

# FEES AND CHARGES 2023/24

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**Effective from 1 July 2023**

*All Fees and Charges are inclusive of GST,  
with the exception of bonds, penalties and residential housing*

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<b>COMPLIANCE</b>	
<b>Description</b>	<b>2023/24 fee or charge (\$)</b>
<b>Building consent fees</b>	
Building Consent cost includes Inspection fee (\$190) and Code Compliance Certificate (\$150) All fees are payable on application.	
<b>Record of title</b>	30.00
<b>Production of Project Information Memorandum (PIM)</b>	300.00
<b>Solid Fuel Heaters</b>	
Freestanding (1 inspection)	535.00
Insert (2 inspections)	725.00
<b>Minor Works (1 inspection)</b>	
Garden Sheds	
Basic Warning System	
Marquees	
Plumbing or Drainage	
Swimming pools/Spa pool fence only	
	600.00
<b>Minor Building Works (2 inspections)</b>	
Carports	
Demolitions	
Decks	
Swimming Pools over 35,000 litre capacity (includes fence)	
	995.00
<b>Other Buildings (2 Inspections)</b>	
Garages	
Hay Barns	
Implement Sheds	
Bridges	
	995.00
<b>Detached habitable buildings, no plumbing or drainage (5 inspections)</b>	
Sleep Out	
Office	
Studio	
Additions/alterations up to 30m <sup>2</sup>	
Internal alterations to dwellings	
	1,630.00
<b>Detached habitable buildings, with plumbing or drainage (6 inspections)</b>	
Sleepout with toilet/shower	
Additions/alterations up to 60m <sup>2</sup> with plumbing and drainage	
Internal alterations to dwellings	
	1,930.00
<b>Additions/alterations up to 60m<sup>2</sup> (6 inspections)</b>	1,930.00
<b>Other new buildings up to 60m<sup>2</sup> excluding dwellings and commercial buildings (6 inspections)</b>	
<i>Note: For other building work over 60m<sup>2</sup> the below dwelling and commercial/ industrial fees apply.</i>	1,930.00
<b>Dairy Sheds (3 inspections)</b>	2,050.00
<b>Re-sited Dwellings (3 inspections)</b>	2,300.00
<b>Re-sited dwellings with additions or alterations (includes 6 inspections)</b>	3,320.00
<b>Dwelling Single Storey up to 100m<sup>2</sup> (8 inspections)</b>	3,280.00
<b>Dwelling Single Storey up to 250m<sup>2</sup> (9 inspections)</b>	3,580.00
<b>Dwelling Single Storey larger than 250m<sup>2</sup> (9 inspections)</b>	3,930.00
<b>Dwelling Two Storey or more up to 250m<sup>2</sup> (9 inspections)</b>	4,050.00
<b>Dwelling Two Storey or more larger than 250m<sup>2</sup> (9 inspections)</b>	4,450.00
<b>Commercial /Industrial up to 300m<sup>2</sup> (9 inspections)</b>	4,360.00
<b>Commercial/Industrial - Basic kit-set type building, no services or internal fit-out (3 inspections)</b>	1,900.00
<b>Commercial/Industrial larger than 300m<sup>2</sup> (9 inspections)</b>	4,910.00
<b>Commercial - Internal Alterations (3 inspections)</b>	1,900.00
<b>Inspection Fee (compliance inspection/ etc.) per inspection</b>	190.00
<b>Travel costs – applies to inspections in excess of 5km from the Waitomo District Council Queen Street office</b>	Tier 1 rate per km – 83 cents
<b>Inspection fee – swimming / spa pools</b>	
<i>Note: The first triennial inspection is undertaken at no charge. This fee covers all subsequent inspections.</i>	160.00
<b>Amendments - project value over \$20,001</b>	465.00
<b>Amendments – minor works with project value up to \$20,000</b>	250.00
<b>Compliance Schedules</b>	
New Compliance Schedule (Section 102 Building Act 2004)	380.00

## COMPLIANCE

Description	2023/24 fee or charge (\$)
Amendments to existing Compliance Schedule (Section 106 and 107 Building Act 2004)	280.00
<b>Request for Extension of Time for a Building Consent – work start or CCC</b>	160.00
<b>Application for exemption from requirement to carry out seismic work under section 133AN – includes 1 inspection.</b>	679.00
<b>Applications for waivers or modifications to means of restricting access to residential pools under section 67A – includes 1 inspection.</b>	679.00
<b>Code Compliance Certificate - CCC</b>	150.00
<b>Processing of Section 71/77 Certificate</b>	250.00
Plus on-charge of Solicitors fee to prepare and register certificate. (Actual Cost)	Actual Cost
<b>Certificate of Acceptance - Section 41(c)</b> Any building work in respect of which a building consent cannot practicably be obtained in advance because the building work has to be carried out urgently.	940.00
<b>Certificate of Acceptance - Section 96(1)(a)</b> <b>(i)</b> the work was done by the owner or any predecessor in title of the owner; and <b>(ii)</b> a building consent was required for the work but not obtained. (In addition to the fees that would have been payable had the owner or previous owner applied for a building consent before carrying out the building work).	1,600.00
<b>Certificate of Public Use (1 inspection)</b>	650.00
<b>Certificate of Public Use – reissue for extension of time (1 inspection)</b>	350.00
<b>Notice to Fix (1 inspection)</b>	450.00
<b>Accreditation Levy (consents valued over \$20,000)</b>	1.10 per \$1,000
<b>Building Research Levy</b> For every building consent with an estimated value of \$20,000 and over, \$1.00 per \$1,000 is payable	1.00 per \$1,000
<b>MBIE Levy</b> For every building consent with an estimated value of \$20,444 and over, \$1.75 per \$1,000 is payable	1.75 per \$1,000
<b>Lapsed or Refused Building Consents</b> Refunds will be paid to the person(s) who paid the fees on application. <i>Note: Refund will have an administration fee deducted (see below)</i>	Refund of BRANZ and MBIE levies, ccc and unused inspection fees, and less administration fee
<b>Administration fee for refund on refused or lapsed consents</b>	200.00
<b>Peer Review of Specific Designs by External Agents</b>	Actual Cost
<b>Any additional costs incurred in processing a building consent shall be recoverable on actual and reasonable basis.</b>	160.00 per hour
<b>Applying for an exemption from requiring a building consent under schedule 1 clause 2 of the Building Act 2004, project value over \$20,001.</b> <i>Note: this is an application for an exemption only. It is not guaranteed that the exemption will be granted. The application fee is non-refundable.</i>	525.00
<b>Applying for an exemption from requiring a building consent under schedule 1 clause 2 of the Building Act 2004, project value up to \$20,000</b> <i>Note: this is an application for an exemption only. It is not guaranteed that the exemption will be granted. The application fee is non-refundable.</i>	250.00
<b>Application for an exemption to carry out seismic work (1 inspection)</b> Process application for exemption from requirement to carry out seismic work on a building subject to an earthquake-prone building notice (Section 133AN Building Act 2004)	600.00
<b>Other Regulatory Fees and Charges</b>	
Overseas investment certificates – for determining and issuing	315.00
Section 348 – Right of way (ROW) application – processing application for ROW under the Local Government Act 1974	630.00
Sale and Supply of Alcohol Certificates for Building Certification	210.00
Record of Title search	30.00
Fee for uplifting building line restrictions. <i>Note: It is not guaranteed that the building line restriction will be approved. The application fee is non-refundable.</i> <i>Note: There are legal fees associated with having the BLR removed from the Record of Title. These legal fees are not included in this fee. Please enquire with your solicitor or conveyancer regarding their fees.</i>	630.00

