be made, and consent gained from Waipā District Council to ensure the structure is safe, not a hazard to travelling public, is durable and has a nominated owner responsible for maintenance and removal when no longer required.*
3. *Application for permit includes an initial inspection. If the structure is erected for less than twelve months as per its permit, no annual safety inspection fee will apply. If a building consent is required for the structure, then a separate building consent fee will also apply.*

Exclusions:

4. *Standard rural mailboxes and shop veranda required by the District Plan do not require a permit.*

Stock underpass

Description	Current Fees & charges 2024/25	Proposed Fees & Charges 2025/26	Proposed Fees & Charges 2026/27
Application for stock underpass.	Actual staff time will be charged but with a minimum of \$1050.00	Actual staff time will be charged but with a minimum of \$1085.00	Actual staff time will be charged but with a minimum of \$1115.00
Non-compliance	Actual staff time + mileage	Actual staff time + mileage	Actual staff time + mileage

Note:

1. *Stock underpass is a dedicated permanent structure for the passage of stock under a road. All stock underpasses must have a lease agreement or licence to occupy with Waipā District Council*

Town Hall hire – Kihikihi and Pirongia

Town Hall Hire – Kihikihi and Pirongia	Current Fees & charges 2024/25		Proposed Fees & charges 2025/26		Proposed Fees & charges 2026/27	
	Corporate or Private Function	Community Group Use	Corporate or Private Function	Community Group Use	Corporate or Private Function	Community Group Use
Bond payable on booking	\$220.00	\$110.00	\$225.00	\$115.00	\$230.00	\$120.00
Deposit payable on booking	25%	25%	25%	25%	25%	25%
<i>Community Group bookings longer than 3 consecutive days will receive a 25% discount</i>						
Kihikihi Town Hall – Whole complex						
Half day hire (4 hour use)	\$55.00	\$22.00	\$55.00	\$25.00	\$55.00	\$25.00
Full day hire (maximum 12 hour use)	\$145.00	\$71.00	\$150.00	\$75.00	\$155.00	\$77.00
Pirongia Hall – Whole complex						
Half day hire (4 hour use)	\$55.00	\$22.00	\$57.00	\$25.00	\$60.00	\$25.00
Full day hire (maximum 12 hour use)	\$145.00	\$71.00	\$150.00	\$75.00	\$155.00	\$75.00

Notes:

1. Facility users are required to complete a hire contract prior to using the facility.
2. A bond payment is necessary to secure the booking date and full payment of hire fees is required before the event.
3. Community use charges apply to not for profit organisations that are based and operate within the Waipā District providing a benefit for the Waipā Community.

Trade waste

Administration Charges	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Application fees			
Application fee – Permitted/controlled discharge (including final inspection)	\$257.00	\$344.00	\$354.00

Application fee – Conditional consent (covering 4 hours work including final inspection, including tanker disposal)	\$479.00	\$809.00	\$833.00
Hourly rate for applications	\$135.00	\$146.00	\$150.00
Temporary discharge (including final inspection)	\$257.00	\$344.00	\$354.00
Renewal fee for controlled, permitted or conditional trade waste consents (plus additional hourly rate for more than 1 hour of time noting that site inspection charges may also apply)	\$127.00	\$146.00	\$150.00
Variation/Change of Details Request for permitted or conditional consents (plus additional hourly rate for more than 30 minute time noting that site inspection charges may also apply).	\$68.00	\$73.00	\$75.00
Special Trade Waste agreements, variations or renewals. Actual costs recovered including but not limited to consultant or legal fees	Actual cost	Actual cost	Actual cost
Site inspection fees			
Permitted/Controlled Discharge – Site Inspection/audit (per site visit)	\$182.00	\$230.00	\$237.00
Conditional Consent – Site Inspection (per site visit)	\$290.00	\$302.00	\$311.00
Temporary Discharge – Inspection / audit (per site visit)	\$290.00	\$302.00	\$311.00
Site Inspection / audit -non-compliance (per site visit)	\$290.00	\$302.00	\$311.00
Annual charge			
Permitted/Controlled/Special/discharge	\$68.00	\$71.00	\$73.00
Conditional/Special/discharge- Risk Class 3	\$2027.00	\$2308.00	\$2377.00
Conditional/Special/discharge - Risk Class 2	\$1155.00	\$1400.00	\$1442.00
Any temporary discharge	\$257.00	\$267.00	\$275.00
Independent Monitoring (per sample collected)	\$277.00	\$288.00	\$297.00
Tankered discharge	\$885.00	\$920.00	\$948.00

Tankered Waste Disposal			
Tankered waste disposal to Wastewater Treatment Plant or reticulation in accordance with Trade Waste Bylaw \$/m ³	\$90.00	Subject to further review – fee not currently applied in 2024/25	Subject to further review – fee not currently applied in 2024/25

Notes:

1. Tankered waste may not be accepted at the Waters Manager's sole discretion.
2. Tankered waste disposal to Wastewater Treatment Plant or reticulation not in accordance with Trade Waste Bylaw will require a conditional or special agreement in accordance with the Trade Waste Bylaw.

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	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
V _c Flow Volume	\$1.57/M ³	\$1.63/M ³	\$1.68/M ³
SS _c Suspended solids	\$1.35/kgSS	\$1.40/kgSS	\$1.45/kgSS
BOD _c Organic Loading	\$1.50/BOD	\$1.55/BOD	\$1.60/BOD
TKN _c Total Kjeldahl Nitrogen	\$1.57/kgTKN	\$1.63/kgTKN	\$1.68/kgTKN
TP _c Total Phosphorus	\$6.40/kgTP	\$6.66/kgTP	\$6.86/kgTP
Connection or disconnection fee	\$552.00	\$575.00	\$592.00

Table of parameters with descriptions			
V	The volume discharged	BOD _c	The unit BOD Charge \$/kg
V _c	The unit volume charge \$/ M ³	TKN	The mass of Total Kjeldahl Nitrogen (TKN) discharged

SS	<i>The mass of suspended solids discharged</i>	TKN _c	<i>The unit TKN charge \$/kg</i>
SS _c	<i>The unit SS charge \$/kg</i>	TP	<i>The mass of Total Phosphorus (TP) discharged</i>
BOD	<i>The mass of BOD discharged</i>	TP _c	<i>The unit TP charge \$/kg</i>

Traffic Management Plan (TMP) reviews

Description	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Approval of simple TMP for Vehicle Crossings	\$215.00	\$290.00	\$300.00
Approval of complex TMP	\$215.00 per hour (excludes travel allowances)	\$290.00 per hour (excludes travel allowances)	\$290.00 per hour (excludes travel allowances)
Actions required to address non-compliance with TMP conditions	\$215.00 per hour (excludes travel allowances)	\$205.00 per hour (excludes travel allowances)	\$205.00 per hour (excludes travel allowances)
Non-compliance for not having a TMP or an approved TMP	\$468.00	\$512.00	\$530.00
Extension of TMP application	\$105.00	\$140.00	\$145.00
Issue of Stop Work Order	\$148.00	\$242.00	\$250.00
Late Completion of Works or failure to return sites to pre-existing conditions as per the utilities code.	\$445.00	\$447.00	\$460.00

Notes:

1. TMP require evaluation and approval by the Council Traffic Management Coordinator to ensure public safety, the costs of which are charged to the applicant.

Utility access requirements

Description	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Single Occurrence Permit			
Isolated street opening permit application (plus the applicable trenching fee and Traffic Management Plan fee)	\$195.00	\$210.00	\$215.00
Multiple occurrence permit for utility maintenance works			
Multiple opening permit application covering a 12 month period (One off set up fee then occurrence fee plus the applicable trenching fee)	\$385.00 + \$66.00 for each occurrence	\$620.00 + \$105.00 for each occurrence	\$640.00 + \$105.00 for each occurrence
Excavation, trenching or drilling			
1 – 99m (This is the minimum fee in conjunction with the permit fee)	\$105.00	\$110.00	\$115.00
100 – 499m	\$187.00	\$195.00	\$200.00
> 500m	\$314.00	\$330.00	\$340.00
Non-compliance with conditions	\$215.00	\$305.00	\$315.00
Additional inspections required for complex projects, changes to project extents and conditions, or as required to address non-compliance with conditions.	\$215.00 per hour (includes travel allowances)	\$240.00 per hour (includes travel allowances)	\$245.00 per hour (includes travel allowances)
Extension of Work Access Permit (WAP) application	\$105.00	\$140.00	\$145.00
Issue of Stop Work Order	\$148.00	\$240.00	\$245.00
Late Completion of Works or failure to sign off completed works as per WAP.	\$445.00	\$450.00	\$465.00

Notes:

1. For all work to be undertaken on road reserve (including within footpaths, berms and carriageways) a Corridor Access Request (CAR) is required. The CAR allows Council to approve, track and ensure proper reinstatement to works undertaken in the street.
2. The Utilities Access Act 2010 provides for applications for permission to excavate in streets and roads for services such as electricity, three waters, gas, telecoms etc.

3. *Under certain circumstances Waipā District Council will accept 12 month access opportunities under our multiple occurrence coverage formats. This is for maintenance works only not new projects.*
4. *All access requests may be inspected by Council staff or agents at any time for compliance with permit conditions*
5. *Trenching costs are in addition to the Permit application fee and reflect the work involved in doing completion and maintenance inspections based on length of work sites.*

Vehicle crossing applications

Description	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Application fee	\$480.00	\$495.00	\$510.00
Re-inspection fee	\$220.00	\$225.00	\$230.00
Mileage if site visit required	\$0.95 per km	\$1.04 per km	\$1.05 per km

Notes:

1. *A Traffic Management Plan and/or Corridor Access Request is required for a vehicle crossing application to be processed.*
2. *Entrance ways can only be installed (including upgrades) with the permission of Council Development Engineering Team.*

Wastewater connections

Description	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
<i>Domestic standard gravity connection (100mm diameter)</i>			
Wastewater connection application and approval	\$430.00	\$546.00	\$562.00
Wastewater inspection	\$395.00	\$500.00	\$516.00

Notes:

1. *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 Waipā District Council records.*
2. *The application fee is for processing the application and is non-refundable.*
3. *The inspection fee would be refundable if the application is not approved.*

4. An inspection fee of \$360.00 also applies to every subsequent inspection until the connection is accepted as complete.
5. All connections must be installed by a registered drain layer, inspected by the Assets Team and As-Builts provided to the Asset Team.

Water connections and bulk water sales

Description	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Water connection application fee			
Urban	\$517.00	\$648.00	\$667.00
Rural	\$951.00	\$1,138.00	\$1,172.00
Ordinary supply – install new standard single 20mm diameter residential connection, up to 4 metres from a Council owned reticulated main (excluding bulk mains). All other connections will require a fixed quote from Waipā District Council).			
Urban	\$1,793.00	\$2,083.00	\$2,145.00
Rural	\$2,352.00	\$2,770.00	\$2,853.00
Restrictor adjustment	\$407.00	\$535.00	\$551.00
Meter and/or restrictor testing fee (if tests show compliance, then applicant shall be liable for fee. If out of adjustment no fee shall apply)	\$451.00	\$528.00	\$544.00
Final water meter reading			
Conduct and process final reading	\$65.00	\$73.00	\$75.00
Disconnection fees			
Disconnection from rural water supply scheme	\$891.00	\$1,165.00	\$1,200.00
Disconnection from water supply upon removal or demolition of a building	\$891.00	\$1,029.00	\$1,060.00

Note:

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

Purchase of water by permit

Description	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Administration fee	\$27.50/month	\$27.50/month	\$27.50/month
Water per cubic metre (1000 litres)	\$3.41/cu metre	\$4.25/cu metre	\$4.96/cu metre

Notes:

1. A permit must be obtained before removing water from a Council system. A permit is to be obtained for each 12-month period that water is drawn from a designated bulk fill point.
2. Rural water supply, where the service is available at the gate, may be restricted in area or flow. All other connection sizes and/or configurations will require quotation from Waipā District Council.

Backflow Prevention Devices

Description	Current Fees & charges 2024/25	Proposed Fees & charges 2025/26	Proposed Fees & charges 2026/27
Connection, disconnection and replacement of backflow prevention devices	Staff time and actual and reasonable costs	Staff time and actual and reasonable costs	Staff time and actual and reasonable costs
Administration fee	\$357.00	n/a	
Annual testing of testable backflows	n/a	\$200.00	\$205.00

COUNCIL REPORT



To: Her Worship the Mayor and Councillors
From: Waste Minimisation Advisor
Subject: **Submission – Proposed Amendments to the Waste Minimisation Act (2008) and the Litter Act (1979)**
Meeting Date: 28 May 2025

1 PURPOSE - TAKE

The purpose of this report is to seek approval for a Council submission on proposed amendments to the Waste Minimisation Act (2008) and the Litter Act (1979).

2 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

The amendments to the Waste Minimisation Act (WMA) propose widening the scope of what the Waste Disposal Levy can be used for by Councils, to include activities to achieve broader environmental and sustainability outcomes. This would reduce the funding which is currently ring fenced for waste minimisation projects and could have ramifications for achieving the goals set out in Council's Waste Management and Minimisation Plan (WMMP)

Of particular importance for Waipā District Council, this submission recommends:

1. The Waste Disposal Levy remains solely dedicated for funding activities that promote or achieve waste minimisation.
2. A modern Extended Producer Responsibility framework is included in the WMA. This would allow the development of mandatory funded schemes for collecting products like e-waste, textiles and drink packaging for recycling and reuse (e.g. the proposed Container Return Scheme). This is related to actions 6a and 6b in Council's WMMP.

The distribution of levy funds to territorial authorities is changed from a purely population-based calculation to a combination of a base flat rate (20%) and a population-based calculation (80%). This would ensure a more equitable distribution

of levy funds for our neighbouring smaller Councils. (This is related to action 4c in our WMMP.)

The amendments also propose combining the Waste Minimisation Act (2008) and the Litter Act (1979) into one piece of legislation. These are two distinctly different sectors and as such, this submission recommends they be addressed individually.

3 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That Council

- a) Receives the report of Shelley Wilson, Waste Minimisation Advisor, titled **Submission – Proposed Amendments to the Waste Minimisation Act (2008) and the Litter Act (1979)** (document number 11442313);*
- b) Considers the draft submission prepared by staff attached as Appendix 1, provides guidance for any amendments to the submission and authorises staff to make the final submission on Council's behalf.*

4 BACKGROUND – KŌRERO WHAIMĀRAMA

The Waste Minimisation sector is guided by the Waste Hierarchy, with the order of priorities:

1. Rethink and redesign out waste before it's created
2. Reduce the volume of goods produced and consumed
3. Reuse, repair and repurpose items to keep them in use for as long as possible
4. Recycle materials and compost organic waste
5. Recover value (e.g. chemical recycling, renewable energy)
6. Disposal to landfill

This is captured in Council's Waste Minimisation and Management Plan 2023-2029 (WMMP), as well as the Government's Waste and Resource Efficiency Strategy 2025 as being the leading model for designing and driving Waste Minimisation activities.

At the Service Delivery Committee meeting on 20 June 2023 the Committee passed a resolution to adopt the Waste Minimisation and Management Plan 2023-2029. The following portions of the plan relate to this submission:

- 4c. Advocate to Government for equitable regional access to government-funded diversion infrastructure and to progress product stewardship schemes for large construction and demolition waste streams.
- 6a. Support local industries and community groups to make the most of opportunities brought about by regulated product stewardship scheme (e.g. farmers for agrichemicals and containers, Waipā Urban Miners with e-waste

and small batteries) and community groups (large and small) to participate and benefit from any future Container Return Scheme.

- 6b. Support increased understanding of, and participation in the circular economy by locally operated businesses and industry.

5 SIGNIFICANCE & ENGAGEMENT – KAUPAPA WHAI MANA ME NGĀ MATAPAKINGA

Staff have considered the key considerations under the Significance and Engagement Policy, in particular sections 7 and 8 and have assessed that the matters in this report have a low level of significance. It is ranked low as the submission content is aligned with Council's WMMP objectives which have been through a public consultation process in 2023.

6 OPTIONS – NGĀ KŌWHIRINGA

Option	Advantages	Disadvantages
Option 1: Approve submission	▪ Fulfils actions within WMMP ▪ Supports mandatory product stewardship (Extended Producer Responsibility) ▪ May lead to more positive outcomes for Council, residents, and abilities to reduce waste ▪ No other Council resources required	▪ Nil
Option 2: Reject submission	▪ No other Council resources required	▪ Unable to use opportunity to fulfil advocacy actions in WMMP ▪ No leadership shown in waste minimisation sector
Option 3: Amend submission	▪ Dependent on Committee discussion, able to tailor submission to reflect nuances	▪ Increased Council resources dedicated to refining submission

The recommended option is Option 1. The reason for this is to fulfil three actions from our WMMP, to show leadership in the waste minimisation sector, and to voice opposition to a number of policy changes that could have significant detrimental effects for Council's Waste Minimisation efforts and activities.

7 OTHER CONSIDERATIONS – HEI WHAIWHAKAARO

Council’s Vision and Strategic Priorities

Council’s vision and strategies for waste are contained in the 2023-2029 Waste minimisation and management plan.

The vision is “Building zero waste and sustainable communities” and encompasses these goals:

1. Reduce waste and increase resource recovery
2. Collect waste information for informed decision making, in line with the National Waste Data Framework
3. Connect with our community by developing collaborative and enduring partnerships with key stakeholders
4. Maintain progressive and effective waste minimisation and management services and facilities, without unreasonably burdening future ratepayers.

Legal and Policy Considerations – Whaiwhakaaro ā-Ture

Staff confirm that Option 1 complies with Council’s legal and policy requirements. Council is required to have a waste management and minimisation plan (WMMP) under the Waste Minimisation Act 2008. This plan must be reviewed every six years. Council last reviewed and adopted a WMMP in 2023. The draft submission in Appendix 1 is supported by Council’s current WMMP.

Financial Considerations – Whaiwhakaaro ā-Pūtea

The costs to complete this submission was only in staff time.

Future potential financial impacts for Waipā District are expected to be minor if Government adopts a 20% flat rate plus 80% population-based waste levy distribution system. Levy revenue to Waipā District for 2024/25 is expected to be \$1.13M and could be similar in future years under the proposed calculation method. Examples of the change in funding for large and small local authorities are shown below:

Table 1: Example of the impact of a 20 per cent flat rate incorporated levy for some territorial authorities (2023/24 financial year)

Territorial authority	2023 population	Actual levy received in 2023/24 financial year (based on population only)	Calculated levy in 2023/24 financial year (if 20% flat rate incorporated)
Auckland Council	1,656,486	\$26,642,184	\$21,377,950
Buller District Council	10,446	\$162,577	\$371,118
Chatham Islands Council	612	\$11,239	\$245,616
Christchurch City Council	391,383	\$6,255,019	\$5,232,652
Kawerau District Council	7,539	\$121,132	\$334,019
Queenstown Lakes District Council	47,808	\$663,682	\$847,933
Southland District Council	31,833	\$523,176	\$644,060
Wellington City Council	202,689	\$3,436,594	\$2,824,531

Risks - Tūraru

There are no known significant risks associated with the decisions required for this matter.

Iwi and Mana Whenua Considerations - Whaiwhakaaro ki ngā Iwi me ngā Mana Whenua

We work closely with Para Kore Marae Incorporated (a Waikato-based, Māori, not-for-profit, zero waste organisation with a vision of oranga taiao, oranga whānau, oranga marae). They are working on their own submission, and encouraging local iwi, hapū, and marae to also share their views.

Climate Change – Hurihanga Āhuarangi

Sustainability and Climate Change are related, and at times intertwined with waste minimisation. For example, food waste contributes to approximately 6% of global greenhouse gas emissions, and landfill gas capture at open landfills in New Zealand is estimated at 68%. Positive outcomes for waste minimisation such as reducing food waste and decreasing landfill waste have positive outcomes for climate change.

8 NEXT ACTIONS

Action	Responsibility	By When
Enter Council approved submission to the Government consultation platform	Mieke Heyns (Strategy)	1 June 2025

9 APPENDICES - ĀPITITANGA

No:	Appendix Title
1	Draft submission on Proposed Amendments to the Waste Minimisation Act (2008) and the Litter Act (1979) (<i>document number 11446386</i>)
2	Have your say on proposed amendments to waste legislation (discussion document) (<i>document number 11449908</i>)



Shelley Wilson

WASTE MINIMISATION ADVISOR



Reviewed by Bryan Hudson

MANAGER TRANSPORTATION



Approved by Dawn Inglis

GROUP MANAGER SERVICE DELIVERY

APPENDIX 1

Draft submission on Proposed Amendments to the Waste Minimisation Act (2008) and the Litter Act (1979) (*document number 11446386*)

Waste Minimisation Act 2008 (WMA) and Litter Act 1979 (the Litter Act) Consultation

The Ministry for the Environment (the Ministry) has prepared a [consultation document](#) to seek feedback on the proposals for amending the waste legislation.

The table below provides a summary of the proposals and consultation questions.

