

Fees and Charges

Kaipara District Council 2020/2021

Valid to 30 June 2021



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Health Licences

Premises registered under the Health Act 1956

Description	Annual Inspection Fee (\$)
Hairdressers/beauty salons	360.00
Funeral Directors/Funeral Parlours	360.00
Campgrounds	520.00

Hawkers and Traders

Description	Annual Fee (\$)
Itinerant Traders	150.00
Hawkers	150.00
Offensive Trade Licence	200.00
Mobile/Stall/Stall non-food	150.00
Market Stall	150.00
Re-inspections	200.00 plus any additional fees charged to Council
Market/Events Organisers Licence	300.00
Water sampling	150.00
Premises site visit for potential buyers (i.e. food premises)	150.00

Food Safety

Food safety is managed under the Food Act 2014.

Food Control Plan (FCP)

Description	Fee (\$)
FCP - New application for registration of template food control plan	250.00
FCP - Registration renewal - annual	250.00
FCP - Verification	690.00
Failure to attend scheduled verification (cancellation within 24 hours)	150.00
Food Safety Officer Enforcement – i.e. Notice of Direction	350.00
Verification Corrective Action follow-up	200.00

National Food Control Programmes (NP1, NP2, NP3)

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 (<i>cancellation within 24 hours</i>)	150.00
Unscheduled verification/Enforcement Action	350.00
Verification Corrective Action follow-up	200.00
Additional Charges	
Thermometer	30.00
Additional National Programme/Food Control Plan document pack	35.00

Sale of Alcohol

Fees set by statute under the Sale and Supply of Alcohol (Fees) Regulations 2013.

To establish a fee category, refer to the Information Sheets available on kaipara.govt.nz:

Alcohol sales applications and renewals

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

Total Rating Cost/risk rating	Fee Category	Application Fee New or renewal (\$)	Annual Fee (\$)
		Total amount payable by applicant (\$)	Total amount payable by licensee (\$)
0-2	Very low	368.00	161.00
3-5	Low	609.50	391.00
6-15	Medium	816.50	632.50
16-25	High	1,023.50	1,035.00
26 plus	Very high	1,207.50	1,437.50
Special Licences (including GST)			Total amount payable (\$)
One or two events covered by the licence that are of a 'small size'			63.25
Three to twelve events covered by the licence that are of a 'small size, or one to three events that are of 'medium size'			207.00
All other Special Licences, including licences for events that are of a 'large size'			575.00
Dispensation to allow consumption of alcohol in a public place			63.25
Other fees relating to Sale of Alcohol (including GST)			
Manager's Certificate application			316.25
Temporary authority			296.70
Temporary licence			296.70
Appeal to Alcohol Regulatory and Licensing Authority (ARLA)			517.50
Extract of register (ARLA or District Licensing Committees (DLC))			57.50
Permanent Club Charter (annual fee due on 30 June of each year and paid to ARLA)			1,058.00
Resource Management Certificate (S.100(f) of the Sale and Supply of Alcohol Act 2012 for new and renewal of premises licences *			230.00*
Building certificate (s.100 (f) of the Sale and Supply of Alcohol Act 2012) for new and renewal of premises licences *			230.00*
*Further charges may be applied if a property file review and/or inspections are required.			

Building Control

Certificate of Acceptance

Sections 97(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/Buildings

Category/Description	Fee (\$)
Project Information Memorandum (PIM). PIM application fee if applied for separate to building consent	265.00
Domestic fireplaces, removal, demolition building works and connection to Council (reticulated) wastewater system (includes inspections)	440.00
Private wastewater system installation (includes specialist system review inspections, Alpha One, District Plan review/PIM and GST)	440.00

Building Works

Category/Description	Fee (\$)
Building Works valued up to \$5,000	980.00
Building Works valued up to \$5,001 - \$10,000	1,260.00
Building Works valued \$10,001 - \$19,999	1,830.00
Building Works valued \$20,000 - \$50,000	2,500.00*
Building Works valued \$50,001 - \$100,000	3,130.00*
Building Works valued \$100,001 - \$250,000	3,810.00*
Building Works valued \$250,001 - \$500,000	4,935.00*
Building Works valued \$500,001 - \$900,000	6,770.00*
Building Works valued over \$900,000	8,820.00*

*plus BRANZ and DBH levies (applies to all building work valued at \$20,000 and over).

