

# **Waitomo District Council**

## **Revenue and Financing Policy**

---

|                             |  |
|-----------------------------|--|
| <b>Adopted by:</b>          | Council (30 June 2026 <del>5</del> )   |
| <b>Doc No:</b>              | 947992 Version 1.0.14  |
| <b>Date of Next Review:</b> | June 2027 (concurrently with LTP, <del>or sooner if required</del> )   |
| <b>Responsibility:</b>      | Chief Financial Officer  |
| <b>First Adopted:</b>       |  |
| <b>Review History:</b>      | <p>24 June 2008 (as part of the 2008/09 Annual Plan and adopted as an amendment to the 2006/2016 Long Term Council Community Plan)<br/> 30 June 2009 (in conjunction with Long Term Plan)</p> <p>29 June 2010<br/> 28 June 2011<br/> 29 June 2012 (in conjunction with Long Term Plan)<br/> 25 June 2013<br/> 23 June 2015 (in conjunction with Long Term Plan)<br/> 26 June 2018 (in conjunction with Long Term Plan)<br/> 29 June 2021 (in conjunction with Long Term Plan)<br/> 25 June 2024 (in conjunction with Long Term Plan)<br/> 30 June 2025 (in conjunction with Annual Plan)</p> |

# Contents

|   |    |
|---|----|
| INTRODUCTION   KUPU ARATAKI .....   | 4  |
| PURPOSE AND SCOPE   TE ARONGA ME TE KORAHÍ .....                                | 4  |
| DEFINITIONS   NGĀ WHAKAMĀRAMATANGA .....  | 4  |
| POLICY   KAUPAPA HERE .....   | 6  |
| 1.0    FUNDING PRINCIPLES .....   | 6  |
| 2.0    EXPENDITURE TO BE FUNDED .....   | 7  |
| 3.0    SOURCES OF FUNDING.....  | 8  |
| 4.0    OVERALL IMPACT OF THE FUNDING MECHANISMS SELECTED .....                  | 11 |
| 5.0    BENEFITS ALLOCATION AND FUNDING MECHANISM .....                          | 12 |
| 6.0    APPLICATION OF FUNDING PRINCIPLES TO THE FUNDING FOR EACH ACTIVITY ..... | 12 |
| 7.0    LEADERSHIP .....   | 15 |
| 8.0    COMMUNITY AND PARTNERSHIPS .....   | 18 |
| 9.0    REGULATORY SERVICES .....  | 21 |
| 10.0   RECREATION AND PROPERTY .....  | 25 |
| 11.0   SOLID WASTE MANAGEMENT .....   | 32 |
| 12.0   STORMWATER .....   | 34 |
| 13.0   RESOURCE MANAGEMENT .....  | 36 |
| 14.0   WASTEWATER .....   | 38 |
| 15.0   WATER SUPPLY.....  | 41 |
| 16.0   ROADS AND FOOTPATHS .....  | 44 |
| APPENDIX ONE: TE KUITI URBAN RATING AREA .....                                  | 48 |
| APPENDIX TWO: RURAL RATING AREA.....  | 49 |

**ERROR! HYPERLINK REFERENCE NOT VALID.**

## INTRODUCTION | KUPU ARATAKI

Under Section 102 of the Local Government Act 2002 (LGA 2002), all local authorities are required to adopt a Revenue and Financing Policy (RFP).

The RFP provides details of Council's policies in respect of funding operating and capital expenditure, including how the policy was developed and what sources are used to fund the different activities. Total funding comprises a funding mix of rates, fees and charges, debt and other income.

The application of the RFP is reflected in the Funding Impact Statement for a particular financial year. To understand the rating impact of the policy it needs to be read in conjunction with the Funding Impact Statement.

This policy complies with the legislative requirements of section 103 the LGA 2002 which sets out a number of factors that Council has to consider in determining its RFP.

## PURPOSE AND SCOPE | TE ARONGA ME TE KORAHĪ

The purpose of the RFP is to set out how the operating and capital expenditure of each of Council's activities is to be funded – that is, who pays for what, how and why. The Policy outlines:

- Available funding mechanism (e.g. rates, fees, borrowings, subsidies and grants etc.),
- Council's funding considerations (i.e. the decision about how each Council Activity is to be funded and the process followed to reach the decision), including
  - Funding of operating costs (i.e., the funding mix Council has chosen for each Activity's operating costs), and
  - Funding of capital costs (i.e., the funding mix Council has chosen for each type of capital investment).

The application of this Policy is set out elsewhere:

- Rates charges and definitions are set out in the Funding Impact Statement,
- Fees and charges for all Activities are set out in the Fees and Charges Schedule.

## DEFINITIONS | NGĀ WHAKAMĀRAMATANGA

|                               |   |
|-------------------------------|---|
| <b>National Benefit</b>       | Benefits the nation and is public in nature.  |
| <b>District Benefit</b>       | Benefits the whole District and is public in nature.  |
| <b>Regional Benefit</b>       | Benefits the Region and is public in nature.  |
| <b>Commercial Benefit</b>     | Benefits the commercial sector and has elements of both public and private benefit.   |
| <b>Community Benefit</b>      | Benefits a particular Community of Interest and is public in nature.  |
| <b>User Benefit</b>           | Benefits an identifiable individual, group, or community segment.   |
| <b>Applicant</b>              | Benefits an identifiable individual, group or community segment.  |
| <b>Offender / Exacerbator</b> | The cost is the result of offenders, or ones who exacerbate a problem.  |
| <b>SUIP</b>                   | For the purposes of this Policy, the definition of SUIP / Separately used or inhabited part of a rating unit shall be as set out in the Council's Funding Impact Statement. |

## **CHANGES SINCE THE 2025~~4~~ POLICY WAS ADOPTED**

### **Removal of District Wide Subsidy Rates for Water Supply and Wastewater and Trade Waste Contribution Rate.**

Since the RFP was adopted in June 2025, the transition of the waters assets to Waikato Waters Ltd (WWL) has progressed and new legislation (Local Government Water Services Act 2025 (LGWSA)), is now in place. Council's water and wastewater assets will transfer to WWL on 1 July 2026. For the 2026/27 financial year, the water and wastewater revenue will continue to be set and collected under the LGA (2002) and LGRA (2002) by WDC, on behalf of WWL.

The District Wide Benefit Rates for Water Supply and Wastewater and the Trade Waste Contribution Rate will be removed from 1 July 2026. This is in line with Council's direction towards a 'user pays' approach and will simplify the move from rates charges under the LGRA to water charges under the LGWSA.

From 1 July 2027, WWL will set the water charges under the LGWSA.

### **Removal of Piopio Retirement Village TFR**

The rates remission provided to the Piopio Retirement Village will be funded from the General Rate/UAGC from 1 July 2026. This will align the funding with other rates remissions. The removal of this rate type also removes the Piopio Township and Piopio Wider Benefit Rating Areas and map.

### **Kerbside collection funding**

Under the new waste contract, the contractor will supply and distribute rubbish bags and will receive the revenue from the sale of rubbish bags. This revenue will offset the contract charge received by WDC. As there will be no fees and charges received directly by WDC, the fees and charges funding has been removed from Kerbside collection from 1 July 2026.

~~The District Benefit rates for Water Supply and Wastewater will reduce in 2025/26 as the first step towards a "user pays" approach, taking into account potential changes to the future delivery of water and wastewater services as part of Local Waters Done Well reforms and the planned installation of water meters in Years 4 and 5 of the LTP 2024-34. To assist in smoothing the impact of this change Council intends to transition the reduction in these rates over 3 years commencing 2025/26, with the intention to remove the District Benefit rates by 1 July 2028.~~

~~Previously these rates were assessed at 10% of the total funding requirement for Water Supply and 10% of the rates funding requirement for Wastewater (excluding the trade waste contribution rate).~~

~~The allocation for 2025/2026 will be assessed at 6% of the total funding requirement for Water Supply; and 6% of the rates funding requirement for Wastewater (excluding the trade waste contribution rate).~~

## 1.0 Funding Principles

In developing the RFP and determining the appropriate funding sources for each activity, Council considered each activity against the principles laid out in section 101 (3) of LGA 2002.

| Principle | Rational for its application |
|-----------|------------------------------|
|-----------|------------------------------|

|                           |  |
|---------------------------|--|
| <b>Community Outcomes</b> | These are the outcomes that a local authority aims to achieve in meeting the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions. Section 101(3)(a)(i) of the LGA 2002 requires that in determining the funding sources, Council identify the community outcomes to which each activity primarily contributes. |
|---------------------------|--|

This RFP lists for each group of activities, the outcomes to which it primarily contributes, and states why each activity is undertaken.



**A district for all people**

Our district is a great place to live because it is accessible, safe, affordable, and inclusive. We promote health, wellbeing, and participation.

**A prosperous people**

We enable a thriving and sustainable economy to create greater benefits for everyone.

**A district that values culture**

We value the whakapapa of our district, and we promote cultural, creative, and recreational activities where traditions, heritage, and arts are celebrated.

**A district that cares for its environment**

We ensure the wise use and management of all land and resources now and for future generations.

|                                 |   |
|---------------------------------|---|
| <b>Distribution of Benefits</b> | Section 101(3)(a)(ii) of LGA 2002 requires costs to be allocated where the benefits lie. Council assessed the Distribution of Benefits for each activity, whether the benefits flowed to the District as a whole, or to individuals or identifiable parts of the community. |
|---------------------------------|---|

In order to assess the Distribution of Benefits, it is necessary to first describe and define the different types of benefits that flow from Council activities.

|                           |   |
|---------------------------|---|
| <b>Period of Benefits</b> | Section 101(3)(a)(iii) requires the consideration of intergenerational equity – the principle that the costs of any expenditure should be recovered over the time that the benefits of the expenditure accrue. This principle applies particularly to the allocation of capital expenditure and results in infrastructural costs being spread more evenly across the life of the asset and the different ratepayers who benefit from it over that period. |
|---------------------------|---|

The principles of funding operating and capital expenditure are as stated in this policy. They are assumed to apply to each activity, unless otherwise stated in the individual Activity Analysis section.

Operational expenditure is funded annually and therefore there are no intergenerational equity issues to be considered. Intergenerational equity issues arise in relation to capital expenditure and investments and identified in the individual activity analysis sections where relevant.

| Principle                 | Rational for its application   |
|---------------------------|--|
| <b>Exacerbator Pays</b>   | <p>Section 101(3)(a)(iv) requires Council to assess the extent to which each activity is undertaken to remedy the negative effects of the actions or inaction of an individual or group. It is important to note that the actions themselves may not be negative or “bad” but they may have negative effects on the whole community.</p> <p>This principle (exacerbator or polluter pays principle) is particularly relevant to Council’s regulatory functions and other activities undertaken to mitigate the adverse effects of community behaviours on the environment.</p> <p>The Exacerbator Pays principle suggests that Council should, where it is practical, recover any costs directly from the individual or group that contributes to the deterioration of a situation or to a cost that is a direct result of their actions.</p> <p>Most activities do not exhibit exacerbator pays characteristics. This heading is only included in the analysis of those activities which do demonstrate such characteristics.</p>   |
| <b>Costs and Benefits</b> | <p>This consideration includes transparency, accountability and some assessment of the cost efficiency and practicality of funding a particular activity separately as required by section 101(3)(a)(v).</p> <p>Transparency and accountability are most evident when an activity is totally distinctly funded. This allows ratepayers, or payers of user charges as the case may be, to see exactly how much money is being raised for and spent on the activity. However, funding every activity on an individual basis would be extremely administratively complex. The administrative costs and lack of materiality has led Council to fund a number of activities collectively. The individual Activity Analysis section of this policy does not repeat this argument for each activity.</p> <p>The merit of identifying and accounting for functions under the activities separately from other functions enables:</p> <ul style="list-style-type: none"> <li>• More Transparent disclosure and accountability of projects and funding to the Waitomo Community.</li> <li>• Greater opportunity for the Waitomo Community to have input on decisions, proposals, issues and other matters through consultation.</li> <li>• Identification of the Activity contributes to the achievement of community outcomes and service delivery goals through detailed understanding and planning.</li> <li>• Improved monitoring of the Activity in terms of how well Council is achieving its community outcomes annually.</li> </ul> <p>Identification of costs required supporting the Activity in terms of time involved in planning, monitoring, accounting, reporting and administration.</p> |

## 2.0 Expenditure to be Funded

### 2.1 Funding of Operating Expenditure

2.1.1 Where expenditure does not create a new asset for future use or extend the lifetime or usefulness of an existing asset, it is classed as operating expenditure.

2.1.2 Council funds operating expenditure from the following sources:

- General Rates (GR)
- Uniform Annual General Charge (UAGC)
- Targeted Rates (TFR and TR)
- Fees and Charges
- Interest and dividends from investments
- Grants and subsidies towards operating expenses
- Proceeds from asset sales
- Other sources.

- 2.1.3 Council may choose to not fully fund operating expenditure in any particular year, if the deficit can be funded from operating surpluses in the immediately preceding or subsequent years.
- 2.1.4 Council has determined the proportion of operating expenditure to be funded from each of the sources listed above, and the method for apportioning rates and other charges. The process used is as specified by the LGA 2002.
- 2.1.5 The Funding Impact Statement produced each year (as required by Schedule 10(20) LGA 2002) shows the impact of the RFP each year. It also shows the amounts to be collected from each available source, including how various rates are to be applied.

## **2.2 Funding of Capital Expenditure**

- 2.2.1 Capital expenditure is the cost of creating or upgrading a new asset, or extending the life of an existing asset. Capital expenditure can also be incurred to improve the level of service provided by the asset.
- 2.2.2 The following sources are available for Council under the LGA 2002 to fund capital expenditure:
- Grants and subsidies
  - Depreciation reserves (rate funded depreciation)
  - Loans
  - Rates
  - Proceeds from asset sales
  - Financial contributions under the Resource Management Act 1991
  - Development contributions under the LGA 2002
  - Other revenue sources
- 2.2.3 Council makes use of all of the above sources of funding of capital expenditure, with the exception of Development Contributions. Population trends show that there is no demand for growth related infrastructure at the present time. There is currently enough capacity in the infrastructure networks to allow for nominal growth should it occur in an area. The RFP does not include a provision for growth related capital expenditure as it has been assumed that capital outlay to cater for growth will not occur until there is evidence that the assumed growth is taking place.
- 2.2.4 Council makes provision for capital expenditure for renewals and capital developments which relate to improvements to levels of service. Funding sources used by Council for capital expenditure for renewals in order of priority are, subsidies and grants (when available), rate-funded depreciation, loan funding, and lastly, rate funding. Expenditure for capital developments for improvements to levels of service are funded in the following order of priority: subsidies and grants (when available), loan funding, and lastly, rate funding.
- 2.2.5 Loan funding is an appropriate funding mechanism to enable the effect of peaks in capital expenditure to be smoothed and also to enable the costs of major developments to be borne by those who ultimately benefit from the expenditure. This is known as the 'intergenerational equity principle' and means that the costs of any expenditure should be recovered from the community at the time or over the period the benefits of that expenditure accrue.

## **3.0 Sources of Funding**

The funding sources available to a local authority are set out under the LGA 2002 and the LGRA 2002. Presented below are descriptions of the available funding sources.

### **3.1 General Rate**

- 3.1.1 The General Rate is set under Section 13(2) (a) of the LGRA 2002 and has been used to part fund the activities of Leadership, Community and Partnerships, Recreation and Property, Regulatory Services, Resource Management and Solid Waste. It is set according to the RFP for these activities.

3.1.2 The General Rate is a rate per \$100 of capital value applied to all rateable properties in the District. A General Rate is used according to the RFP, when:

- Council considers that a capital value rate is fairer than the use of other existing rating tools for the service funded; and
- Council considers that the community as a whole should meet costs of the function; and
- Council is unable to achieve its user charge targets and must fund expenditure; or
- UAGC use would be a fair method but Council is constricted by the 30% cap (Section 21 LGRA 2002).

