

KAIPARA DISTRICT COUNCIL

Proposed Schedule of Fees and Charges 2024/2025

Valid to 30 June 2025



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Animals and Stock

Dogs

Dog Registration

| Description | | Annual Fee (\$) | Proposed Annual Fee (\$) |
|--|--------------------------------------|-----------------|--------------------------|
| Non-working dog registration per dog | paid by 31 August | 73.00 | 76.00 |
| | paid after 31 August | 107.00 | 111.00 |
| Working dog* registration per dog | paid by 31 August | 48.00 | 50.00 |
| | paid after 31 August | 72.00 | 75.00 |
| Working dog* registration per dog where there are 4 or more dogs registered to the same owner | paid by 31 August | 36.00 | 37.00 |
| | paid after 31 August | 72.00 | 75.00 |
| <i>*as defined under the Dog Control Act 1996</i> | | | |
| Replacement tags | | 3.00 | 3.00 |
| Dog collars | small | 9.00 | 9.00 |
| | medium | 11.00 | 11.00 |
| | training collar (up to 2 weeks hire) | 33.00 | 34.00 |
| Transfer from another country (pro-rata of annual registration year) | | 73.00 | 76.00 |
| Re-homed dog registered after 31 August where new owners produce: | | 73.00 | 76.00 |
| <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. | | | |

Note: There is no fee for a Disability dog (as medically defined).

Dog owner surcharges

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

| Description | | Fee (\$) | Proposed Fee (\$) |
|---|----------------------|----------|-------------------|
| Probationary owners (registration fee plus 50%) | paid by 31 August | 110.00 | 114.00 |
| | paid after 31 August | 160.00 | 166.00 |
| Dangerous/menacing dogs (registration fee plus 50%) | paid by 31 August | 110.00 | 114.00 |
| | paid after 31 August | 160.00 | 166.00 |
| Failure to comply with the Dog Control Act or Bylaw | | 300.00 | 311.00 |
| Keeping an unregistered dog | | 300.00 | 311.00 |

| Description | Fee (\$) | Proposed Fee (\$) |
|---|----------|-------------------|
| Fraudulent sale or transfer of a dangerous dog | 500.00 | 518.00 |
| Failure to keep a dog under control | 200.00 | 207.00 |
| Allowing dangerous dogs at large unmuzzled | 300.00 | 311.00 |
| Microchipping dog by Animal and Compliance Services Officer | 33.00 | 34.00 |
| Permit to keep more 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> | *81.00 | 84.00 |

Impounding dogs and sustenance of dogs in the pound including transport

| Description | Fee (\$) | Proposed Fee (\$) |
|--|--------------|-------------------|
| Transport and impounding - per occasion | 128.00 | 132.00 |
| Sustenance fees - per dog per day | 30.00 | 31.00 |
| Veterinary care | Actual costs | Actual costs |
| Animal and Compliance Services Officer time (per hour) | 107.00 | 111.00 |

Stock

Stock control

| Description | Fee (\$) | Proposed Fee (\$) |
|--|--------------|-------------------|
| Stock impounding per animal | 120.00 | 124.00 |
| Stock sustenance per animal | 40.00 | 41.00 |
| Transportation | Actual costs | Actual costs |
| Repairs and maintenance | Actual costs | Actual costs |
| Veterinary care | Actual costs | Actual costs |
| Animal and Compliance Services Officer per investigation | 107.00 | 111.00 |

Stock droving

| Description | Fee (\$) | Proposed Fee (\$) |
|--|----------|-------------------|
| Callout and Droving Per hour per person plus mileage within and external of the Kaipara district boundaries based on AA approved per kilometre | 107.00 | 111.00 |
| | 1.00 | 1.00 |

Building Services

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.

*Plus BRANZ and MBIE levies may apply

Building Consents - Dwellings/Buildings

| Category/Description | Fee (\$) | Proposed Fee (\$) |
|---|----------|-------------------|
| Project Information Memorandum (PIM). PIM application fee if applied for separate to building consent | 305.00 | 315.00 |
| Domestic fireplaces | 480.00 | 497.00 |
| Swimming pool fencing | 510.00 | 528.00 |
| Removal, demolition building works, and connection to Council (reticulated) wastewater system (includes inspections) | 507.00 | 525.00 |
| Private wastewater system installation (includes processing, inspections, District Plan review/PIM and GST). (Excludes specialist system review – refer to external services) | 510.00 | 528.00 |
| Decommissioning a private wastewater system | 378.00 | 392.00 |

