



Kaipara District Council

Fees and Charges 2018/2019

Valid to 30 June 2019



Kaipara te Oranganui

**KAIPARA
DISTRICT**

Two Oceans Two Harbours

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**Note: All fees include GST unless otherwise specified and are valid to 30 June 2019
(Sale of Alcohol fees and charges are GST exclusive).**

Health Licences

For premises registered under the Health Act 1956

Description	Annual Inspection Fee \$
Low risk premises including hairdressers/beauty salons/funeral directors	360.00
Low risk premises food/small campgrounds - less than 50 persons	520.00
High risk food only premises and larger camp grounds over 50 persons/campground with a shop	870.00
Endorsement of current mobile shop licence provided from another territorial authority (administration fee only)	150.00

Other related fees

Description	Annual Fee \$
Itinerant Traders <i>Not a resident in the district prior to the application date; not owning or having entered into a binding lease in writing in the district for at least six months; carries on or engages in any business in the district involving the sale or hire or exposure for sale or hire of goods</i>	150.00
Offensive Trade Licence <i>Refer to Food Act 1956</i>	200.00
Mobile/Stall non-food	150.00
Market Stall <i>Registered in another district (endorsed licence)</i>	150.00
Certificate of Inspection <i>Community kitchens</i>	200.00
Market Organiser	300.00
Re-inspection	\$200 plus any other additional fees charged to Council
Swimming pool water testing	100.00
Tank water testing	150.00
Market Organisers Licence <i>Pro-rata reduction in fee may apply for small market or one-off event</i>	300.00



Fees under the Food Act 2014

Food Control Plan (FCP)

Description	Fee \$
FCP - New application for registration of food control plan based upon a template fee	250.00
FCP - Registration renewal	250.00
FCP - Verification*	690.00
Failure to attend scheduled verification* (cancellation within 24 hours)	150.00
Unscheduled verification	350.00

National Programmes (NP 1, 2 and 3)

Description	Fee \$
NP New application for registration of National Programme	250.00
NP Registration renewal - two yearly	250.00
NP1 Verification* - one-off	350.00
NP2 Verification* - three yearly	550.00
NP3 Verification* - two yearly	550.00
Failure to attend schedule verification* (cancellation within 24 hours)	150.00
Unscheduled verification	350.00

Small or start-up businesses trading three days or fewer, or seasonally for fewer than three months of the year, receive a 25% discount on the FCP fee.

**denotes a word change from 'audit' to 'verification'. This change was made for clarification purposes post Council adoption. Authorised by J Marris - GM Governance Strategy and Democracy - 13 July 2018.*



adopted

Sale of Alcohol (excludes GST)

The following fees are set under the Sale and Supply of Alcohol Act 2012 and exclude GST.

Applicants for a Premises Licence will be required to use a three-step process to determine their premises' cost/risk rating which then determines their fee category and then their fee amounts for both the three-yearly licence application fee and the annual licence fee.

Premises Licences (On, Off, Club Licences).

1 Framework for determining cost/risk rating - Table 1

Type of Licensed Premises	Weighting	Latest alcohol sales time	Weighting	Number of enforcements in the last 18 months	Weighting
Liquor Store, Supermarket, Grocery Off-licence	15	On-licences and Clubs before 2.01am; Off-licences before 10.01pm	0	0	0
Night Clubs, Taverns, Adult premises, "Class 1" Restaurants	15	On-licences and Clubs 2:01am-3:01am; Off-licences 10:01pm and later	3	1	10
Off-licence in a Tavern	10	On-licences and Clubs - all other closing times	5	2 or more	20
Hotels, Function Centres, "Class 1" Clubs, "Class 2" Restaurants, Universities, and Polytechnics	10				
Remote sales, "Class 2" Clubs, "Class 3" Restaurants, Other	5				
Theatres/cinemas, Wine cellar doors, BYO Restaurants, "Class 3" Clubs	0-5				



Definitions:

- Class 1 restaurants – restaurants with a significant separate bar area which, in the opinion of the relevant territorial authority (TA), operate that bar at least one night a week in the nature of a tavern, such as serving alcohol without meals to tables situated in the bar area.
- Class 2 restaurants – restaurants that have a separate bar (which may include a small bar area) but which, in the opinion of the relevant TA, do not operate that area in the nature of tavern at any time.
- Class 3 restaurants – restaurants that only serve alcohol to the table and do not have a separate bar area.
- Class 1 clubs – clubs which, in the opinion of the TA, are large clubs (with 1,000 or more members of drinking age) and which, in the opinion of the relevant TA, operate in the nature of a tavern (for example a large working men's club, combined clubs, or large 'cossie' clubs).
- Class 2 clubs – clubs which do not fit class 1 or class 3 definitions (for example larger sports clubs, medium-sized Returned Services Association (RSA), many provincial social clubs).
- Class 3 clubs - clubs which, in the opinion of the TA, are small clubs (with up to 250 members of drinking age) and which operate a bar for 40 hours or less per week (for example small sports clubs like bowling clubs, golf clubs, bridge clubs, and small RSAs).
- Enforcement – has the same meaning as a “Holding” under section 288 of the Act, or a previous offence for which a holding may have been issued if the offence had occurred before 18 December 2013.