Relevant provisions in legislation and proposals for amendment	Consultation questions
Waste Minimisation Act Part 2: Product stewardship Amend the product stewardship provisions in the WMA to replace them with an extended producer responsibility (EPR) framework. Discontinue the role of central government in accrediting voluntary product stewardship schemes – organisations can still develop voluntary schemes if they wish to.	We are interested in your views on an EPR framework. 1. Do you support the proposal for a modern EPR framework? Yes 2. Do you support discontinuing the government accreditation of voluntary product stewardship schemes? Yes Please share any further thoughts or ideas on these proposals. We support the establishment of a regulated product stewardship scheme and welcome the proposed modern EPR framework as a means to recover and recycle priority products. Textile waste is one of New Zealand's fastest growing waste streams and has the fourth highest impact on the environment and climate change (after food, housing and transport), and we would like to see this added as a priority product under a modern EPR framework. We acknowledge the robust work to date completed on the Container Returns Scheme and support the implementation of this scheme as soon as possible. We recognise that the proposed amendments do not include legislative support for the reduction of waste generation through product policy that focuses on better design, reuse, repairability and greater resource efficiency. We believe this is a missed opportunity and that these considerations should be included in the WMA amendments. Furthermore, we support stronger controls around e-waste recycling. Both Central and Local Government encourages e-waste recycling, but we require policy levers to create real change in this sector. For example, in Australia disposing of e-waste in landfill is a criminal offense, and recycling is mandatory. We believe that EPR schemes should be mandatory to see significant capture rates and support the discontinuation of voluntary product stewardship schemes supported by Government.
Waste Minimisation Act Part 3: Waste disposal levy Adjust the method for allocating funds from the waste disposal levy (the levy) to territorial authorities, to reduce the extremity of funding between very large and very small councils. The current population-based allocation	We are interested in your views on the following proposed changes to the waste disposal levy. <i>Distribution of levy funds</i> 3. Do you support changing the distribution of levy funds to territorial authorities from a population-based calculation to a combination of a base flat rate (20 per cent) and a population- based calculation (80 per cent)? Yes Please share any further thoughts or ideas on this proposal.

approach would change to a combination of a base flat rate (20 per cent) and a population-based calculation (80 per cent). Widen the use of the levy money for territorial authorities to support a broader range of waste and environmental outcomes. Provide central government and territorial authorities with a decision-making framework for spending levy funds on environmental benefits and/or reduction of environmental harm. Remove the blanket levy exclusion for waste-to-	The current distribution of levy funds, based on a population-based calculation, is not equitable. Historically, smaller Councils have not had the resources to achieve waste minimisation goals of impact and scale. We support the distribution of levy funds to include a flat rate, as this will promote equitable regional access to government funded diversion infrastructure. The inclusion of a flat rate will also go some way to acknowledging the fluctuations that smaller regions often face with sudden spikes of tourism and summer visitors, and the associated increases in resource recovery and waste management. <i>Scope of use of levy funds</i> 4. Please indicate your support for changes that would permit territorial authorities to use the levy for: Do you support: activities that promote or achieve waste minimisation, in accordance with and as set out in the territorial authorities' Waste Management and Minimisation Plan. Yes costs associated with managing emergency waste. Yes activities that provide for the remediation of contaminated sites and vulnerable landfills. Yes compliance, monitoring and enforcement of mismanaged waste. No activities that reduce environmental harm or increase environmental benefits. No Please share any further thoughts or ideas on this proposal. There is currently no dedicated funding pool to cover the preparedness and planning work which must be undertaken in peace time to manage emergency waste. The costs associated with managing emergency waste at the time of disaster are, by association, unknown and therefore difficult to set aside within residential rates. We support the ability to use levy funds to cover preparedness work, as well as contribute toward managing associated emergency waste. This will ensure that we can prepare for diverting as much waste from landfill as possible (e.g. establishing local composting or anaerobic digestion solutions for bulk perishable food items). While we support the levy being used to remediate contaminated sites and vulnerable landfills, we acknowledge that where possible, the costs should first be passed on to the parties responsible (i.e. landfill owner/operator). In order to achieve and promote the minimisation of solid waste, it is crucial that the Waste Disposal Levy remains ring fenced for waste minimisation. If this scope is broadened to include general environmental benefits such as wastewater, emissions, climate change and the compliance, monitoring and enforcement of mismanaged waste (i.e. illegal dumping), then this would greatly dilute the fund and its associated impact. Waste minimisation infrastructure, services, and activities rely on this funding and some of these activities are unlikely to be funded through targeted rates. 5. Please share any suggestions for criteria that could form a decision-making framework for possible spending of the waste levy on environmental benefits and/or reduction of environmental harm: We believe strongly that the waste levy must continue to be ring fenced for activities that promote or achieve waste minimisation. Any future work to alter the framework should be developed in partnership with territorial authorities through a codesign process.
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¹ [Waste Minimisation Act 2008](#) and [Litter Act 1979](#)

Relevant provisions in legislation and proposals for amendment	Consultation questions
energy technology and facilities, to ensure a level playing field for all types of final waste disposal. Amend the Minister's required considerations and timeframe when reviewing the effectiveness of the levy. Improve the efficiency and effectiveness of the existing levy provisions for: - levy waivers - levy exemptions - reuse of material at disposal facilities - stockpiling.	<i>Further levy effectiveness considerations</i> 6. Do you support removal of the current blanket exclusion from the levy for waste-to-energy facilities? Yes 7. Do you agree that the Minister's considerations for a review of the effectiveness of the waste levy should mirror the scope of the purpose of the WMA and the parameters for levy spend (once these are decided)? Unsure 8. Do you support changing the timeframe for review of the effectiveness of the waste levy from every three years to at least every five years? No Please share any further thoughts or ideas on these proposals. We support the removal of the current blanket exclusion from the levy for waste-to-energy facilities in order to create a level playing field across disposal options. However, it is important to acknowledge that not all waste-to-energy applications are equal, and that some support improved environmental outcomes and others do not. For example, anaerobic digestion and the incineration of mixed municipal waste offer vastly different outcomes and carry different risks, and this should be considered through a schedule of varying charges. More detail is needed in order to provide an informed response to consultation question #7. For example, if the scope is widened, what are the criteria for success? We maintain that five years between reviews of the effectiveness of the waste levy is too long. The current duration of three years will allow Central Government to track progress and adjust priorities accordingly. We highlight that WasteMINZ signaled concerns from the last review in 2024, such as: - Timeliness of data; - A need for additional information to inform decision making; and - Wider engagement with the sector and the Waste Advisory Board when undertaking future reviews. Therefore, extending the timeframe between reviews to five years is likely to lead to adverse outcomes due to a lack of continuity and accountability.

	<i>Use of waivers</i> 9. Do you support replacing the current levy-waiver requirement of ‘exceptional circumstances’, instead enabling the Secretary to waive the requirement for an operator to pay any amount of levy in specified circumstances? Unsure 10. Do you support limiting the waiver requirement to emergency event situations for which a state of national or local emergency has been declared under the Civil Defence Emergency Management Act 2002 and biosecurity responses have been undertaken under Part 7 of the Biosecurity Act 1993? Yes 11. Do you agree the waiver requirement for waste from the remediation of a contaminated site should specify any eligibility criteria that an application must meet? Yes If so, please share any suggestions for eligibility criteria. We acknowledge that flexibility is needed in stressful times of dealing with disasters and the unknown of exceptional circumstances. However, eligibility criteria must be stringent to ensure that parties who stand to make a financial gain from the outcome of remedial works are not involved. Please share any further thoughts or ideas on these proposals. We support the remediation of contaminated land, but not the landfilling of materials which could otherwise be diverted. Contaminated land is too broad a definition and needs to be defined further. For example, “contaminated land” can include former landfilled waste to lightly contaminated virgin soil. Responsibility needs to be placed on the applicant to provide evidence that the material in question is not suitable for any other land use or disposal method that sits higher up the waste hierarchy. <i>Conditions and exemptions</i> 12. Do you support requiring a Minister to consider specific criteria before recommending levy exemption regulations are made (instead of the current requirement that the Minister is satisfied ‘exceptional circumstances’ exist)? Yes 13. Do you support applying a timeframe of a maximum of five years before levy exemptions via regulations must be reviewed or allowed to expire? Yes 14. Do you agree that the Minister should be able to impose conditions on levy exemptions? No Please share any further thoughts or ideas on these proposals. Regarding consultation question #14, we believe that conditions on levy exemptions should be specified in the Waste Minimisation Act, rather than allowing the Minister to impose conditions.
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Relevant provisions in legislation and proposals for amendment	Consultation questions
	<i>Reuse of material at disposal facilities</i> 15. Do we need to clarify in legislation when the levy should be imposed on waste disposed of at a disposal facility, so that waste reuse on site is operationally necessary and reasonable? Unsure Please share any further thoughts or ideas on this proposal. Regarding consultation question #15, what is considered “operationally necessary and reasonable” is subjective and needs to be further defined in order to make an informed decision. We also question which party will be making the decision in question, as this has differing potential ramifications. <i>Stockpiling controls</i> 16. Do you support improvements to stockpiling controls by introducing tools such as: an approval system with limits and conditions. Unsure changes to the stockpile calculation process to track the throughput of materials. Unsure a stockpile volume threshold limit. Unsure improved data collection, record-keeping and reporting provisions, to increase transparency and traceability of material entering and leaving a site. Yes defining/amending the terms ‘diverted material’, ‘accumulation’ and ‘stockpiling’ in the legislation? Yes Please share any further thoughts or ideas on these proposals. We do not support operators stockpiling landfill materials to bypass the waste disposal levy, however we are mindful that every site is different and has different requirements. For example, some sites may need to stockpile recyclable materials before they are able to sell them at cost-effective volumes or find commercially viable end markets. Waipā District Council does not operate any current landfills or transfer stations, so the consultation questions in this section do not have immediate ramifications on our activities. However, through our work alongside other territorial authorities, we are

	mindful that some smaller Councils and operators are already working at capacity and would struggle with an increase in administration. Given this, perhaps there could be a threshold level that triggers additional data collection requirements. Defining terms and controls to be as clear as possible in legislation will be advantageous.
Various Parts of the Waste Minimisation Act: Clarifying the roles and responsibilities in the waste legislation Retain the current core role of the Ministry but add new responsibilities related to the proposed EPR framework. Improve the role of the New Zealand Customs Service (NZ Customs) to support existing regulated product stewardship and an EPR framework. For territorial authorities, clarify the minimum obligations for waste minimisation and improve the regulatory tools to ensure these are delivered. Enable the Waste Advisory Board to provide advice to the Minister or Ministry on its own initiative – consistent with an agreed strategic plan – and focus the Board’s mandate on strategic and/or overarching waste issues.	We are interested in your views on clarifying the role of central government and territorial authorities in the waste legislation
	17. Do you support the proposed changes to the roles and responsibilities for: the Ministry for the Environment. Yes the New Zealand Customs Service. Yes territorial authorities? Yes 18. Do you support a change in the Secretary for the Environment’s ability to retain levy payments to a territorial authority, from mandatory to discretionary? Yes 19. Do you support enabling the Waste Advisory Board to provide advice at its discretion? Yes Please share any further thoughts or ideas on these proposals. We support all available mechanisms to implement a robust EPR, including the extended roles and responsibilities outlined in the consultation document. Please note that with regard to the roles and responsibilities of territorial authorities, we view the involvement of territorial authorities as being preferred, rather than mandatory. Waikato Regional Council is one of the few Regional Councils to have a dedicated waste prevention role within their staff. Through this, they have been able to provide cohesive leadership across the wider region, fund necessary research that Councils may not have the resources to facilitate and have added immense value to the individual and collaborative work of territorial authorities in their area. We support more Regional Councils adopting this dedicated position to address waste prevention strategy and coordination across other regions.

Relevant provisions in legislation and proposals for amendment	Consultation questions
Waste Minimisation Act Part 5: Modernising the compliance and data regime Introduce a fit-for-purpose compliance regime for the waste regulatory system to bring it into line with good practice already in use in other legislation. This will define the regulators' and other organisations' legislative obligations for monitoring and compliance activities. Implement an amended compliance monitoring and enforcement (CME) framework to improve on the littering and other mismanaged waste compliance currently provided for under the Litter Act. Enable regulators to share information for CME purposes.	We are interested in your views on modernising the existing compliance regime 20. Do you agree the regulator should have greater powers to receive data, including the ability to share with other regulators and the Ministry? Yes 21. Do you support the proposed tiered approach to the compliance tools and sanctions? Yes Please share any further thoughts or ideas on these proposals. <i>A tiered approach offers more appropriate consequences for compliance, which we know can encompass a range of offending.</i>
Litter Act: The effective enforcement and cost recovery of littering and other types of mismanaged waste Improve the existing regulatory framework to enable public authorities to better deter and address littering and other types of mismanaged waste. Integrate littering and other mismanaged waste into the broader waste management and minimisation regulatory system so the whole waste system is managed under one cohesive piece of legislation (including changes to the purpose of the legislation).	We are interested in your views on changes to the Litter Act <i>Scope of the legislation</i> 22. Do you support integrating littering and other types of mismanaged waste into the same regulatory framework for waste management and minimisation? Unsure 23. Do you support enabling regulations for the collection of data on littering and dumping? Yes 24. Do you support expanding the purpose of the WMA to include littering and other mismanaged waste in the new waste legislation? No Please share any further thoughts or ideas on these proposals. <i>Littering and illegal dumping/mismanaged waste are separate issues to waste minimisation and should be treated as such. Work within the waste minimisation sector is driven by the Waste Hierarchy and it is crucial that this continues to underpin all related activities. In contrast, littering and mismanaged waste are waste management and disposal considerations.</i> <i>Infringements serve limited purpose in terms of punitive or deterrent as increasing numbers are not paid. Approximately 20% across all infringements issued by Waipā District Council. For this reason, infringement notices for maximum amounts are seldom issued. The sharp rise of littering and illegal dumping, and its associated clean-up costs, are becoming</i>

	increasingly costly burdens for local authorities to bear. Introducing data collection regulations would enable the sector to recognise the scale of the issue, establish a targeted response, and allow tracking of progress over time.
Relevant provisions in legislation and proposals for amendment	Consultation questions
	<i>Roles and responsibilities</i> 25. Regarding public authorities, do you support: limiting the definition of 'public authority' as proposed. Unsure enabling public authorities (amended as proposed) to warrant Litter Control Officers or appoint Litter Wardens, to manage and enforce littering and other mismanaged waste offences? Unsure 26. Do you support removing the assignment of a statutory role for the promotion of litter control to any specific agency or organisation? No 27. Do you support public authorities having a discretion whether they provide waste receptacles in public places but an obligation to empty those receptacles if they provide them? Yes 28. Do you support removing the requirement for the Medical Officer of Health to be satisfied that litter receptacles are emptied promptly, efficiently and at regular and prescribed intervals? Yes 29. Do you agree that a local or public authority should: retain the ability to make grants to any organisation for the abatement or prevention of litter. Yes be able to spend such sums of money as it thinks fit on any scheme or campaign for the abatement or prevention of litter. Yes retain the ability to make bylaws to help reduce littering and dumping, if they are not inconsistent with the provisions of the new legislation. Yes retain the ability to deter, prevent, require timely clean-up and enforce waste escaping/being carried on to public or private land? Yes 30. Do you support enabling all types of Litter Control Officers to apply different tiers of compliance tools, where they are authorised to act? Yes 31. Do you agree that, in enforcing offences, Litter Control Officers should be able to:

	use vehicle registration and ownership details. Yes use appropriate evidence-gathering, search and surveillance powers for vehicles that are implicated in serious dumping offences? Yes Please share any further thoughts or ideas on these proposals. Removing the assignment of a statutory role for the promotion of litter control to any specific agency or organisation (i.e. Keep New Zealand Beautiful) would likely place undue and increased burden on local authority to fulfill this role. Enabling the use of vehicle registrations has proven effective in other enforcement areas. The consistent ability to use that power would be useful.
Relevant provisions in legislation and proposals for amendment	Consultation questions
	<i>Compliance monitoring and enforcement framework</i> 32. Do you support the proposed amendments to the <i>compliance monitoring and enforcement</i> framework for littering and other mismanaged waste offences? Yes 33. Do you support lowering the threshold for evidence of a mismanaged waste offence, to allow for effective <i>compliance monitoring and enforcement</i> by Litter Control Officers? Yes 34. Do you agree that public authorities should be able to be compensated by the offender if the mismanaged waste offence has caused significant environmental harm? Yes Please share any further thoughts or ideas on these proposals. <i>Cost recovery for removal of waste and correction of damage</i> 35. Do you agree that public authorities, regulators, or occupiers of private land where a littering offence is committed, should be able to recover reasonable costs associated with the removal of the litter/waste and/or the environmental harm caused from the offender? If not, please explain why and provide any suggested alternatives for covering these costs. Yes Please share any further thoughts or ideas on these proposals.

	<i>Feedback requested from Litter Control Officers</i> If you are a Litter Control Officer who has used the existing section 9(2)–(4) of the Litter Act (to require an occupier of land or premises to take all reasonable steps to prevent litter being carried or escaping onto the public place), please answer the following. 36. Are the current provisions efficient or effective for addressing this type of mismanaged waste issue in your area? Unsure If not, please provide more information about the limitations of the provisions. We have no record of using this provision recently. 37. Please provide your feedback on the draft infringement levels for the proposed mismanaged waste compliance framework. Please share any further thoughts or ideas on this proposal.
	If you have any further comments or thoughts on the proposed amendments that have not been captured in the previous questions, please share them here.

APPENDIX 2

Have your say on proposed amendments to waste legislation (discussion document)
(*document number 11449908*)



Consultation document

Have your say on proposed amendments to waste legislation

Tukuna ō whakaaro mō ngā
menemana marohi ki te ture para



Ministry for the
Environment
Manatū Mō Te Taiao



Te Kāwanatanga o Aotearoa
New Zealand Government

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Message from the Minister for the Environment



The Waste Minimisation Act 2008 and Litter Act 1979 make up the key legislation that regulates waste and litter in New Zealand.

The Government seeks your feedback on ways to make our waste legislation more effective, clear and consistent. The proposed changes are intended to remove inefficiencies, and to clarify the roles and responsibilities for central government, local government and the waste sector.

We propose adjusting the allocation of waste levy funds, to recognise the fixed costs faced by smaller councils. We also propose providing councils with the option to spend their share of the levy on a wider range of waste and environmental priorities.

We want to create a compliance framework that enables central and local government to regulate in a flexible and proportionate way, and at the same time, we are carefully considering any additional regulatory burden. One proposal is a framework for extended producer responsibility – to ensure producers remain accountable for their products even after consumers have used them.

Finally, to increase efficiency and improve cost recovery for littering and dumping, we propose consolidating the Litter Act 1979 and the Waste Minimisation Act 2008.

New Zealand needs fit-for-purpose, modern waste legislation with more options and flexibility to reduce and manage waste effectively and efficiently. I encourage you to have your say and look forward to receiving your input.

A handwritten signature in blue ink, which appears to read 'P. Simmonds'.

Hon Penny Simmonds

Minister for the Environment

What is being consulted on

The Government is consulting on proposals to amend the Waste Minimisation Act 2008 (WMA) and Litter Act 1979 (the Litter Act) to create fit-for-purpose, modern waste legislation that gives us more options and flexibility to reduce and manage waste effectively and efficiently. The Ministry for the Environment (the Ministry) has prepared this consultation document to seek feedback on the following proposals for amending waste legislation:

- creating a framework for extended producer responsibility
- improving the levy system through changes to waste levy allocation, distribution and use
- clarifying roles and responsibilities in the waste legislation
- creating a modern, effective compliance regime
- enabling efficient and effective controls for littering and other types of mismanaged waste.

This consultation document excludes some minor or technical policy proposals that are within scope of the waste legislation amendments, such as:

- any proposed changes to the current bylaw provisions (sections 56 to 59 of the WMA)
- minor and technical amendments to improve waste levy administration, collection and enforcement provisions.

How to have your say

We welcome your feedback on this consultation document. Questions are provided throughout the document, and a summary of proposals and questions is available on the [Ministry's website](#). You can choose which questions to answer, and we welcome all other comments. To aid understanding, please explain the reasons for your views and give supporting evidence if needed. You may share your views on the Ministry's consultation platform, [Citizen Space](#).

Closing date for submissions

Send in your submission by 11.59pm, 1 June 2025. This document, and further details on how to make a submission, are available at <https://consult.environment.govt.nz/waste/waste-legislation-proposed-amendments>. If you have questions or want more information about the proposed amendments or the submission process, please email wasteamendment@mfe.govt.nz.

Further information

Further background supporting documents include:

- [the new Waste Strategy and waste work programme](#)
- [waste actions in the second emissions reduction plan](#)
- [Waste Minimisation \(Waste Disposal Levy\) Amendment Bill 2024: Cabinet material](#).

What happens next?

Once we have received your submissions, we will analyse them, to inform policy and government decisions. If Cabinet agrees, an amendment Bill will be introduced to Parliament.

Publishing and releasing submissions

Further information about publishing and releasing submissions is available on [Citizen space](#). Unless you clearly specify otherwise in your submission, we will consider that you have consented to publication of your name and submission.