Building works

The following fees include the cost of the PIM* in addition to a scheduled number of inspections required, and costs associated with the Code Compliance Certificate. Applications may attract additional charges as referred to below under “External Services”

| Category/Description | Fee (\$) | Proposed Fee (\$) |
|---|------------|-------------------|
| Building works valued up to \$10,000 | 510.00 | 528.00 |
| Building works valued \$10,001 - \$20,000 | 2,125.00* | 2,199.00* |
| Building works valued \$20,001 - \$50,000 | 2,915.00* | 3,017.00* |
| Building works valued \$50,001 - \$100,000 | 3,640.00* | 3,768.00* |
| Building works valued \$100,001 - \$250,000 | 4,440.00* | 4,596.00* |
| Building works valued \$250,001 - \$500,000 | 5,770.00* | 5,972.00* |
| Building works valued \$500,001 - \$900,000 | 7,860.00* | 8,135.00* |
| Building works valued over \$900,000 | 10,195.00* | 10,552.00* |

*plus BRANZ and MBIE levies may apply

Commercial Building Work

The following fees include the cost of the PIM* in addition to a scheduled number of inspections required, and costs associated with the Code Compliance Certificate. Applications may attract additional charges as referred to below under “External Services”.

| Category/Description | Fee (\$) | Proposed Fee (\$) |
|---|------------|-------------------|
| Building works valued up to \$10,000 | 625.00 | 647.00 |
| Building works valued \$10,001 - \$20,000 | 2,320.00* | 2,401.00* |
| Building works valued \$20,001 - \$50,000 | 3,205.00* | 3,317.00* |
| Building works valued \$50,001 - \$100,000 | 4,295.00* | 4,445.00* |
| Building works valued \$100,001 - \$250,000 | 5,640.00* | 5,837.00* |
| Building works valued \$250,001 - \$500,000 | 6,865.00* | 7,105.00* |
| Building works valued \$500,001 - \$1,000,000 | 9,515.00* | 9,848.00* |
| Building works valued \$1,000,001 - \$1,500,000 | 12,950.00* | 13,403.00* |
| Building works valued over \$1,500,000 | 15,460.00* | 15,898.00* |

*plus BRANZ and MBIE levies may apply

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 |
| Ministry of Business Innovation and Employment | *Fees set in MBIE Levy \$1.75 per \$1,000 for building work valued at \$65,000 and over |

Building Consents – External Services

| Category/Description | | Fee (\$) | Proposed Fee (\$) |
|--|---|-------------------|-------------------|
| Any external services that are required during the consenting process to be evaluated by an appropriate engineer (i.e. structural engineering design and or wastewater / stormwater design) or an agency such as Fire and Emergency New Zealand, will be invoiced at the actual cost incurred through the review or regulatory process, plus the Council administration fee.** | | | |
| Administration | **Council Administration Fee for processing external services invoicing | 75.00 per invoice | 78.00 per invoice |

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

| Category/Description | | Fee (\$) | Proposed Fee (\$) |
|--|---|--|--|
| Multi-proof Buildings | Multi-proof building consents = value of work fees, less a percentage of the processing apportionment | As required | As required |
| Amendments | Per occasion plus any extra processing time, additional charges as referred to above under "External Services", inspections generated and Industry Levies as applicable | 198.00 | 205.00 |
| Building Consent Exemption | Applications made under Schedule 1 of the Building Act 2004 – refer to MBIE guidance document 'Exemptions Guidance for Schedule 1 of the Building Act 2004' | 378.00 | 392.00 |
| Compliance Schedule and Compliance Schedule Statement | Setting up Compliance Schedule with Specified Systems; and Issuing of the Compliance Schedule Statement | 378.00 | 392.00 |
| Review of Inactive Building Consents i.e. last inspection more than 12 months ago | Administration fee | 110.00 | 114.00 |
| | Inspection fee (if required) | 198.00 | 205.00 |
| Certificate of Public Use (CPU) | Public buildings with no Code Compliance Certificate | 250.00 | 259.00 |
| | Public buildings with no Code Compliance Certificate requiring one inspection | 438.00 | 454.00 |
| Note: Any outstanding fees such as development contributions must be settled before a CPU will be issued. | | | |
| Section 72 Certificate | Registering hazard on Title | 325.00 | 337.00 |
| Section 75 Certificate | Amalgamation of two Titles | 325.00 | 337.00 |
| Sections 33(1)(b)(ii) and 45(1)(c) | Record of Title | 45.00 | 47.00 |
| | Each additional attachment to the Title | 6.00 | 6.30 |
| Extension of time | Per occasion for each request for extension of time (Sections 52(b) and 93(2)(b)) | 118.00 | 123.00 |
| Other certificates | Any other certificates, authorities, requirement or action requested of Council under provisions of the Building Act 2004 | 118.00 | 123.00 |
| Notice to Fix | Includes one inspection to recheck | 265.00 plus disbursements including consultant | 275.00 plus disbursements including consultant |
| | Further inspections will be charged at the standard rate per inspection | 198.00 | 205.00 |

| Category/Description | | Fee (\$) | Proposed Fee (\$) |
|---|---|---|---|
| Inspections | Standard inspection per occasion or re-inspection as required | 198.00 | 205.00 |
| | Building Warrant of Fitness Inspection | 198.00 | 205.00 |
| | Building Warrant of Fitness Renewal | 138.00 | 143.00 |
| | Fencing of Swimming Pool Inspection | 198.00 | 205.00 |
| | *administration fee if pool inspection is undertaken by an Independent Qualified Person (IQP) | 75.00 | 78.00 |
| Building enquiries and pre-application meetings with a Building Inspector | | First 15 minutes free, thereafter \$198.00 per hour | First 15 minutes free, thereafter \$205.00 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.