## Building Act 2004 – explanatory note

- These fees and charges become operative on 1 July 2023 and will apply for all work carried out and decisions issued on or after 1 July 2023, irrespective of when the application was lodged with the Council.
- The charges set out in this schedule are pursuant to Subpart 9, Section 281 A, B and C of the Building Act 2004.
- All such charges are stated inclusive of GST at 15%, however should the GST rate be amended, GST will be charged at the prevailing rate.
- Where a fixed charge is in any particular case inadequate pursuant to section 281B to enable the Council to recover its actual and reasonable costs in respect of the matter concerned, the Council will require the applicant to pay an additional charge to the Council.

### Charge-out rates for council officers and mileage

Charge out rates for Council officers are set out in this schedule and:

- Are fixed charges;
- If reference is made in the schedule to actual staff time, it will be charged in accordance with the relevant hourly charge-out rates;
- The charge-out rates for Council officers and for mileage will apply to all matters listed in the Schedule so that:
  - if the fixed charge which has been paid in advance is greater by more than \$50.00 than the actual and reasonable costs incurred by the Council relating to that application, a refund will be given when those costs are finally assessed; and
  - if the actual and reasonable costs incurred by the Council relating to that application are inadequate to enable the Council to recover its actual and reasonable costs then additional charges calculated for staff time at the same rate will be payable (as well as any other items of additional charge which may have been incurred).

## COMPLIANCE

Description	2023/24 fee or charge (\$)
<b>Land Information Memorandum (LIM)</b>	315.00
Administration Fee for refund on cancelled LIM (note where substantial work has been completed on the LIM a refund will not be given; where substantial work has not been completed, the LIM fee will be refunded minus the administration fee).	52.50
Hardcopy LIM	21.00
<b>Animal and Dog Control Fees</b>	
All Fees are set in accordance with the Dog Control Act 1996 and by Council Resolution.	
Urban Fee (for dogs in an urban area which comply with the provisions of Dog Control Act 1996)	125.00
Spayed or Neutered Dogs in the Urban Area	93.00
Selected Owner (Dog Control Policy) Dogs	73.00
Rural Dogs	52.00
Late registration fee	50% of the fee that would have been payable if that dog had been registered on the first day of the registration year.
Dangerous Dogs registration fee	150% of the fee that would apply if the dog were not classified as a Dangerous Dog.
Disability Assist Dog registration fee <i>Note: To be eligible, the dog must be certified as a disability assist dog in accordance with Schedule 5 of the Dog Control Act 1996.</i>	No charge
Replacement Registration Tag	5.00
<b>Impounding (Poundage) Fees</b>	
The owner of an impounded dog that is not claimed or signed over to Council remains liable for all impounding and sustenance fees irrespective of the fate of the dog.	
Seizure Fee (per dog seized)	65.00
First Impounding (registered dog)	70.00
First Impounding (unregistered dog)	105.00
Second Impounding	145.00
Third and subsequent impounding	210.00
Plus Sustenance fees - per day	18.00
<b>Re-Homing Fee</b>	Re-homing of unwanted/ unclaimed dogs (unregistered)

## COMPLIANCE

Description	2023/24 fee or charge (\$)
	dogs will be the applicable registration fee and micro-chipping fee and all other reasonable associated costs.
Surrender/disposal fee (in addition to applicable impounding charges and sustenance)	80.00
Micro-chipping Fee	25.00
Consent to keep more than 2 dogs in the urban area. Provided that if more than one inspection is required prior to approval, a further fee of \$30.00 will apply per inspection.	40.00
Barking collars	35.00
First impounded animal	115.50
Per animal thereafter (impounded at the same time as the first impounded animal)	42.00
<b>Subsequent Impounding</b> – within any 24 month period involving animals owned by the same person/organisation	231.00 plus 42 per additional animal 42.00
<b>Driving charges</b> – leading, driving or conveying stock (pursuant to section 14 of the Impounding Act 1955)	131.00 per hour per officer, plus mileage at local government rates, plus any other reasonable costs incurred, including the full costs of any after-hours response
Grazing (per day) – horses, cattle, mules, ass, deer, pigs	8.00
Grazing (per day) – sheep, goats, and any others	2.00 plus costs of any hard/ supplementary feeds i.e. hay, grain
Advertising costs (pursuant to the Impounding Act 1988)	Actual cost