Upon request, the Ministry may release contents of submissions to the public under the Official Information Act 1982. Please advise if you have any objection to the release of any information in your submission, specifying which information you think should be withheld and why it should be withheld. We will consider all such objections when responding to Official Information Act requests for copies of, and information on, submissions to this consultation.

The Privacy Act 2020 governs the collection, use and disclosure of information about individuals by agencies (including the Ministry) and the access to that information. Any personal information you supply in a submission will only be used by the Ministry in relation to the matters covered by this document.

Please clearly indicate in your submission if you do not wish your name to be included in any summary of submissions we may publish.

Creating a framework for extended producer responsibility

We recommend reading this section in conjunction with the sections on [Clarifying the roles and responsibilities in the waste legislation](#) and [Creating a modern, effective compliance regime](#).

Proposal

Amend the product stewardship provisions in the WMA to replace them with an extended producer responsibility (EPR) framework.

Discontinue the role of central government in accrediting voluntary product stewardship schemes – organisations can still develop voluntary schemes if they wish to.

Current situation

The WMA provides for voluntary and regulatory product stewardship and requires the Minister to accredit schemes if certain criteria are met. These criteria do not relate to the delivery of significant environmental benefits, making the administrative costs of accrediting and monitoring voluntary schemes difficult to justify. The WMA contains voluntary and regulatory product stewardship tools (including some deposit and return provisions), but these have practical limitations for implementing product stewardship.

The proposal in detail

We propose amending the current product stewardship provisions to replace them with a more effective range of tools to introduce EPR schemes for a range of products.

What is extended producer responsibility?

EPR describes a suite of policy instruments that shift financial and/or operational responsibility for material recovery and waste management upstream. This means the responsibility is on producers, importers and retailers, instead of falling by default on councils, communities, future generations and nature. Following a ‘polluter pays’ principle, an EPR framework extends responsibility for products – instead of just placing them on the market, producers need to manage and reduce any negative environmental effects.

Current examples of EPR are product stewardship schemes and deposit return schemes (such as a container return scheme). Although the terms ‘EPR’ and ‘product stewardship’ are sometimes used interchangeably, EPR emphasises additional responsibilities for producers.

Current section 23 (regulations in relation to products, materials and waste) will be carried over with minor and technical amendments to ensure legislative cohesion with the proposed EPR framework.

The proposed EPR framework would include provisions for taking the following actions.

- Determine the product/s of interest, including products to be excluded (declaring priority products would change from a statutory to a non-statutory process).
- Identify and place obligations on parties subject to requirements (such as ‘first responsible suppliers’).
- Identify other roles and responsibilities (eg, for the Minister or Secretary for the Environment (Secretary), the regulator or the producer responsibility organisation (PRO) which manages the scheme).
- Enable key financial controls (such as scheme charges or refundable deposits) to be set and adjusted by the PRO or in regulation.
- Set parameters for how an EPR scheme is established and operates (such as target recycling return rates, input methodologies¹ to help determine scheme charges, and scheme design standards) and for any consequences for lack of performance. This could include scheme-specific requirements such as labelling or other matters allowed for in Part 2 of the WMA.
- Establish an appropriate compliance monitoring and enforcement (CME) framework.
- Ensure appropriate transparency to assess performance of an EPR scheme and hold parties accountable (which may include reporting and data sharing), while also managing commercial sensitivities of information shared through the scheme.

Further details are outlined in [appendix 1](#).

Any future EPR schemes would be established in regulations and would require a full assessment of costs and benefits and consultation with affected parties.

We seek your views on whether the Secretary should be able to set input methodologies. This will enable the Secretary, if necessary, to prescribe how certain component costs for scheme charges should be set, which will minimise the risk of inappropriate fees and spending.

We also seek your views on removing provisions for government accreditation of voluntary product stewardship schemes as the limited participation and coverage and the administrative costs of accrediting and monitoring voluntary schemes are not justified. Voluntary schemes could continue but would not be accredited under the legislation.

¹ Input methodologies are a tool that the Secretary for the Environment may use to help determine charges for EPR schemes. Input methodologies can be used to ensure an EPR organisation is managing fees and costs appropriately.

Consultation questions

We are interested in your views on an extended producer responsibility (EPR) framework.

Questions	
1.	Do you support the proposal for a modern EPR framework? Yes No Unsure
2.	Do you support discontinuing the government accreditation of voluntary product stewardship schemes? Yes No Unsure

Please share any further thoughts or ideas on these proposals.

Improving the waste levy system through changes to levy allocation, distribution and use

Proposal

Adjust the method for allocating funds from the waste disposal levy (the levy) to territorial authorities, to reduce the extremity of funding between very large and very small councils. The current population-based allocation approach would change to a combination of a base flat rate (20 per cent) and a population-based calculation (80 per cent).

Widen the use of the levy money for territorial authorities to support a broader range of waste and environmental outcomes.

Provide central government and territorial authorities with a decision-making framework for spending levy funds on environmental benefits and/or reduction of environmental harm.

Remove the blanket levy exclusion for waste-to-energy technology and facilities, to ensure a level playing field for all types of final waste disposal.

Amend the Minister's required considerations and timeframe when reviewing the effectiveness of the levy.

Improve the efficiency and effectiveness of the existing levy provisions for:

- levy waivers
- levy exemptions
- reuse of material at disposal facilities
- stockpiling.

Current situation

The levy is charged on waste disposed of at prescribed facilities, and the fees collected are ring-fenced for spending on specific waste and environmental matters. Currently, 50 per cent of the levy is allocated to central government. The remaining 50 per cent is allocated to territorial authorities based on population – meaning Auckland and Christchurch get a significant amount of the levy funding, while authorities with smaller populations receive much less.

In 2024, targeted amendments were made to the levy provisions in the WMA, to enable the central government to spend its portion of the levy on a wider range of waste and environmental activities. The amendments also increased levy rates incrementally, from July 2024 to July 2027, which will generate more levy revenue over time.

The Secretary currently has no decision-making framework or criteria in the WMA for funding activities that reduce environmental harm or increase environmental benefits.

Under the current legislation, the Minister must review the effectiveness of the levy at least every three years. The review assesses how effective the levy has been in:

- reducing waste disposed of
- increasing reuse, recycling and recovery of waste.

Some current levy administration provisions are complex and inefficient, including those related to levy waivers, levy exemptions, reuse of material at disposal facilities, and stockpiling. The relevant current provisions are outlined alongside the detailed proposals below, under [Other levy-related improvements](#).

The proposal in detail

Levy allocation and use

We propose changing how the levy funds are distributed to territorial authorities. Instead of the current population-based approach, the new method would use a combination of a base flat rate (20 per cent) and a population-based calculation (80 per cent).

Our aim is an appropriate balance – a fairer distribution among territorial authorities that still provides for the scale and scope of waste-related matters that larger population centres face. [Table 1](#) below provides an outline of how this would have affected some territorial authorities for the 2023/24 financial year. Although the larger councils will receive less levy funding, current projections suggest the levy will increase over time because of increases in levy rates. This means the larger territorial authorities will receive more levy funding than at present, even with a 20 per cent flat rate.

Table 1: Example of the impact of a 20 per cent flat rate incorporated levy for some territorial authorities (2023/24 financial year)

Territorial authority	2023 population	Actual levy received in 2023/24 financial year (based on population only)	Calculated levy in 2023/24 financial year (if 20% flat rate incorporated)
Auckland Council	1,656,486	\$26,642,184	\$21,377,950
Buller District Council	10,446	\$162,577	\$371,118
Chatham Islands Council	612	\$11,239	\$245,616
Christchurch City Council	391,383	\$6,255,019	\$5,232,652
Kawerau District Council	7,539	\$121,132	\$334,019
Queenstown Lakes District Council	47,808	\$663,682	\$847,933
Southland District Council	31,833	\$523,176	\$644,060
Wellington City Council	202,689	\$3,436,594	\$2,824,531

Our proposals include widening the use of the levy for local government, to support a broader range of environmental outcomes that match the new spending parameters for central government. In addition to activities that promote or achieve waste minimisation, in accordance with, and as set out in, a territorial authority's waste management and minimisation plan (WMMP), options for wider uses for the levy funding include:

- costs associated with managing emergency waste
- activities that provide for the remediation of contaminated sites and vulnerable landfills
- CME of mismanaged waste
- activities that reduce environmental harm or increase environmental benefits.

In relation to spending levy revenue on activities that reduce environmental harm or increase environmental benefits, a decision-making framework for central government and territorial authorities could help increase clarity about what activities could be funded and how funding decisions should be made.

We also propose removing the levy exclusion for waste-to-energy processes. The current exclusion of waste-to-energy from the levy creates a market distortion, because landfill disposal is subject to an additional cost that does not apply to waste-to-energy technologies. Both methods are considered forms of waste disposal in the waste hierarchy, although recovery of energy from waste comes before final disposal. All waste-to-energy facilities *could* be made subject to a levy (if regulations are put in place that define a type of waste-to-energy facility as a disposal facility and sets a levy rate for them). Existing levy-setting regulations could be used in future to determine the levy payable by different types of waste-to-energy facilities.

Levy review

We propose that the matters the Minister should consider when reviewing the effectiveness of the levy should mirror the scope of the WMA (as outlined in the purpose) and the parameters for levy spend.

We propose changing the timeframe of the levy review from the current three-yearly requirement to at least every five years. This is to ensure the review includes assessment of all aspects of the revised legislation for effectiveness in achieving the desired outcomes.

Other levy-related improvements

Waste disposal levy waivers

Waivers and exemptions for levy payments under the WMA are only available in 'exceptional circumstances', or if considered reasonable in relation to waste from the remediation of a contaminated site.

We propose enabling the Secretary to waive the requirement for an operator to pay any amount of levy in specified circumstances (that is, an emergency event, biosecurity response, or remediation of a contaminated site). The proposed change would:

- simplify the processing of waiver applications
- improve the transparency of when a levy waiver may occur

- provide clarity for stakeholders and the decision-maker.

The Secretary would need to be satisfied the specified circumstances justify the waiver. This would replace the current requirement that there are 'exceptional circumstances'.

We propose limiting the waiver requirement to situations in which:

- there is or has been an emergency (eg, a state of emergency or transition period has been declared under the Civil Defence Emergency Management Act 2002)
- biosecurity responses have been undertaken under Part 7 of the Biosecurity Act 1993.

In addition, we seek feedback on whether the waiver requirements for waste from the remediation of a contaminated site also need clarifying with specific eligibility criteria. We seek suggestions on what the criteria could be.

Waste disposal levy exemptions

Currently, the WMA requires the Minister to be satisfied that 'exceptional circumstances' exist before recommending that regulations be made that exempt any disposal facility or class of disposal facility from the levy; or exempt a specific type, volume or weight of any waste from the levy.

The term 'exceptional circumstances' is not defined in the WMA – rather, it is interpreted at the discretion of the decision-maker. The power to make levy exemption regulations currently applies when circumstances cannot be foreseen, for example in response to an emergency event.

We consider levy exemptions are more suitable for addressing national issues with a widespread application that are not exceptional circumstances, such as an exemption that applies to a class of disposal facility or a type of waste stream. We propose that the Minister must consider specific criteria before making such a recommendation and seek suggestions on what the criteria could be.

At present, there is no time limit applied to levy exemptions through regulations. We propose that levy exemptions should apply for a maximum of five years, after which they must be reviewed or allowed to expire. We also propose that the Minister should be permitted to impose conditions on the exemption and be required to follow the same procedures before considering other waste regulations (such as obtaining and considering the advice of the Waste Advisory Board).

Reuse of material at disposal facilities

Some disposal facility operators reuse materials disposed of on site for disposal facility management activities, such as:

- using soil as cover material
- using concrete in the construction of disposal facility infrastructure (like roads).

Where this activity meets the definition of reuse or recycling, these materials may not be subject to levy payments.

This common practice has the benefit of promoting the reuse and recycling of existing materials over the extraction and use of virgin natural materials. The disadvantage, however, is

facilities may have an incentive to reuse materials in excessive quantities, which can worsen waste and environmental outcomes and reduce levy revenue.

We propose to clarify when the levy should be imposed on waste disposed of at a disposal facility, to ensure waste reused on site is operationally necessary and reasonable (eg, to comply with a consent condition).

Stockpiling

Under the current legislation, stockpiling can occur, but waste stockpiled for more than six months is subject to the levy. As with the reuse of materials onsite, stockpiling has advantages and disadvantages. The tools we propose to improve the existing stockpiling controls, include:

- amending the current stockpiling extension approval system to include limits, conditions and offence provisions
- changing the stockpile calculation process to track the throughput of materials
- introducing a stockpile volume threshold limit
- improving the data collection, record-keeping and reporting provisions to increase transparency and traceability of material entering and leaving a site
- defining or amending the terms ‘diverted material’ (defined in the current Part 3 of the WMA), ‘accumulation’ and ‘stockpiling’ in the legislation.

Consultation questions

We are interested in your views on changes to the waste disposal levy.

Distribution of levy funds

Question	
3.	Do you support changing the distribution of levy funds to territorial authorities from a population-based calculation to a combination of a base flat rate (20 per cent) and a population-based calculation (80 per cent)? Yes No Unsure
Please share any further thoughts or ideas on this proposal.	

Scope of use of levy funds

Questions	
4.	Please indicate your support for changes that would permit territorial authorities to use the levy for:
a.	activities that promote or achieve waste minimisation, in accordance with and as set out in the territorial authorities’ Waste Management and Minimisation Plan. Yes No Unsure
b.	costs associated with managing emergency waste. Yes No Unsure
c.	activities that provide for the remediation of contaminated sites and vulnerable landfills. Yes No Unsure
d.	compliance, monitoring and enforcement of mismanaged waste. Yes No Unsure
e.	activities that reduce environmental harm or increase environmental benefits. Yes No Unsure
Please share any further thoughts or ideas on this proposal.	

Questions

5. Please share any suggestions for criteria that could form a decision-making framework for possible spending of the waste levy on environmental benefits and/or reduction of environmental harm.

Further levy effectiveness considerations

Questions

6. Do you support removal of the current blanket exclusion from the levy for waste-to-energy facilities? **Yes | No | Unsure**
7. Do you agree that the Minister's considerations for a review of the effectiveness of the waste levy should mirror the scope of the purpose of the WMA and the parameters for levy spend (once these are decided)? **Yes | No | Unsure**
8. Do you support changing the timeframe for review of the effectiveness of the waste levy from every three years to at least every five years? **Yes | No | Unsure**

Please share any further thoughts or ideas on these proposals.

Use of waivers

Questions

9. Do you support replacing the current levy-waiver requirement of 'exceptional circumstances', instead enabling the Secretary to waive the requirement for an operator to pay any amount of levy in specified circumstances? **Yes | No | Unsure**
10. Do you support limiting the waiver requirement to emergency event situations for which a state of national or local emergency has been declared under the Civil Defence Emergency Management Act 2002 and biosecurity responses have been undertaken under Part 7 of the Biosecurity Act 1993? **Yes | No | Unsure**
11. Do you agree the waiver requirement for waste from the remediation of a contaminated site should specify any eligibility criteria that an application must meet? If so, please share any suggestions for eligibility criteria. **Yes | No | Unsure**

Please share any further thoughts or ideas on these proposals.

Conditions and exemptions

Questions

12. Do you support requiring a Minister to consider specific criteria before recommending levy exemption regulations are made (instead of the current requirement that the Minister is satisfied 'exceptional circumstances' exist)? **Yes | No | Unsure**
13. Do you support applying a timeframe of a maximum of five years before levy exemptions via regulations must be reviewed or allowed to expire? **Yes | No | Unsure**
14. Do you agree that the Minister should be able to impose conditions on levy exemptions? **Yes | No | Unsure**

Please share any further thoughts or ideas on these proposals.

Reuse of material at disposal facilities

Question

15. Do we need to clarify in legislation when the levy should be imposed on waste disposed of at a disposal facility, so that waste reuse on site is operationally necessary and reasonable? **Yes | No | Unsure**

Please share any further thoughts or ideas on this proposal.

Stockpiling controls

Questions

16. Do you support improvements to stockpiling controls by introducing tools such as:
- a. an approval system with limits and conditions. **Yes | No | Unsure**
 - b. changes to the stockpile calculation process to track the throughput of materials. **Yes | No | Unsure**
 - c. a stockpile volume threshold limit. **Yes | No | Unsure**
 - d. improved data collection, record-keeping and reporting provisions, to increase transparency and traceability of material entering and leaving a site. **Yes | No | Unsure**
 - e. defining/amending the terms 'diverted material', 'accumulation' and 'stockpiling' in the legislation? **Yes | No | Unsure**

Please share any further thoughts or ideas on these proposals.

Clarifying the roles and responsibilities in the waste legislation

Proposal

Retain the current core role of the Ministry but add new responsibilities related to the proposed EPR framework.

Improve the role of the New Zealand Customs Service (NZ Customs) to support existing regulated product stewardship² and an EPR framework.

For territorial authorities, clarify the minimum obligations for waste minimisation and improve the regulatory tools to ensure these are delivered.

Enable the Waste Advisory Board to provide advice to the Minister or Ministry on its own initiative – consistent with an agreed strategic plan – and focus the Board’s mandate on strategic and/or overarching waste issues.

Current situation

The WMA establishes roles and responsibilities for central and local government.³ The Litter Act establishes roles for a variety of public organisations to appoint Litter Control Officers (LCOs) (see the section on [Enabling efficient and effective controls for littering and other types of mismanaged waste](#)).

Under the WMA, territorial authorities must adopt a WMMP, which must have regard to the New Zealand waste strategy. Minor amendments to a WMMP can be made based on the territorial authority’s significance and engagement policy, which allows for minor ‘out-of-cycle’ refinements to a plan. Any substantial proposed changes would require local consultation.

Currently, under the WMA:

- the Minister may set performance standards for the implementation of one or more WMMPs
- the Minister may require a territorial authority to amend its WMMP
- the Secretary must retain levy payments to a territorial authority if it has not adopted a WMMP, or if it has not reviewed the WMMP within the specified time or at the Minister’s direction.

² Existing regulated product stewardship schemes would transition to the new EPR framework.

³ This includes waste levy settings (eg, allocation and distribution settings, controls on the use of levy funds, and consideration of the appropriate legislative responsibilities informed by this funding), the overall strategic framework (ie, how strategic direction via the waste strategy or other mechanism is given effect through localised waste planning and activities), and data collection and reporting requirements.

The proposal in detail

We propose amending some roles and responsibilities in relation to the purpose and functions of the WMA. These amendments largely mirror the existing WMA provisions, with some refinement. Where we propose variations to existing provisions, these are described below.

Central government

The Ministry (and, where applicable, specifically the Secretary) would have responsibility for:

- setting strategic direction
- policy development
- system stewardship
- investment of the waste disposal levy
- provision and dissemination of information and services to promote environmental policies⁴
- national data collation and reporting
- various EPR powers (such as establishing a PRO and setting the regulatory parameters for a scheme) (see [appendix 1](#) for more details on the Ministry's and the Secretary's proposed roles in relation to EPR)
- levy collection and administration
- compliance, monitoring and enforcement.

These proposed responsibilities largely mirror what is currently in the WMA, with the addition of EPR powers, which are proposed improvements on the current product stewardship roles and responsibilities.

New Zealand Customs Service

We propose that NZ Customs should:

- share data with the Ministry (including in relation to products and/or materials within scope of regulated product stewardship and EPR schemes)
- collect EPR-related charges where appropriate.

We propose to require that NZ Customs' import and export information is shared with the Ministry to support development and implementation of product stewardship or EPR schemes.

The WMA amendments proposed as a part of the Customs (Levies and Other Matters) Amendment Bill would enable the Governor-General to make regulations specifying NZ Customs as the person responsible for collecting product stewardship charges. It is proposed that these changes will continue under the proposed EPR framework and that NZ Customs will have the ability to recover its related costs.

⁴ Functions of the Ministry section 31 of the Environment Act 1986.

Local government

We propose clarifying the legislation to better specify the minimum obligations of territorial authorities. These could include a requirement to ensure the delivery of household waste and recycling services in their district,⁵ which could be delivered directly or by other private providers.

We also propose amending section 48 of the WMA to enable the Minister to direct territorial authorities to do a particular activity through the WMMPs (rather than the current ability to only amend, add or omit a WMMP provision). We propose providing the Secretary with a discretionary (rather than mandatory) power to retain levy payments to territorial authorities if a WMMP has not been adopted.

Producer responsibility organisation

The PRO would run an EPR scheme. The responsibilities of the PRO (outlined in [appendix 1](#)) are broadly in line with those set out in product stewardship guidelines and practically undertaken in existing product stewardship schemes. We propose to provide clarity for all parties by setting the obligations in legislation and regulations. The PRO would be more directly responsible for scheme performance, and there would be more opportunities for the Minister to intervene if the scheme was not being managed appropriately and effectively.

Waste Advisory Board

We propose enabling the Waste Advisory Board to provide advice to the Minister or Ministry at its discretion, rather than only on the request of the Minister. The advice would need to be consistent with an agreed strategic plan. We also propose to enable the Board to provide advice on strategic and overarching issues, and on opportunities that reflect the purpose of the WMA.