Bylaw and Policy

| Description | Fee (\$) | Proposed Fee (\$) |
|---|-----------------------------------|-----------------------------------|
| Use of public land for Not for Profit vendor activities (per day) | maximum fee 150.00 | maximum fee 150.00 |
| Use of public land i.e. Circus or special events with commercial vendor activities (per day) | maximum fee 100.00 | maximum fee 100.00 |
| <i>Note: In high demand areas Council may run a competitive bid process to determine appropriate fees (expressions of interest application by concession holder).</i> | maximum fee 750.00 | maximum fee 750.00 |
| Bond for events on public land | 500.00 | Maximum fee 500.00 |
| Class 4 Gambling Venue and Board Venue Application (under Part 7 Kaipara District Council Class 4 Gambling Venue Policy) | 750.00 | 750.00 |
| Onsite Wastewater Disposal System inspection | 272.00 | 282.00 |
| Permit to keep additional animals on a residential property (under Consolidated General Bylaw 2020) | 180.00 | 180.00 |
| Exemption consent for the consumption of alcohol in a public place within an alcohol control area under the Alcohol Control Bylaw 2018 | 170.00 then 170.00 per hour | 170.00 then 170.00 per hour |

Amusement Devices

Fees are set by statute Amusement Devices Regulations 1978

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

Litter infringements

Set by statute under the Litter Act 1979

| Description | Fee (\$) | Proposed 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 | 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 | 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 | 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 | 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 | 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 | | |

Campgrounds

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

Further details may be obtained from www.kaipara.govt.nz

Taharoa Domain Campground Sundry

| Description | Fee (\$) | Proposed Fee (\$) |
|---|----------|-------------------|
| Administration fee* per booking and per change or cancellation | 10.00 | 10.00 |
| *Amendments to Pine Beach and Promenade Point Campground bookings | | |
| *New campground bookings or amendments made via email, phone or staff (in person) | | |

Cemeteries

| Description | Fee (\$) | Proposed Fee (\$) |
|---|----------------|--|
| Purchase of Plot fees | | |
| Burial Plot | 1,700.00 | 1,750.00 |
| Ash Plot | 400.00 | 400.00 |
| Memorial Wall plaque space only (no interment) | 200.00 | 200.00 |
| Burial (digging) fees | | |
| Interment – baby | 0.00 | 0.00 |
| Interment – child (aged between 2-12 years) | 700.00 | 720.00 |
| Interment – single depth | 1,600.00 | 1,650.00 |
| Interment – extra depth | 1,700.00 | 1,750.00 |
| Interment – oversize single depth | 1,850.00 | 19,00.00 |
| Interment – oversize extra depth | 1,950.00 | 2,000.00 |
| Dis-interment (burial plot) base fee plus actual costs | 2,000.00 | 2,000.00 |
| Additional fee – weekend burial surcharge (must be between the hours of 9am – 12pm) | 800.00 | 830.00 |
| Additional fee – burial taking place on a Public Holiday | 1,500.00 | 1,550.00 |
| Additional fee – short notice burial (under 2 working days minimum) | 500.00 | 510.00 |
| Ash (digging) fees | | |
| Interment – ashes | 230.00 | 300.00 |
| Dis-interment (ashes) | 500.00 | 500.00 |
| Additional fee – weekend ash burial surcharge (must be between the hours of 9am – 12pm) | 300.00 | 310.00 |
| Additional fee – ash burial taking place on a Public Holiday | 600.00 | 620.00 |
| Other fees | | |
| Administration fee | 400.00 | |
| Additional fee any burial – late arrival surcharge | 250.00 | 250.00 |
| Out of District fee (at Council's discretion) | 400.00 | 400.00 |
| Concrete Work (works to concrete berms, headstones, plaques, below ground concrete capping at the customer's request) | Minimum 250.00 | Minimum of 250.00 Plus any additional costs |
| Transfer/disposal of plot | 100.00 | 100.00 |

Community housing

| Description | | Weekly fee (\$) | Proposed Weekly fee (\$) |
|-------------------------|-------------------------------|-----------------|--------------------------|
| Fagan Place Mangawhai | Existing tenants | 170.00 | 180.00 |
| | New Tenants in Improved units | 235.00 | 255.00 |
| Kauri Court Dargaville | | 160.00 | 167.00 |
| Awakino Road Dargaville | | 160.00 | 167.00 |
| Bledisloe Street Ruawai | | 155.00 | 162.00 |