### **3.2 Uniform Annual General Charge (UAGC)**

3.2.1 The UAGC, assessed on each separately used or inhabited part of a rating unit (SUIP), is set under Section 15 of the LGRA 2002 and has been used to part-fund some activities where overall District-wide benefit has been assessed (details are contained within the relevant activity funding sections).

3.2.2 UAGC is assessed on each separately used or inhabited part (SUIP) of a rating unit to:

- Ensure equity in bearing the cost liability of a service (or part of service) which is deemed equally beneficial to all
- Ensure that those with multiple uses pay a fair share
- Provide a consistent treatment between all uniform charges.

3.2.3 In setting the UAGC, based on the RFP, Council will consider the following aspects:

- Adherence to the legislative cap (UAGC to be maximum of 30% of total rates excluding any fixed rate charges for water or wastewater) and;
- Set the amount of UAGC such that it is as fair as possible to all ratepayers and in consideration of the principles of affordability and sustainability.

3.2.4 Council may consider 'capping' the amount of the UAGC at a certain value or that any increase in UAGC may be limited to a maximum of the Local Government Cost Indicator (LGCI) for that year (to be determined by Council through the annual rates setting process).

3.2.5 This consideration is primarily to maintain rates affordability and is in keeping with section 101(3) of LGA 2002 which explicitly requires that the funding needs be met by sources considered appropriate by local authorities, after giving consideration to, among other things, the impact of the funding allocations on the interests of the community.

### **3.3 Targeted Rates**

3.3.1 A Targeted Rate is set under Sections 16 or 19 of the LGRA 2002 and has been used to part fund the groups of activities of Community and Partnerships, Recreation and Property, Wastewater, Water Supply, Stormwater, Solid Waste and Roads and Footpaths. Targeted Rates are set according to the RFP for these services.

3.3.2 A Targeted Rate is used according to the RFP, when:

- Council considers that a Targeted Rate would enable a higher level of transparency in funding allocation; or
- Council considers that a Targeted Rate is fairer than the use of other existing rating tools for the service funded, in consideration of the benefit derived from the service. The percentage of benefit is determined by Council's RFP.

3.3.3 The LGRA 2002 allows for Targeted Rates to be assessed on land defined on the basis of use to which land is put, area of land, location of land, the value of land and the provision or availability of Council services. Targeted Rates may be imposed as a fixed rate or differentially based on property uses.

3.3.4 Council has chosen to differentiate the District Roading Rate into two categories and will use the 'use to which the land is put' (Schedule 2 (1) of LGRA 2002) to define the land liable for these rates. The TR will be assessed as a rate per \$100 of capital value to part fund the Roads and

Footpaths activity. Council has chosen to primarily use valuation data to determine the allocation of rating units to differential rate categories.

The following land use categories and differential factors will apply to the District Roding Rate:

| Differential Category                     | Definition  | Differential Factor |
|---|---|---------------------|
| a) District Roding Rate - General         | All rating units in the district excluding those properties categorised as differential b) District Roding Rate - Forestry Exotic below.  | 1.0                 |
| b) District Roding Rate - Forestry Exotic | <p>Rating units that have been assigned the FE category code (Forestry Exotic) by Council's Valuation Service Provider and/or properties that are partially used for exotic forestry.</p> <p><b>Properties with a mixed use</b><br/>Where rating units have a mixed use (eg, pastoral and exotic forestry), and the area of exotic forestry is 20 hectares or more, the rating unit will be apportioned to enable the district roding rate to be charged correctly.<br/>The portion used for exotic forestry will be charged the differential of 3.0 and the remaining portion will be charged the differential of 1.0.</p> | 3.0                 |

3.3.5 Council will use location (Schedule 2(6) of LGRA) to define the land liable for a number of targeted rates based on location. The following location definitions for the respective rating areas will apply:

|  |  |
|--|--|
| <b>Te Kuiti Urban Rating Area</b>              | All rating units situated within the Te Kuiti urban area, shown as shaded blue on the map attached in Appendix One.  |
| <b>Rural Rating Area</b>                       | All rating units situated in the rural areas, shaded green on the map attached as Appendix Two in the district (excluding those rating units shaded blue on the map attached in Appendix One.)   |
| <b>Piopio Township</b>                         | <del>All rating units connected or with the ability to connect to the Piopio Sewerage System.</del>  |
| <b>Piopio Wider-Benefit Rating Area/ PWBRA</b> | <del>All rating units situated in the rural areas around Piopio township (excluding rating units/SUIPs connected or with the ability to connect to the Piopio sewerage system) that are deemed to indirectly benefit from the Piopio sewerage reticulation network, shown as yellow on the map attached as Appendix Three.</del> |

### 3.4 Fees and Charges

3.4.1 Fees and Charges will be set according to Council's RFP where:

- It is assessed that the level of benefit to identified beneficiary/exacerbator groups justifies the seeking of user charges; and
- There are identifiable and distinct user groups/exacerbators identified by Council's RFP; and
- User fees represent the fairest method to seek a contribution from identified beneficiaries or exacerbators.

3.4.2 The RFP includes the percentage of fees and charges Council aspires to collect for the relevant activity. The actual fees and charges collected by Council will vary dependent on a number of external factors.

### **3.5 Interest, Subventions and Dividends**

- 3.5.1 Council receives limited interest from cash investments and borrower notes. Any interest received is used to offset the rate required in the year received.
- 3.5.2 Council has an investment in Inframax Construction Ltd. No dividends are forecast over the life of the plan however if any dividends and/or subventions were to be received these may be used to repay debt. Council will determine how dividend revenue is applied as part of the LTP or annual plan process or by Council resolution.

### **3.6 Borrowing**

- 3.6.1 Borrowing is managed by the provisions of Council's Treasury Policy. Council's use of funding mechanisms to fund capital development is set out in the Funding of Capital Expenditure section of this policy.

### **3.7 Proceeds from Asset Sales**

- 3.7.1 Council will determine how proceeds from assets sales will be applied through the LTP or annual plan process or by Council resolution.

### **3.8 Development and Financial Contribution Policy**

- 3.8.1 Population trends show that there is no forecast demand on infrastructure created by growth, for the foreseeable future.
- 3.8.2 Currently Council does not require development contributions for development that triggers section 198(1) of the Local Government Act 2002.
- 3.8.3 Financial contributions are currently taken by Council as consent conditions for subdivision and land use activities approved under the Resource Management Act 1991("RMA") where possible. Formulae are specified in the District Plan for collecting financial contributions to remedy or mitigate the adverse effects of development on the District.

### **3.9 Grants and Subsidies**

- 3.9.1 Council receives a subsidy from NZTA Waka Kotahi to part-fund operations, renewal, and capital development in provision of roads and footpaths.
- 3.9.2 Council pursues other Grant and Subsidy funding available from Central Government wherever it is considered appropriate.

## **4.0 Overall Impact of the Funding Mechanisms Selected**

- 4.1 Following consideration of the matters referred to in Section 101(3)(a), a picture emerges of where the benefits of engaging in activities land. Once this is done and indicative cost allocation compiled, the final step in Council's process of developing this policy has been to consolidate the results of the individual activity analysis and consider these results in terms of Section 101(3)(b). Section 103(b) requires Council to consider the overall impact of any allocation of liability for revenue needs on the community. The impact is assessed on the current and future wellbeing of the community.
- 4.2 Council has agreed that for most activities where a District benefit has been identified, funding that benefit allocation equally through the General Rate and UAGC would be the most efficient, equitable and transparent funding method. Both the General Rate and the UAGC are appropriate funding sources when a District wide benefit is assessed.
- 4.3 Council's reasoning behind this decision was that, for some activities, the UAGC would be the most appropriate method for funding the District Allocation because of the 'equal benefit' nature of the activity, but Council needs to take into account the 'rates affordability' and 'ability to pay' considerations within the community and also the legislative 'cap' on the amount that can be funded through the UAGC.

4.4 This reasoning by Council has not been repeated in the rest of the policy except where Council has made exceptions to it.

## 5.0 Benefits Allocation and Funding Mechanism

5.1 Council’s RFP has been developed mostly at activity level however for some activities it has been necessary to develop the policy at function level. The benefit allocation and funding mechanism for each function is included under the relevant activity or function in sections 6 to 16 of this policy.

## 6.0 Application of funding principles to the funding for each activity

6.1 Council has determined the sources of funding for capital and operating expenditure for each of its activities after considering the principles set out in Section 1.0 and the rationale for the use of funding sources. The table below outlines a summary followed by a detailed explanation.

| Activity                                    | Fees and Charges | Other Revenue       | Grants and Subsidies | General Rate/UAGC | Targeted Fixed Rate | Targeted Rate | Rate Type                       | Assessment basis: CV/Rating Unit/SUIP                                       |
|---|------------------|---------------------|----------------------|-------------------|---------------------|---------------|---------------------------------|---|
| <b>Leadership</b>                           |                  |                     |                      |                   |                     |               |                                 |   |
| <b>Representation</b>                       |                  |                     |                      |                   |                     |               |                                 |   |
| Representation                              | 1%               | 30% rates penalties |                      | 69%               |                     |               | GR                              | CV  |
|   |                  |                     |                      |                   |                     |               | UAGC                            | SUIP  |
| <b>Strategy and Engagement</b>              |                  |                     |                      |                   |                     |               |                                 |   |
| Strategy and Engagement                     |                  |                     |                      | 100%              |                     |               | GR                              | CV  |
|   |                  |                     |                      |                   |                     |               | UAGC                            | SUIP  |
| <b>Investments</b>                          |                  |                     |                      |                   |                     |               |                                 |   |
| Investment in CoLab                         |                  |                     |                      | 100%              |                     |               | GR                              | CV  |
|   |                  |                     |                      |                   |                     |               | UAGC                            | SUIP  |
| Investment in Inframax Construction Limited |                  |                     |                      | 100%              |                     |               | GR                              | CV  |
|   |                  |                     |                      |                   |                     |               | UAGC                            | SUIP  |
| Council Owned Quarries                      | 80%              |                     |                      | 20%               |                     |               | GR                              | CV  |
|   |                  |                     |                      |                   |                     |               | UAGC                            | SUIP  |
| <b>Community and Partnerships</b>           |                  |                     |                      |                   |                     |               |                                 |   |
| <b>Community Development</b>                |                  |                     |                      |                   |                     |               |                                 |   |
| Community Development                       |                  |                     |                      | 98%               | 100%                | 2% (approx)   | GR                              | CV  |
|   |                  |                     |                      |                   |                     |               | UAGC                            | SUIP  |
|   |                  |                     |                      |                   |                     |               | FFR (Piopio Retirement Village) | Rating Unit—within Piopio Township and the Piopio Wider Benefit Rating Area |
| <b>District Promotion</b>                   |                  |                     |                      |                   |                     |               |                                 |   |
| District Promotion                          | 1%               |                     |                      | 99%               |                     |               | GR                              | CV  |
|   |                  |                     |                      |                   |                     |               | UAGC                            | SUIP  |
| <b>Economic Development</b>                 |                  |                     |                      |                   |                     |               |                                 |   |
| Economic Development                        |                  |                     |                      | 100%              |                     |               | GR                              | CV  |
|   |                  |                     |                      |                   |                     |               | UAGC                            | SUIP  |
| <b>Regulatory Services</b>                  |                  |                     |                      |                   |                     |               |                                 |   |
| <b>Environmental Health</b>                 |                  |                     |                      |                   |                     |               |                                 |   |
| Environmental Health                        | 10%              |                     |                      | 90%               |                     |               | GR                              | CV  |
|   |                  |                     |                      |                   |                     |               | UAGC                            | SUIP  |
| <b>Animal and Dog Control</b>               |                  |                     |                      |                   |                     |               |                                 |   |
| Animal and Dog Control                      | 50%              |                     |                      | 50%               |                     |               | GR                              | CV  |
|   |                  |                     |                      |                   |                     |               | UAGC                            | SUIP  |

| Activity                         | Fees and Charges | Other Revenue | Grants and Subsidies | General Rate/UAGC                    | Targeted Fixed Rate | Targeted Rate | Rate Type | Assessment basis: CV/Rating Unit/SUIP |
|----------------------------------|------------------|---------------|----------------------|--------------------------------------|---------------------|---------------|-----------|---------------------------------------|
| <b>Building Control Services</b> |                  |               |                      |                                      |                     |               |           |                                       |
| Building Control Services        | 30%              |               |                      | 70%                                  |                     |               | GR        | CV                                    |
|                                  |                  |               |                      |                                      |                     |               | UAGC      | SUIP                                  |
| <b>Alcohol Licensing</b>         |                  |               |                      |                                      |                     |               |           |                                       |
| Alcohol Licensing                | 25%              |               |                      | 75%                                  |                     |               | GR        | CV                                    |
|                                  |                  |               |                      |                                      |                     |               | UAGC      | SUIP                                  |
| <b>Emergency Management</b>      |                  |               |                      |                                      |                     |               |           |                                       |
| Emergency Management             |                  |               |                      | 100%                                 |                     |               | GR        | CV                                    |
|                                  |                  |               |                      |                                      |                     |               | UAGC      | SUIP                                  |
| <b>Recreation and Property</b>   |                  |               |                      |                                      |                     |               |           |                                       |
| <b>Parks and Recreation</b>      |                  |               |                      |                                      |                     |               |           |                                       |
| Parks and Reserves               | 2%               |               |                      | 98%                                  |                     |               | GR        | CV                                    |
|                                  |                  |               |                      |                                      |                     |               | UAGC      | SUIP                                  |
| <b>Housing and Property</b>      |                  |               |                      |                                      |                     |               |           |                                       |
| Elderly Persons Housing          | 100%             |               |                      | Balance by Gen Rate/UAGC if required |                     |               |           |                                       |
| Community Halls                  | 5%               |               |                      | 95%                                  |                     |               | GR        | CV                                    |
|                                  |                  |               |                      |                                      |                     |               | UAGC      | SUIP                                  |
| Other Land and Buildings         | 20%              |               |                      | 80%                                  |                     |               | GR        | CV                                    |
|                                  |                  |               |                      |                                      |                     |               | UAGC      | SUIP                                  |
| <b>Community Facilities</b>      |                  |               |                      |                                      |                     |               |           |                                       |
| District Libraries               | 1%               |               |                      | 99%                                  |                     |               | GR        | CV                                    |
|                                  |                  |               |                      |                                      |                     |               | UAGC      | SUIP                                  |
| Aquatic Centre                   |                  |               |                      | 100%                                 |                     |               | GR        | CV                                    |
|                                  |                  |               |                      |                                      |                     |               | UAGC      | SUIP                                  |
| Les Munro Centre                 | 4%               |               |                      | 96%                                  |                     |               | GR        | CV                                    |
|                                  |                  |               |                      |                                      |                     |               | UAGC      | SUIP                                  |
| Aerodrome                        | 60%              |               |                      | 40%                                  |                     |               | GR        | CV                                    |
|                                  |                  |               |                      |                                      |                     |               | UAGC      | SUIP                                  |
| Gallagher Community Centre       | 48%              | 25%           |                      | 27%                                  |                     |               | GR        | CV                                    |
|                                  |                  |               |                      |                                      |                     |               | UAGC      | SUIP                                  |
| <b>Public Facilities</b>         |                  |               |                      |                                      |                     |               |           |                                       |
| Cemeteries                       | 30%              |               |                      | 70%                                  |                     |               | GR        | CV                                    |
|                                  |                  |               |                      |                                      |                     |               | UAGC      | SUIP                                  |
| Public Amenities                 |                  |               |                      | 100%                                 |                     |               | GR        | CV                                    |
|                                  |                  |               |                      |                                      |                     |               | UAGC      | SUIP                                  |
| <b>Solid Waste Management</b>    |                  |               |                      |                                      |                     |               |           |                                       |
| Kerbside Collection              | 40%              |               |                      |                                      | 1060%               |               | TFR       | SUIP                                  |
| Waste Disposal                   | 60%              |               |                      |                                      | 40%                 |               | TFR       | SUIP                                  |
| Waste Minimisation               |                  |               | 60%                  | 40%                                  |                     |               | GR        | CV                                    |
|                                  |                  |               |                      |                                      |                     |               | UAGC      | SUIP                                  |
| <b>Stormwater</b>                |                  |               |                      |                                      |                     |               |           |                                       |
| Te Kuiti Stormwater              |                  |               |                      |                                      | 35% (Te Kuiti)      | 65%           | TFR       | Rating Unit                           |
|                                  |                  |               |                      |                                      |                     |               | TR        | CV                                    |
| Rural Stormwater                 |                  |               |                      |                                      | 100% (rural areas)  |               | TFR       | SUIP                                  |