Consultation questions

We are interested in your views on clarifying the role of central government and territorial authorities in the waste legislation.

Questions	
17.	Do you support the proposed changes to the roles and responsibilities for: a. the Ministry for the Environment. Yes No Unsure b. the New Zealand Customs Service. Yes No Unsure c. territorial authorities? Yes No Unsure
18.	Do you support a change in the Secretary for the Environment’s ability to retain levy payments to a territorial authority, from mandatory to discretionary? Yes No Unsure
19.	Do you support enabling the Waste Advisory Board to provide advice at its discretion? Yes No Unsure
Please share any further thoughts or ideas on these proposals.	

⁵ For example, through kerbside services or other collection methods.

Creating a modern, effective compliance regime

Proposal

Introduce a fit-for-purpose compliance regime for the waste regulatory system to bring it into line with good practice already in use in other legislation. This will define the regulators' and other organisations' legislative obligations for monitoring and compliance activities.

Implement an amended CME framework to improve on the littering and other mismanaged waste compliance currently provided for under the Litter Act.

Enable regulators to share information for CME purposes.

Current situation

The regulatory environment for waste is varied and involves a cross-section of New Zealand society, including controlling the actions of landfill operators, manufacturers, retailers and the public. Currently, the WMA provides limited CME powers. Prosecution is the main means to address non-compliance, with maximum fines of:

- \$100,000 for all main offences at a central government level
- \$20,000 for a breach of bylaws.

The WMA does not provide for offences related to non-payment of the levy, although it does allow for recovery of unpaid levies as debt through court action. For other offences, prosecution through the Courts is the only enforcement option, which is limiting because:

- prosecution can be a disproportionate regulatory response to non-compliance
- if non-compliance falls below the prosecution threshold, no consequences can arise from breach of the WMA.

Data

Recent amendments to regulations⁶ made under the WMA have resulted in more data coming to the Ministry through reporting from:

- operators on the content of waste disposed
- territorial authorities on the management of waste in their districts.

However, there are limitations to how this information can be shared between regulators.

⁶ The Waste Minimisation (Information Requirements) Regulations 2021 and the Waste Minimisation (Calculation and Payment of Waste Disposal Levy) Regulations 2009.

The proposal in detail

A fit-for-purpose compliance regime for the regulatory system

A modern compliance framework contains a range of interventions at different levels, to ensure the regulator has the right tool for the right level of offending. [Table 2](#) outlines our proposal: a four-tiered graduated response model that recognises different levels of offending and aims for broad consistency across the framework.

Table 2: Key tiers for proposed general compliance framework

Tier	Explanation of tier
Tier 3	Most severe and intentional offending with significant risk of harm (eg, deliberate levy avoidance, fraud, large-scale or high-harm illegal dumping)
Tier 2	Mid-range offending where most severe penalties may not be appropriate
Tier 1	Low-level disciplinary interventions such as formal warnings for small infringements, designed for minor offending (eg, illegal plastic bag use, small-scale littering)
Cautionary tools	Warnings and directive notices to place members of regulated community 'on notice'

The amended CME framework will define offences, and establish infringement offences and maximum fees, pecuniary penalties and prosecution. It will also set maximum individual penalties and include defences, rights of appeal, review processes and complaint mechanisms, to ensure adherence to natural justice. The specifics of these matters will be developed at a later stage, so are not part of this consultation.

It is proposed the infringement fees will be paid to the enforcement body that issued the infringement.

Data and information sharing

We propose to clarify data-sharing provisions, to enable data to be shared between regulators for CME and EPR purposes.

Consultation questions

We are interested in your views on modernising the existing compliance regime.

Questions	
20.	Do you agree the regulator should have greater powers to receive data, including the ability to share with other regulators and the Ministry? Yes No Unsure
21.	Do you support the proposed tiered approach to the compliance tools and sanctions? Yes No Unsure
Please share any further thoughts or ideas on these proposals.	

Enabling efficient and effective controls for littering and other types of mismanaged waste

We recommend reading this section in conjunction with the sections on [Clarifying the roles and responsibilities in the waste legislation](#) and [Creating a modern, effective compliance regime](#).

Proposal

Improve the existing regulatory framework to enable public authorities to better deter and address littering and other types of mismanaged waste.

Integrate littering and other mismanaged waste into the broader waste management and minimisation regulatory system, so the whole waste system is managed under one cohesive piece of legislation (including changes to the purpose of the legislation).

Current situation

Under the Litter Act, Litter Control Officers (LCOs) and Litter Wardens are currently appointed by public authorities, or else they are deemed to have been appointed by virtue of their office. Currently, LCOs can:

- require the user or owner of a stationary motor vehicle or trailer to give their name and place of residence, if they have reasonable cause to believe litter has been deposited from any motor vehicle or trailer
- request the name and place of residence of the person and/or people in the vehicle who the LCO has reason to believe deposited the litter.

Litter control functions include CME, provision of information and education, and data collection. These functions are currently undertaken by a range of entities, including territorial authorities, the New Zealand Transport Agency, the Ministry, and non-government organisations such as Keep New Zealand Beautiful (KNZB), Sustainable Coastlines, Be a Tidy Kiwi and Enviroschools. The Litter Act specifically names KNZB as the body primarily responsible for the promotion of litter control.

The Litter Act also currently requires territorial authorities to provide litter receptables in public places under their management where litter is likely to be deposited.

The proposal in detail

What is mismanaged waste?

Mismanaged waste is waste that has ‘leaked’ or has the potential to leak (intentionally or not) from the formal waste management system into the environment (ie, the air, water or soil).

Expand scope to all types of mismanaged waste

We propose to amend the purpose of the WMA to ensure the legislation can be applied to a range of mismanaged waste scenarios.

Mismanaged waste can vary by volume, type and harm and could include:

- litter (smaller amounts and typically pieces of discarded packaging waste)
- dumped waste (larger volumes, most commonly construction and demolition waste deliberately discarded out of sight and often avoiding a levy)
- ‘escaped’ waste or waste that has the potential to escape (typically construction and demolition or packaging waste carried by wind or water from one site to another due to inappropriate management and storage).

We propose amending the penalty provisions to account for types of litter and waste that are particularly harmful to humans and the environment, such as:

- hazardous waste
- syringes
- broken glass
- invasive weeds and/or non-native species in dumped green waste.

Address data gaps for mismanaged waste

We propose to amend the purpose of the WMA so it includes reference to decreased littering and dumping. We also propose to extend the current provisions of the WMA for making regulations for collecting data and information, so these could apply to littering and dumping. If regulations were introduced, the data collected could be tonnages and/or volume of mismanaged waste cleaned up, the type of waste littered or dumped and the location (ie, public space or private property) of the litter and/or dumped waste.

Clarify roles and responsibilities for mismanaged waste

We propose limiting the definition of ‘public authority’ in the legislation to:

- territorial authorities
- the New Zealand Transport Agency
- bodies appointed under the Reserves Act 1977 to administer reserves

- any public authority determined through an Act or Order in Council for the purposes of the Litter Act.

Our proposal would involve carrying over all other LCOs appointed by virtue of their office (except traffic officers, because that office no longer exists). Refer to [appendix 2](#) for a summary of these proposed changes. These 'other LCOs' would retain the same level of powers and duties as in their governing legislation, to ensure they do not gain additional, unnecessary waste CME powers.

We also propose carrying over the ability for every public authority (amended as proposed) to appoint Litter Wardens, as this is still useful for litter education and behaviour change. We recommend enabling public authorities to appoint the LCOs alone or jointly with another public authority, to ensure:

- clarity of roles and responsibilities
- cost savings where appropriate
- better CME and information sharing, to effectively deter and respond to littering and dumping of waste.

We propose removing the Litter Act provision naming KNZB as the body primarily responsible for the promotion of litter control. This responsibility is unusual for a non-statutory organisation.

Ensure mismanaged waste has effective deterrents and enforcement

We propose to amend the legislation to ensure effective enforcement of offences for mismanaged waste. The legislation should act as a deterrent to littering and levy avoidance, so the proposed amendments provide for:

- the ability for a LCO to enforce littering penalties at a lower evidence threshold due to the current difficulty in identifying the offender and offending
- prevention of litter that spills over or is blown over from private land on to public or private land and enforcement of associated offences
- the ability to require a person to clean up littered and/or dumped waste from public land, and to set a timeframe for fulfilling that requirement
- sufficient cost-recovery provisions for CME and clean-up
- potential compensation, if the littering and/or dumped waste causes environmental harm
- a suite of tools for CME, rather than prosecution only, including information sharing among regulators (see the section on [Creating a modern, effective compliance regime](#)).

Enforcing littering and dumping from vehicles

We propose extending the powers of LCOs so that, in enforcing offences, an LCO can:

- use vehicle registration and ownership details
- use appropriate and reasonable evidence-gathering, and search and surveillance powers for vehicles that are implicated in serious dumping offences.

The proposed changes will mean LCOs can more effectively enforce littering and the dumping of waste from vehicles.

Responsibilities for public litter receptacles

We propose amending the provisions for public litter receptacles to be discretionary (rather than mandatory), so that territorial authorities have flexibility around use and placement of bins. The changes will not specify the type of litter receptacles territorial authorities should provide, but we do propose broadening the terms used to allow for any type of waste receptacle (eg, recycling, glass only, composting).

We propose to retain the provisions in the Litter Act that:

- enable public authorities to require the occupier of land or premises to provide and maintain litter receptacles, where it can be shown that litter is attributable to that land or premises
- if the occupier fails to comply with a public authority's request to provide a suitable litter receptacle, the authority may install one and recover the cost of doing so from the occupier.

We propose removing the term 'excessive' from section 9(3) of the Litter Act, to demonstrate zero tolerance for littering or dumping waste.

We propose to keep the legislative obligation for every public authority to make appropriate provision for emptying litter receptacles in public places. However, we propose to remove the requirement for the Medical Officer of Health to be satisfied that litter receptacles are emptied promptly, efficiently and at regular and prescribed intervals. Medical Officers will still be able to use powers in the Health Act 1956 relating to sanitary works.

Some of the current Litter Act powers for public authorities are proposed to be retained without amendment, such as the ability to make grants for litter prevention and to make bylaws for littering and dumping abatement. We seek your feedback on these.

CME for escaped waste

Windblown waste, particularly from construction sites, creates a littering problem. We are keen to know about the barriers you may face using the current Litter Act provisions to manage 'escaped waste' to determine how best to address this in the waste amendments.

A fit-for-purpose infringement regime for mismanaged waste

We need an improved compliance framework for regulators responsible for dealing with mismanaged waste. [Table 3](#) outlines suggested infringement levels for our proposed framework for mismanaged waste compliance. We are particularly interested in feedback from current LCOs warranted under the Litter Act on the appropriateness of the levels in this proposal. Later in the process, we will develop a final version of this proposed framework.

Table 3: Draft infringement levels for proposed mismanaged waste compliance framework

Mismanaged waste graduated response	Explanation of infringement level
Prosecution Most severe offending with significant risk of harm	• Large-scale offending, either cumulatively across many sites by the same person or located at one site • Likely to involve large-scale hazardous waste causing long-lasting and/or permanent environmental damage and harmful to human health • Environmental remediation is expensive and/or difficult • Repeat offences by the same person • Likely to involve the use of a vehicle to dump the waste
Level 3 infringement High-level offending, or dumping of small- to mid-scale hazardous waste Up to maximum of infringement fee	• Large-scale or high-harm illegal dumping • Large quantities (eg, volume more than one typical rubbish bag) • Small- to mid-scale hazardous waste causing harm to the environment or human health • Clean-up is expensive and/or difficult • Likely to involve the use of a vehicle to dump the waste
Level 2 infringement Mid-range offending where most severe penalties may not be appropriate Infringement fee	• One-off dumping of waste, first offence • No evidence of levy avoidance behaviour • Does not involve hazardous waste • May include repeat offences • May include the use of a vehicle to dump the waste
Level 1 infringement Low-level disciplinary interventions such as formal warnings and small infringements, that are designed for minor offending Infringement fee	• Escalation where cautionary tools have not been an effective deterrent for the following: - Throwing/discarding small-scale litter (eg, cigarette butts, vapes, takeaway wrappers, beverage containers): • out of vehicles • into or onto a public place • into or onto private property without the owner's permission - First offences for escaped waste* that escapes from the site of disposal to public land, or to private property without the owner's permission • Environmental harm is temporary and easily remedied and/or cleaned up • Harm to human health is minimal
Cautionary tools Warnings and educational approaches	• Throwing/discarding small-scale litter (eg, cigarette ends, vapes, takeaway wrappers, beverage containers): - out of vehicles - into or onto a public place - into or onto private property without the owner's permission • First offences for escaped waste* that escapes from the site of disposal to public land, or to private property without the owner's permission • Environmental harm is temporary and easily remedied and/or cleaned up • Harm to human health is minimal

* Waste that has not been stored appropriately (ie, in a suitable leak-proof container with a lid or other form of covering to prevent lightweight waste escaping in the wind or excessive waterflow).

Consultation questions

We are interested in your views on changes to the Litter Act.

Scope of the legislation

Questions	
22.	Do you support integrating littering and other types of mismanaged waste into the same regulatory framework for waste management and minimisation? Yes No Unsure
23.	Do you support enabling regulations for the collection of data on littering and dumping? Yes No Unsure
24.	Do you support expanding the purpose of the WMA to include littering and other mismanaged waste in the new waste legislation? Yes No Unsure
Please share any further thoughts or ideas on these proposals.	

Roles and responsibilities

Questions	
25.	Regarding public authorities, do you support: a. limiting the definition of 'public authority' as proposed. Yes No Unsure b. enabling public authorities (amended as proposed) to warrant Litter Control Officers or appoint Litter Wardens, to manage and enforce littering and other mismanaged waste offences? Yes No Unsure
26.	Do you support removing the assignment of a statutory role for the promotion of litter control to any specific agency or organisation? Yes No Unsure
27.	Do you support public authorities having a discretion whether they provide waste receptacles in public places but an obligation to empty those receptacles if they provide them? Yes No Unsure
28.	Do you support removing the requirement for the Medical Officer of Health to be satisfied that litter receptacles are emptied promptly, efficiently and at regular and prescribed intervals? Yes No Unsure
29.	Do you agree that a local or public authority should: a. retain the ability to make grants to any organisation for the abatement or prevention of litter. Yes No Unsure b. be able to spend such sums of money as it thinks fit on any scheme or campaign for the abatement or prevention of litter. Yes No Unsure c. retain the ability to make bylaws to help reduce littering and dumping, if they are not inconsistent with the provisions of the new legislation. Yes No Unsure d. retain the ability to deter, prevent, require timely clean-up and enforce waste escaping/being carried on to public or private land? Yes No Unsure
30.	Do you support enabling all types of Litter Control Officers to apply different tiers of compliance tools, where they are authorised to act? Yes No Unsure
31.	Do you agree that, in enforcing offences, Litter Control Officers should be able to: a. use vehicle registration and ownership details. Yes No Unsure b. use appropriate evidence-gathering, search and surveillance powers for vehicles that are implicated in serious dumping offences? Yes No Unsure
Please share any further thoughts or ideas on these proposals.	

*Compliance monitoring and enforcement framework***Questions**

32. Do you support the proposed amendments to the compliance monitoring and enforcement framework for littering and other mismanaged waste offences? **Yes | No | Unsure**
-
33. Do you support lowering the threshold for evidence of a mismanaged waste offence, to allow for effective compliance monitoring and enforcement by Litter Control Officers? **Yes | No | Unsure**
-
34. Do you agree that public authorities should be able to be compensated by the offender if the mismanaged waste offence has caused significant environmental harm?
Yes | No | Unsure
-

Please share any further thoughts or ideas on these proposals.

*Cost recovery for removal of waste and correction of damage***Question**

35. Do you agree that public authorities, regulators, or occupiers of private land where a littering offence is committed, should be able to recover reasonable costs associated with the removal of the litter/waste and/or the environmental harm caused from the offender? If not, please explain why and provide any suggested alternatives for covering these costs. **Yes | No | Unsure**
-

Please share any further thoughts or ideas on this proposal.

*Feedback requested from Litter Control Officers***Questions**

36. If you are a Litter Control Officer who has used the existing section 9(2)–(4) of the Litter Act (to require an occupier of land or premises to take all reasonable steps to prevent litter being carried or escaping onto the public place), please answer the following.
- Are the current provisions efficient or effective for addressing this type of mismanaged waste issue in your area? **Yes | No | Unsure**
 - If not, please provide more information about the limitations of the provisions.
-
37. Please provide your feedback on the draft infringement levels for the proposed mismanaged waste compliance framework.
-

Please share any further thoughts or ideas on this proposal.

Appendix 1: Summary of proposed extended producer responsibility framework

Table 4: Summary of proposed key roles and responsibilities for EPR schemes

Role	Requirement
Minister for the Environment (the Minister)	
1. Establishment powers	a. Invite applications to be the producer responsibility organisation (PRO) for a scheme b. Appoint a PRO on advice from the Secretary for the Environment (the Secretary) c. Ability to set scheme commencement date (and expiry date if required)
2. Regulatory parameters for schemes	Powers to set regulatory parameters for how a specific EPR scheme will operate, including: a. setting and varying specific categories of products that would be subject to the scheme b. setting performance parameters such as mandatory return rate targets and requirements where targets are not met c. developing definitions of requirements for recycling, processing, repair, reuse and safe disposal d. parameters for take-back obligations and exemption criteria e. obligations for all participants within scheme to comply with conditions such as design requirements and information disclosure requirements f. setting a deposit level in regulation g. obligations for take-back service providers and operators (eg, covering cashflows such as payments and reimbursements) h. setting and collecting charges (including frameworks for how charges are set such as input methodologies) and eco-modulation of scheme charges i. specifying how particular parties will be covered by the scheme (eg, material recovery facilities, councils) including provisions for fraud prevention j. prohibiting first responsible suppliers from selling their products unless they meet certain obligations k. regulating products, materials and waste in the ways outlined in section 23 of the WMA (for products whether included in an EPR scheme or not) Primary legislation would establish that charges would be: a. set by the PRO with consideration for parameters set out for the scheme (eg, through input methodologies) b. collected by the PRO or Secretary (or authorised party)
3. Monitoring and intervention	a. Require reports and/or information from PRO in accordance with information disclosure requirements b. Require the PRO to replace an existing scheme charge with a charge specified by the Minister

Role	Requirement
	c. Issue a Gazette notice allowing for exceptions to scheme requirements in exceptional circumstances d. Review the operation of the scheme after a specified period of time, and in other defined circumstances (such as failure to meet targets) If scheme performance issues arise, the Minister would have the ability to: a. appoint a Crown review team b. appoint a Crown Manager c. dissolve the PRO Board d. take over and manage assets of the PRO e. make changes to the Board
Secretary for the Environment (or authorised third party)	
4. Establishment responsibilities	a. Priority setting tool for identifying potential products for EPR b. Undertake non-statutory process to develop further details for how a successful scheme may be designed and operated (eg, through open procurement process with requirements to ensure industry, Māori and public interests are represented) c. Set criteria for assessment of PRO application d. Provide advice to the Minister on appointing a PRO e. Be required to act independently in discharging functions, powers and duties
5. Setting detailed requirements	Develop and publish: a. information disclosure requirements b. scheme-specific design requirements c. framework for setting and collecting scheme charges
6. Registration and approval of regulated products	a. Establish and operate registration portal and categorise regulated products b. Approve products for sale in the scheme
7. Monitoring and provision of advice on scheme performance	a. Undertake full review of scheme as required b. Monitor scheme performance c. Enforce obligations using improved CME tools d. Appoint auditors to support compliance monitoring e. Provide advice to the Minister as required
Producer responsibility organisation	
8. Establishment	a. Secure funding to set up corporate office, systems and procedures b. Enter into arrangements with producers/importers/other relevant parties (eg, take-back service providers and operators, councils) c. Set up relevant scheme logistics (eg, establishing a return network and transport logistics, or procuring counting and consolidation facilities) d. Enter into arrangements for recycling and/or reuse and/or repair of products and/or materials
9. Ongoing scheme operation	a. Promote the scheme and ensure participants have necessary information to participate in the scheme b. Coordinate and manage the scheme in compliance with regulations and requirements set by the Secretary

Role	Requirement
	c. Manage financial elements of scheme including: - setting scheme charges, and reviewing and updating as required - collecting deposits and/or scheme charges from producers and/or importers - paying handling fees to return point operators - arranging payment of refunds directly or indirectly (eg, via return point operators) d. Manage sites required for scheme operation (eg, consolidation and counting sites) e. Arrange for transport and/or recycling and/or processing and/or repair and/or reuse of specified products f. Collect agreed information from scheme participants
10. Reporting and advice	a. Provide regular reporting as set out in the information disclosure requirements b. Provide advice to the Secretary on specified topics c. Provide to the Minister (through the Secretary) on assessments of scheme performance, financials and forward projections
Scheme participants (eg, producers, manufacturers, importers, retailers, return point operators, councils, materials recovery facilities, recyclers, consumers, exporters, online retail platforms)	
11. Comply with obligations placed on them	a. First responsible suppliers are prohibited from selling their products unless they meet certain obligations b. Take-back service providers and operators will be subject to obligations (eg, to enter into service agreements with PROs, covering payments of deposits, handling fees, etc)
Ministry for the Environment	
12. Ensure appropriate compliance monitoring and enforcement	a. Monitoring schemes and identifying non-compliance through a range of means b. Where non-compliance is identified, applying CME tools appropriate to the level and severity of offending using the tiered approach outlined in Table 2.