Council Professional Fees

| Council role | Fee (\$/hour) | Proposed Fee (\$/hour) |
|---|---------------|------------------------|
| General Manager | 220.00 | 228.00 |
| Manager | 220.00 | 228.00 |
| Principal Planner | 210.00 | 217.00 |
| Senior Planner | 210.00 | 217.00 |
| Team Leader | 210.00 | 217.00 |
| District Planner | 210.00 | 217.00 |
| Principal Engineer | 210.00 | 210.00 |
| Planner | 187.00 | 194.00 |
| Analyst | 187.00 | 194.00 |
| Engineer | 187.00 | 187.00 |
| Graduate Planner/Engineer | 165.00 | 171.00 |
| Post Approval Officer | 187.00 | 194.00 |
| Monitoring Officer | 187.00 | 194.00 |
| Building Officer | 197.00 | 197.00 |
| Environmental Health Officer | 187.00 | 197.00 |
| Administrator/Technical Support Officer | 110.00 | 114.00 |
| Animal and Compliance Services Officer | 155.00 | 160.00 |
| Chief alcohol inspector | 220.00 | 228.00 |
| Alcohol Inspector | 187.00 | 194.00 |

External professional fees will be passed on to the applicant as charged to Council at cost.

District Plan changes

| Description | Fee (\$) | Proposed Fee (\$) |
|--|-----------|-------------------|
| Request to initiate Plan change | 10,000.00 | 10,350.00 |
| Before commencement of Notification processing | 25,000.00 | 25,875.00 |
| Before commencement of Hearing | 25,000.00 | 25,875.00 |
| Note: Additional charges will be made for the actual and reasonable costs involved as applicable refer to hourly rate table | | |

Food safety

Food safety is managed under the Food Act 2014.

Food Control Plan (FCP)

| Description | Fee (\$) | Proposed Fee (\$) |
|---|----------|-------------------|
| FCP - New application for registration of template food control plan | 277.00 | 287.00 |
| FCP - Registration renewal – annual | 277.00 | 287.00 |
| FCP – Verification | 762.00 | 789.00 |
| Failure to attend scheduled verification (cancellation within 24 hours) | 165.00 | 171.00 |
| Verification Corrective Action follow-up | 224.00 | 232.00 |

National Food Control Programmes (NP1, NP2, NP3)

| Description | Fee (\$) | Proposed Fee (\$) |
|---|----------|-------------------|
| NP New application for registration of National Programme | 277.00 | 287.00 |
| NP Registration renewal - two yearly | 277.00 | 287.00 |
| NP1 Verification | 389.00 | 403.00 |
| NP2 Verification - | 608.00 | 629.00 |
| NP3 Verification | 608.00 | 629.00 |
| Failure to attend schedule verification (<i>cancellation within 24 hours</i>) | 165.00 | 171.00 |
| Verification Corrective Action follow-up | 224.00 | 232.00 |
| Additional Charges | | |
| Additional National Programme/Food Control Plan document administration | 37.00 | 38.00 |

Directed Verification – Food Importer

| Description | | Proposed Fee (\$) |
|--|--|----------------------|
| MPI Directed Verification – Food Importer | | 789.00 |
| Note: where follow up visits are required, additional fees may apply | | plus travel expenses |

Food Safety Officer Enforcement Action

| Description | Fee (\$) | Proposed Fee (\$) |
|--|----------|-------------------|
| Food Safety Officer Enforcement – i.e. Notice of Direction | 389.00 | 403.00 |
| FCP - unscheduled or unannounced Verification | 763.00 | 790.00 |
| NP1 – unscheduled or unannounced verification | 389.00 | 403.00 |
| NP2 – unscheduled or unannounced verification | 608.00 | 629.00 |
| NP3 - unscheduled or unannounced verification | 608.00 | 629.00 |

Health Licences

Premises registered under the Health Act 1956

| Description | Annual Inspection Fee (\$) | Proposed Annual Inspection Fee (\$) |
|--|----------------------------|-------------------------------------|
| Hairdressers | 400.00 | 414.00 |
| Funeral Directors/Funeral Parlours | 400.00 | 414.00 |
| Campgrounds | 540.00 | 559.00 |
| Offensive Trade Licence - Refer to Health Act 1956 | 225.00 | 233.00 |
| Re-inspections – Under the Health Act 1956 | 225.00 | 233.00 |

Hawkers and Traders

(licences under 2020 Consolidated General Bylaw)

| Description | | Annual Fee (\$) | Proposed Annual Fee (\$) |
|-------------------|--|-----------------|--------------------------|
| Itinerant Traders | Any person who sets up a temporary business that has not been resident in the district for six months and intends to operate for not more than six months selling goods from a premises. This excludes Hawkers and mobile shops. | 165.00 | 171.00 |

| Description | | Annual Fee (\$) | Proposed Annual Fee (\$) |
|--|--|-----------------|--------------------------|
| Hawkers | Person who carries around goods for sale (usually on foot). This excludes those who sell goods from a vehicle. | 165.00 | 171.00 |
| Mobile/Stall/Stall non-food Note: In high demand areas Council may run a competitive bid process to determine appropriate fees for a concession. | Trading on Public Land | 165.00 | 171.00 |
| Water sampling | Drinking water, septic, pools | 165.00 | 171.00 |
| Premises site visit for potential buyers (i.e. food premises) | | 165.00 | 171.00 |