Building Consents - Industry Levies*

Category/Description		Fee (\$)
Building Research Authority of New Zealand Levy	*Fee set in BRANZ Regulations	\$1.00 per \$1,000 for building work valued at \$20,000 and over
Department of Building and Housing Levy	*Fees set in MBIE Levy	\$1.75 per \$1,000 for building work valued at \$20,444 and over

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

Category/Description		Fee (\$)
Amendments	Per occasion Note: further fees may apply depending on complexity and inspections generated	165.00
Building Consent Exemption	Applications made under section K(i) or (ii) of Schedule 1 of the Building Act 2004 - "example" farm building in remote area of farm	330.00
Compliance Schedule and Compliance Schedule Statement	Setting up Compliance Schedule with Specified Systems; and Issuing of the Compliance Schedule Statement	330.00
Re-opening of old Building Consents 5+ years old and extension of time	Administration fee	98.00
	Inspection fee (if required)	165.00
Certificate of Public Use (CPU)	Public buildings with no Code Compliance Certificate	220.00
	Public buildings with no Code Compliance Certificate requiring one inspection	385.00
Note: Any outstanding fees such as development contributions must be settled before a CPU will be issued.		
Section 72 Certificate	Registering hazard on Title	285.00
Section 75 Certificate	Amalgamation of two Titles	285.00
Sections 33(1)(b)(ii) and 45(1)(c)	Certificate of Title	35.00
	Each additional attachment to the Title	5.00

Category/Description		Fee (\$)
Extension of time	Per occasion for each request for extension of time (Sections 52(b) and 93(2)(b))	100.00
Other certificates	Any other certificates, authorities, requirement or action requested of Council under provisions of the Building Act 2004	100.00
Notice to Fix	Includes one inspection to recheck	225.00 plus disbursements including consultant
	Further inspections will be charged at the standard rate per inspection	165.00
Decommissioning a private wastewater system		250.00
Inspections	Standard inspection per occasion or re-inspection as required	165.00
	Building Warrant of Fitness Inspection	165.00
	Building Warrant of Fitness Renewal	120.00
	Fencing of Swimming Pool Inspection	165.00
Building enquiries and pre-application meetings with a Building Inspector		First 15 minutes free, thereafter \$165.00 per hour

Notes:

- 1 The full fee must be paid when the application is submitted. Any further costs incurred in the process will be invoiced separately, for example, if external specialists are engaged. The balance of any fees due for additional inspections or other disbursements including specialist's fees must 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 increases the footprint of the building, a District Plan Assessment fee will need to be paid.
- 4 For second and subsequent dwellings on a site you'll have to pay a **Development Contribution**.
- 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

Note: Instalment fees are charged at application lodgement. Where the instalment fee does not cover the actual and reasonable costs associated with processing the application, or where the application is of a complex nature, or it is likely to take longer to process, an additional charge may be made in accordance with s36(5) of the Act. Such additional charges may include but are not limited to any or all of the cost to Council for external advice (which will be charged at the consultants' charge out rate plus 10%); staff time at an hourly rate plus overheads; materials, hall hire and other sundry items.

Upon request, Council will provide an estimate of any additional charges likely to be imposed under S36(5).

In-house Council professional fees are as follows:

Council Role	Fee (\$/hour)
General Manager/Manager	195.00
Principal Planner/Senior/Team Leader/District Planner	185.00
Principal Engineer	185.00
Planner/Analyst/Engineer	165.00
Monitoring Inspector	165.00
Building Officer	165.00
Environmental Health Officer	165.00
Administrator	98.00

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.