Appendix 2: Litter Act changes to public authorities who can appoint Litter Control Officers

Table 5: Public authorities that can appoint Litter Control Officers and proposed changes

Litter Act 1979	New list under proposed legislative changes
• Territorial authority • New Zealand Transport Agency • Wellington Regional Water Board • Harbour Board • Airport authority • Administering body of the Reserves Act 1977 means the board, trustees, local authority, society association, voluntary organisation, or person or body of persons appointed under the Act to control and manage the reserve, includes any Minister of the Crown (other than the Minister of Conservation) so appointed • Trustees of a cemetery • All other bodies and/or classes of bodies which by any Act or by the Governor General by Order in Council are declared public authorities for the purposes of this Act	• Territorial authority • New Zealand Transport Agency • Reserves Act 1977 – bodies appointed under the Act to administer reserves • All other bodies and/or classes of bodies which by any Act or by the Governor General by Order in Council are declared public authorities for the purposes of this Act

Table 6: Persons who can be appointed as Litter Control Officers and proposed changes

Litter Act 1979	Proposed legislative change
• Constable • Traffic officer • Conservation Act 1987 – warranted officer • Reserves Act 1977 – officer means any ranger or constable and any officer or employee of an administering body who is authorised by that body to exercise powers of an officer • Maritime Transport Act 1994 – harbour master • Walking Access Act 2008 – enforcement officer and honorary enforcement officer appointed by the Walking Access Commission (also includes every sworn member of the police, every fish and game ranger and warranted officer – section 2(1) Conservation Act) • Fisheries Act 1996 – fishery officer, honorary fishery officer and other officer (also includes every officer in command of any vessel or aircraft of the New Zealand Defence Force and every constable) • Wildlife Act 1953 – ranger (also includes constable) • National Parks Act 1989 – ranger • Te Urewera Act 2014 – warranted officer and honorary warranted officer (appointed jointly by chief executive of Tūhoe Te Uru Taumatua and the Director-General of Conservation)	• Carry over the list from the Litter Act in its entirety (except for 'Traffic officer', as this role no longer exists)

COUNCIL REPORT



To: Her Worship the Mayor and Councillors
From: Strategic Policy Advisor
Subject: **SUBMISSION ON PREDATOR FREE 2050 – FERAL CATS**
Meeting Date: 28 May 2025

1 PURPOSE - TAKE

The purpose of this report is to seek approval for a Waipā District Council (Council) submission on Predator Free 2050 to the Department of Conservation. The submission specifically relates to including feral cats as a national target species.

2 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

Staff are seeking approval for a Council submission on Predator Free 2050. The submission requests:

1. That feral cats (cats that do not live among people and do not rely on them for their welfare needs) be included as a national target species; and
2. That feral cat management is supported by central government legislation like that of the Dog Control Act 1996.

The submission is in response to repeated requests from the community for Council to manage domestic, stray and feral cats. A national approach is considered more effective than trying to utilise Council bylaw-making powers which have limited enforcement options.

3 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That Council

- a) **Receives** the report of Mieke Heyns [Strategic Policy Advisor] titled *Submission on Predator Free 2050 – Feral Cats [ECM Number 11448945]*;
- b) **Approves** the submission response as outlined in Appendix 1;
- c) **Provides** delegated authority to Wayne Allan – Manager District Growth and Regulatory Services to make minor amendments.

4 BACKGROUND – KŌRERO WHAIMĀRAMA

Feral cats have been a concern for the Waipā community, Kihikihi in particular, for some time. Feral cats are cats that avoid people, do not live among people and Council regularly receives service requests in relation to domestic, stray and feral cats. A national approach is recommended to address this issue. While potentially Council could consider utilising its Bylaw-making powers to address this issue. This is not considered a fit-for-purpose approach, given the limited enforcement options.

5 SIGNIFICANCE & ENGAGEMENT – KAUPAPA WHAI MANA ME NGĀ MATAPAKINGA

Staff have considered the key considerations under the Significance and Engagement Policy, in particular sections 7 and 8 and have assessed that the matter in this report has a low level of significance.

6 OPTIONS – NGĀ KŌWHIRINGA

Option	Advantages	Disadvantages
Option 1: Approve submission	- Opportunity to seek legislation change to help manage a local issue. - Represent community views.	Potential community disagreement on status of feral cats as predators.
Option 2: Reject submission	No other staff resources required.	Continued issues around not being able to action community requests in regard to feral cats.
Option 3: Amend submission	- Opportunity to seek legislation change to help manage a local issue. - Represent community views.	Potential community disagreement on status of feral cats as predators.

The recommended option is Option 1 – Approve Submission. The reason for this is that it seeks legislative change to manage local issues more effectively and represents community sentiment.

7 OTHER CONSIDERATIONS – HEI WHAIWHAKAARO

Council's Vision and Strategic Priorities

The submission aligns with Council's strategic priorities of creating vibrant communities through responding to our local issues and caring for our environment.

Legal and Policy Considerations – Whaiwhakaaro ā-Ture

Staff confirm that the Option 1 – Approve Submission complies with Council’s legal and policy requirements.

Financial Considerations – Whaiwhakaaro ā-Pūtea

The total costs to complete this submission is covered by the Strategy operating budget. This amount is budgeted for in the current year forecast when the costs will be incurred.

Risks - Tūraru

There are no known significant risks associated with the decisions required for this matter.

Iwi and Mana Whenua Considerations - Whaiwhakaaro ki ngā Iwi me ngā Mana Whenua

There are no known considerations particular to Iwi and Mana Whenua that arise from this submission.

8 NEXT ACTIONS

Action	Responsibility	By When
Lodge Council approved submission	Mieke Heyns (Strategy)	5pm, 30 June 2025

9 APPENDIX - ĀPITITANGA

No:	Appendix Title
1	Submission on Predator Free 2050, Strategy review discussion document



Prepared by: Mieke Heyns
STRATEGIC POLICY ADVISOR



Reviewed by: Karl Tutty
MANAGER COMPLIANCE



Approved by Wayne Allan
GROUP MANAGER DISTRICT GROWTH AND REGULATORY SERVICES

APPENDIX 1

Submission on 2025 – 2030 National Predator Free Strategy

Note: Consultation questions indicated in **bold**. Council submission response in normal text. The submission response below will be submitted using the online submission form which can be found on the Department of Conservation website.

National target species list

This section is on the national target species list.

The PF2050 project was created to tackle 7 of the 10 mammalian predator species in New Zealand – possums, ship rats, Norway rats, kiore, weasels, stoats and ferrets. These species were chosen as a combination because they are considered the most harmful, and those that might be realistically eradicated before 2050. Until 2030, our proposed approach is to keep this target predator list the same, but also to continue developing tools and techniques for eradicating other introduced mammalian predators.

Retaining the national target species list

What do you think of the proposed approach to retain the current national target species list? (multi-choice question)

Oppose

Are there alternative approaches that Predator Free 2050 should be taking to the national target species list? If so, what are they and why?

The national target species list should include feral cats.

What are the benefits of not including feral cats on the national target species list at this time?

Resources can be focused on other national target species that are more feasible to eradicate.

What are the risks of not including feral cats on the target species list at this time?

Waipā District Council recommends the inclusion of feral cats on the national target species list. Feral cats are a significant threat to New Zealand's native biodiversity, as outlined in the Analysis of PF2050 pest species.

The formal inclusion of feral cats on the national target species list would empower communities to take targeted, coordinated action where feral cats are the predominant pest species. In many areas, local community groups, conservation volunteers, and private landowners are already attempting to manage feral cat populations. These local initiatives

are happening without a national supportive legal framework, direction or support. National-level recognition would provide legitimacy, funding pathways, and access to technical support, fostering more cohesive and effective responses at the grassroots level.

The addition of feral cats to the national target species list would have to be supported by clear national legislative direction to be most effective.

Currently, there is no overarching legislative framework addressing the management of cats—feral or domestic—comparable to that which exists for dogs. This gap limits the ability of regional or territorial authorities to respond to growing public concern around the impact of unowned and unmanaged cats.

Community members increasingly look to their local councils to manage both domestic and feral cat issues; however, without the appropriate enforcement powers granted by central government, councils are unable to meet these expectations. The development of a national legislative framework governing cat ownership, management, and control—similar to the Dog Control Act—could provide much-needed clarity and enable local authorities to develop and enforce appropriate and consistent local responses. It would also help align public messaging, promote responsible pet ownership, and distinguish clearly between pet, stray, and feral cats in both policy and practice. However, it is noted that the management of cats is significantly more challenging than dogs, and will likely require additional funding, resourcing and a new approach.

The rise in cat-related bylaws across the country reflects increasing pressure on local authorities to address this issue. These are costly to implement, limited in their scope and have no direct or immediate effect on feral cat number as they target cat ownership. A national framework would provide consistency, reinforce animal welfare obligations, and establish clear distinctions between pet, stray, and feral cats in both legislation and management practice. However, in the absence of a cohesive national framework, councils remain limited in their capacity to act effectively. This disconnect between national direction and local action leads to inconsistent approaches and growing public dissatisfaction.

Establishing a national stance on feral cat control would also help build a social licence for action within communities. Community support is essential for the long-term success of Predator Free 2050. Clear central government direction would provide a mandate for both local authorities and community groups to act with greater confidence and legitimacy. Clear national direction, backed by public education and animal welfare safeguards, would empower communities to engage confidently and ethically in feral cat control, while maintaining public trust.

In many cases, communities are ready and willing to act but face legal and ethical uncertainty, particularly around the control of unowned cats. National recognition of feral cats as a target pest species would reduce ambiguity, support the development of humane, science-based control strategies, and foster broader public understanding and acceptance of the need for action.

In summary, failing to include feral cats as a national target species carries several significant risks:

1. Ineffective use of grass-roots predator control through local actions.
2. Lack of effective pest control and effective targeted response to feral cats.
3. Lack of support for local government and erosion of community trust in governance initiatives.

COUNCIL REPORT



To: Her Worship the Mayor and Councillors
From: Legal Counsel
Subject: **Update to Council Delegations May 2025**
Meeting Date: 28 May 2025

1 PURPOSE - TAKE

The purpose of this report is to seek approval for amendments to delegations from Council to staff.

2 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

This report seeks approval to amend Council delegations:

- a) to delegate all Council functions under the Fast-track Approvals Act 2024 to the Chief Executive; and
- b) to account for the new role of Intermediate Development Engineer.

3 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That Council

- a) **RECEIVES** the information contained in the report titled 'Updates to Council Delegations May 2025' (ECM number 11433607) of Diana Aquilina, Legal Counsel;
- b) **DELEGATES**, pursuant to clause 32 of Schedule 7 to the Local Government Act 2002, Council's responsibilities, duties and powers under the Fast-track Approvals Act 2024 to the Chief Executive;
- c) **Delegates**, pursuant to section 34A of the Resource Management Act 1991, to the role of Intermediate Development Engineer, Council's functions, powers and duties under section 330 of the Resource Management Act 1991 to undertake preventative or remedial action in emergency circumstances; and
- d) **AGREES** for the Delegations Register to be updated accordingly.

4 BACKGROUND – KŌRERO WHAIMĀRAMA

The Fast-track Approvals Act 2024

The Fast-track Approvals Act 2024 came into force on 23 December 2024. It provides a system that combines applications for approval otherwise required under different legislation, including the Resource Management Act 1991 (RMA) and Crown Mineral Act, Conservation Act, and Fisheries Act. As part of this, it enables an alternative pathway for resource consents, notices of requirement and certificates of compliance usually required under the RMA. Under the Act, expert panels make determinations on the applications.

The revised consenting regime in the Act applies to projects listed in schedule 2 to the Act for which substantive applications may then be made. The Act also includes a process for new projects to be included within its ambit through referral applications to the Minister. If approved, the new projects may also make substantive applications.

Throughout the processes of the Act relevant local authorities have various opportunities to provide comment/input.

In February 2025, the Strategic Planning and Policy Committee delegated to the Chief Executive authority to liaise with relevant parties in relation to the “pre-lodgement” phase of any substantive application. This was to enable the Chief Executive to participate in early discussions around projects affecting the Future Proof sub-region.

In-line with the principle of delegating decision-making to the lowest competent level, staff recommend that all Council functions and powers in the Act now be delegated to the Chief Executive, who in turn may sub-delegate to appropriate staff. This ensures the efficient and effective management of Council resources and management. This also aligns with Council’s approach on the fast-track consenting regime under the Natural and Built Environments Act 2023.

Resource Management Act 1991

The new role of “Intermediate Development Engineer” has been established at Council. This role requires delegations under section 330 of the Resource Management Act 1991. This section enables Council to enter any place to undertake works in an emergency.

5 SIGNIFICANCE & ENGAGEMENT – KAUPAPA WHAI MANA ME NGĀ MATAPAKINGA

Staff have considered the key considerations under the Significance and Engagement Policy, in particular sections 7 and 8, and have assessed that the matters in this report have a low level of significance.

6 OPTIONS – NGĀ KŌWHIRINGA

Option	Advantages	Disadvantages
Option 1: Do nothing	None identified.	Relevant roles do not have appropriate delegations leading to the inefficient exercise of Council functions.
Option 2: Make recommended changes to delegations	Relevant roles have appropriate delegations to enable Council functions to be exercised efficiently.	None identified.

The recommended option is Option 2 to ensure that Council functions can be exercised most efficiently by the most appropriate person.

7 OTHER CONSIDERATIONS – HEI WHAIWHAKAARO

Council's Vision and Strategic Priorities

Staff confirm that option 2 is consistent with Council's vision and strategic priorities.

Legal and Policy Considerations – Whaiwhakaaro ā-Ture

Staff confirm that option 2 complies with Council's legal and policy requirements.

Iwi and Mana Whenua Considerations - Whaiwhakaaro ki ngā Iwi me ngā Mana Whenua

There are no known Iwi and Mana Whenua considerations for option 2.

Financial Considerations – Whaiwhakaaro ā-Pūtea

This proposal has no identified financial implications.

Risks - Tūraru

There are no known significant risks associated with the decisions required for this matter.

8 NEXT ACTIONS

Action	Responsibility	By when
Delegations Register updated	Legal Counsel	asap



Diana Aquilina
LEGAL COUNSEL



Approved by Georgina Knapp
ACTING GROUP MANAGER BUSINESS SUPPORT

COUNCIL REPORT



To: Her Worship the Mayor and Councillors
From: Acting Deputy Chief Executive/Group Manager Strategy
Subject: **Te Nehenehenui Joint Management Agreement Schedules**
Meeting Date: 28 May 2025

1 PURPOSE - TAKE

The purpose of this report is to seek approval of the draft schedules to the Joint Management Agreement with Te Nehenehenui, and associated delegations.

2 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

In 2023 Council entered into a new Joint Management Agreement (2023 JMA) with Te Nehenehenui to replace the existing Joint Management Agreement with the Maniapoto Māori Trust Board. Ōtorohanga District Council, Waikato District Council, Waikato Regional Council and Waitomo District Council are also parties to the agreement.

Under clause 41 of the 2023 JMA, the parties committed to updating the schedules to that agreement. For over 12 months the parties have worked on developing these schedules and they are now in a form ready to be agreed.

3 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That Council

- a) *Receives the report of Kirsty Downey, Acting Deputy Chief Executive/Group Manager Strategy titled 'Te Nehenehenui Joint Management Agreement Schedules' (document number 11432159);*
- b) *Approves the draft schedules ("Schedules") attached as Appendix 1 to the report (document number 11449638) to be included as the schedules to the Joint Management Agreement with Te Nehenehenui dated 4 December 2023 ("2023 JMA") attached as Appendix 2 to the report (document number 11147678);*
- c) *Delegates authority to Her Worship the Mayor, Susan O'Regan, and as an alternate, Māori Ward Councillor Dale-Maree Morgan, to approve minor*

drafting amendments to the Schedules and any consequential amendments to the 2023 JMA prior to finalisation, and sign such documentation as necessary to give effect to recommendation b) and those consequential amendments.

4 BACKGROUND – KŌRERO WHAIMĀRAMA

Section 17 of the Ngā Wai o Maniapoto (Waipā River) Act 2012 requires Waipā District Council to enter into a joint management agreement (JMA) with the Maniapoto Māori Trust Board (or nominee). In 2013, Waipā District Council entered into a JMA pursuant to this provision, along with Ōtorohanga District, Waikato District Council, Waikato Regional Council and Waitomo District Council.

The Maniapoto Claims Settlement Act 2022 placed additional obligations on Ōtorohanga District Council, Waikato Regional Council and Waitomo District Council (but not Waipā District Council or Waikato District Council) in relation to entering into a JMA with Te Nehenehenui (TNN).

In 2023, Waipā District Council, Ōtorohanga District Council, Waikato District Council, Waikato Regional Council and Waitomo District Council entered into a new JMA with Te Nehenehenui to replace the June 2013 version to meet the obligations of both the 2022 and 2012 Acts.

The 2023 JMA was intentionally quite general but allowed for the development of detailed schedules by agreement of the parties. Over the last 12+ months, the parties have worked on developing the schedules to the 2023 JMA. These are now in a form ready to be formally approved by all the parties for incorporation into the agreement.

The draft Schedules provide for the following:

- **Schedule 3 - Sites of Significance:** This schedule outlines the process for Council and TNN to identify sites of significance and include these sites in the District Plan. It further outlines the process to agree a plan for the sites' protection, to raise awareness of those sites, and grow mutual knowledge and understanding of the sites.
- **Schedule 4 –Transfer of Powers:** This schedule sets out the process for Council and TNN to agree the potential transfer of functions and powers under the Resource Management Act 1991 (RMA). Section 33 of the RMA provides for such a transfer, subject to conditions.
- **Schedule 5 –RMA Planning Process:** This schedule sets out requirements for Council to involve TNN in the District Plan change process. This includes involving TNN early in the relevant District Plan change process and forming a Joint Working Party. This reflects the requirements in section 22 of the 2012 Act.
- **Schedule 6 – Monitoring and Enforcement:** This schedule sets out the process for TNN's involvement in Council's statutory duty to monitor RMA functions in compliance under section 35 of the RMA and the process for TNN's involvement in

RMA enforcement priorities. This includes the requirement to meet twice yearly to set monitoring priorities, agree monitoring methods, discuss opportunities for TNN's participation and prioritise enforcement. This schedule reflects requirements in section 21 of the 2012 Act.

- **Schedule 7 – RMA consents:** This schedule sets out the process for TNN's participation in the RMA consent process. This includes a requirement that TNN must be provided with a summary of all resource consent applications received. This schedule reflects requirements in section 23 of the 2012 Act.
- **Schedule 8 –LGA processes:** This schedule sets out the requirements for early engagement with TNN on matters of interest to TNN in relation to processes under the Local Government Act 2002.
- **Schedule 9 – Other Statutory Processes:** This schedule sets out requirements for early engagement with TNN on matters of interest to TNN in relation to other statutory processes (e.g. Reserves Act matters etc).
- **Schedule 10 – Resourcing and Capacity Building:** This schedule sets out a process to discuss with TNN the nature and scope of resourcing to be provided by Council to TNN. It requires the Councils and TNN to explore direct funding, internships, recruitment, professional development, joint training, research, shared information platforms and co-submissions.

The 2023 JMA will also need to be updated to reflect that the new schedules have been developed and to incorporate them into the agreement.

If agreed, the schedules were to be agreed in writing by all parties at the Te Nehenehenui JMA Co-governance Forum on 30 May 2025. This meeting has been rescheduled with a date in June/July to be advised. A delegation is sought so that the Mayor, or Councillor Dale-Maree Morgan as the alternate, can agree the schedules and associated amendments to the 2023 JMA on Council's behalf.

5 SIGNIFICANCE & ENGAGEMENT – KAUPAPA WHAI MANA ME NGĀ MATAPAKINGA

Staff have considered the key considerations under the Significance and Engagement Policy, in particular sections 7 and 8, and have assessed that the matters in this report have a low level of significance. The consequences of the decision are not likely to be significant as a similar agreement has been in place for 10 years and is required by legislation.

6 OPTIONS – NGĀ KŌWHIRINGA

Option	Advantages	Disadvantages
<u>Option 1:</u> Do nothing	None noted	- Will hinder relationships with Te Nehenehenui and neighbouring local authorities - Unable to participate fully in the partnership with iwi and neighbouring local authorities
<u>Option 2:</u> <u>(Preferred)</u> Approve the Draft JMA and Terms of Reference	- Provides for effective and efficient partnerships with Te Nehenehenui and other Local Authorities - Fulfil the obligations in clause 41 of the 2023 JMA and the 2012 Act	None noted

The recommended option is Option 2 for the reasons stated.