Information requests

| Description | Fee (\$) | Proposed Fee (\$) |
|--|--|---|
| New Land Information Memorandum (LIM) – email service | 330.00 | 340.00 |
| Paper Copy of LIM | Cost of LIM plus 25.00 | 30.00 |
| Property Enquiries (Not LIM) – includes, but not limited to, the research and collation of specific documents. Administration Fee (minimum 15 minutes) | 17.00 minimum fee 17.00 per 15 minutes thereafter | 20.00 minimum fee 20.00 per 15 minutes thereafter |
| Local Government Official Information and Meetings Act (LGOIMA) requests | First hour free then \$76.00 per hour plus photocopying as per rates | |
| 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 | 98.00 per hour plus any charges to Council |
| Assets enquiries prior to resource consent lodgement | 110.00 per hour plus any charges to Council | 110.00 per hour plus any charges to Council |

Libraries

| Category/Description | | Fee (\$) | Proposed Fee (\$) |
|---|---------------------------|--|--|
| Membership for Kaipara residents and ratepayers | | Free | Free |
| Replacement card (adult member) | | 2.00 | 2.00 |
| Replacement card (junior member) | | 1.00 | 1.00 |
| Library bags | | 3.00 | 3.00 |
| Rental items | | | |
| Best Sellers (1 week) | | No charge | No charge |
| DVDs (1 week) | | No charge | No charge |
| Rental Fiction (3 weeks) | | No charge | No charge |
| Interloans | | 5.00 for 4 weeks unless advised of alternative date | 5.00 for 4 weeks unless advised of alternative date |
| From libraries with reciprocal agreement | | | |
| From libraries without reciprocal agreement | | 20.00 | 20.00 |
| Lost/damaged items | | Replacement cost or repair fee per item plus 6.00 administration fee | Replacement cost or repair fee per item plus 6.00 administration fee |
| Overdue fees | | | |
| Late return for DVDs and Best Sellers (per day) | | No charge | No charge |
| Printing and photocopying | | Per page | |
| Black and white | A4 | 0.20 | 0.20 |
| | A3 | 0.40 | 0.40 |
| Colour | A4 | 2.00 | 2.00 |
| | A3 | 4.00 | 4.00 |
| Laminating | A4 | 2.00 | 2.00 |
| | A3 | 3.00 | 3.00 |
| Printing from internet computer | A4 | 0.20 | 0.20 |
| Facsimile (up to 5 pages) | A4 (sent nationally) | 1.00 | 1.00 |
| | A4 (sent internationally) | 3.00 | 3.00 |
| Scanning to email | Up to 10 pages | 1.00 | 1.00 |
| | 10 pages thereafter | 1.00 | 1.00 |

Monitoring, compliance and enforcement

| Description | | Fee (\$) | Proposed Fee (\$) |
|---|-------------|---|---|
| Monitoring fee | Residential | 298.00 | 300.00 |
| | Commercial | 373.00 | 380.00 |
| An initial monitoring fee is required when the Resource Consent is granted. If the initial fee is exhausted additional fees will apply. | | | |
| Where monitored by Council staff (not restricted to Resource Management Act monitoring) | | 187.00 per hour applicable for each inspection (including travelling costs) | 200.00 per hour applicable for each inspection (including travelling costs) |
| Where monitored by Consultant or Contractors | | Actual plus administration fee | Actual plus administration fee |
| Technical Support | | 110.00 per hour | 114.00 per hour |
| Abatement Notice fee recovery costs | | 192.00 | 200.00 |

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

Parks and Reserves

Taharoa Domain

Lake Waikare Event Centre

If you are planning to hold an event on, or in, the water that might affect the normal operation of other vessels and water users, you will need permission from the Harbourmaster. All events on the Taharoa Domain are subject to the [Taharoa Domain Bylaws 2019](#) and the [NRC Navigational Safety Bylaw](#).

| Description | | Fee (\$) | Proposed Fee (\$) |
|----------------------------------|----------|-----------|-------------------|
| Private/Profit-making group rate | per day | 300.00 | 300.00 |
| | per hour | 60.00 | 60.00 |
| | bond | 300.00 | 300.00 |
| Community Group rate | per day | 150.00 | 150.00 |
| | per hour | 30.00 | 30.00 |
| | bond | 300.00 | 300.00 |
| Not-for-profit organisation rate | per day | No charge | No charge |
| | per hour | No charge | No charge |
| | bond | 300.00 | 300.00 |