## ENVIRONMENTAL HEALTH AND ALCOHOL LICENSING

Description	2023/24 fee or charge (\$)
<b>Health Act Licence Fees</b>	
<b>Amusement Device Permits</b> (Section 11 Amusement Device Regulations 1978)	
1. First Device	11.50
2. Each additional Device	2.30
<b>Food Premises</b> <i>Health (Registration of Premises) Regulations 1966</i>	
Low Risk Premises	470.00
High Risk Premises	600.00
Any additional inspections required due to non-compliance	155.00
<b>Fees for Functions under the Food Act 2014</b>	
All administration and verification activities including annual verification, reporting, non-conformance visits and any activity not specified in the schedule below	170.00
<b>Fees applicable to Template Food Control Plans</b>	
Application for new registration of Template Food Control Plan	430.00
Application for renewal of registration of Template Food Control Plan	170.00 (plus hourly rate of 170 after the first hour)
Application for a significant amendment (section 45(3)) of registration of Template Food Control Plan, or move from Template Food Control Plan to National Programme	170.00 (plus hourly rate of 170 after the first hour)
Application for a minor amendment (section 45(2)) of registration of Template Food Control Plan. <i>Note: Minor changes constitute changes to details such as contact information (email, phone, day to day manager, and postal address).</i>	No charge
Voluntary suspension of Template Food Control Plan	85.00 (plus hourly rate of 160 after the first hour)
<b>Fees applicable to National Programmes</b>	

## ENVIRONMENTAL HEALTH AND ALCOHOL LICENSING

Description	2023/24 fee or charge (\$)
Application for new registration of premises under a National Programme	430.00
Application for renewal of registration of premises under a National Programme.	115.00 (plus hourly rate of 170 after the first hour)
Application for significant amendment (section 81) of registration under a National Programme or move from National Programme to Template Food Control Plan during the registration year.	170.00
Application for a minor amendment of registration under a National Programme, such as a change in contact information, trading name.	No charge
Voluntary suspension of National Programme.	85.00 (plus hourly rate of 160 after the first hour)
Issue of improvement notice, or review of an improvement notice.	155.00 (plus hourly rate of 170 after the first hour)
Application for statement of compliance.	155.00 (plus hourly rate of 170 after the first hour)
Copy of Food Control Plan folder and documents.	25.00
Cancelling an audit or verification within 24 hours of the scheduled date and time of audit.	105.00
Administration fee for refund on cancelled applications pursuant to the Food Act (note where substantial work has been completed on the application a refund will not be given, where substantial work has not been completed, the application fee will be refunded minus the administration fee).	52.50
<b>Hawkers and Peddlers (Public Places Bylaw Clause 14)</b>	
Hawkers and Peddlers <i>Note: Some applicants may be eligible for a fee waiver -to check for eligibility please enquire with WDC Customer Services.</i>	63.00
Itinerant Traders	178.00
Mobile Shops	178.00
<b>Impounding of Stereo</b>	
<i>Impounding Charges for Stereo (RMA 1991 sec 336). Note: Impounded stereo will be sold after six months if not claimed and impounding fees not paid.</i>	189.00
<b>Licensing – Alcohol (Ref: Sale and Supply of Alcohol (Fees) Regulations 2013)</b>	
<b>New Licenses, Renewals and Variations</b>	
Existing premises - Section 100(f) certificates certifying that the proposed use of the premises meets the requirements of the RMA	150.00
New or altered premises - Section 100(f) certificates certifying that the proposed use of the premises meets the requirements of the RMA	250.00
Off/On/Club Application Fee – Very Low Risk	368.00
Off/On/Club Application Fee – Low Risk	609.50
Off/On/Club Application Fee – Medium Risk	816.50
Off/On/Club Application Fee – High Risk	1,023.50
Off/On/Club Application Fee – Very High Risk	1,207.50
<b>Annual Fees</b>	
Off/On/Club Application Fee – Very Low Risk	161.00
Off/On/Club Application Fee – Low Risk	391.00
Off/On/Club Application Fee – Medium Risk	632.50
Off/On/Club Application Fee – High Risk	1,035.50
Off/On/Club Application Fee – Very High Risk	1,437.50
Managers Certificate – New and Renewal	316.25
Temporary Authority	296.70
<b>Special Licences</b>	
Class 1	575.00
Class 2	207.00
Class 3	63.25
Administration fee for refund on cancelled sale and supply of alcohol applications (note where substantial work has been completed on the application a refund will not be given, where substantial work has not been completed, the application fee will be refunded minus the administration fee)	50.00
<b>Licensing – Other</b>	
Transfer of Certificates of Registration or Licence <i>Note: This covers transfer of certificates of registration or licence due to change in ownership of the business.</i>	94.50
Offensive Trades – Registration Fees	252.00
Saleyards – Registration Fees	252.00
Hairdressers – Registration Fees	252.00
Funeral Director – Registration Fees	252.00