7 OTHER CONSIDERATIONS – HEI WHAIWHAKAARO

Council's Vision and Strategic Priorities

The proposal aligns with our strategic outcome of 'we partner with tangata whenua'.

Legal and Policy Considerations – Whaiwhakaaro ā-Ture

Staff confirm that Option 2 complies with Council's legal and policy requirements.

Financial Considerations – Whaiwhakaaro ā-Pūtea

The costs directly relating to the approval of the schedules to the JMA are considered to be minimal and are able to met through existing budgets.

Risks - Tūraru

There are no known significant risks associated with the decisions required for this matter.

Iwi and Mana Whenua Considerations - Whaiwhakaaro ki ngā Iwi me ngā Mana Whenua

The schedules have been developed in conjunction with TNN and other relevant local authorities over the last 12+ months.

Climate Change – Hurihanga Āhuarangi

No impacts have been identified.

8 NEXT ACTIONS

Action	Responsibility	By When
Sign agreement to incorporate schedules into 2023 JMA at Te Nehenehenui JMA Co-governance Forum	Mayor or Councillor Morgan	To be advised

9 APPENDICES - ĀPITITANGA

No:	Appendix Title
1	Schedules (document number 11449638)
2	Te Nehenehenui Joint Management Agreement dated 4 December 2023 (document number 11147678)



Kirsty Downey

ACTING DEPUTY CHIEF EXECUTIVE/ GROUP MANAGER STRATEGY

APPENDIX 1

Schedules (document number 11449638)

25 April 2025: final review version

TE NEHENEHENUI JOINT MANAGEMENT AGREEMENT SCHEDULES
FINAL REVIEW VERSION
25 APRIL 2025

25 April 2025: final review version

SCHEDULE THREE

SITES OF SIGNIFICANCE

1. This schedule applies to sites of significance within the Maniapoto rohe.
2. Te Nehenehenui and each council will meet within six months after this schedule coming into effect to discuss a strategy to identify sites of significance on land within that council's boundary with the intention that this information can be collated and included in the regional or district plan.
3. Following the completion of the process identified in clause 2, Te Nehenehenui and each council will agree on an implementation plan and timetable to agree:
 - (a) the process for the inclusion of the identified sites of significance in the regional or district plan;
 - (b) the measures that Te Nehenehenui and each council will jointly undertake to provide for the protection of those sites;
 - (c) a communication strategy to raise awareness about those sites on private land and how to identify and protect those sites; and
 - (d) initiatives that will enhance and grow the skills and knowledge of Te Nehenehenui and each council in relation to those sites, their history and protection.
4. Te Nehenehenui and each council will each bear their own costs of the processes under this schedule unless alternative funding arrangements are agreed in accordance with schedule 10.
5. If there is an inconsistency between the provisions of the Ngā Wai o Maniapoto (Waipā River) Act 2012 and the Maniapoto Claims Settlement Act 2022 in relation to this schedule, the provision of the relevant statute will prevail in relation to the area covered by that statute.

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SCHEDULE FOUR

TRANSFER OF POWERS

1. The councils agree to explore with Te Nehenehenui appropriate opportunities for the transfer of powers under section 33 of the RMA (and similar mechanisms under successor legislation).
2. Either Te Nehenehenui or a council may give notice to the other party of the intention to commence discussions on a potential transfer of powers.
3. Where such a notice is given, Te Nehenehenui and the council will engage in good faith in those discussions to explore how to achieve the aspirations of Te Nehenehenui and the council under this agreement and schedule.
4. The principles that the parties will apply to those discussions as to whether a transfer of powers may be appropriate include:
 - (a) the need to comply with the relevant legislation;
 - (b) where relevant to the exercise of a council's functions, consideration of the relevant provisions of:
 - (i) the Treaty settlement legislation and deeds;
 - (ii) Te Ture Whaimana;
 - (iii) this agreement;
 - (iv) the Maniapoto environmental management plan;
 - (v) the Te Nehenehenui engagement strategy; and
 - (vi) other documents notified to the council by Te Nehenehenui from time-to-time;
 - (c) practical matters including the costs and scale of work required to exercise the functions in an efficient manner;
 - (d) the technical expertise and capability required to exercise the functions; and
 - (e) any other principles agreed between Te Nehenehenui and a council.

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SCHEDULE FIVE

RMA PLANNING PROCESS

1. This part applies to preparing, reviewing, changing, or varying any planning document as referred to in:
 - (a) section 22 of the Ngā Wai o Maniapoto (Waipā River) Act 2012; and
 - (b) section 140 of the Maniapoto Claims Settlement Act 2022.
2. This schedule may be reviewed and amended by agreement in the manner set out in clauses 47 to 49 of this agreement.
3. In exercising functions referred to in this schedule, where relevant to the exercise of a council's functions, each council will specifically consider:
 - (a) the Treaty settlement legislation and deeds;
 - (b) Te Ture Whaimana;
 - (c) this agreement;
 - (d) the Maniapoto environmental management plan;
 - (e) the Te Nehenehenui engagement strategy; and
 - (f) other documents notified to the council by Te Nehenehenui from time-to-time.
4. If, as a result of emerging issues, any one of the councils is prompted to consider the preparation, review, change or variation of an RMA planning document (including requests for private plan changes), key personnel from the council concerned will, as soon as reasonably practicable, contact key personnel from Te Nehenehenui for initial discussions on the issues.
5. Before beginning the process to prepare, review, change, or vary a planning document, the relevant council and Te Nehenehenui must convene a joint working party (**JWP**) to discuss and recommend to the council:
 - (a) the process to be adopted for the preparation, review, change, or variation; and
 - (b) the general form and content of any document to be drafted for the purposes of consultation or notification under clause 5 of schedule 1 of the RMA.
6. To avoid doubt, the JWP must be convened and decisions must be made on the matters referred to in clause 5 before any substantive drafting on the planning document commences.

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7. Te Nehenehenui and the relevant council considering the preparation, review, change or variation of an RMA planning document will:
 - (a) meet at an appropriate time to convene the JWP;
 - (b) determine the composition of the JWP;
 - (c) agree a terms of reference for the JWP;
 - (d) discuss whether to include other parties to this agreement in the JWP; and
 - (e) confirm how the parties to the JWP will work together and how they will resolve disputes.
8. When working together, the JWP will adopt the principles as outlined in clauses 16 to 19 of this agreement.
9. Te Nehenehenui and the relevant council must reach a joint decision on the final recommendation to the council on whether to commence a review of, or to amend, a planning document.
10. Te Nehenehenui and the relevant council must reach a joint decision on the final recommendation to the council on the content of a planning document to be notified under [clause 5](#) of schedule 1 of the RMA.
11. Te Nehenehenui and the relevant council must discuss the potential for Te Nehenehenui to participate in making decisions on the provisions and matters raised in submissions on a planning document under clause 10 of schedule 1 of the RMA.
12. In [clause 9](#), a final recommendation may, if necessary, include a recommendation that reflects different views on the matter.
13. Any recommendation to review or amend a planning document is subject to compliance with:
 - (a) any statutory requirement to review or amend the planning document; and
 - (b) any relevant statutory time frames.
14. Te Nehenehenui and the relevant council will jointly determine:
 - (a) whether any additional mechanisms are required (over and above those provided in clauses 15 to 17 of this schedule) for Te Nehenehenui to participate in processes under part 2 (private plan changes) of schedule 1 of the RMA; and
 - (b) a mechanism for Te Nehenehenui to participate in processes under part 4 (freshwater planning process) of schedule 1 of the RMA.
15. If a request is made under clause 21 of schedule 1 of the RMA (in relation to a private plan change) and relates to the area covered by this agreement, the relevant council will

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provide a copy of the request to key personnel from Te Nehenehenui as soon as practicable.

16. Te Nehenehenui will advise the relevant council whether it wishes to participate in the private plan change process and, if that is the case, that council will convene a meeting with Te Nehenehenui to discuss the statutory and internal processes for considering the request.
17. If Te Nehenehenui confirms it wishes to participate in considering a request for a private plan change, a JWP will be convened to develop and agree upon a process for Te Nehenehenui to be involved.
18. Te Nehenehenui and each council will each bear their own costs of the processes under this schedule unless alternative funding arrangements are agreed in accordance with schedule 10.
19. Where a council is intending to respond to any proposed law reform or national policy direction which may affect the interests of Maniapoto, the council will first notify and engage with Te Nehenehenui where practicable, to discuss how those interests may be affected and whether there is an opportunity to make a co-ordinated response.
20. Schedule 7 of the Local Government Act 2002 (**LGA**) does not apply to Te Nehenehenui or a council when, under this agreement, they perform the duties and functions or exercise the powers described in this schedule.
21. If there is an inconsistency between the provisions of the Ngā Wai o Maniapoto (Waipā River) Act 2012 and the Maniapoto Claims Settlement Act 2022 in relation to this schedule, the provision of the relevant statute will prevail in relation to the area covered by that statute.

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SCHEDULE SIX

RMA MONITORING AND ENFORCEMENT

1. This part applies to RMA monitoring and enforcement as referred to in:
 - (a) section 21 of the Ngā Wai o Maniapoto (Waipā River) Act 2012; and
 - (b) section 139 of the Maniapoto Claims Settlement Act 2022.
2. This schedule may be reviewed and amended by agreement in the manner set out in clauses 47 to 49 of the agreement.
3. In exercising functions referred to in this schedule, where relevant to the exercise of a council's functions, each council will specifically consider:
 - (a) the Treaty settlement legislation and deeds;
 - (b) this agreement;
 - (c) Te Ture Whaimana;
 - (d) the Maniapoto environmental management plan;
 - (e) the Te Nehenehenui engagement strategy; and
 - (f) other documents notified to the council by Te Nehenehenui from time-to-time.
4. Te Nehenehenui and each council will:
 - (a) meet at least twice each year to:
 - (i) discuss and agree the priorities for the monitoring of the matters set out in section 35(2)(a) to (e) of the RMA;
 - (ii) discuss and agree the methods for, and the extent of, the monitoring of those matters;
 - (iii) discuss the opportunities for Te Nehenehenui to participate in the monitoring of those matters; and
 - (iv) discuss and agree the priorities for enforcement under the RMA;
 - (b) meet at least twice each year to discuss appropriate responses to deal with the outcomes of the monitoring of those matters, including:
 - (i) the potential for review of planning documents; and
 - (ii) enforcement under the RMA, including criteria for the commencement of prosecutions, applications for enforcement orders, the service of abatement notices and the service of infringement notices;

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- (c) agree appropriate procedures for reporting back to Te Nehenehenui on the enforcement action taken by the councils;
 - (d) discuss and agree the role of the Te Nehenehenui in the five-yearly review provided for in section 35(2A) of the RMA; and
 - (e) discuss the opportunities for persons nominated by Te Nehenehenui to participate in enforcement action under the RMA.
5. Te Nehenehenui and more than one council may agree to meet collectively to discuss the matters provided for in this schedule.
 6. Te Nehenehenui and each council will each bear their own costs of the processes under this schedule unless alternative funding arrangements are agreed in accordance with schedule 10.
 7. [Schedule 7](#) of the LGA does not apply to Te Nehenehenui or a council when, under this agreement, they perform the duties and functions or exercise the powers described in this schedule.
 8. If there is an inconsistency between the provisions of the Ngā Wai o Maniapoto (Waipā River) Act 2012 and the Maniapoto Claims Settlement Act 2022 in relation to this schedule, the provision of the relevant statute will prevail in relation to the area covered by that statute.

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SCHEDULE SEVEN

RMA RESOURCE CONSENT PROCESS

1. This part applies to the resource consent process as referred to in:
 - (a) section 23 of the Ngā Wai o Maniapoto (Waipā River) Act 2012; and
 - (b) section 141 of the Maniapoto Claims Settlement Act 2022.
2. This schedule may be reviewed and amended by agreement in the manner set out in clauses 47 to 49 of the agreement.
3. In exercising functions referred to in this schedule, where relevant to the exercise of a council's functions, each council will specifically consider:
 - (a) the Treaty settlement legislation and deeds;
 - (b) Te Ture Whaimana;
 - (c) this agreement;
 - (d) the Maniapoto environmental management plan;
 - (e) the Te Nehenehenui engagement strategy; and
 - (f) other documents notified to the council by Te Nehenehenui from time-to-time.
4. Each council will provide Te Nehenehenui with a summary of applications for resource consents received by the council.
5. The information provided under clause 4 will be:
 - (a) the same as would be given to affected persons through limited notification under section 95B of the RMA or as the council and Te Nehenehenui otherwise agree; and
 - (b) provided as soon as reasonably practicable after the application is received and before a determination is made under sections 95A or 95B of the RMA.
6. Te Nehenehenui and the councils agree to the following criteria to assist applicants and councils in the resource consent processes:
 - (a) Te Nehenehenui and each council will continue to discuss and refine best practice for pre-application processes;

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- (b) a cultural impact or similar assessment may be required depending on the nature of the application and site, and that requirement will be discussed with Te Nehenehenui on a case-by-case basis;
- (c) section 87D of the RMA: (request that an application be determined by the Environment Court rather than the consent authority):
 - (i) before forming a view under section 87D each council will engage with Te Nehenehenui;
- (d) section 88(3) of the RMA: (incomplete application for resource consent):
 - (i) in making an assessment under section 88(3) (where relevant to the exercise of the council's functions) each council will consider whether the documents set out in clause 3 have been considered and reflected appropriately in the application;
- (e) section 91 of the RMA: (deferral pending additional consents):
 - (i) each council will consider the documents referred to in clause 3 (where relevant to the exercise of the council's functions) and the potential impacts on Maniapoto when making a decision as to whether additional consents are required;
- (f) section 92 of the RMA: (requests for further information):
 - (i) each council will consider the documents referred to in clause 3 (where relevant to the exercise of the council's functions) and the potential impacts on Maniapoto when making a decision as to whether further information is required;
- (g) sections 95 to 95G of the RMA: (notification of applications for resource consent):
 - (i) each council will consider the documents referred to in clause 3 (where relevant to the exercise of the council's functions) and the potential impacts on Maniapoto when making a decision as to whether to publicly or limited notify the application; and
 - (ii) each council will also specifically consider whether notification is required under the statutory acknowledgements in the Maniapoto Claims Settlement Act 2022; and
- (h) sections 127 and 128 of the RMA: (change, cancellation, or review of consent conditions):
 - (i) each council will consider the documents referred to in clause 3 (where relevant to the exercise of the council's functions) and the potential impacts on Maniapoto when making decisions in relation to the change, cancellation or review of consent conditions.

7. The criteria developed and agreed under clause 6:

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- (a) are additional to, and must not derogate from, the criteria that the consent authorities must apply under the RMA; and
- (b) do not impose a requirement on a consent authority to change, cancel, or review consent conditions.

Council as a developer

8. Where a council is acting in its capacity as a developer and applicant for a resource consent (**council applicant**) and where that application is relevant under this agreement:
 - (a) the council applicant will engage with Te Nehenehenui as early as practicable and prior to the design process and any application for a resource consent being prepared;
 - (b) if agreed to by the council applicant and Te Nehenehenui, the parties will enter into a co-design process;
 - (c) the council applicant and Te Nehenehenui will work to identify and seek to agree mutually beneficial outcomes;
 - (d) in preparing the application for a resource consent, the council applicant will consider the information referred to in clause 3 (where relevant to the application) and the potential impacts on Maniapoto;
 - (e) the council applicant will provide resourcing for the preparation of a cultural impact assessment in appropriate circumstances;
 - (f) the council applicant will provide Te Nehenehenui with an opportunity to review and comment on the draft application for a resource consent prior to lodgement; and
 - (g) the parties acknowledge that Te Nehenehenui may participate **in submission** and hearing processes in relation to the application.
9. The parties acknowledge that:
 - (a) each council may be acting in a number of distinct roles under this part of the agreement including:
 - (i) in the role of a developer/applicant;
 - (ii) as a partner under this agreement; and
 - (iii) in a regulatory role under the RMA; and
 - (b) each council will maintain a separation between those distinct roles.
10. Te Nehenehenui and each council will each bear their own costs of the processes under this schedule unless alternative funding arrangements are agreed in accordance with schedule 10.

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11. [Schedule](#) 7 of the LGA does not apply to Te Nehenehenui or a council when, under this agreement, they perform the duties and functions or exercise the powers described in this schedule.
12. If there is an inconsistency between the provisions of the Ngā Wai o Maniapoto (Waipā River) Act 2012 and the Maniapoto Claims Settlement Act 2022 in relation to this schedule, the provision of the relevant statute will prevail in relation to the area covered by that statute.

Designations

13. The provisions of this schedule also apply to the designation process under the RMA, including where a council is lodging a notice of requirement or is acting in any other capacity in the designation process.

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SCHEDULE EIGHT

LOCAL GOVERNMENT ACT PROCESSES

1. The starting point is that all council activities are potentially relevant to Maniapoto, but the parties acknowledge that Te Nehenehenui will not be able to engage in all of those processes.
2. In exercising functions under the LGA, where relevant to the exercise of a council's functions, each council will specifically consider:
 - (a) the Treaty settlement legislation and deeds;
 - (b) Te Ture Whaimana;
 - (c) this agreement;
 - (d) the Maniapoto environmental management plan;
 - (e) the Te Nehenehenui engagement strategy; and
 - (f) other documents notified to the council by Te Nehenehenui from time-to-time.
3. Each council will ensure that it engages as early as practicable with Te Nehenehenui on processes under the LGA that Te Nehenehenui has indicated are of particular interest, including by way of example the long term plan, annual plan and other matters of significance.
4. That engagement will begin early in the process, before any substantive drafting, design, or decision-making occurs.
5. In response to that engagement, Te Nehenehenui will identify which of those activities it wishes to engage on further and the parties will agree on clear processes and timeframes for that engagement.
6. This process is in addition to the annual work programme provided for in clauses 37 to 40 of this agreement.
7. Te Nehenehenui and each council will each bear their own costs of the processes under this schedule unless alternative funding arrangements are agreed in accordance with schedule 10.
8. If there is an inconsistency between the provisions of the Ngā Wai o Maniapoto (Waipā River) Act 2012 and the Maniapoto Claims Settlement Act 2022 in relation to this schedule, the provision of the relevant statute will prevail in relation to the area covered by that statute.

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SCHEDULE NINE

OTHER STATUTORY PROCESSES

1. The starting point is that all council activities are potentially relevant to Maniapoto, but the parties acknowledge that Te Nehenehenui will not be able to engage in all of those processes.
2. In exercising functions referred to in this schedule, where relevant to the exercise of a council's functions, each council will specifically consider:
 - (a) the Treaty settlement legislation and deeds;
 - (b) Te Ture Whaimana;
 - (c) this agreement;
 - (d) the Maniapoto environmental management plan;
 - (e) the Te Nehenehenui engagement strategy; and
 - (f) other documents notified to the council by Te Nehenehenui from time-to-time.
3. Each council will ensure that it engages as early as practicable with Te Nehenehenui on matters under other statutory processes that Te Nehenehenui has indicated are of particular interest.
4. That engagement will begin early in the process, before any substantive drafting, design, or decision-making occurs.
5. In response to that engagement, Te Nehenehenui will identify which of those activities it wishes to engage on further and the parties will agree on clear processes and timeframes for that engagement.
6. This process is in addition to the annual work programme provided for in clauses 37 to 40 of the agreement.
7. Te Nehenehenui and each council will each bear their own costs of the processes under this schedule unless alternative funding arrangements are agreed in accordance with schedule 10.
8. If there is an inconsistency between the provisions of the Ngā Wai o Maniapoto (Waipā River) Act 2012 and the Maniapoto Claims Settlement Act 2022 in relation to this schedule, the provision of the relevant statute will prevail in relation to the area covered by that statute.