Events on Public Land – (see Bylaws section)

| Description | Fee (\$) | Proposed Fee (\$) |
|---|--|---|
| Private/profit-making group rate i.e. Circus or special events with commercial vendor activities (per day) <i>Also refer to Bylaws section</i> Note: In high demand areas Council may run a competitive bid process to determine appropriate fees (expressions of interest application by concession holder). | per day Up to 500.00 depending on scale of event | Up to 500.00 depending on scale of event |
| Not-for-profit organisation rate | per day No charge | No charge |
| Bond for events on public land | 500.00 | Up to 500.00 |

Photocopying and general charges

| Description | Fee (\$) | Proposed 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 |

Rates postponement

| Description | Fee (\$) | Proposed Fee (\$) |
|---|-----------------------------------|-----------------------------------|
| Preparation and registration of a Statutory Land Charge | 95.00 per hour** | 98.00 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 plus charges to Council | 98.00 per plus charges to Council |

Resource Management

[Refer to Council professional fees](#)

Initial charges are required when making an application. Where the initial charge 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; staff time at an hourly rate plus overheads; materials, hall hire and other sundry items.

External professional fees will be passed on to the applicant as charged to Council.

You will be charged a final processing fee when Council has reached a decision on your application. Interim billing may also occur.

| Resource Consent fees and charges are initial charges unless otherwise stated. Resource Consent Category/Description | Fee (\$) | Proposed Initial Charge (\$) |
|---|-----------|------------------------------|
| Pre-application meetings | | |
| Costs related to this service include, but are not limited to, administration, research, meeting time, writing, and distributing notes, and additional meetings. Any additional time over and above will be charged at the relevant officer's hourly rate, including the cost of any technical assessments required by third parties acting on behalf of Council (i.e. use of consultants). Please get in touch directly if your project is for whenua Māori as potential fee discretion may apply. | 459.00 | 475.00 |
| Land use and subdivision consents | | |
| Deemed permitted boundary activity | 507.00 | 525.00 |
| Non-notified land use consent | 2,135.00 | 2,210.00 |
| Minor Resource Consent (meeting prescribed definition on the application form) – fixed fee | 1,800.00 | 1,863.00 |
| Boundary adjustment – where no additional titles or development potential is created | 2,240.00 | 2,318.00 |
| Non-notified subdivision (and combined land use and subdivision) | | |
| • One to five lots proposed | 3,200.00 | 3,312.00 |
| • Six or more lots proposed | 4,500.00 | 4,658.00 |
| Limited Notification additional fee | 2,135.00 | 2,210.00 |
| Public Notification* | 10,670.00 | 11,000.00 |
| Rejection of incomplete applications (s88) | 507.00 | 525.00 |
| <p>*Note: where a lodgement fee has already been paid this will be taken off the public notification fee required. For example, \$3,250 paid for subdivision consent application and determination to publicly notify results in \$7,470 additional fee</p> | | |

| Resource Consent Category/Description | Fee (\$) | Proposed Fee (\$) |
|--|---|---|
| Other Consents | | |
| Consent extensions (s125) | 1,455.00 | 1,506.00 |
| Change or cancellation of conditions (s127) | 1,455.00 | 1,506.00 |
| Vary or cancel consent notice (s221[3]) | 1,455.00 | 1,506.00 |
| Certificate of compliance (s139) or existing use certificate | 1,120.00 | 1,159.00 |
| Earthworks management plans | As charged to Council plus \$245 administration charge | As charged to Council plus \$254.00 administration charge |
| Rights of way (s348 of Local Government Act) lodgement fee (any further costs may be charged) | 1,120.00 plus any charges to Council | 1,159.00 plus any charges to Council |
| Cancellation of easement including Right of Way | 224.00 plus any charges to Council | 232.00 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 and balance to be paid before certificate released | Council's professional fees per hour plus any charges to Council | Council's professional fees per hour plus any charges to Council |
| Bond administration fee Note: There will be a minimum charge of one hour | Council's professional fees per hour plus any charges to Council | Council's professional fees per hour plus any charges to Council |
| Valuation for Reserves Contributions Note: There will be a minimum charge of one hour. | Council's professional fees per hour plus any charges to Council | Council's professional fees per hour plus any charges to Council |
| Vehicle Crossing Permit for Subdivision only – processing fee | 133.00 plus any inspections at Council's professional fees per hour | 138.00 plus any inspections at Council's professional fees per hour |
| Resource Consent post -approval inspections | Council's professional fees per hour plus any charges to Council | Council's professional fees per hour plus any charges to Council |
| In Accordance check Note: There will be a minimum charge of one hour | Council's professional fees per hour | Council's professional fees per hour |

| Resource Consent Category/Description | Fee (\$) | Proposed Fee (\$) |
|---|--|---|
| RMA Hearings | | |
| Hearing deposit | 1,280.00 | 1,325.00 |
| External Commissioner's and Chairperson professional fees and disbursements | As determined by the Hearing Commissioners Policy | Commissioner \$201.25 per hour plus disbursements (accommodation, meal and travel expenses) Chairperson \$230.00 per hour plus disbursements (accommodation, meal and travel expenses) |
| Internal Commissioner per hour at actual cost | Rate determined by the Local Government Remuneration Authority | Rate determined by the Local Government Remuneration Authority |