## ENVIRONMENTAL HEALTH AND ALCOHOL LICENSING

Description	2023/24 fee or charge (\$)
Mortuary Premises – Registration Fees	252.00
Camping Grounds – Registration Fees	252.00
Skateboarding impounding fee	63.00
Application for Lease of Airspace	105.00
Lease of Airspace	Charge will be assessed on a site by site basis
<b>Parking Infringement Fees</b>	
<b>Excess Parking</b> – For parking on a road in breach of the provisions of Waitomo District Council’s Land Transport Bylaw 2015, in excess of a period fixed by the bylaw or otherwise where the excess is:	
Not more than 30 minutes	12.60
More than 30 minutes but not more than 1 hour	15.70
More than 1 hours but not more than 2 hours	22.00
More than 2 hours but not more than 4 hours	31.50
More than 4 hours but not more than 6 hours	44.10
More than 6 hours	59.80
<b>Other Parking Offences</b>	
Parking on designated bus stop	42.00
Parking on designated loading zone	42.00
Parking on a footpath	42.00
Parking contrary to parking signage	42.00
Parking on ornamental verge	42.00
Parking within 1 m of a vehicle entrance	42.00
Parking on or within 6m of an intersection	63.00
Inconsiderate parking	63.00
Double parking	63.00
Parking on a yellow broken line	63.00
Parking in a designated space for disabled persons	157.00
<b>Towage Fees</b>	
Towage fees are additional to the above fines.	Actual Cost
<b>Litter Infringement Fee</b>	
Litter, of less than or equal to 1 litre, left in a public space, or on private land, without the occupier’s consent – First Offence	105.00
Litter, of less than or equal to 1 litre, left in a public space, or on private land, without the occupier’s consent – Second or Subsequent Offence within a Year	420.00
Litter, of more than 1 litre and less than or equal to 20 litres, left in a public space, or on private land, without the occupier’s consent <sup>1</sup> – First Offence	157.00
Litter, of more than 1 litre and less than or equal to 20 litres, left in a public space, or on private land, without the occupier’s consent – Second or Subsequent Offence within a Year	420.00
Litter, of more than 20 litres and less than or equal to 120 litres, left in a public space, or on private land, without the occupier’s consent <sup>2</sup> – First Offence	262.00
Litter, of more than 20 litres and less than or equal to 120 litres, left in a public space, or on private land, without the occupier’s consent – Second or Subsequent Offence within a Year	420.00
Litter, of more than 120 litres left in a public space, or on private land, without the occupier’s consent – First Offence	420.00
Litter, of more than 120 litres left in a public space, or on private land, without the occupier’s consent – Second or Subsequent Offence within a Year	420.00
Hazardous or offensive litter left in a public space, or on private land without the occupier’s consent – First Offence	420.00
Hazardous <sup>3</sup> or offensive litter <sup>4</sup> left in a public space, or on private land without the occupier’s consent – Second or Subsequent Offence within a Year	420.00

<sup>1</sup> – 20 litres is the approximate maximum capacity of two standard supermarket bags in normal conditions

<sup>2</sup> – 120 litres is the approximate maximum capacity of a standard mobile garbage bin in normal conditions (for example the red lid ‘wheelie bin’ used for domestic refuse collection in the Waitomo area)

<sup>3</sup> – Hazardous litter includes broken glass, barbed wire, jagged metal, medicines, hazardous waste etc

<sup>4</sup> – Offensive waste includes rotting food, animal remains, faeces including discarded nappies etc



## RESOURCE MANAGEMENT

Description		2023/24 fee or charge (\$)
<b>General</b>		
Pre application	Pre application meeting	Actual staff time
Lodgment meeting	To lodge any consent	Actual staff time
Pre-hearing meeting	For any meeting or mediation held (s99)	Actual staff time
Deemed Boundary Activity (s87BA)	Consider and issue notice	Fixed 400.00
Marginal or temporary rule breaches / exemptions(s87BB)	Consider and issue notice (if applicable)	Fixed 600.00
<i>Note: please discuss this with Council's Planner prior to application</i>		
<b>Land use consents</b>		
Application or land use consent	All land use consents, except as otherwise provided below	Deposit 1500.00
Application or land use consent	Boundary dispensation (side yard only)	Deposit 600.00
<b>Notified resource consents</b>		
Limited notified consent	<b>Any</b> resource consent application that requires limited notification	Deposit 6,500.00
Notified consent	<b>Any</b> resource consent application that requires public notification	Deposit 10,000.00
<b>Subdivision Consents</b>		
Application for subdivision consent	Creating 9 lots or less where no road/reserves proposed	Deposit 3,000.00
Application for subdivision consent	Creating 10 lots or more, or any subdivision where a road/reserve is proposed	Deposit 4,500.00
Application for joint subdivision and land use consent	For any joint subdivision and land use consent application	Deposit 4,500.00
<b>Subdivision processes (post approval)</b>		
Section 223 certification		250.00
Section 224C certification		250.00
Section 241	Cancellation/partial cancellation of amalgamation condition	Fixed 450.00
Section 221	Consent notice – preparation, authorisation, change or cancellation	Fixed 300.00
Cross lease	Amendments to flats plans	Deposit 600.00
Engineering	For inspections of any works for conditions, including checking engineering plans and any amendments	Actual staff time
<b>Other resource management activities</b>		
Section 127	Application to change or cancel condition(s) of consent (non-notified only, notified consents will be charged the relevant notification fee)	Deposit 1500.00
Section 125/126	Applications for extensions of consent periods	Deposit 600.00
Section 124	Exercise of resource consent while applying for new consent	Deposit 1,500.00
Section 128-132	Review of consent conditions (non-notified only, notified consents will be charged the relevant notification fee)	Deposit 800.00
Section 134	Transfer of holders interest in a consent (fixed fee)	Deposit 150.00
Section 139A	Existing use right determination	Deposit 2,000.00
Section 138	Application to surrender a resource consent	Deposit 500.00
Section 139	Application for Certificate of Compliance	Deposit 1,000.00
Section 357	Objection pursuant to sections 357(A) or (B)	Deposit 450.00
NES	Confirmation of compliance with National Environmental Standard	Actual staff time
Other	Any application pursuant to the RMA not listed elsewhere	Deposit 1,500.00
<b>Designations</b>		
Public or limited notified	Notice of Requirement for Designation	Deposit 10,000.00
Non-notified	Notice of Requirement for Designation	Deposit 5,000.00
Sections 181, 182	Requirement for alteration or removal/partial removal of designation	Deposit 1,500.00
Section 184/184A	Application to determine designation lapsing	Deposit 2,500.00
Section 180	Transfer of rights and responsibilities for designations	Deposit 1,500.00
Sections 177, 178	Request to the requiring authority responsible for an earlier designation. Application to do anything which would prevent or hinder the public work or	Deposit 600.00