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SCHEDULE TEN

RESOURCING AND CAPACITY BUILDING

1. The purpose of this schedule is to enhance the ability of Te Nehenehenui to participate in council processes and decision-making and to collaborate with councils. The intention is to promote capacity building, information exchange, and informed decision-making to achieve better outcomes for Maniapoto and all communities.
2. In exercising functions referred to in this schedule, where relevant to the exercise of a council's functions, each council will specifically consider:
 - (a) the Treaty settlement legislation and deeds;
 - (b) Te Ture Whaimana;
 - (c) this agreement;
 - (d) the Maniapoto environmental management plan;
 - (e) the Te Nehenehenui engagement strategy; and
 - (f) other documents notified to the council by Te Nehenehenui from time-to-time.
3. The parties acknowledge the importance of councils fostering the capacity of Te Nehenehenui to participate in council decision-making processes as provided for in section 81(1)(b) of the LGA.
4. As part of the annual work programme provided for in clauses 37 to 40 of this agreement, each council will discuss with Te Nehenehenui the nature and scope of resourcing to be provided by that council. Those discussions will cover the potential for:
 - (a) funding to be provided to Te Nehenehenui in the following areas:
 - (i) Te Nehenehenui capacity building;
 - (ii) Te Nehenehenui participation in council processes and projects; and
 - (iii) provision of services from Te Nehenehenui to a council; and
 - (b) other opportunities, including through:
 - (i) internships;
 - (ii) recruitment;
 - (iii) professional development;
 - (iv) joint training programmes;
 - (v) joint research or projects;
 - (vi) shared information platforms;
 - (vii) collaboration of processes such as submissions on national policy;

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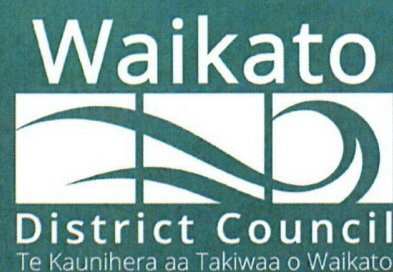
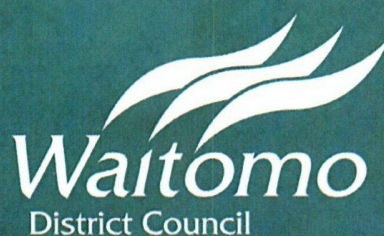
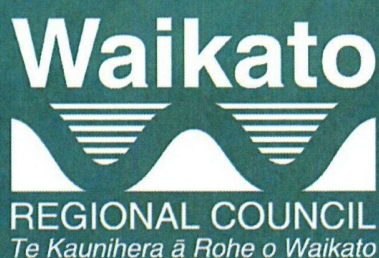
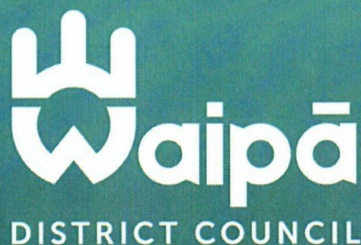
- (viii) information collaboration; and
 - (ix) identifying other opportunities for mutual capacity building.
- 5. Te Nehenehenui and each council will each bear their own costs of the processes under this schedule unless alternative funding arrangements are agreed in accordance with this schedule.
- 6. If there is an inconsistency between the provisions of the Ngā Wai o Maniapoto (Waipā River) Act 2012 and the Maniapoto Claims Settlement Act 2022 in relation to this schedule, the provision of the relevant statute will prevail in relation to the area covered by that statute.

APPENDIX 2

Joint Management Agreement with Te Nehenehenui dated 4 December 2023
(document number 11147678)



JOINT MANAGEMENT AGREEMENT



JOINT MANAGEMENT AGREEMENT

TE NEHENEHENUI

AND

ŌTOROHANGA DISTRICT COUNCIL

WAIKATO DISTRICT COUNCIL

WAIKATO REGIONAL COUNCIL

WAIPĀ DISTRICT COUNCIL

WAITOMO DISTRICT COUNCIL

Hanga paitia tatou kia piri ai ki te piringa pono...

Conduct us in a proper way, so that we may be bound together by a bond of faith...

- *Wahanui, 1883*

Deed of Settlement of Historical Claims, 11 Nov 2021, pg. 143

DATED: 4 December 2023

PARTIES

Te Nehenehenui

and

Ōtorohanga District Council

Waikato District Council

Waikato Regional Council

Waipā District Council

Waitomo District Council

(together, the **councils**)

(all together, the **parties**).

MANIAPOTO

Maniapoto have since time immemorial, maintained their mana whakahaere including exercising rights and responsibilities in relation to their rohe in accordance with their kawa and tikanga.

The Maniapoto rohe includes their whenua, maunga, awa, wai and other taonga (lands, mountains, rivers, waters, flora and fauna). These natural and traditional resources have their own mauri, which represents the spiritual and physical well-being of Maniapoto.

It is critical that Maniapoto are able to exercise their mana whakahaere within their rohe, particularly over the wai within their rohe, for the benefit of present and future generations.

NGĀ WAI O MANIAPOTO

In the Maniapoto Claims Settlement Act 2022, the Crown acknowledged the statement by Maniapoto of the significance of Ngā Wai o Maniapoto, including the following statement:

Ngā Wai o Maniapoto are awa tūpuna and living taonga to Ngāti Maniapoto. The relationship between Ngāti Maniapoto and Ngā Wai o Maniapoto is historic, cultural, physical, and spiritual. Generations of the tribe have long exercised their kaitiakitanga responsibilities and other tikanga in relation to the waterways and the associated beds, banks, fisheries, plants, taniwha, and mauri (life force) of Ngā Wai o Maniapoto; ...

PART A: OVERARCHING PROVISIONS

BACKGROUND

1. Te Nehenehenui is the post settlement governance entity established through the Maniapoto Treaty settlement process and the Maniapoto Claims Settlement Act 2022.
2. Ōtorohanga District Council is a local authority established under the Local Government Act 2002, with functions in the Ōtorohanga district.
3. Waikato District Council is a local authority established under the Local Government Act 2002, with functions in the Waikato district.
4. Waikato Regional Council is a local authority established under the Local Government Act 2002, with functions in the Waikato region.
5. Waipā District Council is a local authority established under the Local Government Act 2002, with functions in the Waipā district.
6. Waitomo District Council is a local authority established under the Local Government Act 2002, with functions in the Waitomo district.
7. The Ngā Wai o Maniapoto (Waipā River) Act 2012 provides for joint management agreements to be entered into between Maniapoto and the councils. A joint management agreement was entered into between those parties on 3 April 2013.
8. The Maniapoto Claims Settlement Act 2022 provides for joint management agreements to be entered into between Maniapoto and the councils identified in that Act.
9. The parties have agreed to enter into one combined joint management agreement to provide for the obligations under both the Ngā Wai o Maniapoto (Waipā River) Act 2012 and the Maniapoto Claims Settlement Act 2022 (**agreement**) over the area set out in Schedule One.
10. The parties commit to the implementation of this agreement in the spirit of respect, partnership and good faith.

PURPOSE OF AGREEMENT

11. The purpose of this agreement is to:
 - (a) implement in one document the joint management agreement provisions in the Ngā Wai o Maniapoto (Waipā River) Act 2012 and the Maniapoto Claims Settlement Act 2022; and
 - (b) provide a constructive and effective basis for Te Nehenehenui and the councils to build partnerships and work together.

MANIAPOTO: VISION, PRINCIPLES AND ASPIRATIONS

12. The vision of Maniapoto as set out in the Maniapoto Claims Settlement Act 2022 is:¹

The vision of Maniapoto is for a constructive ongoing relationship between Maniapoto, the Crown, and local authorities in relation to Ngā Wai o Maniapoto in a way that:

(a) respects Maniapoto tikanga; and

(b) supports the relationship of Maniapoto and their culture and traditions with their ancestral lands, waters, sites, wāhi tapu, and other taonga.

Maniapoto seek to develop relationship agreements with the Crown to enhance the oranga (well-being) of their people, including developing relationship agreements that will contribute to the social, economic, and cultural aspirations of the individuals, whānau, and hapū of Maniapoto, including their health, well-being, and success.

13. The Maniapoto vision as set out in the Maniapoto Claims Settlement Act 2022 is underpinned by the following principles:²

Te Mana o te Wai: *the quality and integrity of the waters sustaining the physical and spiritual well-being of Maniapoto, and the continuing health and well-being of current and future generations and all living things that depend on water are important to Maniapoto.*

Ngā Wai o Maniapoto: *the deeply felt obligation of Maniapoto to restore, maintain, and protect the waters within Ngā Wai Maniapoto. Maniapoto participation in decision-making arrangements will ensure that Ngā Wai o Maniapoto are enhanced and protected.*

Te mana tuku iho o Waiwaiā: *Waiwaiā is the spiritual kaitiaki of the Waipā and other rivers within the Maniapoto rohe. Maniapoto has a deeply felt obligation to care for and protect te mana tuku iho o Waiwaiā and to instil knowledge and understanding in Maniapoto and Ngā Wai o Maniapoto communities about the nature and history of Waiwaiā, and for that reason it is important that Maniapoto are consulted on all matters that impact on Maniapoto.*

Kaitiakitanga: *kaitiakitanga is integral to the mana of Maniapoto and requires:*

(a) the restoration of the relationship of Maniapoto with wai; and

(b) the restoration and maintenance of the ability of Ngā Wai o Maniapoto to provide for the practice of manaakitanga; and

(c) the recognition and respect for the kawa, tikanga, and kaitiakitanga of Maniapoto; and

¹ Section 134(2) and 134(3) of the Maniapoto Claims Settlement Act 2022.

² Section 134(4) of the Maniapoto Claims Settlement Act 2022.

- (d) *the encouragement and empowerment of active involvement of Maniapoto in the expression of their kaitiaki responsibilities.*

Recognition of the mana of Maniapoto: *respect for the mana of Maniapoto and recognition of the significance of Ngā Wai o Maniapoto and the wider environment to the mana of Maniapoto.*

Recognition of Maniapoto as kaitiaki and rangatira: *recognition of the status and role of Maniapoto as rangatira and kaitiaki within resource management and decision making.*

Te Tiriti o Waitangi/the Treaty of Waitangi: *recognition and respect for Maniapoto and the Crown as Treaty partners under te Tiriti o Waitangi/the Treaty of Waitangi, and the roles and responsibilities of local authorities to act in accordance with provisions that refer to the principles of te Tiriti o Waitangi/the Treaty of Waitangi.*

14. The Maniapoto aspirations as set out in the Maniapoto Claims Settlement Act 2022 are as follows:³

That resource users and decision makers will collaborate with the people of Maniapoto to ensure that any adverse effects on Maniapoto or the environment arising from resource use are appropriately avoided or mitigated to the extent agreed by Maniapoto, the users, and the decision makers.

That Maniapoto and the Crown and Maniapoto and local authorities will develop and strengthen 2-way building of capacity and capability in reviewing, regulating, and managing activities that have an impact on Ngā Wai o Maniapoto so as to promote the vision of Maniapoto:

That Maniapoto perspectives and the strategic documents of Maniapoto, such as the environmental plan, and any that may be developed and implemented in the future for the Maniapoto rohe, will be appropriately recognised and incorporated into the functions and decisions of public agencies:

That Maniapoto will work with local authorities to co-design and co-govern programmes for:

- (a) *developing appropriate data resources, research services, and Maniapoto data capability; and*
- (b) *designing programmes and supporting investment in innovation and research to improve the skills that provide for a process designed by Maniapoto to deliver positive outcomes for Maniapoto; and*
- (c) *establishing monitoring and accountability methods for measuring equitable outcomes for Maniapoto and assessing progress towards those outcomes.*

³ Section 134(5) of the Maniapoto Claims Settlement Act 2022.

15. In the context of the Waipā River, appropriate weight must also be given to the relevant matters and documents provided for under the Ngā Wai o Maniapoto (Waipā River) Act 2012 including:
- (a) the overarching purpose of the Ngā Wai o Maniapoto (Waipā River) Act 2012 , being to restore and maintain the quality and integrity of the waters that flow into and form part of the Waipā River for present and future generations and the care and protection of the mana tuku iho o Waiwaiā;
 - (b) Te Ture Whaimana;
 - (c) the Waipā River integrated river management plan;
 - (d) the Maniapoto objectives for the Waipā River;
 - (e) Ko Tā Maniapoto Mahere Taiao (the Maniapoto Iwi environmental management plan); and
 - (f) the principles for the development and operation of the joint management agreement as set out in section 20 of the Ngā Wai o Maniapoto (Waipā River) Act 2012 .

THE COUNCILS: VISION, PRINCIPLES AND ASPIRATIONS

16. The councils:
- (a) deeply respect and acknowledge the Maniapoto vision, principles and aspirations;
 - (b) both individually and collectively, and in a commitment to a robust partnership, aim to collaborate with Maniapoto in a respectful, constructive and mutually advantageous manner;
 - (c) are united in the pursuit of positive outcomes for our communities, reflecting the aspirations and strategic directions set out in councils' strategic documents; and
 - (d) confirm that this statement serves as our commitment to this agreement and the subsequent collaborative efforts that will arise from it.
17. The councils may, individually or collectively, give notice to Te Nehenehenui that a further statement of council vision, principles and aspirations will be added to this agreement through the process set out in clause 41.

RELATIONSHIP PRINCIPLES

18. The parties commit to the following relationship principles in working together under this agreement:⁴

⁴ Section 138(2) of the Maniapoto Claims Settlement Act 2022.

- (a) promoting the overarching purpose of the Raumaioa (natural resources redress), which is:
 - (i) to care for and protect Ngā Wai o Maniapoto; and
 - (ii) to restore and maintain, for present and future generations, the quality and integrity of the waters that flow into, and form part of, Ngā Wai o Maniapoto;
 - (b) acting in a manner consistent with the principles of te Tiriti o Waitangi/the Treaty of Waitangi;
 - (c) recognising the statutory functions, powers, and duties of the local authorities within the area where the agreement applies;
 - (d) respecting the mana of Maniapoto; and
 - (e) jointly committing:
 - (i) to work together in good faith and in a spirit of co-operation;
 - (ii) to recognise and acknowledge that the parties benefit from working together by sharing their respective vision, knowledge, and expertise;
 - (iii) to participate effectively in co-management;
 - (iv) to communicate in an open, honest, and transparent way;
 - (v) to ensure that they work together from an early stage;
 - (vi) to make their best endeavours to ensure that the purpose of the agreement is achieved and enduring;
 - (vii) to recognise that the relationship between the parties will evolve;
 - (viii) to recognise that the agreement operates within statutory frameworks and the importance of complying with those statutory frameworks; and
 - (ix) to meeting statutory time frames and minimising costs and delays associated with those time frames.
19. In relation to the Waipā River, the parties also acknowledge and commit to acting consistently with the guiding principles as set out in section 20 of the Ngā Wai o Maniapoto (Waipā River) Act 2012.

PART B: GENERAL PROVISIONS

SCOPE AND STATUS OF AGREEMENT

20. This agreement:
- (a) constitutes the joint management agreement provided for in the Ngā Wai o Maniapoto (Waipā River) Act 2012;
 - (b) replaces the current joint management agreed on 3 April 2013 pursuant to the Ngā Wai o Maniapoto (Waipā River) Act 2012;
 - (c) constitutes the joint management agreement provided for in the Maniapoto Claims Settlement Act 2022;
 - (d) provides an overarching framework for the relationship between Maniapoto, Te Nehenehenui and the councils (individually and collectively); and
 - (e) provides for a range of mechanisms to enhance the relationship between Maniapoto, Te Nehenehenui and the councils (individually and collectively).
21. The parties acknowledge that they will work together to explore how the scope of this agreement can be extended:
- (a) to other statutory functions of the councils beyond those provided for in the Maniapoto Claims Settlement Act 2022 and Ngā Wai o Maniapoto (Waipā River) Act 2012 (such as under the Reserves Act 1977); and
 - (b) to cover all of the areas of the Maniapoto rohe.

CO-GOVERNANCE FORUM

22. A co-governance forum will be established to be the guardian of this agreement.
23. The role of the co-governance forum will be to keep this agreement under review to determine whether the agreement is being implemented to the satisfaction of all the parties and in accordance with the principles set out in clauses 18 and 19.
24. Unless otherwise agreed, the co-governance forum will be made up of equal numbers of representatives appointed by Te Nehenehenui and the councils as follows:
- (a) Te Nehenehenui will appoint five members; and
 - (b) each of the councils will appoint one member.
25. There will be two co-chairs presiding over the meetings:
- (a) one co-chair will be appointed by Te Nehenehenui; and
 - (b) one co-chair will be appointed by the councils.

26. The co-governance forum will meet at least once each year, or more frequently if the co-governance forum considers it necessary.
27. The parties will develop and agree a terms of reference for the co-governance forum, and may agree to amend that document from time-to-time.
28. Staff members will attend the co-governance forum meetings to provide advice and technical support as required.
29. The parties will each appoint a senior staff member to be the key contact person and to oversee the implementation of this agreement.

KO TĀ MANIAPOTO MAHERE TĀIAO – MANIAPOTO ENVIRONMENTAL MANAGEMENT PLAN

30. Maniapoto has prepared an environmental management plan (**MEMP**) in relation to the Maniapoto rohe.
31. The MEMP is:
 - (a) a high-level direction setting document and describes issues, objectives, policies and actions to protect, restore and enhance the relationship of Maniapoto with the environment including their economic, social, cultural and spiritual relationships;
 - (b) a tool to support the leadership of Maniapoto at the forefront of kaitiakitanga and rangatiratanga within the Maniapoto rohe; and
 - (c) intended to raise awareness and understanding of Maniapoto values, interests and aspirations in the management of physical and natural resources.⁵
32. The parties acknowledge that the MEMP is a key guiding document for:
 - (a) processes undertaken by councils in the Maniapoto rohe; and
 - (b) applicants and other stakeholders in processes in the Maniapoto rohe.

MANIAPOTO ENGAGEMENT STRATEGY

33. The parties acknowledge that best practice involves early engagement and consultation with Maniapoto and working with the right people on the right issues, so that Maniapoto can exercise its responsibilities as kaitiakitanga. This approach is required in assessing potential environmental effects, including effects on Maniapoto cultural values for natural and physical resources within the Maniapoto rohe.
34. Te Nehenehenui will develop a Te Nehenehenui engagement strategy to guide the councils and others on how to engage with Maniapoto on matters affecting its rohe.

⁵ Part 1.0, 1.1.2, 1.1.5 and 1.1.8 of the Maniapoto Environmental Management Plan.

35. That engagement strategy will be agreed with the councils and added as a schedule to this agreement as part of the process set out in clause 41.
36. The 12-month timeframe for the development of schedules under clause 41 does not apply to the preparation and agreement of that engagement strategy.

ANNUAL WORK PROGRAMME

37. Each year the parties will work together to develop and agree an annual joint work programme for the implementation of this agreement.
38. Each annual work programme will:
 - (a) be developed in a manner that aligns with the timeframes for the preparation and approval of the councils' annual plan process;
 - (b) be submitted to the co-governance forum for approval; and
 - (c) take effect from 1 July each year.
39. The first annual work programme:
 - (a) will be agreed no later than six months after the signing of this agreement;
 - (b) will include provisions addressing the work to be undertaken to develop and agree the further schedules to this agreement in accordance with the process set out in clause 41; and
 - (c) may identify matters for Te Nehenehenui and individual (or collectives of) councils to work on.
40. Each subsequent annual work programme will cover the following matters:
 - (a) any remaining work required to develop and agree the further schedules to this agreement in accordance with the process set out in clause 41;
 - (b) implementation of the matters set out in this agreement and the schedules;
 - (c) collaborative projects between Te Nehenehenui and the councils (collectively or individually) for that year;
 - (d) areas of focus between Te Nehenehenui and the councils (collectively or individually) for that year;
 - (e) if agreed, matters for Te Nehenehenui and individual (or collectives of) councils to work on; and
 - (f) other matters as agreed.

PROCESS TO DEVELOP FURTHER SCHEDULES

41. In addition to the provisions of this agreement, the parties commit to completing or updating the following schedules of this agreement within 12 months of the signing of this agreement (or such longer period as agreed in writing):
 - (a) Schedule Two: Maniapoto engagement strategy;⁶
 - (b) Schedule Three: sites of significance;
 - (c) Schedule Four: transfer of powers;
 - (d) Schedule Five: RMA planning processes;
 - (e) Schedule Six: RMA monitoring and enforcement processes;
 - (f) Schedule Seven: RMA resource consent processes;
 - (g) Schedule Eight: Local Government Act processes;
 - (h) Schedule Nine: other statutory frameworks;
 - (i) Schedule Ten: resourcing and capacity building; and
 - (j) Other schedules as agreed.
42. To avoid doubt, schedules may only be added to this agreement with the written agreement of all relevant parties acting under the appropriate delegated authority.

INFORMATION SHARING

43. The parties recognise the benefit of mutual information exchange.
44. The councils will make available to Te Nehenehenui all information held by the councils (subject to the Local Government Official Information and Meetings Act 1987) where that information is requested by Te Nehenehenui for the purposes of assisting it to exercise its mana in respect of the Maniapoto rohe and to enable Te Nehenehenui to exercise its rights fully under this agreement.
45. Te Nehenehenui may make available to the councils information, where appropriate, and when requested by a particular council, to enable the council to fulfil its statutory obligations and obligations under this agreement.

COMMUNICATION

46. Te Nehenehenui and the councils will establish and maintain effective and efficient communication with each other on a continuing basis by:

⁶ The 12-month period does not apply to this schedule.

- (a) Te Nehenehenui providing, and the councils maintaining, contact details for Te Nehenehenui personnel responsible for engagement under this agreement;
- (b) the councils providing, and Te Nehenehenui maintaining, contact details for council personnel responsible for engagement under this agreement; and
- (c) identifying and educating staff who will be working closely with each other from each respective party and informing them of the obligations under this agreement.

REVIEW AND AMENDMENT OF AGREEMENT

- 47. Te Nehenehenui and the councils may at any time agree in writing to undertake a review of this agreement.
- 48. There will be a review undertaken no later than two years after the signing of this agreement, and biennially after that.
- 49. As a result of the review, or otherwise, Te Nehenehenui and the councils may agree in writing to amend the agreement.