Designation and Heritage Orders

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

| Description | Fee (\$) | Proposed Fee (\$) |
|--|------------------------------------|------------------------------------|
| Notice of a requirement for a Designation (non-notified) | 3,200.00 | 3,312.00 |
| Notice of a requirement for a Designation (notified) | 10,720.00 | 11,000.00 |
| Outline Plan Works | 1,420.00 | 1,470.00 |
| Waiver of Outline Plan | 210.00 | 217.00 |
| Notice of a Heritage Order | 1,344.00 | 1,391.00 |
| Alterations to Designation or Heritage Order | 640.00 | 662.00 |
| Removal of Designation | 320.00 | 331.00 |
| Removal of Building Line Restriction | 320.00 plus any charges to Council | 331.00 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. Refer to the [Development Contribution Policy](#).

| Description | Fee (\$) | Proposed Fee (\$) |
|---|--|---|
| Application to postpone or remit payment of Development Contributions | 250.00 This is a deposit and there may be additional Council professional fees per hour plus any charges to Council | 260.00 This is a deposit and there may be additional Council professional fees per hours plus any charges to Council |

Noise control

Fees set by Statute under s326 of the RMA

| Description | Fee (\$) | Proposed Fee (\$) |
|---|----------|-------------------|
| Charge to cover seizure, impounding, transporting, storing and return of property under section 336 Resource Management Act 1991 - per response | 239.00 | 239.00 |
| Infringement notices for: | | |
| • contravening s9 offences | 300.00 | 300.00 |
| • contravening an excessive noise direction | 500.00 | 500.00 |
| • contravening an abatement notice | 750.00 | 750.00 |

Roading

| Description | Fee (\$) | Proposed Fee (\$) |
|--|------------------------|------------------------|
| Vehicle crossing permit, including processing and pre-approval inspection, pre-pour and final inspection (when not related to a subdivision) | 495.00 | 512.00 |
| Vehicle crossing additional inspection (when not related to a subdivision) | 184.00 | 190.00 |
| Application for a RAPID rural number (urban numbers no charge) | 43.00 | 45.00 |
| Application for No Spray Zone - Rural and Urban | 400.00 | 414.00 |
| Stock underpass inspection | 265.00 plus mileage | 274.00 plus mileage |
| Temporary Street Closure | | |
| Closures for hill climbs, car rallies and similar - non-refundable fee | 600.00 | 621.00 |
| plus Bond | 5,825.00 | 6,029.00 |
| Closures for processions etcetera in urban areas - non-refundable fee | 290.00 | 300.00 |
| Note: this fee may be reduced at Council's discretion to assist charity events | | |

Road stopping, road naming and signage

| Description | Fee (\$) | Proposed Fee (\$) |
|--|----------|-----------------------|
| Administration costs | 368.00 | 114.00 Per hour |
| Road sign, post and installation | | 440.00 |
| Additional road sign (e.g. No Exit, Private Access etc) and installation | | 115.00 |
| 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 (\$) | Proposed fee (\$) |
|---|-----------------------|-----------------------|
| Basic fee | | |
| Standard processing fee | 102.00 | 102.00 |
| Inspection fees (based on length of exaction) | Minimum fee 102.00 | Minimum fee 102.00 |
| Up to 200 metres (fee per metre) | 1.65 | 1.65 |
| 200 metres plus (fee per metre) | 1.07 | 1.07 |

| Description | Fee (\$) | Proposed fee (\$) |
|--|----------|-------------------|
| Additional non-compliance fees | | |
| Late notice (per day) | 352.00 | 352.00 |
| Further delay (per day) | 39.00 | 39.00 |
| Extra processing (per notice) | 102.00 | 102.00 |
| Follow-up inspections (per inspection) | 153.00 | 153.00 |

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 Vehicle Permit

| Description | Fee (\$) | Proposed Fee (\$) |
|---|----------|-------------------|
| Overweight permit (annual permit for vehicles carrying weight in excess of 8.2 tonnes per axle) | 133.00 | 133.00 |

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 licence applications and annual fees

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 (\$) | |
| Description | | | Fee (\$) | Proposed Fee (\$) |
| One or two events covered by the licence that are of a 'small size' | | | 63.25 | 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 | 207.00 |
| All other Special Licences, including licences for events that are of a 'large size' | | | 575.00 | 575.00 |
| Other fees relating to Sale of Alcohol (including GST) | | | | |
| Manager's Certificate application | | | 316.25 | |
| Temporary authority application | | | 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. | | | | |