2 Fees category (Table 2)

The total rating is the premises cost/risk rating from Table 1

Total Rating	Fee Category
0-2	Very low
3-5	Low
6-15	Medium
16-25	High
26 plus	Very High

3 Fee amounts (Table 3)

Using the premises cost/risk rating to determine the fee category, estimate the fee payable.

Fee category	Application fee (excludes GST)	Annual fee (excludes GST)
	Total amount payable by applicant	Total amount payable by licensee
Very low	\$320	\$150
Low	\$530	\$340
Medium	\$710	\$550
High	\$890	\$900
Very high	\$1,050	\$1,250

Special Licences (excluding GST)

The default fees for Special Licences are:

- \$55 for one or two events covered by the licence that are of a 'small size';
- \$180 for three to 12 events covered by the licence that are of a 'small size', or one to three events that are of a 'medium size'; and
- \$500 for all other Special Licences, including licences for events that are of a 'large size'.

Other fees (excluding GST)

Application type	Total amount payable	Amount of total fee transferred/paid to ARLA
Manager's Certificate application	\$275	\$25
Temporary authority	\$258	n/a
Temporary licence	\$258	n/a
Appeal to Alcohol Regulatory and Licensing Authority (ARLA)	\$450	n/a (paid directly to ARLA)
Extract of register (ARLA or District Licensing Committees (DLC))	\$50	\$50 if an extract is sought from the ARLA register
Permanent Club Charter (annual fee due on 30 June of each year and paid to ARLA)	\$920	\$920
RM/Building certificate (s.100 (f) of the Sale and Supply of Alcohol Act 2012) for new and renewal of premises licences	\$200	n/a

Building Control Fees

Certificate of Acceptance s97(d) and (e) fee is calculated in two parts:

- Part a) the fee payable under the current schedule had consent been sought; and
- Part b) \$200.00 or 50% of the fee (Part a) whichever is the greater.

Building Consents - Dwellings/Other Buildings

Category/Description	Fee \$
Project Information Memorandum (PIM). <i>PIM application fee if applied for separate to building consent</i>	255.00
Domestic fireplaces, removal, demolition building works, connection to reticulated wastewater system and private wastewater system installation (includes inspections, AlphaOne, District Plan review/PIM and GST)	420.00

Building Works

Category/Description	Fee \$
Building Works e.g. garages, carports, decks swimming/spa pools etcetera valued up to \$5,000	935.00
Building Works e.g. garages, carports, decks swimming/spa pools etcetera valued up to \$5,001 - \$10,000	1,200.00
Building Works e.g. garages, alterations, swimming/spa pools etcetera valued \$10,001 - \$19,999	1,745.00
Simple Buildings, Dwelling Additions valued \$20,000 - \$50,000	2,385.00*
Simple Buildings, Dwelling Additions valued \$50,001 - \$100,000	2,980.00*
Dwellings and some Commercial Buildings etcetera - \$100,001 - \$250,000	3,630.00*
Dwellings and Commercial Buildings etcetera - \$250,001 - \$500,000	4,700.00*
Dwellings, Commercial and Industrial Development - \$500,001 - \$900,000	6,450.00*
Other Building Work valued over - \$900,000	8,400.00*

* must include BRANZ and DBH levies (this applies to all building work \$20,000 and over).

Building Consents - Industry Levies*

Category/Description		Fee \$
Building Research Authority of New Zealand Levy	<i>Fee set in BRANZ Regulations</i>	\$1.00 per \$1,000 for building work valued at \$20,000 and over
Department of Building and Housing Levy	<i>Fees set in MBIE Levy</i>	\$2.01 per \$1,000 for building work valued at \$20,000 and over

Building Consents - Notice to Fix, Producer Statement Inspections and other building fees

Description		Fee \$
Amendments	<i>Per occasion</i> Note: <i>one amendment may incorporate several changes</i>	160.00
Building Consent Exemption	<i>Applications made under section K(i) or (ii) of Schedule 1 of the Building Act 2004 - "example" farm building in remote area of farm</i>	260.00
Compliance Schedule and Compliance Schedule Statement	<i>Setting up Compliance Schedule with Specified Systems; and Issuing of the Compliance Schedule Statement</i>	320.00
Re-opening of old Building Consents 5+ years old	<i>Administration fee</i>	95.00
	<i>Inspection fee if required</i>	160.00
Certificate of Public Use (CPU)	<i>Public buildings with no Code Compliance Certificate</i>	210.00
	<i>Public buildings with no Code Compliance Certificate requiring one inspection</i>	280.00
	Note: <i>Any outstanding fees such as development contributions would need to be settled prior to the issuing of a CPU.</i>	
Section 72 Certificate	<i>Registering hazard on Title</i>	270.00
Section 75 Certificate	<i>Amalgamation of two Titles</i>	270.00
Sections 33(1)(b)(ii) and 45(1)(c)	<i>Certificate of Title</i>	35.00
	<i>Each additional attachment to the Title</i>	5.00