| Activity  | Fees and Charges | Other Revenue | Grants and Subsidies | General Rate/UAGC | Targeted Fixed Rate | Targeted Rate | Rate Type                              | Assessment basis: CV/Rating Unit/SUIP   |
|---|------------------|---------------|----------------------|-------------------|---------------------|---------------|--|---|
| <b>Resource Management</b>  |                  |               |                      |                   |                     |               |  |   |
| District Plan Administration  | 45%              |               |                      | 55%               |                     |               | GR                                     | CV  |
|   |                  |               |                      |                   |                     |               | UAGC                                   | SUIP  |
| District Planning   |                  |               |                      | 100%              |                     |               | GR                                     | CV  |
|   |                  |               |                      |                   |                     |               | UAGC                                   | SUIP  |
| <b>Wastewater</b>   |                  |               |                      |                   |                     |               |  |   |
| District Wastewater (Te Kuiti, Te Waitere, Piopio, Maniaiti/Benneydale) | 22.24%           |               |                      |                   | 78.76%              |               | TFR                                    | Residential properties per SUIP –connected/ serviceable – District TFR (Harmonised)   |
|   |                  |               |                      |                   |                     |               | TFR - Base charge                      | Te Kuiti Non-residential Per SUIP   |
|   |                  |               |                      |                   |                     |               | TFR – Pan Charge                       | Te Kuiti Non-residential Per Pan  |
|   |                  |               |                      |                   |                     |               | TFR – Trade Waste Contribution         | Rating Unit – District Wide   |
|   |                  |               |                      |                   |                     |               | TFR – District wide benefit allocation | Rating Unit – District Wide (Transition rate for 3 years commencing 2025/26, with the intention to remove this rate by 1 July 2028 as we move to a “user pays” approach)  |
| <b>Water Supply</b>   |                  |               |                      |                   |                     |               |  |   |
| Te Kuiti, Mokau, Piopio, Maniaiti/Benneydale Water Supply               |                  |               |                      |                   | 68.70%              | 32.0%         | TFR                                    | SUIP –connected/ serviceable – District TFR (harmonisation paused), transition rate until a decision is made on the formation of regional CCO for water delivery).        |
|   |                  |               |                      |                   |                     |               | TR                                     | Water meter / consumption   |
|   |                  |               |                      |                   |                     |               | TFR – District wide benefit allocation | Rating Unit – District Wide (Transition rate for 3 years commencing 2025/26, with the intention to remove this rate by 1 July 2028 as we move to a “user pays” approach)) |
| <b>Roads and Footpaths</b>  |                  |               |                      |                   |                     |               |  |   |
| Subsidised Roding   | 1%               |               | 71%                  |                   |                     | 28%           | TR                                     | CV - Rating Unit – District Roding Rate – General Differential of 1.0   |
|   |                  |               |                      |                   |                     |               | TR                                     | CV – Rating unit – District Roding Rate -Forestry Exotic Differential of 3.0  |
| Unsubsidised Roding   | 17%              |               |                      |                   |                     | 83%           | TR                                     | CV - Rating Unit – District Roding Rate – General Differential of 1.0   |
|   |                  |               |                      |                   |                     |               | TR                                     | CV – Rating unit – District Roding Rate -Forestry Exotic Differential of 3.0  |

## 7.0 Leadership

### Level of alignment to community outcomes

| Primary Contribution  | Secondary Contribution   |
|-----------------------|--|
| A district for people | A prosperous district<br>A district that values culture<br>A district that cares for its environment |

### 7.1 Description

#### 7.1.1 In carrying out this activity

- We enable, promote and support local democracy by providing governance advice and democratic services to elected members, the public and staff. We support public engagement with the mayor, councillors and with our democratic processes.
- We consider research, analysis and policy development, and provides provide advice to support development of the District with a focus on strategies, plans, policy, and bylaws to address the top issues facing our community. We also coordinate and undertake community engagement and consultation on a variety of issues.
- We provide leadership to Council's investment portfolio which oversees the investment in CoLab, Civic Financial Services Ltd, Inframax Construction Ltd and Council owned quarries.

### 7.2 Activities

#### 7.2.1 The Leadership Group of Activity (GOA) provides for:

- Representation
- Strategy and Engagement
- Investments

### 7.3 Activity analysis and funding mechanisms

#### 7.3.1 Representation

This Activity involves the provision of leadership and governance of the District and includes the Mayor's Office and Council's governance, including committees.

| Attributable Benefit |              | Funding |   |
|----------------------|--------------|---------|---|
| Benefit Group        | % of Benefit | %       | Method                                      |
| District Benefit     | 100%         | 69%     | General Rate/ UAGC                          |
|                      |              | 1%      | Fees and Charges                            |
|                      |              | 30%     | Other Revenue: Penalties and sundry revenue |

#### (a) Distribution of Benefits

District Benefit: The benefit of the Representation activity is considered to be District wide in nature as the benefits of good governance and representation benefit the District as a whole.

#### (b) Funding Mechanism

District Allocation: Council is not able to recover all the costs of this activity from penalties and fees and charges. The most appropriate method of funding is a combination of UAGC and General Rate (GR). While the fairest method would be to fund this activity by UAGC, a combination of UAGC and General Rate is considered most appropriate, given the 30% legislative cap on UAGC and the affordability considerations and the District wide benefit of these activities.

### 7.3.2 Strategy and Engagement

This Activity includes:

- Carrying out long-term and annual planning for the District and producing plans which reflect the outcomes desired by the community.
- Communicating and consulting with the community on projects, issues and various planning documents, as well as surveys to gauge community satisfaction with services provided.
- Development of policy to promote community outcomes at a local level, and to influence policy at a regional or national level.
- Monitoring the achievement of the levels of service.
- Preparation of Council’s Annual Report comprising public information on achievement against the financial and key performance targets of the previous year.

| Attributable Benefit |              | Funding |                   |
|----------------------|--------------|---------|-------------------|
| Benefit Group        | % of Benefit | %       | Method            |
| District Benefit     | 100%         | 100%    | General Rate/UAGC |

(a) Distribution of Benefits

District Benefit: The benefit of this activity is considered to be District wide in nature as the benefits of effective planning and policy development and the monitoring of Council activities and performance **is**are of benefit to the entire District.

(b) Funding Mechanism

District Allocation: The most appropriate method of funding this activity is a combination of UAGC and General Rate (GR). While the fairest method would be to fund this activity by UAGC, a combination of UAGC and General Rate is considered most appropriate, given the 30% legislative cap on UAGC and the affordability considerations and the District wide benefit of these activities.

### 7.3.3 Investments

Council has investments in land and other organisations that it manages for the benefit of the community and to generate income. The functions comprising this activity are:

1. Investment in CoLab
2. Council Owned Quarries
3. Inframax Construction Limited

#### 7.3.4 Period of Benefit (Intergenerational Equity)

The total expenditure and income of Investment Activities needs to be specified over the proposed investment period as part of intergenerational funding decisions.

#### 7.3.5 Investment in CoLab

This function represents Council’s shareholding/investment in CoLab. The **principal**le objective for the company is to provide the most effective access to regional information of mutual value to the regional community using modern technology and processes and to be an umbrella for future development of shared services within the region.

| Attributable Benefit |              | Funding |                      |
|----------------------|--------------|---------|----------------------|
| Benefit Group        | % of Benefit | %       | Method               |
| District Benefit     | 80%          | 100%    | General Rate/ UAGC   |
| Regional Benefit     | 20%          | 0%      | No funding mechanism |

(a) Distribution of Benefits

District Benefit: The investment in CoLab is assessed to have a District wide benefit as it is either made to generate income or to explore opportunities for cost reduction/efficiencies, which are used for the benefit of the entire District, or Council is involved for a strategic reason which again is for the benefit of the District as a whole.

Regional Benefit: Gaining the most effective access to regional information and services of mutual value to the regional community is seen as having regional benefit.

(b) Funding

District Allocation: The fairest method of funding this investment would be by way of UAGC. However, due to the 30% UAGC 'cap' and rates affordability issues, Council resolved a combination of General Rate and UAGC to be the most efficient, effective and transparently lawful funding mechanism for this allocation.

Regional Allocation: As there is no lawful funding mechanism available to Council to recover from this group of beneficiaries Council resolved that the Regional Benefit be reallocated to District Benefit and funded by a combination of General Rate and UAGC.

7.3.6 Investment in Inframax Construction Ltd (ICL)

This function represents Council's investment in ICL. ICL is a provider of roading construction and maintenance, quarrying, and maintenance and construction of utilities and infrastructure assets.

| Attributable Benefit |              | Funding |                        |
|----------------------|--------------|---------|------------------------|
| Benefit Group        | % of Benefit | %       | Method                 |
| District Benefit     | 100%         | 100%    | General Rate/UAGC      |
|                      |              | 0%      | Dividend or Subvention |

(a) Distribution of Benefits

District Benefit: ICL is assessed to have District wide benefit as it exists to give effect to social and economic outcomes that benefit the entire District. Council's investment in ICL is considered to be strategic in nature and for the benefit of the wider District as a whole.

(b) Funding

Investment Income: Council resolved that as this investment has been entered into for social and economic purposes it would be equitable to fund the cost of this activity through Investment Income (i.e. dividend and/or subventions), when available.

Any surplus generated through this investment may be used for repayment of term debt which benefits the wider community by enhancing the financial sustainability of the Waitomo District Council and will be resolved by Council through the LTP or annual planning cycle or by Council resolution.

District Allocation: Any deficit resulting from Council's investment in ICL will be funded by way of a combination of General Rate and UAGC which reflects the public good associated with the investment. This is considered to be the most efficient, effective and transparent method for funding this allocation.

### 7.3.7 Council Owned Quarries

This function involves the maintenance and management of Council owned quarries.

| Attributable Benefit |              | Funding |                   |
|----------------------|--------------|---------|-------------------|
| Benefit Group        | % of Benefit | %       | Method            |
| District Benefit     | 100%         | 80%     | Fees and charges  |
|                      |              | 20%     | General Rate/UAGC |

(a) Distribution of Benefits

District Benefit: Council owned quarries are assessed to have District wide benefit as they exist to give effect to social and economic outcomes for the benefit of the entire District. Council’s investment in quarries is considered to be strategic in nature and for the benefit of the wider District as a whole.

(b) Funding

District Allocation: Council resolved that as this investment has been entered into for social and economic purposes it would be most equitable to fund this activity through investment income (e.g. metal royalties/leases). Any net surplus income generated through this investment will be used to offset General Rate and UAGC rates income collected from the entire District. However it is recognised that revenue is dependent on quarrying activity and market rates for products and therefore investment income may not be enough to fully fund expenditure. Council considers that where fees and charges are not sufficient to fund activities, the balance will be funded from the General Rate and UAGC which reflects the public good associated with the investment. This is considered to be the most efficient, effective and transparent method for funding this allocation.

## 8.0 Community and Partnerships

### Level of alignment to community outcomes

| Primary Contribution  | Secondary Contribution   |
|-----------------------|--|
| A district for people | A prosperous district<br>A district that values culture<br>A district that cares for its environment |

### 8.1 Description

8.1.1 The Community and Partnerships is a group of activities (GOA) where the Council, in a number of diverse roles, is actively involved in ‘helping the community to help itself’. The Community Development service supports the wellbeing of our communities. This is done by enabling local organisations and private providers to deliver a variety of community-based services and activities to meet the needs of our community. This includes providing grants to community groups through community assistance grants, event funding and international sister city engagement.

8.1.2 We manage the visitor information services to provide residents and visitors to the District access to quality, up to date information and a booking service for activities, attractions and accommodation and events.

### 8.2 Activities

8.2.1 There are three activities under this GOA:

1. Community Development
2. District Promotions
3. Economic Development

### 8.3 Activity Analysis and Funding Mechanisms

#### 8.3.1 Community Development

As part of this Activity Council seeks to improve social outcomes within Waitomo District by working closely with the District community. It includes safe communities, making grants to the community, provision of service contracts, Council's Sister City relationship and Youth engagement.

| Attributable Benefit         |                     | Funding             |                                |
|------------------------------|---------------------|---------------------|--------------------------------|
| Benefit Group                | % of Benefit        | %                   | Method                         |
| District Benefit             | 100 <del>98</del> % | 100 <del>98</del> % | General Rate/UAGC              |
| <del>Community Benefit</del> | <del>2%</del>       | <del>2%</del>       | <del>Targeted Fixed Rate</del> |

(a) Distribution of Benefits

District Benefit: The benefit of this activity is considered to be District wide in nature as the benefits of the activity of supporting the community by working to create a better quality of life ~~is~~are beneficial to the entire District.

~~Community Benefit: A small element of this activity benefits the Piopio Community specifically via support to the Piopio retirement village. The wider Piopio community consider the Piopio retirement village is an asset that should be retained.~~

(b) Funding

District Allocation: It is considered that ~~after funding the Piopio Retirement Village~~ the most appropriate method of funding the ~~district allocation~~remainder of this activity is a combination of the UAGC and General Rate (GR). The Community Development activity aims to develop a more liveable and vibrant district which can have an effect on the prosperity of the entire District.

~~Community Allocation: In recognition of the unique situation that exists with Piopio Retirement Village and of the invaluable role it plays within the Piopio Community, both now and in the future, the Piopio Retirement Village will receive an annual rates remission as determined by Council's Rates Remission Policy, to support the Trust in the continued delivery of elderly housing accommodation services.~~

~~The amount determined as the annual rates remission for the Piopio Retirement Village will be separately funded by way of a Targeted Fixed Rate assessed on all rateable units situated within the Piopio Township and the Piopio Wider Benefit Rating Area.~~

#### 8.3.2 District Promotions

This Activity encompasses three functions that serve to attract visitors to the District and contribute over time to the overall development of the District.

- 1) **Visitor Information Centres** - We manage the visitor information services to provide residents and visitors to the District access to quality, up to date information and a booking service for activities, attractions and accommodation and events.
- 2) **District and Regional Promotion** - This activity involves regional tourism growth at both domestic and international levels.
- 3) **Events** - Co-ordination of major events in the District, including the Great NZ Muster, Matariki celebrations and the Christmas Parade.

| Attributable Benefit |              | Funding |                      |
|----------------------|--------------|---------|----------------------|
| Benefit Group        | % of Benefit | %       | Method               |
| National Benefit     | 10%          | 0%      | No funding mechanism |
| District Benefit     | 80%          | 99%     | General Rate/UAGC    |

|                   |     |    |                  |
|-------------------|-----|----|------------------|
| Community Benefit | 10% | 1% | Fees and charges |
|-------------------|-----|----|------------------|

(a) Distribution of Benefits

National Benefit: There is an element of national and regional benefit that results from attracting visitors to the District. New Zealand as a whole and particularly the region will benefit from services and events which attract overseas and local visitors.

Increased visitor numbers to Waitomo District will have flow on effects for our neighbours and help in promoting other neighbouring Districts as well.

District Benefit: The Visitor Industry is considered to have a District wide benefit as the activity gives effect to the economic development and employment within the District as a whole. There are numerous examples that demonstrate tourism can contribute immensely to the whole economy in terms of increased employment, revenue generation and the like and that benefit will accrue to the overall District.

Community Benefit: The Visitor Industry provides a high degree of benefit to communities that provide meals, entertainment and accommodation.

(b) Funding

National/Regional Allocation: Council resolved that this allocation should be funded through Grants when available. Where grant funding is not available, the National Allocation is reallocated to the District Allocation.