Pre-application meetings	Instalment Fee (\$)
Pre-paid Package - with up to 2 Council professionals, meeting up to 1 hour including preparation time, minutes within 2 working days. For complex proposals and follow-up meetings, hourly rate per professional by the hour applies.	Pre-paid package 250.00

Consent may require further charges that exceed the initial instalment fee.

Resource Consent

Category/Description	Instalment Fee (\$)
Subdivisions	
Non-notified subdivisions	
Boundary adjustment – where no additional titles or development potential is created	2,100.00
1 and 2 lots	3,350.00*
3 to 5 lots	4,900.00*
6 to 7 lots	6,600.00*
8 to 10 lots	7,770.00*
11 to 15 lots	10,500.00*
16 to 20 lots	13,230.00*
21+ lots	16,000.00*
*subdivision proposing an environmental benefit (Note: this fee is in addition to that required above per application)	1,000.00
*Integrated Development Subdivision (Note: this fee is in addition to that required above per application)	subdivision fee plus 10%
Limited Notification	5,000.00
Public Notification fee – two times the non-notified fee (i.e. non-notified fee is half the notified fee)	
District Land Registrar approval of amalgamation condition	180.00
Combined subdivision and land use consents	subdivision fee and 50% of land use fee
Land use	
Non-notified land use consents	
Deemed permitted boundary activity/Forestry Permitted Activity	475.00
Minor works (single <i>bulk and location breach</i> with no engineering assessment required or signs)	1,250.00
Minor works (2-3 <i>bulk and location breach</i> with no engineering assessment required)	1,900.00
Permeable surfaces, earthworks, forestry activities (under NES-PF)	3,150.00
Land use consents – other non-notified	3,350.00

Land use	
Limited Notification	3,000.00
Public Notification fee - two times the non-notified fee (i.e. the non-notified fee is half the notified fee)	
Rejection of incomplete applications (s88)	475.00
Consent extensions (s125)	1,365.00
Change or cancellation of conditions (s127)	1,365.00
Vary to cancel consent notice (s221[3])	1,365.00
Objection against consent conditions (s357A)	Nil
Certificate of compliance (s139) or existing use certificate	1,050.00
Earthworks management plans	As charged to Council plus \$245 administration charge
Right of way (s348 of Local Government Act) lodgement fee (any further costs may be charged)	1,050.00 plus any charges to Council
Cancellation of easement including right of way	210.00 plus any charges to Council
Resource consent post-approval	
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	165.00 per hour plus any charges to Council
Bond administration fee Note: There will be a minimum charge of one hour	100.00 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

RMA Hearing fees	
Hearings required for any resource consent or other permission	1,200.00
Hearing Fees: <ul style="list-style-type: none"> All costs will be itemised Miscellaneous charges (venue hire, printing, catering) at actual cost Staff and Consultants charged at actual cost Independent Commissioner - per hour at actual cost 	
Internal Commissioner per hour at actual cost	Rate determined by the Local Government Remuneration Authority

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	1,330.00
Notice of a Heritage Order	1,260.00
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

District Plan changes

Description	Fee (\$)
Request to initiate plan change	15,000.00
Before commencement of Notification processing	15,000.00
Before commencement of Hearing	15,000.00
Note: Additional charges will be made for the actual and reasonable costs involved as applicable refer to hourly rate table.	

Monitoring, Compliance and Enforcement

Description	Fee (\$)
Initial monitoring fee	214.00
At the time of granting resource consent an initial monitoring fee will be payable. If the initial fee is exhausted additional fees will apply.	
Where monitored by Council staff (not restricted to Resource Management Act monitoring)	165.00 per hour applicable for each inspection (including travelling costs)
Where monitored by Consultant or Contractors	Actual plus 10%
Technical Support	98.00 per hour
Abatement Notice fee recovery costs	165.00

Part charge may be applied when processing information/documentation or on telephone calls where the time taken is less than 15 minutes.