Description		Fee \$
Extension of time	<i>Per occasion for each request for extension of time (Sections 52(b) and 93(2)(b))</i>	100.00
Other certificates	<i>Any other certificates, authorities, requirement or action requested of Council under provisions of the Building Act 2004</i>	100.00
Notice to Fix	<i>Includes one inspection to recheck</i>	225.00
	<i>plus disbursements including consultant</i>	
	<i>Further inspections will be charged at the standard rate per inspection</i>	150.00
Decommissioning of a private wastewater system		245.00
Inspections	<i>Standard inspection per occasion or re-inspection as required</i>	150.00
	<i>Building Warrant of Fitness Inspection</i>	150.00
	<i>Building Warrant of Fitness Renewal</i>	115.00
	<i>Fencing of Swimming Pool Inspection</i>	150.00
Building enquiries and pre-application meetings with a Building Inspector		First 15 minutes free, thereafter \$150.00 per hour
Professional services and specialist input costs if required will be passed on to applicants and invoiced plus 10%		

Notes:

- 1 Payment of the full fee will be required on submission of the application. If further costs are incurred in the process, through use of external consultants, this will be invoiced separately. The balance of any fees due for additional inspections or other disbursements including Consultant's fees will need to be paid before the Code Compliance Certificate is issued.
- 2 May require additional inspections from those specified depending on the Building Consent.
- 3 Where no PIM application has been made in conjunction with a Building Consent application and the work relates to a new building, or increase the footprint of the building, a District Plan Assessment fee will need to be paid.
- 4 For second and subsequent dwellings on a site a **Development Contribution** is payable.
- 5 All commercial building applications are lodged using initial fixed fees which will have actual and reasonable costs charged in addition to the lodgement amount.



Resource Management

Resource consents

Note: All application fees as set out below are the charges fixed pursuant to s36(1) of the Resource Management Act 1991. Where these initial charges do not meet the actual and reasonable costs associated with processing the application, an additional charge may be made in accordance with s36(5) of the Act. Such additional charge may include but are not limited to any or all of the cost to Council of external advice (which will be charged at the Consultants' charge out rate plus 10%); staff time at hourly rate plus overheads; materials, hall hire and other sundry items.

Upon request, Council will provide an estimate of any additional charge likely to be imposed under s36(5).

In-house Council professional fees are as follows:

- General Manager/Resource Consents Manager \$190.00 per hour
- Principal Planner/Senior/Team Leader \$180.00 per hour
- Engineer \$180.00 per hour
- Resource Consent Planner \$160.00 per hour
- Monitoring Inspector \$160.00 per hour
- Building Officer \$160.00 per hour
- Environmental Health Officer \$160.00 per hour
- Administrator \$95.00 per hour

External professional fees are set by the consultant (in conjunction with Kaipara District Council). These hourly rates will be passed on to the applicant as charged to Council plus 10% where specialist expertise is required in the assessment of applications.



Description		Fee \$
Resource management enquiries and pre-application meetings with a Council professional		First 15 minutes free thereafter hourly rate per professional as indicated above
1	Non-notified subdivisions	
	Boundary adjustment - <i>(where no additional titles or development potential is created)</i>	2,000.00
	1 and 2 lots	3,200.00*
	3 to 5 lots	4,700.00*
	6 to 7 lots	6,300.00*
	8 to 10 lots	7,400.00*
	11 to 15 lots	10,000.00*
	16 to 20 lots	12,600.00*
	21+ lots	15,300.00*
	<i>*subdivision proposing an environmental benefit (Note: this fee is in addition to that required above per application)</i>	1,000.00
2	Notification - two times the non-notified fee (i.e. non-notified fee is half the notified fee)	
3	District Land Registrar approval of amalgamation condition	180.00
4	Combined subdivision and land use consent = subdivision fee and 50% of land use fee	
5	Land use consents - non-notified	
	Deemed permitted boundary activity	450.00
	Fire safety breach only	900.00
	Fire safety breach and relocate building	1,000.00
	Minor works (single <i>bulk and location breach</i> with no engineering assessment required, or signs)	1,200.00
	Minor works (2-3 <i>bulk and location breaches</i> with no engineering assessment required)	1,800.00
	Permeable surface or earthworks	3,000.00
	Land use consents - other non-notified	3,200.00
6	Notified land use consents are two times the non-notified fee (i.e. the non-notified fee is half the notified fee)	
7	Rejection of incomplete applications (s88)	450.00