District/Community Allocation: Council considered that the overall District benefits to an extent from District Development Activities and although there is some element of community benefit, the most appropriate and efficient funding method is a combination of General Rate and UAGC.

Some minor revenue is received through sales at the Customer Service Centre.

### 8.3.3 Economic Development

This Activity involves the development, support and promotion of business-related programmes and activities and new employment initiatives within the District. It also involves the maintenance of a high quality environment, input into the urban infrastructure, the need to recognise the importance of international relationships and the tourism industry and utilisation of the landscape and culture of the Waitomo District. We also support Regional and Economic Development opportunities and outcomes.

| Attributable Benefit |              | Funding |                      |
|----------------------|--------------|---------|----------------------|
| Benefit Group        | % of Benefit | %       | Method               |
| National Benefit     | 10%          | 0%      | No funding mechanism |
| District Benefit     | 80%          | 100%    | General Rate/UAGC    |
| Community Benefit    | 10%          |         |                      |

(a) Distribution of Benefits

National Benefit: There is an element of national and regional benefit that results from attracting visitors and investment to the District.

District Benefit: The promotion of the district is considered to have a District wide benefit as the activity gives effect to the economic development and employment within the District as a whole.

Community Benefit: The commercial development within the district provides increased employment, growth and supports the sustainability of the District.

(b) Funding

National/Regional Allocation: Council resolved that this allocation should be funded through Grants when available. Where grant funding is not available, the National Allocation is reallocated to the District Allocation.

District/Community Allocation: Council considered that the overall District benefits to an extent from Economic Development Activities and although there is some element of community benefit, the most appropriate and efficient funding method is a combination of General Rate and UAGC.

## 9.0 Regulatory Services

### Level of alignment to community outcomes

| Primary Contribution  | Secondary Contribution   |
|-----------------------|--|
| A district for people | A prosperous district<br>A district that values culture<br>A district that cares for its environment |

### 9.1 Description

9.1.1 The Regulatory Services GOA works towards the goal of seeking to effectively and efficiently provide a safe and sustainable environment through the administration and enforcement of Central Government Legislation.

### 9.2 Activities

9.2.1 The activities under this GOA are:

1. Environmental Health
2. Animal and Dog Control
3. Alcohol Licensing
4. Building Control
5. Emergency Management

### 9.3 Activity Analysis and Funding Mechanisms

#### 9.3.1 Environmental Health

The provision of environmental health services, including [licencing](#)[licensing](#) and inspection of food premises and noise control. Council has specific statutory responsibilities under each of these functions.

| Attributable Benefit   |              | Funding |                   |
|------------------------|--------------|---------|-------------------|
| Benefit Group          | % of Benefit | %       | Method            |
| District Benefit       | 70%          | 90%     | General Rate/UAGC |
| User/Applicant Benefit | 20%          | 10%     | Fees and Charges  |
| Exacerbator            | 10%          |         |                   |

#### (a) Distribution of Benefits

District Benefit: Environmental Health delivers District benefits by ensuring minimum health standards, such as premises are [licenced](#)[licensed](#) and safe, healthy and hygienic for the public to use, and providing general advice and education. Noise control services provided also contribute to healthy living. The investigation and notification of incidents of communicable diseases also provides benefit to the entire District.

User/Applicant Benefit: Individuals and organisations applying for a licence to operate under specific regulations nationally and within the District and those requiring advice about the regulations are direct beneficiaries of this service.

Exacerbator/Offender: These are the costs incurred in responding to the actions of

offenders. This includes costs associated with investigating complaints, non-compliance with licences and regulations and prosecution of offenders.

(b) Funding

User Allocation: Council resolved user fees and charges to be the most efficient, effective and transparently lawful available method for funding this allocation. However Council considered that not all of the recovery of this benefit can be undertaken through Fees and Charges as it would make the fees prohibitively high for the users and therefore Council has resolved to partly fund through General Rate and UAGC.

Exacerbator Allocation: User fees and charges are considered to be the most efficient, effective and transparently lawful available method for funding the Exacerbator allocation. However Council considered that not all of the recovery of this benefit can be undertaken through Fees and Charges from the exacerbator therefore Council has resolved to partly fund through General Rate and UAGC.

District Allocation: Council is not able to recover all the costs of this activity from fees and charges. The most appropriate method of funding the remainder of this activity is considered to be a combination of General Rate and UAGC.

**9.3.2 Animal and Dog Control**

Provision of an animal and dog control service for the District. This activity involves the registration of dogs as well as the prevention of harm to the community in cases of menacing or dangerous behaviour by dogs and dealing with roving stock.

| Attributable Benefit   |              | Funding |                   |
|------------------------|--------------|---------|-------------------|
| Benefit Group          | % of Benefit | %       | Method            |
| District Benefit       | 20%          | 50%     | General Rate/UAGC |
| User/Applicant Benefit | 70%          | 50%     | Fees and Charges  |
| Exacerbator            | 10%          |         |                   |

(a) Distribution of Benefits

District Benefit: The District benefit is received from general advice given to the public, education and public safety. All residents have equal access to the use of the service.

User/Applicant Benefit: Individuals applying for and maintaining dog registration and receiving education are direct beneficiaries of this service. The allocation reflects the benefit to those individuals with animals.

Exacerbators: These are the costs incurred in responding to the actions of offenders. This includes costs associated with investigating complaints, impounding of stock and prosecution of offenders.

(b) Funding

User Allocation: Council resolved that user fees and charges would be the most efficient, effective and transparently lawful method available for funding this allocation. However Council considered that not all of the recovery of this benefit can be undertaken through Fees and Charges as it may make the fees prohibitively high for the users and therefore Council has resolved to partly fund through General Rate and UAGC.

Exacerbator Allocation: Council resolved that education and monitoring would be the most effective method to promote good animal management and control. Council also proposes that user fees and charges (in the form of infringements and penalties) would be the most efficient, effective and transparently lawful method available for funding this allocation.

District Allocation: Council considers that given there is some benefit to the entire district in the form of public safety, the most appropriate method of funding this allocation is a

combination of General Rate and UAGC.

### 9.3.3 Building Services

Provision of building services, including issuing and monitoring of building consents

| Attributable Benefit   |              | Funding |                   |
|------------------------|--------------|---------|-------------------|
| Benefit Group          | % of Benefit | %       | Method            |
| District Benefit       | 20%          | 70%     | General Rate/UAGC |
| User/Applicant Benefit | 75%          | 30%     | Fees and Charges  |
| Exacerbator            | 5%           |         |                   |

(a) Distribution of Benefits

District Benefit: The District benefit is received from general advice given to the public, education, and public safety. This activity is mandatory for Council and has a District benefit by ensuring minimum building standards are met and that buildings are safe for use. This activity is also driven by Central Government policies and there is increased focus at the national level around sustainable building development.

User/Applicant Benefit: Individuals and groups applying for a building consent, requiring building inspection, compliance certificates and advice, are the direct beneficiaries of this service.

Exacerbator: These are the costs incurred in responding to the actions of offenders. This includes costs associated with non-compliance with consents and Warrants of Fitness.

(b) Funding

District Allocation: Council resolved that the most efficient, effective and transparent method for funding this allocation would be a combination of UAGC and General Rate since any investment in and development of the District will have more positive economic impact on larger property owners.

User Allocation: Council resolved that User Fees and Charges would be the most efficient, effective and transparently lawful available method for funding this allocation. However, since not all of the recovery of this benefit can be done through Fees and Charges which would make the fees too high and could potentially impact on development, Council resolved to partly fund this benefit through General Rate/UAGC.

Exacerbator Allocation: Council resolved that User Fees and Charges would be the most efficient, effective and transparently lawful available method for funding this allocation where the cost is able to be recovered from the exacerbator. Where this cost is not able to be recovered, Council resolved to partly fund through the General/UAGC.

### 9.3.4 Alcohol Licensing

The Alcohol Licensing function oversees the administration of the Sale and Supply of Alcohol Act 2012 at a local level acting as the District Licensing committee on behalf of the Alcohol Regulatory and Licensing Authority which encourages the responsible sale and use of alcohol through licensing, monitoring of premises and enforcement of the Act. It also involves ensuring bylaws are enforced and complied with for public safety and well-being.

| Attributable Benefit   |              | Funding |                   |
|------------------------|--------------|---------|-------------------|
| Benefit Group          | % of Benefit | %       | Method            |
| District Benefit       | 35%          | 75%     | General Rate/UAGC |
| User/Applicant Benefit | 35%          | 25%     | Fees and Charges  |
| Exacerbator            | 30%          |         |                   |

(a) Distribution of Benefits

District Benefit: This activity is assessed as having a medium level of District benefit which occurs from ensuring Licenses are complied with, sellers of alcohol have certain qualifications, etc, which contributes towards public safety and well-being. General advice and education is also provided.

Applicant Benefit: The user benefit for this service is high. Individuals and organisations applying for a licence to operate under specific regulations nationally and within the District and those requiring advice about the regulations are direct beneficiaries of this service.

Exacerbators: These are the costs incurred in responding to the actions of offenders. This includes costs associated with investigating complaints, non-compliance with licenses and regulations and prosecution of offenders.

(b) Funding

User/Applicant Allocation: Council resolved user fees and charges to be the most equitable method for funding this portion of the benefit allocation. However, Council considered that not all of the recovery of this benefit can be done through Fees and Charges as the fees are set by legislation and therefore Council resolved to partly fund this benefit through General Rate and UAGC.

Offender Allocation: User fees and charges are considered to be the most efficient, effective and transparently lawful available method for funding the Exacerbator funding allocation for this activity.

District Allocation: Council resolved that the most efficient, effective and transparent method for funding this allocation would be a combination of UAGC and General Rate.

**9.3.5 Emergency Management**

Provision of emergency response capability includes public education and administering the Civil Defence Emergency Management Act 2002.

| Attributable Benefit          |              | Funding |                    |
|-------------------------------|--------------|---------|--------------------|
| Benefit Group                 | % of Benefit | %       | Method             |
| National and Regional Benefit | 10%          | 0%      | Government Subsidy |
| District Benefit              | 90%          | 100%    | General rate/UAGC  |

(a) Distribution of Benefits

National Benefit: Emergency Management has been assessed to have a certain element of National and Regional benefit, in that this service provides safety and general well-being to the national public under a national civil defence and emergency management network. By way of example, any significant natural disaster has the potential to disrupt state highways and the rail system which might affect the Country as a whole.

District Benefit: Emergency management is considered to have a high District benefit. The benefit of this function is for the safety and well-being of all people within the District.

(b) Funding

National Allocation: Council considers that given the element of national benefit provided by the service, Central Government subsidy would be the most efficient and effective method of funding this allocation. However Central Government subsidies are no longer available so it was resolved that this allocation be re-allocated to District Benefit.

District Allocation: A combination of UAGC and General Rate is the most appropriate method of funding this activity given the 30% legislative cap on UAGC and the affordability considerations and the District wide benefit of this activity.

## 10.0 Recreation and Property

### Level of alignment to community outcomes

| Primary Contribution  | Secondary Contribution                    |
|-----------------------|---|
| A district for people | A district that cares for its environment |

### 10.1 Description

10.1.1 Council’s Recreation and Property GOA provides recreation and community facilities with the aim of ensuring that basic ranges of recreational activities are available to meet the present and future needs of the Community, and that Council meets its statutory obligations under such acts as the Reserves Act 1977 and Burials and Cremations Act 1964.

10.1.2 This Activity also ensures that the Community has essential community facilities such as public toilets and cemeteries. These facilities are necessary to ensure that public health and safety is maintained.

### 10.2 Activities

10.2.1 The Activities comprising this GOA are:

1. Parks and Recreation
2. Housing and Property
3. Community Facilities
4. Public Facilities

### 10.3 Period of Benefit (Intergenerational Equity)

10.3.1 Capital works that are an improvement or addition to the asset are considered intergenerational in nature.

### 10.4 Activity Analysis and Funding Mechanisms

#### 10.4.1 Parks and Recreation

This activity involves the provision of parks and reserves to support the health and well-being of the community by supplying and maintaining areas for sport and recreation, as well as green places and landscapes that are restful and enhance the visual amenity.

| Attributable Benefit |              | Funding |                   |
|----------------------|--------------|---------|-------------------|
| Benefit Group        | % of Benefit | %       | Method            |
| District Benefit     | 98%          | 98%     | General Rate/UAGC |
| User Benefit         | 2%           | 2%      | Fees and Charges  |

#### (a) Distribution of Benefits

District Benefit: The benefit of this activity is considered to be District wide in nature as the benefits of providing recreational spaces and facilities for the community is of benefit to the entire District.

User Benefit: Lessees of the reserves are the direct beneficiaries of the services.

#### (b) Funding

District Allocation: The most appropriate method of funding this activity is a combination of the UAGC and General Rate given the 30% legislative cap on UAGC and the affordability considerations and the District wide benefit of these activities.

User Allocation: Council resolved fees and charges to be the most efficient and

transparently lawful method of funding this allocation.

### 10.4.2 Housing and Property

The functions comprising of this Activity are:

1. Elderly Person’s Housing
2. Community Halls
3. Other Land and Buildings

### 10.4.3 Elderly Persons Housing

This function involves the provision and maintenance of affordable housing for the elderly. There are 20 pensioner units owned by Council.

| Attributable Benefit |              | Funding |                  |
|----------------------|--------------|---------|------------------|
| Benefit Group        | % of Benefit | %       | Method           |
| District Benefit     | 5%           | 100%    | Fees and Charges |
| User Benefit         | 95%          |         |                  |

(a) Distribution of Benefits

District Benefit: Provision and maintenance of housing for the elderly provides a level of District wide benefit as it provides for the current and future social well-being of the District.

User Benefit: This service has a high degree of private benefit. The direct beneficiaries of Elderly Persons Housing are the occupants, and the family and friends of the occupants.

(b) Funding

District Allocation: Due to the minor nature of the District Benefit, Council resolved that this be reallocated to User Allocation. However it is recognised that the impact of fully funding this activity from fees and charges may be prohibitive if completed in one year and therefore agreed to transition the move to fully funding the activity from fees and charges. During the transition phase any shortfall will be funded by combination of General Rate and UAGC funding.

User Allocation: Council resolved Fees and Charges to be the most appropriate funding tool for this allocation as the users (tenants) are easily identifiable and excludable and the user charges can be easily administered. However, Council considered that not all of the recovery of this benefit can be undertaken through Fees and Charges as it would make the fees prohibitively high for the users and therefore Council resolved to partly fund this benefit through General Rate and UAGC.

### 10.4.4 Community Halls

This function involves the provision and maintenance of halls through the support of Hall Committees throughout the District.

| Attributable Benefit |              | Funding |                   |
|----------------------|--------------|---------|-------------------|
| Benefit Group        | % of Benefit | %       | Method            |
| District Benefit     | 100%         | 95%     | General Rate/UAGC |
| User Benefit         | 0%           | 5%      | Fees and Charges  |

(a) Distribution of Benefits

District Benefit: Provision of Community halls is assessed to provide benefit to the wider District as a whole as any member of the District can use the halls directly or as guests for functions, etc. Halls serve as places for meetings or functions, particularly where other options are unavailable.

(b) Funding

District Allocation: Given the element of general public benefit associated with this activity, the Council resolved a combination of General Rate and UAGC to be the most appropriate, efficient and transparent funding tool for this allocation.

Council recognised that most community halls are operated and maintained by the different communities themselves and Council's expenditure on the activity was in the form of grants provided to the various hall committees towards operating costs.

A small percentage of funding for this activity comes from fees and charges for hall hire to the community.

#### 10.4.5 Other Land and Buildings

This function involves the maintenance and management of other miscellaneous Council owned properties.

| Attributable Benefit |              | Funding |                   |
|----------------------|--------------|---------|-------------------|
| Benefit Group        | % of Benefit | %       | Method            |
| District Benefit     | 30%          | 80%     | General Rate/UAGC |
| User Benefit         | 70%          | 20%     | Fees and Charges  |

(a) Distribution of Benefits

District Benefit: This activity is assessed to have a degree of District wide benefit as these land and buildings are retained and maintained by Council either with strategic intent or as investments which provide benefit to the District as a whole.