<b>RESOURCE MANAGEMENT</b>		
<b>Description</b>		<b>2023/24 fee or charge (\$)</b>
	project	
Section 176	Application for outline plan	Deposit 800.00
Section 176A (2)	Waiver of requirement for outline plan	Deposit 250.00
<b>Heritage orders</b>		
Sections 189/189A, 196, 177	Requirement for a heritage order. Requirement for removal of heritage order. Request to requiring authority responsible for the earlier heritage order.	Deposit 1,500.00
<b>Plan Change application (to amend the District Plan)</b>		
1st schedule	Processing, considering and determining a private plan change application.	Deposit 30,000.00
<b>Compliance and monitoring</b>		
General	Administration, review, correspondence.	Actual staff time
Inspections (excluding engineering)	To monitor progress with giving effect to any resource consent, and compliance with consent conditions.	150 per inspection
Engineering	For any inspection required.	Actual staff time
<b>Miscellaneous charges</b>		
Legal instruments	Search for easement documents, covenants, encumbrances, or any other document registered on Certificates of Title.	Actual staff time + LINZ costs
Affixing council's seal/authorising document	For administrative costs incurred in affixing council's seal and/or signature to any document where a charge is not otherwise listed.	Fixed 170.00
Variation/cancellations	Variation or cancellation of any legal document/ instrument not otherwise listed.	Fixed 450.00
Public notice	Costs associated with public notices.	Actual staff time + advertisement fees
Signs	Affixing signs on site.	Fixed 35.00 per sign
Delegated approvals	Staff decision on application, acting under delegated authority.	Actual staff time
Bonds – excluding engineering	Preparation, release and signing of any bond (excluding engineering).	Fixed 300.00
Bonds - engineering	Preparation, release and signing of any bond - engineering (roading and servicing works).	Fixed 400.00 per sign
Consultants	The applicant will reimburse council for any fees paid by council to any consultants.	Actual consultant costs + actual costs
Noise control (for the return of equipment seized under the RMA)	For the return of equipment seized under the RMA.	Fixed 180.00
<b>Hearings</b>		
Attendance	A charge will be made for the costs of all staff and/ or consultants required to attend a hearing.	Actual staff/ consultant time
Hearing by commissioner(s)	Where independent commissioner(s) preside.	Actual costs
Hearings by commissioner(s) where requested pursuant to s100A of the RMA	1. Where applicant requests (whether or not also requested by a submitter(s)) 2. Where requested by a submitter(s): (a) The applicant shall pay the amount WDC estimates it would cost for the applicant to be heard and decided if the request was not made. (b) The submitter(s) who made the request will pay equal shares of any amount by which the cost of the application being heard/decided exceeds the amount payable by the applicant (i.e. in (a) above).	Actual costs to be paid by applicant Actual costs As per 2(a) and (b)
Note: applies to applicants and Requiring Authorities		
Hearing by Council	A charge will be made per councillor, including time spent on site visits.	260.00 + 204.00 for each half hour or part
Postponement/withdrawal or cancellation	If the applicant fails to give a minimum of 5 working days written notice of a request for cancellation, withdrawal or postponement of a scheduled hearing.	Actual Costs
Venue	Hiring a venue for the hearing	Actual Costs
<b>Request for information/supply of resource management documents</b>		
Providing information	Any request to provide information in respect of the District Plan or any consent.	Actual staff time
Providing copies	Copying information relating to consents and Council's functions under section 35 of RMA and the supply of any document.	Actual staff time + photocopying costs
Waitomo District Plan	Full printed copy of text and planning maps.	157.00 per copy
<b>Photocopying – charged as per Council's corporate rate</b>		
<b>Officer's hourly charge out rates</b>		
General Manager – Strategy and Environment		200.00 per hour

## RESOURCE MANAGEMENT

Description	2023/24 fee or charge (\$)
Managers – any other	185.00 per hour
Principal / Senior Planner	185.00 per hour
Planner	175.00 per hour
Engineer	170.00 per hour
Technical staff – any other	170.00 per hour
Team Leader Monitoring and Compliance/ Officer	160.00
Administrator (any) and any other staff member not listed	100.00 per hour
Consultant	Actual costs
<b>Mileage</b>	
For each kilometre travelled	1.25 per km
<b>Hazardous Activities and Industries List (HAIL) determinations</b>	
Investigation fee	157.00

### Resource Management - explanatory notes

These fees and charges become operative on 1 July 2023 and will apply for all work carried out and decisions issued on or after 1 July 2023, irrespective of when the application was lodged with the Council.

#### Fixed charges

- The charges set out in this schedule are charges which are fixed pursuant to Section 36 of the Resource Management Act 1991 (RMA).

All such charges are stated inclusive of GST at 15%, however should the GST rate be amended, GST will be charged at the prevailing rate.

- All fixed charges are payable in full in advance. Pursuant to Section 36AAB (2) of the RMA, the Council will not perform the action or commence processing the application to which the charge relates until it has been so paid.

**Note:** Documentation or certificates will not be issued until payment of charges have been cleared.

#### Additional charges

Where a fixed charge is in any particular case inadequate to enable the Council to recover its actual and reasonable costs in respect of the matter concerned, the Council will require the applicant to pay an additional charge to the Council.

The following may also be included as additional charges:

- If it is necessary for the services of a consultant to be engaged by the Council (including their attendance at any hearing or meeting) then the consultant's fees will be charged in full to the applicant as an additional charge;
- If any legal fees are incurred by the Council in relation to legal advice obtained for any particular application, including any fees incurred if Council's solicitor is required to be present at any hearing, mediations or meetings, these fees will be charged in full to the applicant as an additional charge;
- If any Commissioner hearing fees and associated costs are incurred in considering and determining any particular application, these fees will be charged in full to the applicant as an additional charge.

#### Purpose

The purpose of each fixed charge and any additional charge is to recover the actual and reasonable costs incurred by the Council in receiving and processing applications and in issuing decisions and monitoring performance of conditions.

#### Charge out rates for council officers and mileage

Charge out rates for Council officers are set out in this schedule and:

- Are fixed charges;
- If reference is made in the schedule to actual staff time, it will be charged in accordance with the relevant hourly charge-out rates;
- The charge-out rates for Council officers and for mileage will apply to all matters listed in the Schedule so that:
  - if the fixed charge which has been paid in advance is greater by more than \$20.00 than the actual and reasonable costs incurred by the Council relating to that application, a refund will be given when those costs are finally assessed; and
  - if the actual and reasonable costs incurred by the Council relating to that application are inadequate to enable the Council to recover its actual and reasonable costs then additional charges calculated for staff time at the same rate will be payable (as well as any other items of additional charge which may have been incurred)

#### Remission of fees

Staff with delegated authority may decide to reduce any charges Section 36AAB(1) of the RMA.