Information Requests

Description	Fee (\$)
New Land Information Memorandum (LIM) – email service	315.00
Paper Copy of LIM	Cost of LIM plus 25.00
Property Enquiries (Not LIM) – includes the research and collation of specific documents	68.00 per hour
Photocopies of maps etcetera	Cost of photocopying or printing
Charges made on Council by other bodies	98.00 per hour plus any charges to Council
NES Soil testing site search for potential contamination (file review only) residential – 2 hours approx.	250.00
NES Soil testing site search for potential contamination (file review only) commercial – 2 hours approx.	420.00
Certificate pursuant to Overseas Investment Regulations Note: There will be a minimum charge of one hour and the balance is to be paid before the certificate will be released.	98.00 per hour plus any charges to Council

Description	Fee (\$)
Certificate for Licensed Motor Vehicle Dealers Note: There will be a minimum charge of one hour and the balance is to be paid before the certificate will be released.	145.00 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 Note: There will be a minimum charge of one hour.	Council's professional fee per hour plus any charges to Council
Assets enquiries prior to resource consent lodgement	98.00 per hour plus any charges to Council
Valuation for Reserves Contributions Note: There will be a minimum charge of one hour.	98.00 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 Development Contribution Policy helps Council to fund the capital needed to provide infrastructure capacity for new growth. Some development contributions apply across the district while other contributions apply only to particular areas.

Description	Annual Fee (\$)
Application to postpone or remit payment of Development Contributions	2,780.00
Administration	410.00
Processing/reporting	665.00
Hearing (minimum one hour)	168.00 plus \$440.00 per subsequent hour of Hearing

Dog, Stock and Noise Control

Dog Control

Dog Registration

Description		Annual Fee (\$)
Non-working dog registration per dog	paid by 31 August	68.00
	paid after 31 August	99.00
Working dog* registration per dog	paid by 31 August	44.00
	paid after 31 August	66.00
Working dog* registration per dog where there are 4 or more dogs registered to the same owner	paid by 31 August	33.00
	paid after 31 August	44.00
Dog Registration per dog for 20 or more dogs registered to the same owner	paid by 31 August	44.00
	paid after 31 August	66.00
*as defined under the Dog Control Act 1996		
Replacement tags		2.00
Dog collars	small	8.00
	medium	10.00
	training collar (up to 2 weeks hire)	30.00
Transfer from another country (pro-rata of annual registration year)		68.00
Re-homed or rescued dog registered after 31 August where new owners produces:		68.00
<ul style="list-style-type: none"> • 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. 		

Dog Owner Surcharges

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

Description	Fee (\$)
Probationary owners (registration fee plus 50%)	93.00
Dangerous/menacing dogs (registration fee plus 50%)	93.00
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 by Animal Management Officer	30.00
Permit to keep more than two dogs in a residential area. *As a once-only charge for the duration of the time more than two dogs reside on the property.	75.00*

Impounding dogs and sustenance of dogs in the pound including transport

Description	Fee (\$)
Transport and impounding- per occasion	120.00
Sustenance fees - per dog per day	28.00

Stock

Stock Control

Description	Fee (\$)
Stock impounding	Per animal 120.00
Stock sustenance	Per animal 38.00
Transportation	Actual

Stock Droving

Description	Fee (\$)
Callout and Droving	per hour per person
	plus mileage from boundaries of Dargaville and Mangawhai – based on AA approved per kilometre
	75.00
	1.00

Noise Control

Fees set by Statute under s326 of the RMA

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 Fines

These fees are set by Government legislation

Description	Fee (\$)
All parking offences	40.00
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

Unregistered and unlicensed motor vehicles

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
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*

*Infringement offence fees issued to an individual in charge of a vehicle which is owned and operated by a company is \$1,000.00.