Description		Fee \$
8	Hearing fees - all applications (excluding objection hearings)	
	(a) Independent Commissioner sitting with Councillor/Commissioner up to two hours (minimum charge)	1,670.00
	Cost per additional hour	560.00
	Plus Commissioner's fee	As charged to Council
	Or	
	(b) Independent Commissioner up to two hours (minimum charge)	1,570.00
	Cost per additional hour	490.00
	Plus Commissioner's fee	As charged to Council
	<i>Note: Where an Independent Commissioner is requested, any additional costs will be apportioned between the parties in accordance with s36(a)(aa) and (ab)</i>	
9	Consent extensions (s125)	1,300.00
10	Change or cancellation of conditions (s127)	1,300.00
11	Vary to cancel consent notice (s221[3])	1,300.00
12	Objection against consent conditions (s357A)	Nil
13	Certificate of compliance (s139) or existing use certificate	1,000.00
14	Earthworks management plans	As charged to Council plus \$235 administration charge
15	Rights of way (s348 of Local Government Act) lodgement fee (any further costs may be charged)	1,000.00 plus any charges to Council
16	Revocation of right of way	200.00 plus any charges to Council

Resource consent post approval

Description	Fee \$
Certificates ** (e.g. consent notices, survey plan approvals, covenants, easements etcetera) *Note there will be a minimum charge of one hour per certificate + Balance to be paid before certificate released	160.00 per hour plus any charges to Council
Bond administration fee Note: There will be a minimum charge of one hour.	95.00 per hour plus any charges to Council
Vehicle Crossing Permit for Subdivision only – processing fee	125.00
Resource Consent post-approval inspections.	Council's professional fees per hour plus any charges to Council

Designation and Heritage Orders

Note: The charges shown relating to designations and heritage orders are administration charges only. Additional charges will be made for consultants and/or experts time as applicable.

Description	Fee \$
Notice of a requirement for a Designation (non-notified)	3,000.00
Notice of a requirement for a Designation (notified)	6,000.00
Outline Plan	1,300.00
Notice of a Heritage Order	1,200.00
Alterations to Designation or Heritage Order	600.00
Removal of Designation	300.00
Removal of Building Line Restriction	300.00 plus any charges to Council



Changes to District Plan

Description	Fee \$
Request to initiate change	12,000.00
<p>Note: This includes a \$2,100.00 administration charge. Additional charges will be made for the actual and reasonable costs involved as applicable.</p>	

Monitoring, compliance and enforcement (excluding engineering inspections)

Description	Fee \$
Where monitored by Consultant or Contractors	95.00 per hour plus any charges to Council
Where monitored by Council staff (not restricted to Resource Management Act monitoring)	160.00 per hour
<p><i>At the time of granting Resource Consent an initial assessment of the number of inspections required will be made and payment will be due at the issuing of the Council's decision. If additional inspections are required above those initially assessed then these will be charged at the time of the inspection.</i></p>	(inclusive of travelling costs) applicable for each inspection
Abatement Notice fee recovery costs	160.00

Information requests

Description	Fee \$
New Land Information Memorandum (LIM)	300.00
Property Enquiries (<u>Not</u> LIM)	65.00
Photocopies of maps etcetera	Cost of photocopying or printing
Charges made on Council by other bodies	95.00 per hour plus any charges to Council



Description	Fee \$
Certificate pursuant to Overseas Investment Regulations <i>Note: There will be a minimum charge of one hour and the balance is to be paid before the certificate will be released.</i>	95.00 per hour plus any charges to Council
Certificate for Licensed Motor Vehicle Dealers <i>Note: There will be a minimum charge of one hour and the balance is to be paid before the certificate will be released.</i>	140.00 per hour plus any charges to Council
Any other certificates, authorities, requirement or action requested of Council under the Resource Management Act or other legislation <i>Note: There will be a minimum charge of one hour.</i>	Council's professional fee per hour plus any charges to Council
Assets enquiries prior to resource consent lodgement	95.00 per hour plus any charges to Council
Valuation for Reserves Contributions <i>Note: There will be a minimum charge of one hour.</i>	95.00 per hour plus any charges to Council

Development Contributions

For development anywhere in the district a Development Contribution may be payable if the effect of the development is for the Council to incur capital expenditure to provide new or additional infrastructure assets or assets of increased capacity.