## RECREATION AND PROPERTY

Description	2023/24 fee or charge (\$)
<b>Cemeteries</b> (Public Amenities Bylaw Clause 8)	
<b>Te Kuiti Cemetery</b>	
<b>Plot Purchase (Berm and Lawn Cemetery)</b>	
Adult	1708.00
Child (under 12 years)	718.00
<b>Ashes Plot</b>	
Ashes Wall	363.00
Garden of Memories	485.00
RSA	
<b>Interment Fees Te Kuiti</b>	
Adult	1312.00
Child (under 12 years)	681.00
Ashes interment	275.00
Stillborn	146.00
<b>Rural Cemeteries: Piopio, Mokau, Te Waitere and Aria</b>	
<b>Plot Purchase</b>	
Adult	1267.00
Child (under 12 years)	530.00
Ashes Plot	220.00
<b>Interment Fees</b>	
Adult	1399.00
Child (under 12 years)	692.00
Ashes interment	385.00
Stillborn	216.00
<b>Sundry (for all cemeteries in the District)</b>	
Extra for breaking concrete	172.00
Additional depth	241.00
Extra Saturday	231.00
Extra Public Holiday	462.00
Fixing of Plaque	172.00
<b>Disinterment Fees (all Cemeteries)</b>	
An estimate will be provided to customer, actual cost will be charged	
Burial	Actual Cost Plus 10% Administration
Ashes	Actual Cost Plus 10% Administration
<b>Non-Residents (out of district burials)</b>	Add 60% to plot purchase
<b>Research Fees</b>	63.00
<b>Hall Hire – Les Munro Centre</b>	
<b>Total complex</b>	
Full day (8am – 8am)	910.00
Day hire (8am – 5pm)	643.00
Hourly hire (Day hireage applies after 6 hours)	68.00
Weekend rate (5pm Friday – 5pm Sunday)	1712.00
Funeral rate	321.00
<i>Includes hire of crockery and PA system if required</i>	
<b>Foyer</b>	
Foyer – hourly rate	38.00
<b>Supper Room</b>	
Full day (8am – 8am)	492.00
Day hire (8am – 5pm)	321.00
Hourly rate	48.00
Weekend rate (5pm Friday – 5pm Sunday)	840.00
<b>Other (per hire)</b>	
PA System	140.00
Crockery (200 piece setting)	155.00
Grand Piano Hire (per day)	150.00
Cancellation Fee (within 14 days of event)	50% of hire fee
Cancellation Fee (within 15 to 60 days of event)	10% of hire fee
Booking Deposit	10% of hire fee
Bond	The greater of 525.00 or 50% of hire fee

## RECREATION AND PROPERTY

Description	2023/24 fee or charge (\$)
<i>Community Groups may be eligible for a subsidy for hall hireage. To check for eligibility please enquire with WDC Customer Services.</i>	
<b>Community Halls</b>	
<b>Piopia Hall</b>	
Complex hire	
Full day (8am – 8am)	220.00
Hourly rate	39.00
PA system	70.00
Bond – four hours or more and for catered events	105.00
<b>Te Kuiti Railway Station Buildings 1 and 3</b>	
Day hire (8am – 5pm)	134.00
Hourly rate	31.00
Bond - four hours or more and for catered events	106.00
<i>Community Groups may be eligible for a subsidy for hall hireage. To check for eligibility please enquire with WDC Customer Services.</i>	
<b>Elderly Persons Housing - Tenancy arrangement</b>	
Small single bedroom - per week	\$130.00
Large single bedroom - per week	\$140.00
Bedsit - per week	\$120.00
<b>Parks and Reserves</b>	
Commercial Users Only – All Parks	
Ground Hire (per day)	349.00
Bond	To be determined on hire but no less than 500.00.
Application fee for an Activity Requiring Authorisation pursuant to the Reserve Management Plan	160.00
Application fee for a variation to an existing Activity Requiring Authorisation pursuant to the Reserve Management Plan	160.00
<b>District Aquatic Centre</b>	
Adult	4.70
Adult swimmer with an under 5	3.20
Seniors	3.20
Disability/health (green script of letter from health professional required)	2.10
Child	2.10
Students	3.20
Under 5's	
Spectators	1.00
Learn to Swim Classes (per lesson)	12.60
Hire of whole complex (per hour) under 50 swimmers	105.00 per hour + 31.00 for lifeguard per hour
Hire of whole complex (per hour) over 50 swimmers	105.00 per hour + 31.00 per lifeguard per hour e.g. 300 people would require 6 lifeguards
Lane Hire (per lane per hour)	16.80
Lane Hire for Swimming Club (per lane per hour)	12.60
Schools Base Fee (per hour)	37.00 per hour + 31.00 per lifeguard per hour
BBQ Hire (per hour)	31.50 per hour + a refundable cleaning bond of 21.00
<b>Te Kuiti Aerodrome</b>	
Visiting Aircraft Landing Fee	11.00
Touch and go First	11.00
Annual Plane Storage (casual)	525.00
Ground lease fees (annual)	As per market rate
<b>Banner Poles</b>	
Hireage of Banner Space (max of 4 weeks) per week	15.00
Installation and Removal (minimum then at cost plus 10%)	159.00