DISPUTE RESOLUTION

- 50. The parties agree and acknowledge that for this agreement to be effective, the resolution of issues between them must be addressed in a constructive, co-operative and timely manner that is consistent with the principles set out in clauses 18 and 19.
- 51. The dispute resolution process is as follows:
 - (a) if the parties cannot reach agreement or if one party considers that there has been a breach of this agreement, then that party may give notice to the other party or parties that they are in dispute;
 - (b) as soon as practicable upon receipt of the notice, the council concerned will meet with the other council (if appropriate) and Te Nehenehenui representatives in good faith to resolve the dispute;
 - (c) if the dispute has not been resolved within 20 working days after receipt of the notice, the chief executive of Te Nehenehenui and the chief executive of the relevant council(s) will meet to work in good faith to resolve the issue;
 - (d) if the dispute has still not been resolved within 30 working days after a meeting between the chief executives, and as a matter of last resort, the respective mayor/chair (or nominee) or the co-governance forum will meet to work in good faith to resolve the issue; and
 - (e) at any point in the dispute resolution process, the parties may agree to refer the matter to mediation or another form of alternative dispute resolution.

TERMINATION AND SUSPENSION

- 52. Te Nehenehenui and the councils may, at any time, agree in writing to suspend, in whole or in part, the operation of this agreement.
- 53. The scope and duration of any suspension must be specified in that written agreement.
- 54. There is no right to terminate this agreement.

WAIVER OF RIGHTS UNDER AGREEMENT

- 55. Te Nehenehenui may, at any time, notify the councils in writing that:
 - (a) it waives any rights provided for in this agreement; or
 - (b) it revokes a notice of such a waiver.
- 56. The notice given by Te Nehenehenui must specify the nature and duration of the waiver.

EXERCISE OF POWERS IN CERTAIN CIRCUMSTANCES

- 57. A council may exercise or perform a statutory power or function that is affected by this agreement on its own account and not in accordance with this agreement:
 - (a) if the statutory time frame for the exercise or performance of that power or function cannot be complied with under this agreement; or
 - (b) in the event of an emergency.
- 58. However, a council must use its best endeavours to work with Te Nehenehenui and comply with the agreement if practicable in the circumstances.

EFFECT OF AGREEMENT

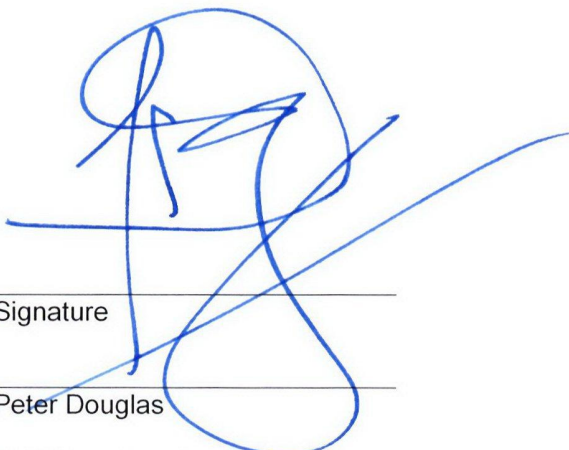
- 59. This agreement constitutes:
 - (a) the joint management agreement referred to in section 17 of the Ngā Wai o Maniapoto (Waipā River) Act 2012; and
 - (b) the joint management agreement referred to in section 135 of the Maniapoto Claims Settlement Act 2022.
- 60. This agreement supersedes the joint management agreement entered into on 3 April 2013 under the Ngā Wai o Maniapoto (Waipā River) Act 2012.
- 61. The parties acknowledge and agree that:
 - (a) this agreement gives effect to commitments under two different statutes: the Ngā Wai o Maniapoto (Waipā River) Act 2012 and the Maniapoto Claims Settlement Act 2022;
 - (b) if there is an inconsistency between a provision in this agreement and a provision in one or both of those statutes, the provision in the relevant statute prevails; and

- (c) depending on the area concerned, the statutory basis for the agreement will either be the Ngā Wai o Maniapoto (Waipā River) Act 2012 or the Maniapoto Claims Settlement Act 2022, and the provisions of the relevant statute will apply accordingly.

SIGNED BY THE PARTIES

SIGNED for and on behalf of

TE NEHENEHENUI by its authorised signatory



Signature

Peter Douglas

Te Nehenehenui

SIGNED for and on behalf of

TE NEHENEHENUI by its authorised signatory



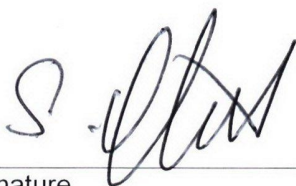
Signature

John Kaati

Te Nehenehenui

SIGNED for and on behalf of

TE NEHENEHENUI by its authorised signatory



Signature

Shannon Manawaiti

Te Nehenehenui

SIGNED for and on behalf of

TE NEHENEHENUI by its authorised signatory



Signature

Wikitoria Tane

Te Nehenehenui

SIGNED for and on behalf of

TE NEHENEHENUI by its authorised signatory



Signature

Muiora Barry

Te Nehenehenui

SIGNED for and on behalf of

TE NEHENEHENUI by its authorised signatory



Signature

Samuel Mikaere

Te Nehenehenui Chief
Executive Officer

SIGNED for and on behalf of **ŌTOROHANGA DISTRICT COUNCIL** by its authorised signatory acting under delegated authority



Signature

Max Baxter

Mayor



Signature

Jaimee Tamaki

Councillor

SIGNED for and on behalf of **WAIKATO DISTRICT COUNCIL** by its authorised signatory acting under delegated authority



Signature

Jacqui Church

Mayor

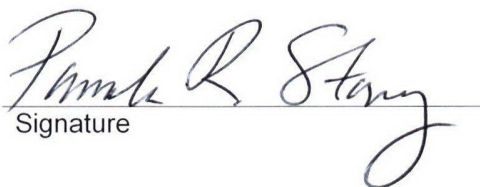


Signature

Tilly Turner

Councillor

SIGNED for and on behalf of **WAIKATO REGIONAL COUNCIL** by its authorised signatory acting under delegated authority



Signature

Pamela Storey

Chairperson

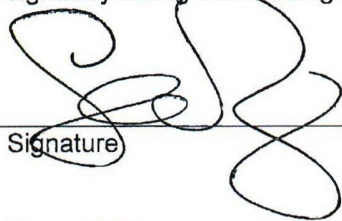


Signature

Stu Kneebone

Councillor

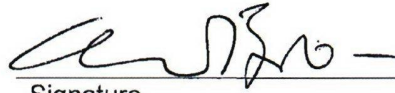
SIGNED for and on behalf of **WAIPĀ DISTRICT COUNCIL** by its authorised signatory acting under delegated authority



Signature

Susan O'Regan

Mayor

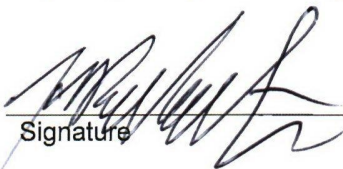


Signature

Andrew Brown

Councillor

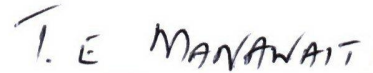
SIGNED for and on behalf of **WAITOMO DISTRICT COUNCIL** by its authorised signatory acting under delegated authority



Signature

John Robertson

Mayor



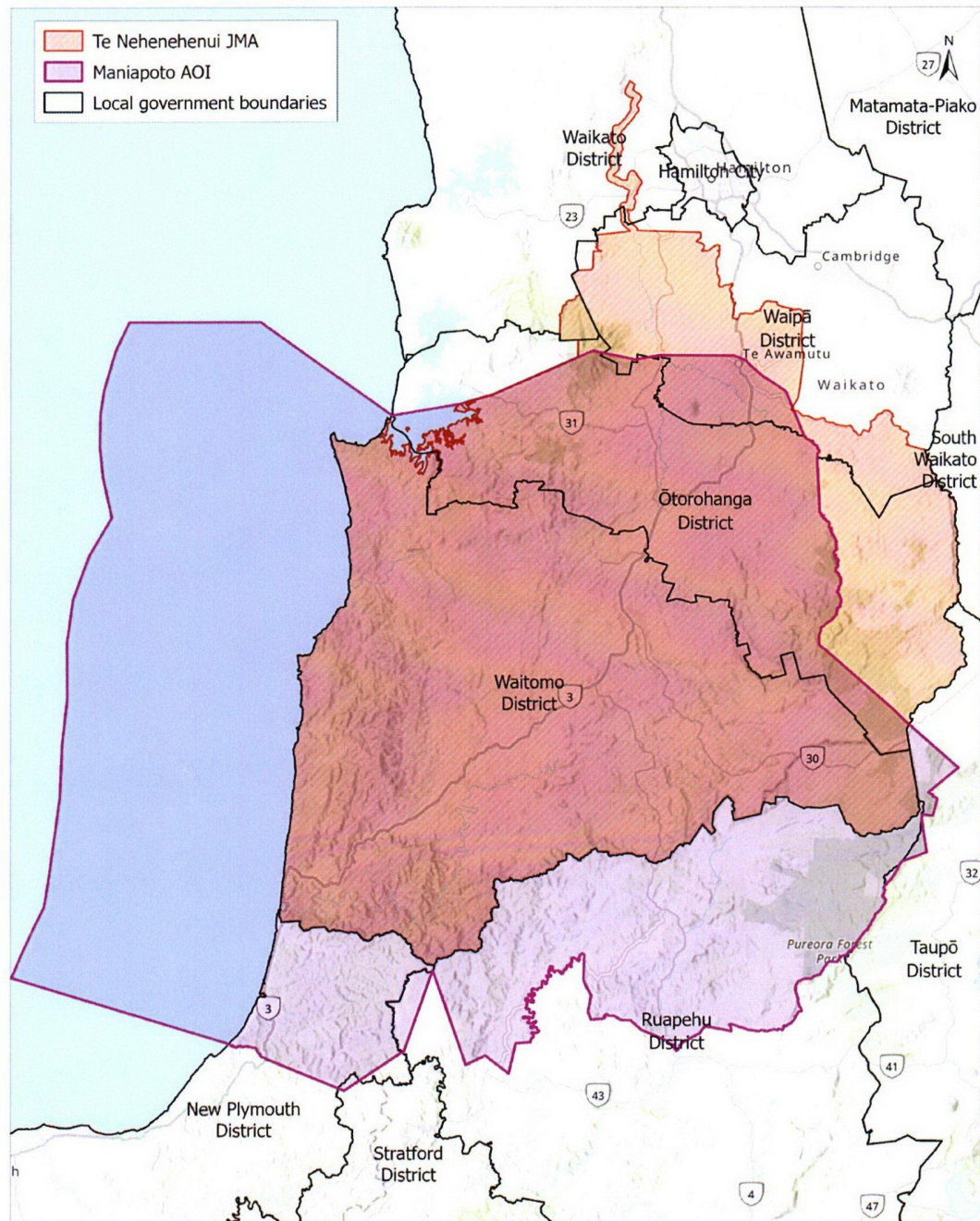
Signature

Eady Manawaiti

Councillor

SCHEDULE ONE

MAP



Acknowledgements and Disclaimers
The proposed Te Nehenehenui JMA equates to the following 3 areas combined:
1) Waipā River (redress Area C) [SO 409144];
2) Raumaikoa: Natural resources redress Area M;
3) The existing Maniapoto JMA with councils.

Maniapoto AOI as supplied by Te Nehenehenui, and Te Arawhiti - Office of Treaty Settlements Area of Interest dataset for Maniapoto.

Te Nehenehenui
JMA zone

0 5 10 15 20 km

Scale at A4
= 1:710,000

Created by: AJH
Date: 25/08/2023
File: REQ200435_



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SCHEDULE TWO

MANIAPOTO ENGAGEMENT STRATEGY

To be developed and agreed as part of the process referred to in clause 41 of this agreement (but the 12-month time limit does not apply to this schedule)

SCHEDULE THREE

SITES OF SIGNIFICANCE

To be developed and agreed as part of the process referred to in clause 41 of this agreement

SCHEDULE FOUR

TRANSFER OF POWERS

To be developed and agreed as part of the process referred to in clause 41 of this agreement

SCHEDULE FIVE

RMA PLANNING PROCESS

1. This part applies to preparing, reviewing, changing, or varying any planning document as referred to in:
 - (a) section 22 of the Ngā Wai o Maniapoto (Waipā River) Act 2012; and
 - (b) section 140 of the Maniapoto Claims Settlement Act 2022.
2. The parties will review and as necessary update this schedule in accordance with the process set out in clause 41 of this agreement.
3. If, as a result of emerging issues, any one of the councils is prompted to consider the preparation, review, change or variation of an RMA planning document (including requests for private plan changes), key personnel from the council concerned will, as soon as reasonably practicable, contact key personnel from Te Nehenehenui for initial discussions on the issues and whether there is a need to participate in the processes by convening a Joint Working Party (**JWP**).
4. Before beginning the process to prepare, review, change, or vary a planning document, a relevant council and Te Nehenehenui must convene a JWP to discuss and recommend to the councils:
 - (a) the process to be adopted for the preparation, review, change, or variation; and
 - (b) the general form and content of any document to be drafted for the purposes of consultation or notification under clause 5 of Schedule 1 of the Resource Management Act 1991.
5. Te Nehenehenui and the relevant council considering the preparation, review, change or variation of an RMA planning document will:
 - (a) meet at an appropriate time to convene the JWP;
 - (b) determine the composition of the JWP;
 - (c) discuss whether to include other parties to this agreement in the JWP; and
 - (d) confirm how the parties to the JWP will work together and how they will resolve disputes.
6. When working together the JWP will adopt the principles as outlined in clause 18 and 19 of this agreement.
7. Te Nehenehenui and the relevant council and must decide jointly on the final recommendation to the council on whether to commence a review of, or to amend, a planning document.

8. Te Nehenehenui and the relevant council must decide jointly on the final recommendation to the council on the content of a planning document to be notified under clause 5 of Schedule 1 of the RMA.
9. Te Nehenehenui and the relevant council must discuss the potential for Te Nehenehenui to participate in making decisions on the provisions and matters raised in submissions on a planning document under clause 10 of Schedule 1 of the RMA.
10. In clause 8, a final recommendation may, if necessary, include a recommendation that reflects different views on the matter.
11. Any recommendation to review or amend a planning document is subject to compliance with:
 - (a) any statutory requirement to review or amend the planning document; and
 - (b) any relevant statutory time frames.
12. The parties will further discuss a mechanism for Te Nehenehenui to participate in processes under Parts 2 and 4 of Schedule 1 of the RMA.
13. If a request is made under Clause 21 of Schedule 1 of the RMA (in relation to a private plan change), and relates to the area covered by this agreement, the council concerned will provide a copy of the request to key personnel from Te Nehenehenui as soon as practicable.
14. Te Nehenehenui will advise the council concerned whether it wishes to participate in the private plan change process, and if that is the case, the council concerned will convene a meeting between the council and Te Nehenehenui to discuss the statutory and internal processes for considering a request.
15. If Te Nehenehenui confirms it wishes to participate in considering a request, a JWP will be convened to develop and agree upon a process for Te Nehenehenui to be involved.
16. Te Nehenehenui and the councils will each bear their own costs of the processes under this schedule.
17. Schedule 7 of the Local Government Act 2002 does not apply to Te Nehenehenui or a council when, under this agreement, they perform the duties and functions or exercise the powers described in this schedule.
18. If there is an inconsistency between the provisions of the Ngā Wai o Maniapoto (Waipā River) Act 2012 and the Maniapoto Claims Settlement Act 2022 in relation to this schedule, the provision of the relevant statute will prevail in relation to the area covered by that statute.

SCHEDULE SIX

RMA MONITORING AND ENFORCEMENT

1. This part applies to RMA monitoring and enforcement as referred to in:
 - (a) section 21 of the Ngā Wai o Maniapoto (Waipā River) Act 2012; and
 - (b) section 139 of the Maniapoto Claims Settlement Act 2022.
2. The parties will review and as necessary update this schedule in accordance with the process set out in clause 41 of this agreement.
3. The parties will:
 - (a) meet at least twice each year to:
 - (i) discuss and agree the priorities for the monitoring and enforcement of the matters set out in section 35(2)(a) to (e) of the RMA;
 - (ii) discuss and agree the methods for, and the extent of, the monitoring of those matters; and
 - (iii) discuss the opportunities for Te Nehenehenui to participate in the monitoring of those matters;
 - (b) meet at least twice each year to discuss appropriate responses to deal with the outcomes of the monitoring of those matters, including:
 - (i) the potential for review of planning documents; and
 - (ii) enforcement under the RMA, including criteria for the commencement of prosecutions, applications for enforcement orders, the service of abatement notices and the service of infringement notices;
 - (c) agree appropriate procedures for reporting back to Te Nehenehenui on the enforcement action taken by the councils;
 - (d) discuss and agree the role of the Te Nehenehenui in the 5-yearly review provided for in section 35(2A) of the RMA; and
 - (e) discuss the opportunities for persons nominated by Te Nehenehenui to participate in enforcement action under the RMA.
4. Te Nehenehenui and the councils will each bear their own costs of the processes under this schedule.
5. Schedule 7 of the Local Government Act 2002 does not apply to Te Nehenehenui or a council when, under this agreement, they perform the duties and functions or exercise the powers described in this schedule.

6. If there is an inconsistency between the provisions of the Ngā Wai o Maniapoto (Waipā River) Act 2012 and the Maniapoto Claims Settlement Act 2022 in relation to this schedule, the provision of the relevant statute will prevail in relation to the area covered by that statute.

SCHEDULE SEVEN

RMA RESOURCE CONSENT PROCESS

1. This part applies to the resource consent process as referred to in:
 - (a) section 23 of the Ngā Wai o Maniapoto (Waipā River) Act 2012; and
 - (b) section 141 of the Maniapoto Claims Settlement Act 2022.
2. The parties will review and as necessary update this schedule in accordance with the process set out in clause 41 of this agreement.
3. Each council will provide Te Nehenehenui with a summary of applications for resource consents received by the council.
4. The information provided under clause 3 will be:
 - (a) the same as would be given to affected persons through limited notification under section 95B of the RMA or as the council and Te Nehenehenui agree otherwise; and
 - (b) provided as soon as is reasonably practicable after the application is received and before a determination is made under sections 95A or 95B of the RMA.
5. The councils and Te Nehenehenui must jointly develop and agree criteria to assist council decision making under the following processes or sections of the RMA:
 - (a) best practice for pre-application processes;
 - (b) best practice for the circumstances in which to commission cultural impact and similar assessments;
 - (c) section 87D: (request that an application be determined by the Environment Court rather than the consent authority);
 - (d) section 88(3): (incomplete application for resource consent);
 - (e) section 91: (deferral pending additional consents);
 - (f) section 92: (requests for further information);
 - (g) sections 95 to 95F: (notification of applications for resource consent); and
 - (h) sections 127 and 128: (change, cancellation, or review of consent conditions).
6. The criteria developed and agreed under clause 5:
 - (a) are additional to, and must not derogate from, the criteria that the local authorities must apply under the RMA; and

- (b) do not impose a requirement on a consent authority to change, cancel, or review consent conditions.
- 7. Te Nehenehenui and the councils will each bear their own costs of the processes under this schedule.
- 8. Schedule 7 of the Local Government Act 2002 does not apply to Te Nehenehenui or a council when, under this agreement, they perform the duties and functions or exercise the powers described in this schedule.
- 9. If there is an inconsistency between the provisions of the Ngā Wai o Maniapoto (Waipā River) Act 2012 and the Maniapoto Claims Settlement Act 2022 in relation to this schedule, the provision of the relevant statute will prevail in relation to the area covered by that statute.

SCHEDULE EIGHT

LOCAL GOVERNMENT ACT PROCESSES

To be developed and agreed as part of the process referred to in clause 41 of this agreement

SCHEDULE NINE

OTHER STATUTORY PROCESSES

To be developed and agreed as part of the process referred to in clause 41 of this agreement

SCHEDULE TEN

RESOURCING AND CAPACITY BUILDING

To be developed and agreed as part of the process referred to in clause 41 of this agreement

COUNCIL AGENDA



To: Her Worship the Mayor and Councillors
From: Governance
Subject: RESOLUTION TO EXCLUDE THE PUBLIC
Meeting Date: 28 May 2025

1 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

A local Authority may, by resolution, exclude the public from the whole or any part of the proceedings of any meeting under section 48(1) of the Local Government Official Information and Meetings Act 1987.

2 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

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

The general subject of the matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
16. Public Excluded Minutes – 16 April 2025. 17. Chief Executive Key Performance Indicators FY 2025/26. 18. Development Opportunities Maungatautari Road. 19. Waikato Regional Airport Limited – Board Appointment.	Good reason to withhold exists under section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected

by Section 6 or Section 7 of that Act, or Sections 6, 7 or 9 of the Official Information Act 1982, as the case may be, which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, are as follows:

Item No.	Section	Interest
18,19	7(2)(i)	<i>To carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</i>
16,17,19	7(2)(a)	<i>To protect the privacy of natural persons, including that of deceased natural persons.</i>
18	7(2)(h)	<i>To enable the council to carry out, without prejudice or disadvantage. Commercial activities.</i>