Stationary Vehicle Charges

Parking fines

These fees are set by Government legislation

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

Unregistered and unlicensed motor vehicles

| Description | Fee (\$) | Proposed Fee (\$)* |
|--|--------------|--------------------|
| C101 No current Warrant of Fitness – Private | 200.00 | 200.00 |
| C201 No current Warrant of Fitness – Commercial | 600.00 | 600.00 |
| P401 Unregistered motor vehicle | 200.00 | 200.00 |
| P402 Unlicensed motor vehicle | 200.00 | 200.00 |
| P403 Registration plates not affixed in prescribed manner | 200.00 | 200.00 |
| P404 Displayed other than authorised registration plate | Ind* 200.00* | Ind* 200.00* |
| P405 Displayed other than authorised motor vehicle licence | Ind* 200.00* | Ind* 200.00* |
| P406 Displayed item likely to be mistaken for plate or licence | Ind* 200.00* | Ind* 200.00* |
| P407 Displayed item with intent to deceive | Ind* 200.00* | Ind* 200.00* |
| P408 Obscured or indistinguishable registration plate | Ind* 200.00* | Ind* 200.00* |
| P409 Obscured or indistinguishable licence label | Ind* 200.00* | Ind* 200.00* |
| P410 Used vehicle label not affixed in prescribed manner | Ind* 200.00* | Ind* 200.00* |
| P411 Current licence label not affixed in prescribed manner | Ind* 200.00* | 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

Refuse collection and disposal

| Description | Fee (\$) |
|---|----------------------------------|
| There is one refuse collection contract operating in the Kaipara district. The contractors use a pre-printed bag system and the charges for these are as set by the contractor (in conjunction with Council). | |
| For refuse and recycling disposal costs please visit Northland Waste website, for the Hakaru Re:Sort and Kaipara Refuse website for Dargaville Resource Recovery Park | |
| Illegally dumped litter fee: removal of illegally dumped rubbish by the contractor where offender is identified | as per litter infringement fines |
| Waste Collection Licence application fee | 80.00 |
| Note: If legal costs are incurred due to non-compliance from licence holder or applicant, costs will be recovered from applicant or licence holder | |

Water

Stormwater disposal

| Description | Fee (\$) | Proposed Fee (\$) |
|--|---|-------------------|
| Inspection fees | 385.00 | 400.00 |
| Physical connection fee | as per approved contractor's quote plus 15% | |
| Note: Connections to public infrastructure can be undertaken by Council Contractors if requested. This incurs the connection fee. | | |
| The connection fee is costed for a standard residential connection. It includes a "y" junction and piping to the boundary. | | |
| Connections must be made by a certified drain layer. The connection should be inspected by the Building Consent officer. | | |
| Connections must be as per Council's Engineering Standards. | | |

Wastewater disposal

| Description | Fee (\$) | Proposed Fee (\$) |
|-------------------------|---|-------------------|
| Inspection fees | 385.00 | 400.00 |
| Physical connection fee | as per approved contractor's quote plus 15% | |

Note: Connections to public infrastructure are undertaken by Council contractors or can be completed by a certified drainlayer by arrangement with the Council engineer.

The connection fee is costed for a standard residential connection. It includes a "y" junction and piping to the boundary.

Connections must be as per Council's Engineering Standards.

Water supply

| Description | Fee (\$) | Proposed Fee (\$) |
|---|----------|-------------------|
| Existing connection point | | |
| Provide 20-millimetre meter and non-testable backflow preventer | 275.00 | 295.00 |
| Provide 25-millimetre meter and non-testable backflow preventer | 520.00 | 550.00 |
| New connection point | | |
| Normal residential connection with testable backflow preventer (applies to 009 High Hazard connections) | | |
| Provide 20 or 25-millimetre connection on same side of road, testable backflow preventer and meter | 2,800.00 | 2,800.00 |
| Provide 20 or 25-millimetre connection on other side of road, testable backflow preventer and meter | 3,900.00 | 3,900.00 |
| Provide 20 or 25-millimetre connection in the road, testable backflow preventer and meter | 3,300.00 | 3,300.00 |
| Normal residential connection with non-testable backflow preventer | | |
| Provide 20 or 25-millimetre connection on same side of road, non-testable backflow preventer and meter | 900.00 | 1,400.00 |
| Provide 20 or 25-millimetre connection on other side of road, non-testable backflow preventer and meter | 1,950.00 | 2,550.00 |
| Provide 20 or 25-millimetre connection in the road, non-testable backflow preventer and meter | 1,350.00 | 1,650.00 |

| Description | Fee (\$) | Proposed Fee (\$) |
|---|-------------------|-------------------|
| Other connection fees | | |
| Annual inspection fee for backflow preventer – undertaken by an independently qualified person | 91.00 | 250.00 |
| Water reconnection or removal of water flow restrictor | 310.00 | 324 |
| Water disconnection fee | 310.00 | 330.00 |
| Water meter readings | | |
| Water meter testing fee (if requested by the consumer and not found faulty) | 160.00 | 320.00 |
| Water meter check reading (if found to be incorrect, fee to be refunded) | 85.00 | 90.00 |
| Final water meter reading | 48.00 | 48.00 |

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 valve and water meter. 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.