Bylaw Fees and Charges

Description	Fee (\$)
Use of public land for Not for Profit vendor activities (per day)	maximum fee 100.00
Use of public land i.e. Circus or special events with commercial vendor activities (per day) Note: In high demand areas Council may run a competitive bid process to determine appropriate fees (expressions of interest application by concession holder).	maximum fee 550.00
Bond for events on public land	500.00
Amusement Gallery (licence under Part 6 Kaipara District Council General Bylaws 2008)	760.00
Temporary Street/Road Closure Closures for hill climbs, car rallies and similar - non-refundable fee plus Bond	600.00 5,825.00
Closures for processions etcetera in urban areas - non-refundable fee Note: this fee may be reduced at Council's discretion to assist charity events	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 Devices

Fees are set by statute Amusement Devices Regulations 1978

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
<p>*20 litres is the approximate maximum capacity of two standard supermarket bags in normal conditions</p> <p>**120 litres is the approximate maximum capacity of a standard "wheelie bin" in normal conditions</p>	

Community Assets

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
Application for No Spray Zone	
Urban	190.00
Rural	225.00
Stock underpass inspection	260.00 plus mileage
Roading Licence to Occupy annual monitoring fee	160.00

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 Requests

As set out in the Utilities Access Act 2010

Description	Fee (\$)
Basic fee	100.00
Standard processing fee	
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
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:

- 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.
- 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.
- 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.
- Follow-up Inspection fee.** Only applies where a further inspection is required to ensure faulty work is remedied.
- 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.
- No fees will be charged for works carried out by contractors working on Council Utilities Maintenance or Construction Contracts.

Overweight Vehicle 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 operating 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
Physical connection fee	as per approved contractor's quote plus 15%
Note: Connections may be installed by a registered drainlayer if negotiated with Council engineers, the inspection will be carried out by a council representative on completion.	

Wastewater Disposal

Description	Fee (\$)
Inspection fees	360.00
Physical connection fee	as per approved contractor's quote plus 15%
Note: Connections may be installed by a registered drainlayer if negotiated with Council engineers, the inspection will be carried out by a council representative on completion.	

Rates Postponement

Description	Fee (\$)
Preparation and registration of a Statutory Land Charge	95.00 per hour**
**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	
Preparation and registration of the release of a Statutory Land Charge	95.00 per hour 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 point	
Normal residential connection with testable backflow preventer	
Provide 20 millimetre connection, testable backflow preventer and meter	1,650.00
Provide 25 millimetre connection, testable backflow preventer and meter	2,040.00
Normal residential connection with non-testable backflow preventer	
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
Other connection fees	
Annual inspection fee for backflow preventer	85.00
Water reconnection or removal of water flow restrictor	290.00
Water disconnection fee	290.00
Water meter readings	
Water meter testing fee (if requested by the consumer and not found faulty)	150.00
Water meter check reading (if found to be incorrect, fee to be refunded)	80.00
Final water meter reading	45.00

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:
 - 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.
 - 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.
 - 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.
 - d. Council expects payment to be made when submitting the application to the Council offices. Exceptions will be non-straightforward connections where a quote is needed from contractors to inform applicant of connection costs. If this is the case Council will contact the applicant in regard to payment. Please note no connection will be scheduled in with contractors until payment has been made.