## COMMUNITY AND PARTNERSHIPS

Description	2023/24 fee or charge (\$)
<b>Waitomo District Library</b>	
Scanning (per request)	0.60
Binding documents	5.20
Membership Card (initial)	No charge
Temporary membership bond	21.00
Lost Membership Card replacement	5.20
Jigsaw Puzzles (21 days)	2.10
Children's Wooden Puzzles (21 days)	No charge
Rental Talking Books	1.60
Rentals (Fiction) – Books up to 4 years old (Rental 21 Days)	0.60
Rentals (Fiction) – Books over 4 years old (Rental 21 Days)	No charge
Overdues – (per day per book)	No charge
Overdues – Large print titles	No Charge
Overdues - Children's books (per day per book)	No charge
Bestseller Collection - 14 day hire	5.20
Overdues – Bestseller Collection (per day per book)	No charge
Classic DVDs - 1 week hire	1.00
DVDs - 1 week hire	2.00
Best Seller DVDs - 3 day hire	5.20
Electronic Games - 1 week hire	3.00
Over dues - All DVDs and Games (per day, per item)	1.30
Magazines - 1 week hire	1.60
Lost or Damaged Items	Replacement Cost Plus 7.30
Requests to other Libraries (per item) where reciprocal agreement exists	6.30
Requests to other Libraries (per item) where no reciprocal agreement exists	25.20
International Requests to other Libraries (per item)	52.50
Aotearoa Peoples Network (APNK) internet/computer charges	No Charge
Items requests/hold, per request	No Charge
Annual Non-Resident Fee (excluding Ōtorohanga District)	47.20
Sale of Books	0.90
Sale of Books - Fill a Bag	3.15
Books by Mail - postage fee (per item)	6.30
Library Bags	6.00
Kit Collection (3 Days)	5.80
Kit Collection (3 Days) – high value kits	10.00
Kit Collection (1 week)	10.50
Overdues - Kit Collection per day	No charge
Covering Books (Small)	5.20
Covering Books (Large)	6.30

## CORPORATE SERVICES

Description	2023/24 fee or charge (\$)
<b>Official Information</b>	
Handling of enquiries - charge per half hour plus actual and reasonable costs (first hour free of charge)	50.00
Supply of property records (Hardcopy property files accessed by a customer)	10.50
Record of Title	31.50
<b>GIS System – Generating and Printing of Maps/ Plans</b>	
A4 (Plan)	0.40
A4 (Aerial)	0.60
A3 (Plan)	1.05
A3 (Aerial)	2.00
A2 Plotter (plan)	5.00
A2 Plotter (aerial)	10.50
A1 Plotter (plan)	8.20
A1 Plotter (aerial)	12.60
A0 Plotter (plan)	15.50
A0 Plotter (aerial)	19.50
Creation of non-standard maps / plans (cost is per half hour plus printing fees)	50.00

## CORPORATE SERVICES

Description	2023/24 fee or charge (\$)
Supply of data in digital form by email (cost is per half hour)	50.00
<b>Property number, allocation only (urban and rural RAPID number)</b>	No charge
<b>Photocopying</b>	
A4 - Black and White, single sided	0.20
A4 - Black and White, double sided	0.40
A4 - Colour, single sided	0.40
A4 - Colour, double sided	0.60
A3 - Black and White, single sided	0.50
A3 - Black and White, double sided	0.80
A3 - Colour, single sided	1.10
A3 - Colour, double sided	2.00
<b>Laminating</b>	
A4, per page	3.20
A3, per page	6.30
<b>Postage and Courier</b>	
E20 courier bag (A5)	7.50
E40 courier bag (A4)	12.00
E60 courier bag (A3)	18.00
<b>Email and digital</b>	
Supply of data in digital format by email. Includes producing a document by computer and sending via email to customer. (per half hour plus actual and reasonable costs)	50.00
Supply of information regarding Rating Information Database to commercial entities (per half hour plus actual and reasonable costs – minimum charge one hour)	50.00
<b>Community Owned Facility Insurance</b>	
Administration fee	105.00

## ASSETS

Description	2023/24 fee or charge (\$)
<b>Roading</b>	
<b>Traffic Management Plans (TMP) – Processing Fee</b>	
Vehicle crossing and minor works	150.00
Major works 5+ days or pavement excavation	300.00
Event minor less 1000 people	150.00
<i>Does not include Road Closure Fee - Traffic Management Coordinator may use discretion to waive Road Closure Fee dependent on complexity of TMP.</i>	
Urban/CBD major works / Major Events (1000+ people)	500.00
<i>Does not include Road Closure Fee - Traffic Management Coordinator may use discretion to waive Road Closure Fee dependent on complexity of TMP.</i>	
Road Closure Application Fee	541.80
<i>Fee includes administration and the cost of one advertisement; two adverts are required. Council will cover the cost of one advertisement</i>	
Entrance way Inspection	260.00
Annual License to Occupy a Roding Reserve	Minimum of 262.00
Application fee to process a License to Occupy a Roding Reserve	120.00
<b>Road Damage Deposit</b>	
Bond (deposit refundable)	5980.00
Road Opening Notice	209.00
Road Encroachment	252.00
<b>Rapid Number</b>	
New	168.00
Replacement	84.00
<b>Overweight</b>	
Overweight Permit	291.00
Overweight Permit Renewal	247.00
<b>No Spray Zone Application</b>	252.00
<b>Roding Information</b>	
Land Information Request	70.30
Engineering Consent	82.00
<b>High Productivity Motor Vehicle (HPMV) Permit</b>	