User Benefits: Lessees of these properties are the direct beneficiaries of the service. They are identifiable and able to be excluded.

(b) Funding

District Allocation: Council resolved a combination of General Rate and UAGC to be the most appropriate, efficient and transparent funding tool for this allocation.

User Allocation: Council resolved Fees and Charges to be the most efficient and transparently lawful method of funding this allocation. However, Council considered that not all of the recovery of this benefit can be done through Fees and Charges as it would make the fees prohibitively high for the users and therefore Council resolved to partly fund this benefit through General Rate and UAGC.

#### 10.4.6 Community Facilities

The functions comprising of this Activity are:

1. District Libraries
2. Aquatic Centre
3. Les Munro Centre
4. Aerodrome
5. Gallagher Recreation Centre

#### 10.4.7 District Libraries

This function involves the provision of library services to support culture, education, economic and personal development in the District. The main library is located at Te Kuiti.

| Attributable Benefit |              | Funding |                   |
|----------------------|--------------|---------|-------------------|
| Benefit Group        | % of Benefit | %       | Method            |
| District Benefit     | 20%          | 99%     | General Rate/UAGC |
| User Benefit         | 80%          | 1%      | Fees and Charges  |

(a) Distribution of Benefits

District Benefit: District libraries provide a degree of benefit to the wider District as a whole which relates to enhancing the knowledge and skills of the population and provides enjoyment. Benefits also include the promotion of knowledge building, social interaction and the provision of services to people with special needs (e.g. the visually impaired and people with disabilities).

User Benefit: Borrowers, information seekers and users of other library services are direct beneficiaries of the service.

(b) Funding

District Allocation: Council resolved a combination of General Rate and UAGC to be the most appropriate, efficient and transparent funding tool for this allocation.

User Allocation: Council resolved that although the user benefit for this service is high, funding this allocation totally through Fees and Charges would be detrimental to usage as it would make the fees prohibitively high for the users and therefore Council resolved to partly fund this benefit through General Rate and UAGC. Since libraries provide intangible benefits of promoting social and cultural development of the general population and also contribute to increasing literacy, it would be to the advantage of the District to promote their usage. It was resolved that 1% of the user benefit allocation be funded through Fees and Charges and the remaining be reallocated to District allocation.

### 10.4.8 Aquatic Centre

This function involves the provision and maintenance of the Waitomo District Aquatic Centre in Te Kuiti for leisure and competitive recreation opportunities for the community.

| Attributable Benefit |              | Funding |                   |
|----------------------|--------------|---------|-------------------|
| Benefit Group        | % of Benefit | %       | Method            |
| District Benefit     | 10%          | 100%    | General Rate/UAGC |
| Community Benefit    | 70%          |         |                   |
| User Benefit         | 20%          | 0%      | Fees and Charges  |

(a) Distribution of Benefits

District Benefit: This activity is assessed to provide a degree of benefit to the wider District as a whole in that anyone wanting to use the facility has access to it. It is a facility that can be used by all and provides for the leisure, training or health needs of the entire District.

Community Benefit: The Aquatic Centre has a comparatively high degree of community benefit. It is assessed that people who live within the Community will benefit more than those who have to travel a longer distance to use the facility.

User Benefit: Individual users, clubs and schools are direct beneficiaries of the service.

(b) Funding

District Allocation: Council resolved a combination of General Rate and UAGC to be the most appropriate, efficient and transparent funding tool for this allocation.

Community Allocation: Council discussed that a large proportion of the benefit of this service lay in the Te Kuiti urban area however the most appropriate and efficient funding is a combination of General Rate and UAGC.

User Allocation: Council discussed that although the user benefit of this service is high, not all of the recovery of this benefit can be done through Fees and Charges as charging higher for the use of the pool would be detrimental to its usage. It would also impact on the

purpose of promoting a healthy community and hence it was resolved that part of this allocation be transferred to Community Allocation. There are no fees and charges revenue forecast for the life of the plan as this revenue is now received by the contractor as part of their contractual arrangement.

#### 10.4.9 Les Munro Centre

This function involves the maintenance and management of the Les Munro Centre.

| Attributable Benefit      |              | Funding |                      |
|---------------------------|--------------|---------|----------------------|
| Benefit Group             | % of Benefit | %       | Method               |
| National/Regional Benefit | 10%          | 0%      | No funding mechanism |
| District Benefit          | 80%          | 96%     | General rate/UAGC    |
| User Benefit              | 10%          | 4%      | Fees and Charges     |

(a) Distribution of Benefits

National/Regional Benefit: The facilities may be booked by national or regional organisations, private providers. These have a small national benefit as they add benefit to the nation as a whole through stimulating local knowledge and history. They also help to add tourism value to the District.

District Benefit: This activity is assessed to provide a degree of benefit to the wider District as a whole in that it contributes to the cultural well-being of the District as a whole. The facilities can also be enjoyed by all.

User Benefit: Individual users are direct beneficiaries of the service.

(b) Funding

National Allocation: A lawful funding method for this allocation is not available. Council resolved that this allocation be transferred to District Allocation.

District Allocation: Council resolved a combination of General Rate and UAGC to be the most appropriate, efficient and transparent funding tool for this allocation.

User Allocation: Council resolved user Fees and Charges to be the most appropriate funding tool for this allocation. However Council considered that not all of the recovery of this benefit can be undertaken through Fees and Charges as it would make the fees prohibitively high for the users and therefore Council has resolved to partly fund through General Rate and UAGC.

#### 10.4.10 Aerodrome

This function involves the provision of an Aerodrome facility in Te Kūiti to provide leisure and recreational opportunities for residents and visitors to the District. Provision of a base for commercial aerial activities.

| Attributable Benefit |              | Funding |                   |
|----------------------|--------------|---------|-------------------|
| Benefit Group        | % of Benefit | %       | Method            |
| District Benefit     | 20%          | 40%     | General Rate/UAGC |
| User Benefit         | 80%          | 60%     | Fees and Charges  |

(a) Distribution of Benefits

District Benefit: This activity is assessed to provide a degree of benefit to the wider District as a whole in that it provides a facility that contributes to the District economy through commercial use.

User Benefit: Individual users, clubs and commercial users are direct beneficiaries of the service.

(b) Funding

District Allocation: Due to minor nature of District Benefit, Council resolved that this would be reallocated to User Allocation. However it is recognised that the impact of fully funding this activity from fees and charges may be prohibitive if completed in one year and therefore agreed to transition the move to fully funding the activity from fees and charges.

During the transition phase any shortfall will be funded by combination of General Rate and UAGC funding.

User Allocation: Council resolved that user Fees and Charges would be the most appropriate funding tool for this allocation and intends to progress to fully funding this activity by fees and charges. However, Council considered that not all of the recovery of this benefit can be done through Fees and Charges as it would make the fees prohibitively high for the users and therefore Council resolved to partly fund this benefit through General Rate and UAGC as this activity transitions to be fully funded by fees and charges.

**10.4.11 Gallagher Recreation Centre**

This function involves the recognition of the right to use the Gallagher Recreation Centre (GRC) for a period of 35 years. It includes the interest and principal repayment of Council's contribution towards the development of the GRC and the maintenance of the facility in accordance with the property sharing arrangement with the Ministry of Education and Board of Trustees.

| Attributable Benefit |              | Funding |                   |
|----------------------|--------------|---------|-------------------|
| Benefit Group        | % of Benefit | %       | Method            |
| District Benefit     | 30%          | 27%     | General rate/UAGC |
| User Benefit         | 70%          | 48%     | Fees and Charges  |
|                      |              | 25%     | Other Revenue     |

(a) Distribution of Benefits

District Benefit: This activity is assessed to provide a degree of benefit to the wider District as a whole in that it contributes to the cultural well-being of the District as a whole. The facilities can also be enjoyed by all. This funding covers the interest and principal repayments on Council's contribution to the construction of the GRC.

User Benefit: Individual users, clubs and schools are direct beneficiaries of the service. The Ministry of Education and the Board of Trustees receive benefit from the facility through the property sharing arrangement.

(b) Funding

District Allocation: Council resolved a combination of General Rate and UAGC to be the most appropriate, efficient and transparent funding tool for this allocation.

User Allocation: Council resolved that user Fees and Charges would be the most appropriate funding tool for this allocation. The Ministry of Education and Board of Trustees contribute towards the long term maintenance of the facilities and operating costs of the facility.

**10.4.12 Public Facilities**

The functions comprising of this Activity are:

- Public Amenities
- Cemeteries

### 10.4.13 Public Amenities

This function involves the provision of:

- Public toilet facilities in the District to ensure visitors and residents have access to safe, clean and sanitary facilities.
- Street furniture, bins and other structures to visually enhance the town's environment and provide facilities for people to relax and enjoy the environment
- Car park areas to ensure residents and visitors to the District can access conveniently located off street parking in our towns.

| Attributable Benefit |              | Funding |                   |
|----------------------|--------------|---------|-------------------|
| Benefit Group        | % of Benefit | %       | Method            |
| District Benefit     | 75%          | 100%    | General rate/UAGC |
| User Benefit         | 20%          | 0%      | Fees and Charges  |
| Exacerbator          | 5%           |         |                   |

#### (a) Distribution of Benefits

District Benefit: This activity is assessed to provide a degree of benefit to the wider District as a whole in that all people from within and outside the District have the ability to come and use public toilets, car park facilities and benefit from the provision of street furniture, bins and the like.

User Benefit: Individual users are the direct beneficiaries of the service. These can be visitors, as well as people from within the District.

Exacerbator: These are costs associated with responding to offenders (vandals).

#### (b) Funding

District Allocation: A combination of UAGC and General Rate is considered the most appropriate method of funding this activity.

Exacerbator: Council resolved that as it is usually hard to identify or inefficient to prosecute offenders this allocation be transferred to District Allocation.

User Benefit: Council agreed that although users are the direct beneficiaries of this service it would not levy fees and charges given the public health benefits of this service and the benefits to visitors of our district this service provides. Therefore, the user benefit allocation is transferred to District Allocation.

### 10.4.14 Cemeteries

This function involves the provision and maintenance of cemeteries in the District as required under the provisions of the Burials and Cremations Act 1964.

| Attributable Benefit |              | Funding |                   |
|----------------------|--------------|---------|-------------------|
| Benefit Group        | % of Benefit | %       | Method            |
| District Benefit     | 10%          | 70%     | General rate/UAGC |
| Community Benefit    | 30%          | 30%     | Fees and Charges  |
| User Benefit         | 60%          |         |                   |

#### (a) Distribution of Benefits

District Benefit: This activity is assessed to provide a degree of benefit to the wider District as a whole. District benefit results from the promotion of public health and sanitary disposal of the deceased. It also contributes to the cultural well-being of all people in the District.

Community Benefit: Cemeteries have a small degree of community benefit. The Community benefit results from the promotion of public health and sanitary disposal of the deceased. It is also assessed that those people who live within the Community will utilise the cemetery more than those outside the Community.

User Benefit: Families and friends of the deceased are direct beneficiaries of the service.

(b) Funding

District Allocation: Council resolved a combination of General Rate and UAGC to be the most appropriate, efficient and transparent funding tool for this allocation.

Community Allocation: It was resolved that this allocation be reallocated to District Allocation as it was difficult to draw boundaries around the area serviced by a cemetery. Also, allocating the exact users of the cemeteries on a per community basis would be fraught with difficulties.

User Allocation: Council resolved user Fees and Charges to be the most efficient, effective and transparently lawful available method to fund this allocation. However, as it is difficult to accurately predict the fees and charges that will be generated from this activity and it can vary quite a bit from year to year, it was resolved that a portion should be reallocated to District Allocation.

## 11.0 Solid Waste Management

### Level of alignment to community outcomes

| Primary Contribution                      | Secondary Contribution   |
|---|--|
| A district that cares for its environment | A district for people<br>A prosperous district<br>A district that values culture |

### 11.1 Description

11.1.1 The Solid Waste GOA manage the refuse collection, disposal and recycling services for the Waitomo District. The solid waste network involves a series of recycling and transfer stations throughout the District. Residual waste is deposited at the District Landfill in Te Kuiti.

### 11.2 Activities

11.2.1 The Solid Waste GOA is made up of three functions:

1. Kerbside Collection
2. Waste Disposal
3. Waste Minimisation

11.2.2 People generate un-recyclable waste each day and the current trend of increasing amounts of packaging and waste material results in an ongoing challenge for waste management. If waste is not managed in an appropriate manner it may result in serious public health and environmental concerns.

### 11.3 Period of Benefit (Intergenerational Equity)

11.3.1 Capital works that are an improvement or addition to the asset are considered intergenerational in nature.

## 11.4 Activity Analysis and Funding Mechanisms

### 11.4.1 Kerbside Collection

This activity involves the provision of kerbside collection and recycling services to residents of Te Kuiti, Piopio, Awakino, Mokau and Waitomo Village and some surrounding parts.

| Attributable Benefit   |              | Funding |   |
|------------------------|--------------|---------|---|
| Benefit Group          | % of Benefit | %       | Method                                      |
| Community/User Benefit | 100%         | 40%     | Fees and Charges                            |
|                        |              | 60%     | TFR Per community where service is provided |

(a) Distribution of Benefits

Community Benefit/User: Communities that are provided with kerbside collection and recycling services are the beneficiaries of this service.

(b) Funding

Community Allocation/User Allocation: As users can be identified as a particular group (communities that are provided with the service) and also individuals that will benefit from the service, Council resolved that ~~fees and charges and a Targeted Fixed Rate~~ per separately used or inhabited part of a rating unit differentiated by Community receiving the service would be the most effective, efficient and transparent method for funding this allocation. ~~Fees and charges are applied in order to meet the Waste Minimisation objectives in the Solid Waste Management and Minimisation Plan.~~

~~The utilisation of fees and charges (including the cost of solid waste disposal in the cost of the rubbish bag) will ensure that the true cost of disposal is reflected in the right place and paid for by the beneficiary. Reflecting the true cost of disposal in the price of a rubbish bag is also expected to encourage waste minimisation.~~

### 11.4.2 Waste Disposal

This function involves the maintenance and management of the Waitomo District Landfill in Te Kuiti and Transfer Stations across the District.

| Attributable Benefit   |              | Funding |                               |
|------------------------|--------------|---------|-------------------------------|
| Benefit Group          | % of Benefit | %       | Method                        |
| District Benefit       | 45%          | 40%     | Solid Waste TFR District wide |
| Community/User Benefit | 55%          | 60%     | Fees and Charges              |

(a) Distribution of Benefits

District Benefit: The provision of this service provides benefit to the entire District derived from the accessibility of landfill and transfer stations and in terms of maintaining public health standards within the District.

User Benefit: Users of the landfill and transfer stations are the direct beneficiaries of this service.

(b) Funding

District Allocation: Council resolved that a Targeted Fixed Rate assessed on the basis of separately used or inhabited part of a rating unit across the entire District would be the most efficient and transparent method for funding this allocation.

User Allocation: Council resolved that user Fees and Charges would be the most efficient and transparent method to fund this allocation.

### 11.4.3 Waste Minimisation

Preserves the environment and minimises potentially negative effects of the solid waste activity. Includes education programmes aimed at drawing attention to the benefits of waste minimisation and recovery.

| Attributable Benefit |              | Funding |  |
|----------------------|--------------|---------|--|
| Benefit Group        | % of Benefit | %       | Method   |
| National Benefit     | 10%          | 0%      | No funding mechanism                             |
| District Benefit     | 90%          | 40%     | General Rate/UAGC                                |
|                      |              | 60%     | Grants and subsidies (Waste Minimisation Rebate) |

#### (a) Distribution of Benefits

National Benefit: Effective Waste Minimisation provides not only environmental, but economic benefits as well, that accrue to the nation as a whole. Effective and appropriate disposal of solid waste helps protect public health and the environment for all New Zealanders.

District Benefit: All residents of the District benefit from general advice and education provided as part of this service. This activity is driven by Central Government policies and there is increased focus on waste minimisation at a national level, the benefits and costs of which accrue to the wider District as a whole.