The Policy helps Council to fund the capital expenditure needed to provide infrastructure capacity for new growth. Some Development Contributions apply across the district while other contributions apply only to particular areas

Description	Fee \$
Application to postpone or remit payment of Development Contributions	2,650.00
<ul style="list-style-type: none"> • Administration - (\$390.00) • Processing/reporting - (\$660.00) • Hearing (minimum one hour) - (\$1,600.00) 	Plus \$440.00 per subsequent hour of Hearing

Dog, Stock and Noise

Dog control

Description	Annual Fee \$
Dog registration per non-working dog (if paid by 31 August 2018)	66.00
Dog registration per working dog as defined under the Dog Control Act 1996 (if paid by 31 August 2018)	44.00
Dog Registration per dog for 20 or more dogs registered to the same owner (if paid by 31 August 2018)	44.00
Dog Registration fee for any non-working dog/s registered after 31 August 2018	99.00
Dog Registration for working dogs registered after 31 August 2018	66.00
Replacement tags	2.00
Dog collars	
• Small	8.00
• Medium	10.00
Transfer from another country (pro-rata for balance of registration year)	Pro-rata
Re-homed or rescued dog registered after 31 August*	93.00
<i>*Registration of re-homed or rescued dog registered after 31 August where new owner produces:</i>	
• Proof of acquisition of dog from SPCA; or	
• Proof of acquisition of dog from Pound; or	
• Vet bill to prove treatment/examination of injured/found dog.	

Surcharges and other fees as set by the Dog Control Act 1996

Description	Fee \$
Probationary owners (registration fee plus 50%)	93.00
Dangerous dogs (registration fee plus 50%)	93.00



Description	Fee \$
Failure to comply with the Dog Control Act or Bylaw	300.00
Keeping an unregistered dog	300.00
Fraudulent sale or transfer of a dangerous dog	500.00
Failure to keep a dog under control	200.00
Allowing dangerous dogs at large unmuzzled	300.00
Microchipping dog	As charged to Council plus 10%

Impounding dogs and sustenance of dogs in the Pound (including transporting of animals from Dargaville to Whangarei Pound)

Description	Fee \$
Transport to Whangarei - per occasion	275.00
First impounding in the current financial year of a dog registered to a probationary dog owner	120.00
Second impounding in the current financial year of a dog registered to a probationary dog owner	170.00
Third impounding in the current financial year of a dog registered to a probationary dog owner	220.00
Sustenance fees - per dog per day or part thereof in the pound	28.00

Other charges

Description	Fee \$
Permit to keep more than than two dogs in a residential area. <i>As a once-only charge for the duration of the time more than two dogs reside on the property.</i>	75.00



Stock control

Description		Fee \$
Stock impounding	<i>Transportation of stock (truck) actual cost plus fee per animal</i>	120.00
Stock sustenance	<i>Daily sustenance for horses and cattle per animal</i>	48.00
	<i>Daily sustenance for other animal per animal</i>	38.00

Stock droving

Description		Fee \$
Callout and Droving	<i>Normal hours (0500-1700) per hour per person</i>	75.00
	<i>Hours between 1700-2200 per hour per person</i>	85.00
	<i>Hours between 2200-0500 per hour per person</i>	130.00
	<i>Weekends and public holidays per hour per person (e.g. if Friday is a public holiday then the public holiday charge starts from 1700 Thursday night and ends 0500 the first normal day e.g. Monday morning)</i>	130.00
	<i>Plus mileage from boundaries of Dargaville and Mangawhai - based on AA approved per kilometre</i>	1.00

Noise Control

Description		Fee \$
Charge to cover seizure, impounding, transporting, storing and return of property under section 336 Resource Management Act 1991 - per response		224.00
Infringement notices for:		
contravening s9 offences		300.00
contravening an excessive noise direction		500.00
contravening an abatement notice		750.00



Stationary Vehicle Charges

Parking fees

Description	Fee \$
P10 Up to 30 minutes	10.00
P10 More than 30 minutes but no more than 1 hour	15.00
P10 More than 1 hour but not more than 2 hours	20.00
P10 More than 2 hours but not more than 4 hours	30.00
P10 More than 4 hours but no more than 6 hours	40.00
P10 More than 6 hours	57.00
P60 Up to 30 minutes	10.00
P60 More than 30 minutes but no more than 1 hour	15.00
P60 More than 1 hour but not more than 2 hours	20.00
P60 More than 2 hours but not more than 4 hours	30.00
P60 More than 4 hours but no more than 6 hours	40.00
P60 More than 6 hours	57.00

Unregistered and unlicensed motor vehicle

Description	Fee \$
C101 No current Warrant of Fitness – Private	200.00
C201 No current Warrant of Fitness – Commercial	600.00
P401 Unregistered motor vehicle	200.00
P402 Unlicensed motor vehicle	200.00
P403 Registration plates not affixed in prescribed manner	200.00



Description		Fee \$
P404	Displayed other than authorised registration plate	Ind 200.00*
P405	Displayed other than authorised motor vehicle licence	Ind 200.00*
P406	Displayed item likely to be mistaken for plate or licence	Ind 200.00*
P407	Displayed item with intent to deceive	Ind 200.00*
P408	Obscured or indistinguishable registration plate	Ind 200.00*
P409	Obscured or indistinguishable licence label	Ind 200.00*
P410	Used vehicle label not affixed in prescribed manner	Ind 200.00*
P411	Current licence label not affixed in prescribed manner	Ind 200.00*

Note *Where this is a corporate-owned vehicle the charge is \$1,000 rather than the \$200.00