Community Housing

Description	Weekly fee (\$)
Fagan Place Mangawhai	146.00
Kauri Court Dargaville	130.00
Awakino Road Dargaville	130.00
Bledisloe Street Ruawai	130.00

Cemeteries

Description	Fee (\$)
Plot purchase	
For purchase of each 2.4 x 1.2 metre plot with exclusive right of burial in perpetuity (includes maintenance)	1,500.00
Ash Plot (purchase and maintenance)	360.00
Ash Wall purchase of plaque (no interment)	300.00
Interment fees	
Single depth burial of any person up to 11 years	500.00
Single depth burial of any person	1,500.00
Extra depth	1,250.00
Stillborn and newborn	175.00
Additional fee for short notice burial (under 2 working day minimum)	400.00
Additional fees for any interment taking place on Saturday or Sunday or outside normal hours (10am – 3:30pm)	625.00
Additional fees for any interment taking place on a Public Holiday	1,180.00
Surcharge for late arrival	150.00
Other fees	
Ash burial taking place on a Public Holiday	480.00
Interment of Ashes (digging fee)	220.00
Disinterment of any body in the cemetery	1,890.00
Out of District fee (at Council's discretion)	370.00
Oversize casket	190.00
Concrete Work (works to concrete berms, headstones, plaques, below ground concrete capping at the customer's request)	200.00

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.

Lake Waikare Education Centre at Taharoa Domain

Description		Fee (\$)
Private/profit-making group rate	for 24 hours	300.00
	per hour	60.00
	bond	300.00
Community Group rate	for 24 hours	150.00
	per hour	30.00
	bond	150.00
Social Services/voluntary rate	for 24 hours	100.00
	per hour	20.00
	bond	No bond

Dargaville Town Hall (Northern Wairoa War Memorial Hall) hire

Area		Private/ profit-making rate (\$)	Community group rate (\$)	Social service/ voluntary rate (\$)
Auditorium	per day or	200.00	80.00	40.00
	per hour	50.00	20.00	10.00
Conference Room (does not include use of the kitchen)	per day or	100.00	60.00	30.00
	per hour	25.00	15.00	10.00
Conference Room and kitchen (no cooking - for tea, coffee and light refreshments only)	per day or	120.00	70.00	35.00
	per hour	30.00	18.00	10.00
Auditorium and kitchen	per day or	250.00	110.00	55.00
	per hour	40.00	28.00	15.00
Kitchen (alone)	per day or	100.00	60.00	30.00
	per hour	25.00	15.00	10.00
Whole Facility	per day or	380.00	180.00	80.00
	per hour	80.00	50.00	20.00

Foyer

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.

Cleaning and damage

Hirers will be invoiced directly for any damage and cleaning costs. A Bond Authorisation Form with a cheque or credit card information for \$400.00 (for whole facility) or \$200.00 (for partial use) will be required for most hirers.

Fee change

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

More information

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

Hire Charge Guidelines

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.

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.

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.

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.

Libraries

Category/Description	Fee (\$)
Membership for Kaipara residents and ratepayers & adjacent councils	Free
Replacement card (adult member)	2.00
Replacement card (junior member)	1.00
Library bags	3.00
Rental items	
Best Sellers (1 week)	3.00
DVDs (1 week)	3.00
Premium DVD Subscription (6 months)	25.00
Premium DVD Subscription (1 year)	50.00
Rental Fiction (3 weeks)	1.00
Interloans - from libraries with reciprocal agreement	5.00 for 4 weeks unless advised of alternative date
Interloans - from libraries without reciprocal agreement	20.00
Lost/damaged items	Replacement cost or repair fee per item plus 6.00 administration fee
Overdue fees	
Late return for DVDs and Best Sellers (per day)	1.00

Category/Description		Fee (\$)
Printing and photocopying		Per page
Black and white	A4	0.20
	A3	0.40
Colour	A4	2.00
	A3	4.00
Laminating	A4	2.00
	A3	3.00
Printing from internet computer	A4	0.20
Facsimile (up to 5 pages)	A4 (sent nationally)	1.00
	A4 (sent internationally)	3.00
Scanning to email	Up to 10 pages	1.00
	10 pages thereafter	1.00

General Fees

Category/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
Council information provided on a USB	Per USB	15.00
Local Government Official Information and Meetings Act (LGOIMA) requests		First hour free then \$76.00 per hour plus photocopying as per above rates

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