#### (b) Funding

National Allocation: There is no lawful funding method to fund this allocation and therefore Council resolved that it be transferred to District Allocation.

District Allocation: Since all residents of the District benefit from the provision of this service, Council resolved a combination of General Rate, UAGC and Ministry of the Environment Waste Minimisation Rebates (when available) to be the most efficient, effective and transparent funding mechanism available to fund this allocation.

## 12.0 Stormwater

### Level of alignment to community outcomes

| Primary Contribution  | Secondary Contribution   |
|-----------------------|--|
| A district for people | A prosperous district<br>A district that values culture<br>A district that cares for its environment |

### 12.1 Description

12.1.1 Stormwater is rain that runs over the ground on its way to a natural watercourse. When rain falls on buildings, carparks, driveways, roads and gardens, if it doesn't soak into the ground it follows its natural flow path downhill until it reaches a water course or is collected by a pipe system. Where there is development, runoff from properties and roads flow into stormwater systems. The greater the level of development in a catchment, the greater the level of impervious surfaces (e.g. roofs, driveways, paths etc), and therefore the greater the conversion of rainfall into runoff. If this runoff is not managed well, it will cause flooding. Generally, stormwater is channelled on to roads or into open watercourses, then down streams and rivers to lakes and then the sea.

12.1.2 The stormwater system manages runoff by collecting and removing the runoff, eventually disposing of it into natural streams and rivers. The Stormwater Activity involves maintaining and extending the capacity of the existing system and advocating for the appropriate management of rivers and streams within the Waitomo District.

## 12.2 Period of Benefit (Intergenerational Equity)

12.2.1 Capital works that are an improvement or addition to the asset are considered intergenerational in nature.

## 12.3 Activity Analysis and Funding Mechanisms

### 12.3.1 Te Kuiti Urban area

| Attributable Benefit – urban areas |              | Funding |   |
|------------------------------------|--------------|---------|---|
| Benefit Group                      | % of Benefit | %       | Method  |
| Community Benefit                  | 90%          | 35%     | TFR   |
|                                    |              | 65%     | Targeted Rate (rate per \$100 of capital value) |
| User Benefit                       | 10%          | 0%      | Fees and Charges                                |

### 12.3.2 Rural areas

| Attributable Benefit – rural areas |              | Funding |                  |
|------------------------------------|--------------|---------|------------------|
| Benefit Group                      | % of Benefit | %       | Method           |
| Community Benefit                  | 90%          | 100%    | TFR              |
| User Benefit                       | 10%          | 0%      | Fees and Charges |

(a) Distribution of Benefits

Community Benefit: Communities that are provided with this service are the direct beneficiaries as it is their land and buildings that are protected from potential flooding. There are general public health benefits in providing a Stormwater system. A further significant community benefit from the Stormwater system is that roads remain passable during times of heavy rain and flooding.

User/Applicant Benefit: Individual land or property owners who can connect or are connected to the Stormwater network are the direct beneficiaries of the service.

(b) Funding

Community Allocation: Council resolved that the most effective, equitable and transparent methods to fund this allocation is:

Te Kuiti Urban Rating Area

A combination of:

- (a) A Targeted Fixed Rate assessed on a per rating unit basis (which will fund the standing charges associated with the provision of the service). This charge will be increased no more than annually to a maximum of the Local Government Cost Index for that year.
- (b) The residual funding requirement will be met from a targeted rate assessed on a rate per \$100 of capital value per rating unit in the Te Kuiti Urban Rating Area.

Properties in the Te Kuiti Urban Rating Area that hold current resource consents to discharge stormwater directly into the Mangaokewa Stream, and which are not utilising any part of the urban reticulated Stormwater or drainage network, will not be assessed for the targeted rate based on property value. However, the TFR is associated with the overall provision of an urban Stormwater service. As such this component is deemed to relate to the public good element of an urban Stormwater service. Therefore, the TFR will be assessed on all properties in the Te Kuiti Urban Rating Area.

### Rural Rating Area

A Targeted Fixed Rate will be assessed on the basis of every separately used or inhabited part of a rating unit within the Rural Rating Area.

In deciding the funding split between the Urban and Rural rating areas, Council recognised that most of the Stormwater network exists in the urban rating area and urban properties benefited most from the service.

User/Applicant Allocation: Given that minimal new growth is forecast, Council resolved that the Targeted Rate and the Targeted Fixed Rate differentiated by Te Kuiti and rural areas is the most efficient and transparently lawful available method for funding this allocation.

## 13.0 Resource Management

### Level of alignment to community outcomes

| Primary Contribution                      | Secondary Contribution   |
|---|--|
| A district that cares for its environment | A district for people<br>A prosperous district<br>A district that values culture |

### 13.1 Description

13.1.1 The Resource Management GOA work towards the goal of seeking to effectively and efficiently provide a safe and sustainable environment through the administration and enforcement of the Resource Management Act 1991 (RMA 1991).

13.1.2 These activities involve the administration, application and enforcement of the Waitomo District Plan provisions including:

- Issuing of resource consents for land use and subdivisions
- Monitoring consents for compliance with conditions
- Making amendments to the District Plan.

### 13.2 Activities

13.2.1 There are two functions under this activity:

1. District Plan Administration
2. District Planning

### 13.3 Activity Analysis and Funding Mechanisms

#### 13.3.1 District Plan Administration

| Attributable Benefit   |              | Funding |                   |
|------------------------|--------------|---------|-------------------|
| Benefit Group          | % of Benefit | %       | Method            |
| District Benefit       | 60%          | 55%     | General Rate/UAGC |
| User/Applicant Benefit | 35%          | 45%     | Fees and Charges  |
| Exacerbator            | 5%           |         |                   |

(a) Distribution of Benefits

District Benefit: There is a district wide benefit to this activity as ensuring that the sustainable management of physical and natural resources in the District are developed in a planned and orderly matter is beneficial to the entire District.

User/Applicant Benefit: Individuals and groups applying for Resource Consents requiring monitoring are direct beneficiaries of this service.

Exacerbators: These are costs incurred in responding to the actions of offenders. This includes costs associated with non-compliance with consent conditions, and can result in expensive legal action and/or hearings.

(b) Funding

User/Applicant Allocation: Council resolved that user fees and charges would be the most efficient, effective and transparently lawful method available for funding this allocation.

Exacerbator Allocation: It is usually inefficient to prosecute offenders. Council agreed that it was not efficient or effective to separately fund this allocation due to the costs associated with prosecution, collection and administration and that education and monitoring are probably the most effective methods to promote a safe and sustainable environment in the District. It was resolved to reallocate this portion to District Allocation.

District Allocation: The most appropriate method of funding the remainder of this activity is considered to be a combination of General Rate and UAGC given the 30% legislative cap on UAGC and the affordability considerations and the District wide benefit of these activities.

**13.3.2 District Planning**

Involves the planning and strategy development around urban and District development with a view to promoting the principles of sustainable development.

| Attributable Benefit |              | Funding |                      |
|----------------------|--------------|---------|----------------------|
| Benefit Group        | % of Benefit | %       | Method               |
| District Benefit     | 80%          | 100%    | General Rate/UAGC    |
| Regional Benefit     | 20%          | 0%      | No funding mechanism |

(a) Distribution of Benefits

District Benefit: District Planning benefits the wider District as a whole. Sustainable land use and growth planning seeks to uphold and protect outcomes that are important to the entire District. Every resident and ratepayer within the Waitomo District has the opportunity to be involved in Council’s District Planning processes.

Regional Benefit: There is an element of Regional Benefit to Council’s District Planning function in that Regional outcomes and priorities can be advanced at a local level. Further, there is a requirement in law that Council’s District Plan is aligned with the regional policy statement.

(b) Funding Mechanism

District Allocation: Given the District wide benefit associated with District Planning, a combination of General Rate and UAGC was resolved to be the most efficient, effective and transparent method for funding this allocation.

Regional Allocation: As there is no lawful funding mechanism available to Council to recover from this group of beneficiaries, Council resolved that the Regional Benefit be reallocated to District Benefit and funded by a combination of General Rate and UAGC.

## 14.0 Wastewater

Wastewater assets will transfer to WWL on 1 July 2026. For the 2026/27 financial year, wastewater revenue will continue to be set and collected by WDC on behalf of WWL under the LGA 2002 and the LGRA 2002. WWL will adopt a Water Services Strategy and from 1 July 2027 all charges for wastewater will be set by WWL in accordance with LGWSA.

### Level of alignment to community outcomes

| Primary Contribution  | Secondary Contribution   |
|-----------------------|--|
| A district for people | A prosperous district<br>A district that values culture<br>A district that cares for its environment |

### 14.1 Description

14.1.1 The purpose of the Wastewater Activity is to collect, treat and dispose of sewage in an effective and environmentally friendly manner. Effective and efficient sewage collection, treatment and disposal is essential to protect the environment, maintain public health and to facilitate further economic development.

### 14.2 Schemes

14.2.1 Council provides wastewater schemes in the following communities, in order to ensure the effective treatment and disposal of sewage in an environmentally sustainable manner and to promote and protect public health.

1. Te Kuiti
2. Piopio
3. Maniaiti/Benneydale
4. Te Waitere

### 14.3 Period of Benefit (Intergenerational Equity)

14.3.1 Capital works that are an improvement or addition to the asset are considered intergenerational.

### 14.4 Activity Analysis and Funding Mechanisms

#### 14.4.1 District Wastewater

| Attributable Benefit – Te Kuiti |              | Funding |  |
|---------------------------------|--------------|---------|--|
| Benefit Group                   | % of Benefit | %       | Method   |
| District Benefit                | 8%           | 4%      | TFR – District Benefit Wide (Transition rate for 3 years commencing 2025/26, with the intention to remove this rate by 1 July 2028 as we move to a “user pays” approach) |
|                                 |              | 4%      | TFR – Trade Waste Contribution   |
| Community Benefit               | 70% 76%      | 70% 76% | TFR – residential<br>TFR – Te Kuiti Non residential Base Charge<br>TFR – Te Kuiti Non residential pan charge   |
| User/Applicant Benefit          | 22% 24%      | 22% 24% | Fees and Charges   |

(a) Distribution of Benefits

~~District Benefit: Wastewater services are provided by Council in communities where~~

~~environmental, public health/safety and/or economic outcomes require it as an imperative. Council recognises that there is a District wide benefit from provision of adequate wastewater services in preventing environmental pollution and achieving public health outcomes. Council notes that the social, economic and environmental benefits of communities in the District having sustainable wastewater services accrue to the entire District and not just to those communities connected to a scheme.~~

Community Benefit: Wastewater collection and treatment reduces the possibility of health problems like spread of communicable diseases resulting from open sewer or inadequate septic tank facilities the benefits of which can be attributed to the community as a whole. Inadequate wastewater disposal facilities can also detract from the aesthetic nature of the community and impact on receiving waterways.

The Community benefit can vary depending upon the amount of demand present. High users include premises with multiple pans.

User Benefit: Individual users in the particular wastewater scheme who want to and are able to use the service can be identified as beneficiaries of the service.

(b) Funding

~~District Allocation: Given the District wide benefit assessed from the service, Council resolved a Targeted Fixed Rate assessed on each rating unit including those connected to an existing wastewater scheme to be the most efficient, effective and transparent method for funding this allocation.~~

~~The District Benefit rate for Wastewater will reduce in 2025/26 as the first step towards a "user pays" approach, taking into account potential changes to the future delivery of water and wastewater services as part of Local Waters Done Well reforms.~~

~~To assist in smoothing the impact of this change, Council will transition the reduction in this rate over 3 years commencing 2025/26, with the intention to remove the District Benefit rate by 1 July 2028. The allocation for the 2025/26 financial year will be assessed at 6% of the rates requirement (excluding the trade waste contribution rate).~~

Community Allocation: Council resolved a uniform (harmonised) Targeted Fixed Rate (TFR) across all scheme areas in the district and assessed on each separately used or inhabited part of a rating unit, would be the most efficient, effective and transparently lawful method for funding this allocation.

Within a scheme area, the TFR will be differentiated by properties that are connected or have the ability to connect (serviceable). Any SUIP will be considered to have the ability to connect (serviceable) if in the opinion of Council it is practicably serviceable and its boundary is situated within 30 metres of Council's sewerage main, to which it is able to be connected but is not so connected.

User Allocation: Council resolved user Fees and Charges to be the most efficient method for funding this allocation for Te Kūiti-, where revenue is received from connection fees and Trade Waste charges.

#### 14.4.2 Te Kuiti – Non Residential

14.4.2.1 For all non-residential properties in Te Kuiti, Council will assess a Targeted Fixed Rate per SUIP set on a differential basis based on the following Categories (differentiated by the use to which land is put):

- **Category 1** - All Businesses
- **Category 2** - Education & Community Childcare, Places of Worship, Marae, Clubs and Societies and Emergency Services. This category consists of organisations that are generally deemed 'not for profit'. For avoidance of doubt, Category 2 only covers properties with uses listed within this category and no others.

- **Category 3** - Government Department use, Rest Homes and Hospitals.
- **Ability to connect** – Those non-residential properties which are not connected but have the ability to connect.

14.4.2.2 All non-residential SUIPs will be charged one base charge for up to four pans and per pan (Pan Charge) for every pan over and above this threshold. The base charge and per pan charge is calculated as follows:

| Category                         | Base Charge  | Pan Charge (per pan)  |
|----------------------------------|--|---|
| Category 1                       | 50% of District residential connected rate (for up to 4 pans)  | 70% of District residential connected rate (for 5th pan and over) |
| Category 2                       | 50% of District residential connected rate (for up to 4 pans)  | 30% of District residential connected rate (for 5 – 10 pans)      |
|                                  |  | 20% of District residential connected rate (for over 10 pans)     |
| Category 3                       | 100% of District residential connected rate (for up to 4 pans) | 70% of District residential connected rate (for 5th pan and over) |
| Ability to connect – base charge | 50% of the District residential connected rate                 |   |

### 14.4.3 Trade Waste Charges

14.4.3.1 The Trade Waste Bylaw regulates the discharge of Trade Waste to a wastewater system operated by Council and sets out the mechanism for implementing trade waste charges.

~~Larger industrial meat processing industries (namely Te Kuiti Meats Ltd and Universal Beef Packers), who discharge trade waste into Council's sewerage system, play a major role in the local community. The very nature of their presence means that they contribute to economic and social well being. They do that by virtue of the fact that they employ a large number of local people. There are a range of positive downstream impacts for the community as a result. There is an economic benefit in that the related employment results in economic activity with people living locally and investing in the local property market, sending their children to local schools and spending their earnings within the local economy. Social benefits also accrue with families becoming integrated within the local community, joining clubs and societies and reduced crime.~~

14.4.3.2 Council will continue with the 'exacerbator pays' principle for the large industrial meat processing companies as users of the sewerage network in Te Kuiti through the continued implementation of the Trade Waste Bylaw as it relates to Trade Waste Charges. ~~However, Council will recognise the public good attached to the contribution these significant industries make to the social and economic well being of the District Wide Community. This public good component is considered to be enjoyed by all in the community. By having such a large combined demand for a labour force means that these industries attract people to our community for work and lifestyle reasons. Having these people living and working in the community provides economies of scale for infrastructure and services that are then enjoyed by all in the District. Further, these industries not only provide employment opportunities but also largely exist to add value to products produced by primary industry within the Waitomo District.~~

~~Council has decided that the cost of receiving and treating Trade Waste from the two major industrial meat processing industries via the Te Kūiti sewerage network will be funded 80% by way of Trade Waste Charges (Exacerbator Pays) and 20% by way of Targeted Fixed Rate (Public Good) on a per rating unit basis across every rateable property in the District.~~

14.4.3.3 ~~The continuation of the cap on Trade Waste Charges at 80% of full cost recovery for the two meat processors only is dependent on Te Kūiti Meats Limited and Universal Beef Packers providing a demonstrable commitment to an agreed level of on-site treatment of their Trade Waste prior to releasing it to the Te Kūiti Wastewater Network.~~

## 15.0 Water Supply

Water supply assets will transfer to WWL on 1 July 2026. For the 2026/27 financial year, water supply revenue will continue to be set and collected by WDC on behalf of WWL under the LGA 2002 and the LGRA 2002. WWL will adopt a Water Services Strategy and from 1 July 2027 all charges for water supply will be set by WWL in accordance with LGWSA.