Illegal parking

Description		Fee \$
	Parked on a clearway per occasion	60.00
	Parked on broken yellow line	60.00
	Inconsiderate parking	60.00
	Double parked	60.00
	Parked on a bus stop	40.00
	Parked on a loading zone	40.00
	Parked on a mobility stand	150.00
	Parked within 500 millimetres of a fire hydrant	40.00
	Parked obstructing a vehicle entrance	40.00
	Incorrect kerb parking	40.00

Bylaw fees and charges

Description	Fee \$
Use of public land for events or for commercial vendor activities	minimum fee 550.00
<i>Note: In high demand areas Council may run a competitive bid process to determine appropriate fees.</i>	
Amusement Gallery (licence under Part 6 Kaipara District Council General Bylaws 2008)	760.00
Bus Stop and Taxi Stand	0.00
Temporary Street Closure	
Closures for hill climbs, car rallies and similar	Initial deposit 600.00 plus Bond 5,825.00
Closures for processions etcetera in urban areas <i>(this fee may be reduced at Council's discretion to assist charity events)</i>	Initial deposit 290.00
Class 4 Gambling Venue and Board Venue Application (under Part 7 Kaipara District Council Class 4 Gambling Venue Policy)	760.00
Onsite Wastewater Disposal System inspection	250.00

Amusement Device Regulations

Description	Fee \$
For one device, for the first seven days of proposed operation or part thereof	10.00
For each additional device operated by the same owner, for the first seven days or part thereof	2.00
For each device, \$1.00 for each further period of seven days or part thereof	1.00

Litter Infringements

Description	Fee \$
Depositing litter or having deposited litter of less than one litre in volume, and leaving it in or on a public place, or in or on private land without the consent of its occupier.	120.00
Depositing litter or having deposited litter of more than one litre and less than 20 litres* in volume, and leaving it in or on a public place, or in or on private land without the consent of its occupier.	200.00
Depositing litter or having deposited litter of more than 20 litres* and less than 120 litres** in volume and leaving it in or on a public place, or in or on private land without the consent of its occupier.	300.00
Depositing litter or having deposited litter of more than 120 litres** in volume and leaving it in or on a public place, or in or on private land without the consent of its occupier.	400.00
Depositing animal remains or having deposited animal remains and leaving them in or on a public place, or in or on private land without the consent of its occupier.	400.00

*20 litres is the approximate maximum capacity of two standard supermarket bags in normal conditions

**120 litres is the approximate maximum capacity of a standard "wheelie bin" in normal conditions

Community Asset fees and charges

Roading

Description	Fee \$
Vehicle crossing permit, including processing and pre-approval inspection, pre-pour and final inspection (when not related to a subdivision)	485.00
Vehicle crossing additional inspection (when not related to a subdivision)	180.00
Application for a RAPID rural number (urban numbers no charge)	42.00



Description	Fee \$
Application for No Spray Zone	
Urban	190.00
Rural	225.00
Stock underpass inspection	260.00 plus mileage

Road stopping and road signage

Description	Fee \$
Administration costs	360.00
External charges	As charged to Council

Note: These charges will apply where the intended road stopping is for private benefit.

Road corridor access request fees (Utilities Access Act 2010)

Description	Fee \$
Basic fee	
Standard processing fee	100.00
Inspection fees (based on length of exaction)	
Minimum fee	100.00
Up to 200 metres (fee per metre)	1.60
200 metres plus (fee per metre)	1.05



Description	Fee \$
Additional non-compliance fees	
Late notice (per day)	345.00
Further delay (per day)	38.00
Extra processing (per notice)	100.00
Follow-up inspections (per inspection)	150.00

Notes:

- 1 Inspection fee. Will only be charged if inspections are made. Late Notice fee. Only applies where a 'Road Work Notice' is not obtained within the required time. It will not be charged if repair is a result of an emergency event.
- 2 Further delay fee. Only applies once the Principal or their Contractor has been notified of the need of a Road Work Notice and further delays occur in the obtaining of a notice.
- 3 Extra processing fee. Only applies where the information required to be supplied is either incomplete, not correct, or is not supplied within the required time.
- 4 Follow-up Inspection fee. Only applies where a further inspection is required to ensure faulty work is remedied.
- 5 Good work or faulty work is identified during inspections and is assessed using the requirements of the National Code of Practice for Utilities Access to the Transport Corridors.
- 6 No fees will be charged for works carried out by contractors working on Council Utilities Maintenance or Construction Contracts.