<b>ASSETS</b>	
<b>Description</b>	<b>2023/24 fee or charge (\$)</b>
HPMV Permit	367.00
HPMV Permit up to 10 identically configured HPVM vehicles, belonging to the same company	376.00
HPMV Permit Renewal	247.00
<b>Sewerage Extraction, Treatment and Disposal</b>	
Administration fee for new connections	239.00
Connection (Te Kuiti, Te Waitere, Maniaiti/Benneydale - All Council supplies excluding Piopio) <i>This fee covers the cost associated with accessing Council's infrastructure and are applicable irrespective of existing infrastructure. Traffic Management Plan approval and implementation to be charged at actual cost.</i>	2300.00
Disconnection	238.00
<b>Piopio Wastewater</b>	
Connection involving retrofitting of an existing approved septic tank	10680.00
Connection (including new septic tank) <i>Traffic Management Plan approval and implementation to be charged at actual cost.</i>	22,750.00
<b>Trade Waste</b>	
<b>Administrative Charges</b>	
Required Trade Waste Application Fee	169.00
Non-compliance Re-inspection Fee	130.00
<b>Annual Trade Waste Consent Charges</b>	
Exempt Trade Waste Licence	128.00
Permitted Trade Waste Licence	253.00
Conditional Trade Waste licence (includes disposal from cleaning of separator unit x2 per annum)	712.00
<b>Tankered Trade Waste Charges</b>	
Receipt treatment and disposal of liquid trade wastes per m <sup>3</sup> (1,000 litres) at Te Kuiti Waste Water Treatment Plant:	
Septage disposal from within Waitomo District per m <sup>3</sup> (1,000 litres) <i>Septage is septic tank waste including partially treated sludge that accumulates in a septic tank</i>	244.11
Greywater per m <sup>3</sup> (1,000 litres)	39.50
Grease Trap waste per m <sup>3</sup> (1,000 litres)	270.00
All out of Waitomo District tankered waste per m <sup>3</sup> (1,000 litres) casual users	319.00
<i>Note: Tankered trade waste compromising a mixed waste load will be charged at the higher rate</i>	
<b>Stormwater</b>	
Connection	3335.00
<i>This fee covers the cost associated with accessing Council's infrastructure and are applicable irrespective of existing infrastructure. Traffic Management Plan approval and implementation to be charged at actual cost</i>	
Kerb Connection	1190.00
<b>Water Supply (Water Services Bylaw 2015)</b>	
<b>Water Supply Rates</b>	
Cost per m <sup>3</sup> above 292m <sup>3</sup> - Water rates set by RFP new rate calculated annually through rate setting process.	
Te Kuiti	3.31
Piopio	3.61
Maniaiti/Benneydale	3.98
Mokau	5.29
Bulk Water take (tankers/hydrant etc) Cost per m <sup>3</sup>	12.60
Administration fee	239.00
Connection Fee Te Kuiti, Piopio, Mokau, Maniaiti/Benneydale (All council supplies) <i>This fee covers the cost associated with accessing Council's infrastructure and are applicable irrespective if a connection has already been laid. Traffic Management Plan approval and implementation to be charged at actual cost.</i>	3000.00
Disconnection Fee	541.00
<b>Testing Meters Fee</b>	
Domestic 15 mm and 20 mm	465.00
40 mm large connection	552.00
50 mm and 100 mm bulk	849.00
Reconnection	541.00
Water Permit (standpipe) Hire	227.00
Water Take Application Fee	169.00
Toby/ Valve locates	151.00
Water Meter Reading Fee 10% administrative costs	
• Te Kuiti	119.00
• Mokau	205.00
• Maniaiti/Benneydale	139.00
• Piopio	122.00
<b>Other Charges</b>	



## ASSETS

Description	2023/24 fee or charge (\$)
For identification of underground services or any other operation deemed to differ from the normal fees and charges line item	Cost Recovery Basis Plus 10% administrative costs
<b>Solid Waste Management</b>	
<b>Kerbside Collection</b>	
Purchase of WDC Rubbish Bags - Residents (each)	4.80
<b>Landfill and Transfer stations</b>	
<b>Waitomo District Landfill</b>	
<i>(Note: most charges are per 1 tonne (1,000kgs). There is no charge to dispose of official WDC Refuse Bags at Landfill)</i>	
<b>Purchase of Recycle Bin (Green Bin, each)</b>	15.70
<b>General Refuse</b>	
General Refuse (per tonne), 10kg and above (see below)	310.00
General refuse minimum charge (under 10kg)	11.00
<i>*Note: refer to example of weighbridge charges below</i>	
<b>Green Waste</b>	
Green Waste (per tonne)	200.00
<b>Special Refuse</b>	
Concrete and Bricks (per tonne)	90.00
Fibreglass (per tonne)	285.00
Bitumen (per tonne)	62.00
Clean Fill (per tonne)	46.00
Clay (per tonne)	35.00
Whiteware – each	22.00
Television - each	22.00
Computer - each	20.00
Toaster/ kettle/ video recorders	8.50
Oil, paint – per litre	6.50
Lead Cell Batteries (each)	34.00
Gas Cylinders (each)	16.00
Metal (scrap only, per tonne)	98.00
Polystyrene (per tonne)	1,410.00
Road Sweeping (per tonne)	76.00
Timber Waste (per tonne)	171.00
Burial (per unit)	72.00
<b>Tyres</b>	
Car	17.00
4x4	22.00
Light Truck	22.00
Truck	27.00
Tractor	66.00
Tyre removal from rim	31.00
Shredded tyres (per tonne)	257.00
<b>Contaminated Soils</b>	353.00
<b>Contaminated Waste</b>	396.00
<b>Bulk Liquid Wastes will not be accepted</b>	
<b>Rural Transfer Stations</b> <i>Charges are per refuse item: Van (each). If the amount of general refuse is over and above the standard item, additional charges will be applied.</i>	
<b>General Refuse</b>	
Disposal of Unofficial rubbish bags - (if the size of the unofficial bag used is similar or smaller than WDC rubbish bag)	4.80
Larger bags will be assessed pro rata (based on the size of the WDC official bag with the maximum cost being: \$13.00)	13.00
Wheelie Bin	35.00
Car boot	38.00
Van	66.00
Ute	75.00
Trailer	75.00
Special Refuse (E.g. Whiteware)	22.00
Televisions – each	22.00
Computer – each	20.00

## ASSETS

Description	2023/24 fee or charge (\$)
Toaster/ kettle/ video recorders	8.50
<b>Landscape Supplies</b>	
<b>Riverstone (per tonne)</b>	
Riverstone 19mm Rolys	117.00
Riverstone 25-65mm Rolys	127.00
Riverstone 65-200mm Rolys	142.00
Riverstone Builder Mix	127.00
<b>Limestone (per tonne)</b>	
Limestone Fines (cream colour)	434.00
Limestone Chip (cream colour) 2-6mm	57.00
Limestone Chip (cream colour) 6-15mm	144.00
Limestone Chip (cream colour) 15-25mm	144.00
Limestone Aggregate Gap 30	70.00

\*Waitomo District Landfill example of weighbridge charges:

6kg - \$11.00

11kg - \$11.31

19kg - \$13.79

22kg - \$14.72