### Level of alignment to community outcomes

| Primary Contribution  | Secondary Contribution   |
|-----------------------|--|
| A district for people | A prosperous district<br>A district that values culture<br>A district that cares for its environment |

### 15.0 Description

15.1 The Water Supply activity provides for the environmentally safe collection, treatment and reticulation of Council's public water supplies. Water supply is essential to run households, maintain public health and sustain economic development. Council is committed to providing a water supply service that meets the diverse needs of the Waitomo District.

### 15.2 Supply Areas

15.2.1 Council provides water supply in the following communities:

1. Te Kuiti
2. Maniaiti/Benneydale
3. Mokau
4. Piopio

### 15.3 Period of Benefit (Intergenerational Equity)

15.3.1 Capital works that are an improvement or addition to the asset are considered intergenerational in nature.

### 15.4 Activity Analysis and Funding Mechanisms

| Attributable Benefit   |              | Funding |   |
|------------------------|--------------|---------|---|
| Benefit Group          | % of Benefit | %       | Method  |
| District Benefit       | 6%           | 6%      | <del>TFR—District Benefit (Transition rate for 3 years commencing 2025/26, with the intention to remove this rate by 1 July 2028 as we move to a "user pays" approach)</del>  |
| Community Benefit      | 68.64%       | 68.64%  | TFR – Per community where service is provided (Te Kuiti and Rural areas).<br>Harmonisation paused. <sup>7</sup><br><del>Transition rate—until a decision on the forming of a regional entity for delivery of water services is made</del> |
| User/Applicant Benefit | 30.32%       | 30.32%  | Targeted Metered Water Rate   |

(a) Distribution of Benefits

~~District Benefit: Council has assessed that there is a District wide benefit from provision of adequate water supply services in its communities. Council notes that the social, economic and environmental benefits of communities in the District having sustainable Water Supply services accrue to the entire District and not just to those communities connected to services.~~

Community/**User** Benefit: Water treatment and supply contributes to providing a safe and healthy lifestyle and reduces the possibility of health problems resulting from contaminated water and inadequate supply. These benefits are attributable specifically to the community as a whole.

Provision of water supply ensures the maintenance of fire-fighting capability, the benefits of which accrue to the entire community. Factors such as the sensitivity of the surrounding environment on the availability of water at source are outside of a community's control.

All residents and properties in the area serviced by a particular water supply scheme can be identified as direct beneficiaries of the service.

(b) Funding

~~District Allocation: Council resolved that a Targeted Fixed Rate assessed on all rating units in the District including those connected to an existing Water supply scheme is the most transparent, equitable and appropriate method of funding this benefit allocation, as well as reflect the that the provision of adequate water supply services benefits the whole District as it is essential for maintaining public health and safety and protection of property from fire.~~

~~The District Benefit rate for Water Supply will reduce in 2025/26 as the first step towards a "user pays" approach, taking into account potential changes to the future delivery of water and wastewater services as part of Local Waters Done Well reforms and the planned installation of water meters in Years 4 and 5 of the LTP 2024-34.~~

~~To assist in smoothing the impact of this change, Council will transition the reduction in this rate over 3 years commencing 2025/26, with the intention to remove the District Benefit rate by 1 July 2028. The allocation for the 2025/26 financial year will be assessed at 6% of the total rates requirement.~~

Community Allocation: In the previous 10YP, Council resolved that a uniform (harmonised) Targeted Fixed Rate across all supply areas in the district and assessed on each separately used or inhabited part of a rating unit, would be the most efficient, effective and transparently lawful method for funding this allocation.

~~The activity was to be fully harmonised in 2024/25, however due to Due to affordability considerations and the transfer uncertainty around future ownership of water supply assets to WWL at 1 July 2026, Council will continue to pause the current not progress the transition to full harmonisation of the charges. over the life of the plan. The activity was to be fully harmonised in 2024/25 however due to the uncertainties with the formation of a regional entity to deliver water services and the implementation of metered water commencing from Year 4 Council have elected to pause the full harmonisation of the charges.~~ Within a water supply area, the TFR will be differentiated for properties that are connected or have the ability to connect (serviceable).

Any SUIP will be considered to have the ability to connect (serviceable) if, in the opinion of Council, it is practicably serviceable and its boundary is situated within 100 metres of a water main, to which it is able to be connected but is not so connected.

**User Allocation:** Any SUIP situated in Te Kuiti, Piopio, Maniaiti/Benneydale or Mokau that has been fitted with a water meter and/or is defined as having an extraordinary supply (in accordance with Council's Water Services Bylaw) will be charged a targeted fixed rate per cubic metre of water consumed over and above an annual consumption of 292m3 per

SUIP.

## 16.0 Roads and Footpaths

### Level of alignment to community outcomes

Council considers the community outcomes that this activity contributes to as:

| Primary Contribution  | Secondary Contribution   |
|-----------------------|--|
| A district for people | A prosperous district<br>A district that cares for its environment |

### 16.1 Description

- 16.1.1 The Roads and Footpaths GOA includes the maintenance and development of roads, kerbs and channels, bridges, street lighting, footpaths and street cleaning for all of the Waitomo District, with the exception of the State Highways, which are managed by NZTA Waka Kotahi.
- 16.1.2 Council maintains its roads under contract to a standard that provides safe and comfortable driving within the limitations of available funding.

### 16.2 ACTIVITIES

16.2.1 The functions comprising this activity are:

1. Subsidised Roothing
2. Unsubsidised Roothing

### 16.3 Period of Benefit (intergenerational equity)

- 16.3.1 The benefit of most operating costs is expected to arise in the year the funding is sourced. Capital works that are an improvement or addition to the asset are considered intergenerational in nature.
- 16.3.2 In relation to the damage to local roads from forestry harvest the period of benefit has been considered over an exotic forest's life (ie 27 years) because of the high road damage costs during harvest relative to the rest of the forest's growing lifecycle.

### 16.4 Costs and benefits

- 16.4.1 There is a greater opportunity for the Waitomo District community to have input on decisions, proposals, issues and other matters through consultation by treating the Roothing activity distinctly from other activities. The Roads activity comprises two functions due to the requirement to identify expenditure eligible for NZTA funding and the other expenditure that is not eligible for subsidy.
- 16.4.2 The contribution towards the community outcomes were considered as well as the long term sharing of these costs versus the social, environmental and economic benefit that comes from the exotic forestry sector.
- 16.4.3 Modelling of forestry compared to non-forestry road costs has made it more transparent that there was a significant difference in costs. The modelled incremental costs from harvest damage are not fully passed on through the rating differential and there is strong intent to work with forestry businesses to find the best solution for maintaining and funding road damage during log harvest.

### 16.5 Impact on social, economic, environmental, and cultural well-being of the community

- 16.5.1 In considering the setting of the differential factors, Council reduced the differential factor to recognise the benefit that Forestry Activities provide to the district and to assist with affordability. The benefit recognised that the forestry industry provides to the district is through employment and commercial activity.

- 16.5.2 The capital value of the forestry property values do not include the value of the trees resulting in a lower capital value compared to other property categories thereby resulting in forestry properties contributing significantly less towards roading costs.
- 16.5.3 Consideration of the overall impact of the introduction of the differential categories and the resulting differential rates on each category of ratepayer.
- 16.5.4 The roading activity therefore lends itself to be funded by a separate targeted rate. There are several indicators why there should be a separate differential on the roading rate for exotic forestry (detailed above).
- 16.5.5 Due to the relatively low capital value of forestry land but the high contribution to roading costs from harvesting activities, the differential should be a substantial uplift on other categories of land. The differential for exotic forestry properties has been moderated somewhat less than the direct contribution to costs caused to due the benefits to the wider community from the exotic forestry activity and the affordability on ratepayers. Having regard to the overall effect of any rating impact, the Council has settled on a differential factor of 3. This differential factor may be reviewed during the 2025/26 annual plan development.

## 16.6 Activity Analysis and Funding Mechanisms

- 16.6.1 Council has chosen to differentiate the District Roading Rate into two categories and will use the 'use to which the land is put' (Schedule 2 (1) of LGRA 2002) to define the land liable for these rates. The TR will be assessed as a rate per \$100 of capital value to part fund the Roads and Footpaths activity. Council has chosen to primarily use valuation data to determine the allocation of rating units to differential rate categories.

The following land use categories and differential factors will apply to the District Roading Rate:

| Differential Category                      | Definition   | Differential Factor |
|--|--|---------------------|
| a) District Roading Rate - General         | All rating units in the district excluding those properties categorised as differential b) below.  | 1.0                 |
| b) District Roading Rate - Forestry Exotic | <p>Rating units that have been assigned the FE category code (Forestry Exotic) by Council's Valuation Service Provider and/or properties that are partially used for exotic forestry.</p> <p><b>Properties with a mixed use</b></p> <p>Where rating units have a mixed use (eg; pastoral and exotic forestry), and the area of exotic forestry is 20 hectares or more, the rating unit will be apportioned to enable the district roading rate to be charged correctly.</p> <p>The portion used for exotic forestry will be charged the differential of 3.0 and the remaining portion will be charged the differential of 1.0.</p> | 3.0                 |

## 16.7 Subsidised Roading

- 16.7.1 Waka Kotahi the national road funding authority, provides a subsidy for works that meet the criteria for subsidy. The Activities currently subsidised by Waka Kotahi are:

1. Sealed Pavement Maintenance
2. Unsealed Pavement Maintenance
3. Footpath Maintenance
4. Footpath Renewals
5. Routine Drainage Maintenance

6. Structures Maintenance
7. Environmental Maintenance
8. Traffic Services Maintenance
9. Level Crossing Warning Devices
10. Emergency Reinstatement
11. Network and Asset Management
12. Professional Services
13. Road repairs for damage to local roads from forestry harvesting

| Attributable Benefit |              | Funding |  |
|----------------------|--------------|---------|--|
| Benefit Group        | % of Benefit | %       | Method   |
| National Benefit     | 50%          | 71%     | Subsidy  |
| District Benefit     | 45%          | 27%     | Differentiated Targeted Rates for 2 categories (rate per \$100 of capital value) |
| Exacerbator          | 5%           | 1%      | Differentiated Targeted Rates for 2 categories (rate per \$100 of capital value) |
|                      |              | 1%      | Fees and charges (Petroleum Tax Rebates and Contributions)                       |

(a) Distribution of Benefits

**National Benefit:** The District’s roading network is part of the national and regional transport network. Efficient and sustainable development of the network within the District contributes to the economic and social well-being of the entire nation and region, as it is used by travellers, goods transporters and others who may or may not live in the District. Transport facilities are maintained and developed to provide safe and comfortable travel within and through the District.

**District Benefit:** All residents and businesses within the District can be identified as direct beneficiaries of the service as provision of roads enables access and transport to people and organisations within the District. The economic benefits of maintaining efficient transport facilities accrue to all residents of the District in one way or another.

**Exacerbator:** Extensive damage may occur to local roads from heavy vehicle movements during the forest harvest resulting in increased costs for repairing roads during and after the harvest period. The forestry traffic, at times of harvest, creates significant damage beyond that of other users to roads. The frequency of heavy traffic use during the harvest is believed to also accelerate damage compared to if the same volume was spread over a much longer period.

The implementation of forestry differential to recover part of the direct cost of exotic forest harvesting on local roads is seen to be a prudent way to balance the economic benefits derived by the district from forestry operations with the increased costs of maintaining local roads during harvest. The incremental annual average cost of maintaining a forestry road over the forest lifecycle is well in excess of the cost to maintain other roads and therefore an additional contribution from ratepayers who own exotic forests is considered appropriate.

In the case of mixed-use properties with less than 20 hectares of forestry, it was considered that these blocks may be too small to make a material impact on roading during harvest. This land may be steep or in small plantings that may have taken place to aid with erosion and may not be harvested.

(b) Funding

National Allocation: The National benefit portion is funded through the NZTA Waka Kotahi subsidy.

The amount of subsidy is decided by NZTA Waka Kotahi and is based on assessing costs and benefits therefore, Council resolved that the remainder of this allocation be transferred to District Allocation.

District Allocation: Council resolved that a combination of differentiated targeted rates (rate per \$100 of capital value) assessed on the two categories defined above, Petroleum Tax Rebates and contributions to works would be the most efficient and transparently lawful method of funding this allocation.

Exacerbator Allocation: Council resolved that differentiated targeted rates (per \$100 of capital value) assessed on the two categories defined above would be the most efficient method of funding this allocation. Council will continue to work with forestry parties to establish agreements whereby the parties assume all or part of the funding and/or management of the road repairs or reconstruction for roads directly and significantly impacted when forest harvesting takes place.

### 16.8 Unsubsidised Roding

16.8.1 These are activities carried out to ensure the safe and efficient travel within and through the District and are necessary for road or pedestrian safety and convenience but are not subsidised by NZTA Waka Kotahi and for which Council has sole financial responsibility.

These include:

1. Amenity Lights
2. Unsubsidised Miscellaneous work including road legalisation and road stopping and support services for unsubsidised road projects
3. Street Cleaning and Litter Bins
4. Carpark maintenance (other than kerbside parking)

| Attributable Benefit |              | Funding |  |
|----------------------|--------------|---------|--|
| Benefit Group        | % of Benefit | %       | Method   |
| District Benefit     | 100%         | 83%     | Differentiated Targeted Rates for 2 categories (rate per \$100 of capital value) |
|                      |              | 17%     | Fees and Charges   |

(a) Distribution of Benefits

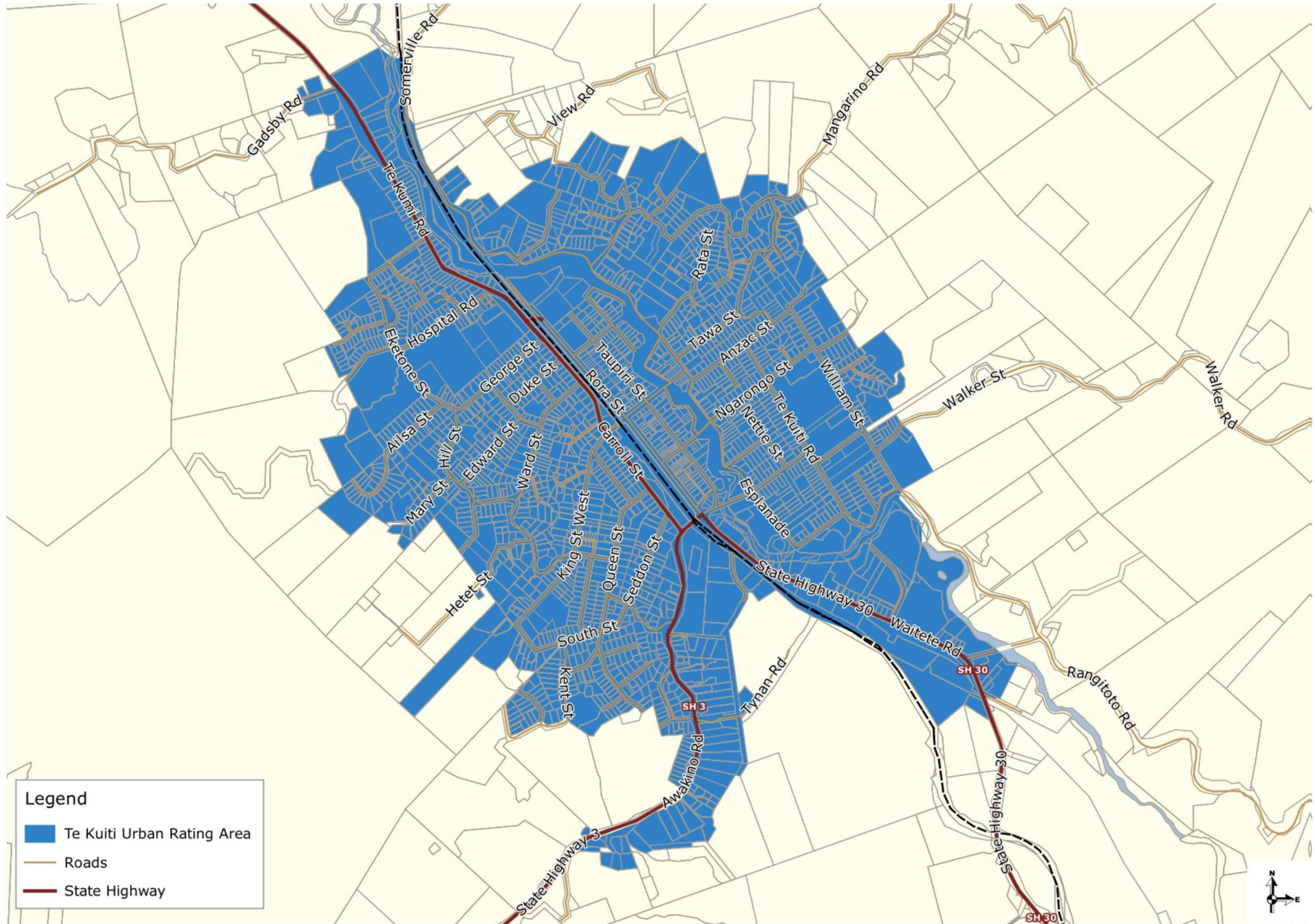
District Benefit: Maintenance of transport services to provide for pedestrian safety and convenience has a District wide benefit in that all residents use or visit the urban centres.