Overweight permit

Description	Fee \$
Overweight permit (annual permit for vehicles carrying weight in excess of 8.2 tonnes per axle)	130.00



Refuse collection and disposal

Description	Fee \$
Two refuse collection contracts are operational in the district, one east of Ruawai and one covering Ruawai Township and the area west of Ruawai. The contractors use a pre-printed bag system and the charges for these are as set by the contractor (in conjunction with Council).	
Illegally dumped litter fee	Removal of illegally dumped rubbish by the contractor where offender is identified as per litter infringement fines

Stormwater disposal

Description	Fee \$
Inspection fees	360.00
Connection fee	As per approved contractor's quote plus 15%
<i>Connections to public infrastructure are undertaken by Council contractors.</i>	
<i>The connection fee is costed for a standard residential connection. It includes a "y" junction and piping to the boundary.</i>	
<i>If a connection is not standard or the distance from the main to the boundary exceeds 2.0 metres, Council reserves the right to recover actual costs.</i>	

Wastewater disposal

Description	Fee \$
Inspection fees	360.00
Physical connection fee	As per approved contractor's quote plus 15%
<i>Connections to public infrastructure shall be undertaken by Council's contractors.</i>	



Rates postponement

Description	Fee \$
Statutory Land Charge	95.00 per hour**
Preparation and registration of a Statutory Land Charge	<i>**plus any charges to Council plus 10% of the amount postponed for the first year of postponement and thereafter at 6.99% of the amount postponed</i>
Preparation and registration of the release of a Statutory Land Charge	95.00 per plus charges to Council

Water supply

Description	Fee \$
Existing connection point	
Provide 20 millimetre meter and non-testable backflow preventer	275.00
Provide 25 millimetre meter and non-testable backflow preventer	520.00
New connection	
<i>Normal residential connection with testable backflow preventer</i>	
Provide 20 millimetre connection, testable backflow preventer and meter	1,650.00
Provide 25 millimetre connection, testable backflow preventer and meter	2,040.00
<i>Normal residential connection with non-testable backflow preventer</i>	
Provide 20 millimetre connection, non-testable backflow preventer and meter	1,400.00
Provide 25 millimetre connection, non-testable backflow preventer and meter	1,820.00

Notes

- 1 Council's contractor will provide all necessary components to complete the connection from the main to the property boundary. If the distance from the main to the boundary exceeds 2.0 metres, Council reserves the right to recover actual costs.



- 2 Council's contractor will provide the meter and install onto an existing connection at the boundary
- 3 Council's contractor will only make the physical connection to the Council main and install the toby/anglemain valve. The applicant will carry out all other physical works.
- 4 This section applies where applicable to all connections:
 - 4(a) Where a larger meter is required a quote will be obtained from Council's contractor. This quoted cost plus 15% shall be paid to Council prior to work commencing.
 - 4(b) Where a connection is not straightforward (e.g. crossing a road or lifting cobblestones) a quote will be obtained from Council's contractor. The quoted cost plus 15% shall be paid to Council prior to work commencing.
 - 4(c) Where land is being subdivided, it is the subdivider's responsibility to provide a water connection to each lot and connect the development's water supply reticulation system to the public system. In all cases connection to the Council main shall be done by Council's contractor and payment shall be made directly by the subdivider to Council's contractor.

Other connection/disconnection

Description	Fee \$
Annual inspection fee for backflow preventer	85.00
Water reconnection fee or removal of water flow restrictor	290.00
Water disconnection fee	290.00

Water meter reading

Description	Fee \$
Water meter testing fee (<i>if requested by the consumer and not found faulty</i>)	150.00
Water meter check reading (<i>if found to be incorrect, fee to be refunded</i>)	80.00
Final water meter reading	45.00



Pensioner housing

Description	Fee \$
Fagan Place Mangawhai	per week 143.00*
Kauri Court Dargaville	per week 128.00*
Awakino Road Dargaville	per week 128.00*
Bledisloe Street Ruawai	per week 128.00*

**The fee will be increased by CPI plus minor rounding annually.*

Cemeteries

Description	Fee \$
a) Plot purchase	
For purchase of each 2.4 x 1.2 metre plot with exclusive right of burial in perpetuity (includes maintenance)	1,420.00
For any child up to eleven years (Mt Wesley Cemetery only)	360.00
b) Interment fees	
Single depth burial of any person up to eleven years	360.00
Single depth burial of any person twelve years of age and over	950.00
Extra depth	1,015.00
Stillborn and newborn	175.00
Additional fees for any interment taking place on Saturday or Sunday	625.00
Additional fees for any interment taking place on a Public Holiday	1,180.00



Description	Fee \$
c) Other fees	
Ash burial taking place on a Public Holiday	175.00
Interment of Ashes (digging fee)	185.00
Disinterment of any body in the cemetery	1,890.00
Out of District fee (at Council's discretion)	370.00
Ash Wall purchase of plaque (no interment)	300.00
Ash Plot (purchase and maintenance)	360.00
Oversize casket	175.00
Breaking concrete (works to concrete berms, headstones, plaques etcetera, at the customer's request)	175.00

Campgrounds

Fees at Council's campgrounds vary from camp to camp and are subject to change without notice.

Further details may be obtained from Council's Customer Service Centres.

Dargaville Town Hall (Northern Wairoa War Memorial Hall) hire

Description				Fee \$
Area	Private / profit-making rate	Community group rate	Social service / voluntary rate	
Auditorium	\$200 per day OR \$50 per hour	\$80 per day OR \$20 per hour	\$40 per day OR \$10 per hour	
Conference Room (does not include use of the kitchen)	\$100 per day OR \$25 per hour	\$60 per day OR \$15 per hour	\$30 per day OR \$10 per hour	
Conference Room and Kitchen (no cooking – for tea, coffee and light refreshments only)	\$120 per day OR \$30 per hour	\$70 per day OR \$17.50 per hour	\$35 per day OR \$10 per hour	
Kitchen (alone)	\$100 per day OR \$25 per hour	\$60 per day OR \$15 per hour	\$30 per day OR \$10 per hour	
Whole Facility	\$380 per day OR \$80 per hour	\$180 per day OR \$50 per hour	\$80 per day OR \$20 per hour	

All hires will include shared use of the foyer. ANZAC Theatre operates most days with multiple screenings throughout the day. The Citizens Advice Bureau and the Community Wellness for Older Adults also use part of the foyer, kitchen and toilet facilities for a few hours during work days.

Hirers will be invoiced directly for any damage and cleaning costs. A Bond Authorisation Form with a cheque or credit card information for \$400 (for whole facility) or \$200 (for partial use) will be required for most hirers.

These fees and charges can be varied at the discretion of Council for exceptional circumstances.

For more information, please contact Council's Administration Team at administrationrequests@kaipara.govt.nz



Hire Charge Guidelines

1 Definition of Private or Profit-Making

- Any private function, not open to the public.
- Any function or activity run for the profit of a business, private individual, family or Family Trust or firm.
- Any Government department.
- All Churches and political parties, union or employer organisations.

2 Definition of Community Group

- All non-profit-making groups; all income used for groups aims.
- Be open to all members of the target community without restriction of religious or political belief.
- All groups operating a service or activity beneficial to the community; providing a recreation, cultural or community service or activity.
- Schools from within local area / District boundaries.
- Have no other source of income other than members' fees, fundraising and grants.

3 Definition of Social Service and Voluntary

Those groups which primarily exist to provide social services to address particular needs in the community.

Those groups which primarily exist to provide a co-ordinating function for a number of common interest community groups, working in partnership with Council. Examples include: Youth Aide, Blue Light, OSCAR, Regional Sports Trusts, Blood Donor Collection, Mental Health, Shared Vision, Council's Health Forum and Youth Forum.

Activities and functions organised by partners in conjunction with Council's projects and / or programmes.

4 Council Reserve of Rights

Council reserves the right to amend Charges, Hire Guidelines and Conditions of Hire from time to time without notice.

The status of some groups or organisations can change depending on the project, programme or activity requiring facilities. Council reserves the right to decide which rate type is applicable on the merits of any such applications.

Example: A Church wanting to run a youth event for the benefit of local youth or community open to all, any fees charged are to cover costs or for the benefit of the community and not as profit, is different to the same Church wanting to hire facilities for their Church services or run house.

Dargaville Library

Description		Fee \$
Membership	Dargaville Public Library is free for Kaipara residents and ratepayers	
	Extra card (adult member)	2.00
	Extra card (junior member)	1.00
	Borrower outside Kaipara District (six months subscription)	15.00
	Borrower outside Kaipara District (12 months subscription)	30.00
	Visitor to Kaipara District (up to three months)	20.00 (\$10.00 refundable)
Rental items	Best Sellers	3.00 for 1 week
	DVDs	3.00 for 1 week
	Rental Fiction	1.00 for 3 weeks
Overdue fees	Late return fee for DVDs and Best Sellers	1.00 per day
	Third and final overdue notice fee	5.00
Printing and photocopying	A4 black and white	0.20 per page
	A3 black and white	0.40 per page
	A4 colour	2.00 per page
	A3 colour	4.00 per page
Facsimile	A4 sent nationally	1.00 per page
	A4 sent internationally	3.00 per page
Scanning to email		1.00 up to 10 pages 1.00 per 10 pages thereafter



Description		Fee \$
Printing from internet computer	A4	0.20 per page
Interloans	From libraries with reciprocal agreement	\$5.00 for 4 weeks unless notified of another date
	From libraries without reciprocal agreement	\$20.00
Lost/damaged items		replacement cost or repair fee charged per item plus \$6.00 administration fee

General fees

Description		Fee \$
Photocopying: black and white	A4 per page	0.20
	A3 per page	0.40
Photocopying: colour	A4 per page	2.00
	A3 per page	4.00
General Bylaws	Per section	7.50
	Full bound copy	55.00
2013 Operative District Plan	Text and maps	490.00
Engineering Standards	Full bound copy	55.00
Council information provided on CD	Per CD	40.00
File Search, Customer Enquiries etcetera		95.00 per hour plus the cost per page
Local Government Official Information and Meetings Act (LGOIMA) requests		First hour free then \$76.00 per hour plus photocopying as per above rates