(b) Funding

District Allocation: Council resolved that a combination of differentiated targeted rates (per \$100 of capital value) assessed on the two categories defined above and fees and charges would be the most efficient method of funding this allocation.

Fees and charges include receipts from road closures, overweight permits, etc. together with a long-standing contribution from identified parties towards maintenance of the District's roads based on annual production or capitation.

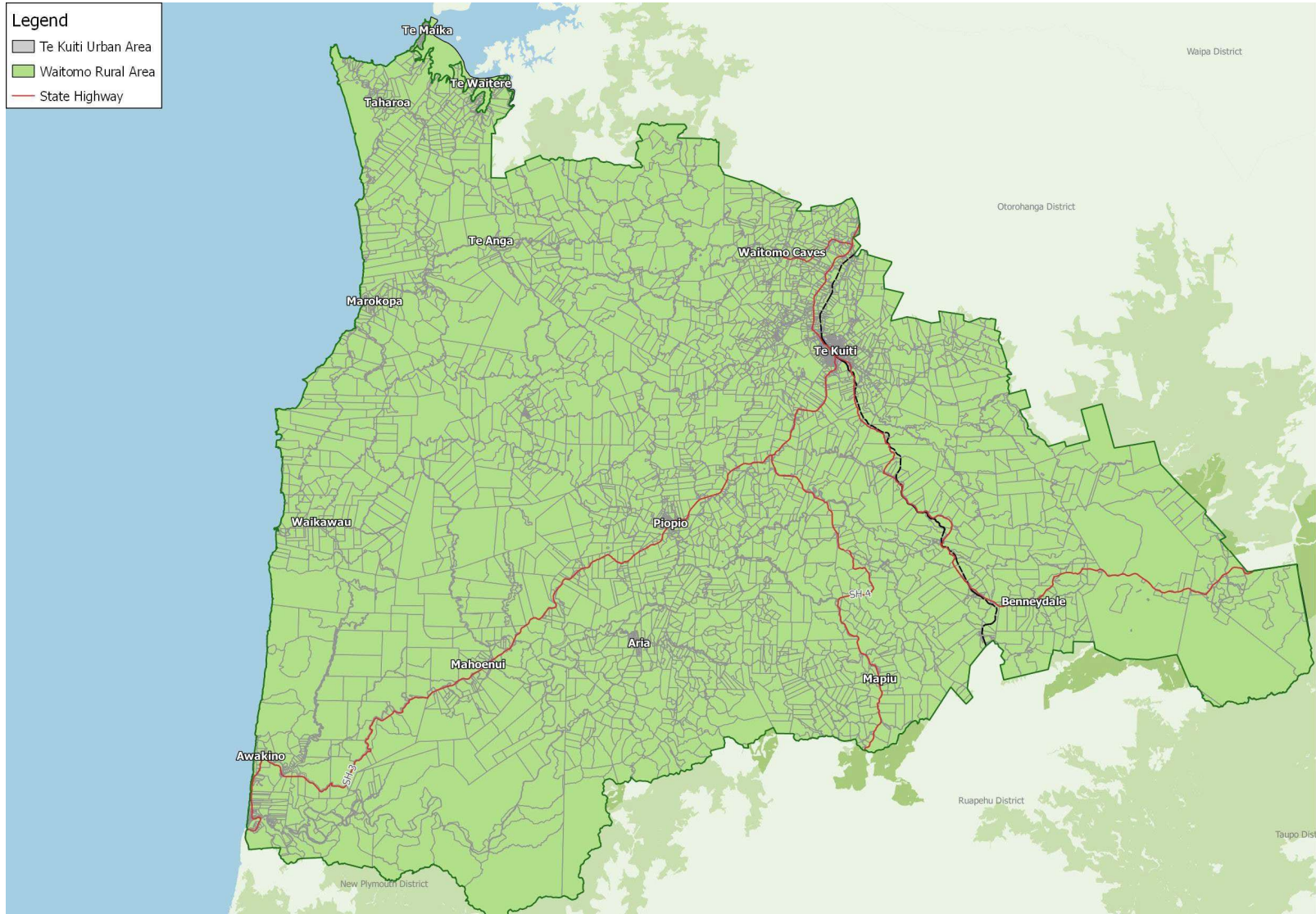
# APPENDIX ONE: TE KUITI URBAN RATING AREA



## APPENDIX TWO: RURAL RATING AREA

**Legend**

- Te Kuiti Urban Area
- Waitomo Rural Area
- State Highway



## APPENDIX THREE: PIIPIO WIDER BENEFIT AREA



**DRAFT**

**Waitomo District Council**

**Significance and Engagement  
Policy ~~2024~~2026**

---

**Kaupapa Here Whai Pūtake me te Tūhonohono**

|                      |   |
|----------------------|---|
| First adopted        | <b>2014</b>                                       |
| Last Reviewed        | <b>2018, 2021, June 2024, 2026</b>                |
| Review Date          | <b>June 2027</b>                                  |
| Associated documents | <b>N/A</b>  |
| Responsibility       | <b>General Manager - Strategy and Environment</b> |

# Contents

|   |          |
|---|----------|
| <b>INTRODUCTION</b>   KUPU ARATAKI.....   | <b>4</b> |
| <b>PURPOSE AND SCOPE</b>   TE ARONGA ME TE KORAHI.....  | <b>4</b> |
| <b>DEFINITIONS</b>   NGĀ WHAKAMĀRAMATANGA .....   | <b>4</b> |
| <b>POLICY</b>   KAUPAPA HERE .....  | <b>6</b> |
| 1. Assessment of Significance   He aromatawai i te pūtake .....                                   | 6        |
| 2. Engagement and Consultation   Tūhonohono me te whakawhiti korero .....                         | 7        |
| <b>SCHEDULE 1 – STRATEGIC ASSETS</b>   WAHANGA 1 – RAWA RAUTAKI.....                              | <b>8</b> |
| <b>SCHEDULE 2 – COMMUNITY ENGAGEMENT GUIDE</b>   WAHANGA 2- ARATAKINGA<br>TŪHONOHONO HAPORI ..... | <b>9</b> |

## INTRODUCTION | KUPU ARATAKI

Waitomo District Council's Significance and Engagement Policy was adopted in 2014 to meet the legislative requirements under the Local Government Act 2002 (the LGA) and was subsequently reviewed every three years during the Long Term Plan review. The Policy:

- enables the Council and our communities to understand the significance Council places on certain issues, proposals, assets, decisions and activities; and
- identifies how and when communities can expect to be engaged or specifically consulted on these matters.

The Significance and Engagement Policy applies across our Council. When assessing the degree of significance and deciding on appropriate engagement or consultation processes, the Policy requires us to take into consideration other legislative requirements, as well as any other agreements that might already be in place.

To ensure Council engages as effectively as possible with its diverse communities, we gather information on people's views and preferences in a variety of ways. Sometimes that might be via formal statutory consultation process, or it might be via a more informal engagement process. Either way, the overall intent is to ensure that, wherever possible, anyone who wishes to contribute ideas or information to important Council processes and decisions has the opportunity to do so.

## PURPOSE AND SCOPE | TE ARONGA ME TE KORAHĪ

1. To enable Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions and activities.
2. To provide clarity about how and when communities can expect to be engaged in decisions made by Council.
3. To inform Council from the beginning of a decision-making process about the extent, form and type of engagement required.

## DEFINITIONS | NGĀ WHAKAMĀRAMATANGA

**Community** A group of people living in the same place or having a particular characteristic in common. Includes interested parties, affected people and key stakeholders.

**Core Service** As stated in the updated Section 11A of the LGA 2002 (as per Local Government (Systems Improvements) Amendment Bill):

*In performing its role, a local authority must have particular regard to the contribution that the following core services make to its communities:*

- (a) network infrastructure
- (b) public transport services
- (c) ~~solid waste collection and disposal~~ waste management and minimization
- (d) ~~the avoidance or mitigation of natural hazards~~ civil defense and emergency management
- (e) libraries, museums, reserves, and other community and recreational facilities ~~and community amenities~~.

|                             |   |
|-----------------------------|---|
| <b>Decisions</b>            | Refers to all the decisions made by or on behalf of Council including those made by officers under delegation. <i>(Management decisions made by officers under delegation during the implementation of Council decisions will not be deemed to be significant)</i>  |
| <b>Engagement</b>           | Term used to describe the process of seeking information from the community to inform and assist decision making. There is a continuum of community involvement.  |
| <b>Group of Activities</b>  | The term is used to describe a whole-of-activity approach. Without limiting the application of this provision to other assets, it means all activities and assets comprised within a group as a whole and not each individual component of the group.   |
| <b>LGA 2002</b>             | Local Government Act 2002.  |
| <b>Significance</b>         | As defined in Section 5 of the LGA2002<br><br><i>In relation to any issue, proposal, decision, or other matter that concerns or is before a local authority, means the degree of importance of the issue, proposal, decision, or matter, as assessed by the local authority, in terms of its likely impact on, and likely consequences for,—</i><br><br><ul style="list-style-type: none"> <li>(a) <i>the district or region:</i></li> <li>(b) <i>any persons who are likely to be particularly affected by, or interested in, the issue, proposal, decision, or matter:</i></li> <li>(c) <i>the capacity of the local authority to perform its role, and the financial and other costs of doing so.</i></li> </ul> |
| <b>Significant</b>          | As defined in Section 5 of the LGA 2002<br><i>Means that the issue or proposal, decision, or other matter has a high degree of significance.</i>  |
| <b>Significant Activity</b> | Describe those Groups of Activities which are both a Core Service of Council AND in which Council has historically invested substantial funding. These include: <ul style="list-style-type: none"> <li>• Roding</li> <li>• <del>Water</del></li> <li>• <del>Wastewater</del></li> <li>• Solid Waste</li> <li>• Recreation and Culture</li> <li>• Public Amenities</li> <li>• Parks and Reserves</li> </ul>  |
| <b>Strategic Asset</b>      | As defined in Section 5 of the LGA 2002 and Schedule 1 of this Policy.  |

**1. Assessment of Significance | He aromatawai i te pūtake**

1.1. An assessment of the degree of significance of proposals and decisions, and the appropriate level of engagement, will be considered in the early stages of a proposal before decision making occurs and, if necessary, reconsidered as a proposal develops.

1.2. The Council will take into account the following matters when assessing the degree of significance of proposals and decisions, and the appropriate level of engagement:

- a) the level of financial consequences of the proposal or decision.
- b) whether the proposal or decision will affect a large portion of the community.
- c) whether the impact or consequences of the decision or proposal on the affected persons (being a number of persons) will, in Council's view, be substantial.
- d) the likely impact on present and future interests of the community.
- e) the likely impact on Māori cultural values and their relationship to land and water.
- f) whether the proposal affects the level of service of a significant activity.
- g) whether community interest is high.
- h) whether the likely consequences are controversial.
- i) whether community views are already known, including the community's preferences about the form of engagement.
- j) the form of engagement used in the past for similar proposals and decisions.
- k) there is a legal requirement to engage with the community.

1.3. If the financial consequences of the proposal or decision exceed the following thresholds the proposal or decision will be considered significant:

1.4. A possible increase in funding requirement in excess of:

- a) 20% of total Council operating budget costs, or
- b) Capital expenditure in excess of 2.5% of the total value of Council's assets

*Note 1: Emergencies and emergency works of Council are excluded from these thresholds, as by their very nature, they are unplanned and must be responded to immediately.*

*Note 2: The threshold for capital expenditure relates to new or development expenditure only. Asset renewal is an important and integral aspect of owning and managing assets.*

*Note 3: The thresholds above are not mutually exclusive. Capital expenditure is likely to result in associated operating costs, which must also be tested for materiality.*

*Note 4: The thresholds are calculated including current and non-current assets, gross FAR funding, interest and total depreciation expense (including non-funded depreciation)*

- 1.5. If a proposal or decision is affected by a number of the above considerations, it is more likely to have a higher degree of significance.
- 1.6. Engagement with the community is needed to understand the views and preferences of people likely to be affected by or interested in, a proposal or decision that is being considered by Council.
- 1.7. In general, the more significant an issue, the greater the need for community engagement.

## **2. Engagement and Consultation | Tūhonohono me te whakawhiti korero**

- 2.1. The Council will apply a consistent and transparent approach to engagement.
- 2.2. Council is required to undertake a Special Consultative Procedure as set out in Section 83 of the Local Government Act 2002, or to carry out consultation in accordance with or giving effect to Section 82 of the Local Government Act 2002 on certain matters (regardless of whether they are considered significant as part of this policy). There are also other pieces of legislation like the Resource Management Act 1991 and Reserves Act 1977, which have their own requirements with regard to engagement which will be taken into account when determining the extent of community engagement.
- 2.3. For all other issues requiring a decision, Council will determine the appropriate level of engagement on a case by case basis.
- 2.4. The Community Engagement Guide (attached as Schedule 2) identifies the form of engagement Council may use to seek feedback on some specific issues. It also provides examples of types of issues and how and when communities could expect to be engaged in the decision making process.
- 2.5. Where Joint Management Agreements (JMAs), Memorandums of Understanding (MOUs) or any other similar high-level agreements exist, these will be considered as a starting point when engaging with Māori who are a party to the particular JMAs or MOUs on matters relevant to that agreement.
- 2.6. When Council makes a decision that is significantly inconsistent with this Policy, the steps identified in Section 80 of the Local Government Act 2002 will be undertaken.

## SCHEDULE 1 – STRATEGIC ASSETS | WAHANGA 1 – RAWA RAUTAKI

1. Section 5 of the Local Government Act defines a strategic asset as:

Strategic asset in relation to the assets held by a local authority, means an asset or group of assets that the local authority needs to retain if the local authority is to maintain the local authority's capacity to achieve or promote any outcome that the local authority determines to be important to current or future well-being of the community; and includes:

- a. any asset or group of assets listed in accordance with section 76AA(3) by the local authority; and
- b. any land or building owned by the local authority and required to maintain the local authority's capacity to provide affordable housing as part of its social policy; and
- c. any equity securities held by the local authority in—
  - (i) a port company within the meaning of the Port Companies Act 1988
  - (ii) an airport company within the meaning of the Airport Authorities Act 1966.

2. The following is a list of assets or group of assets that the Council needs to retain if it is to maintain its capacity to achieve or promote any outcome that it determines to be important to the current or future well-being of the community.

- Roding and Footpath Network as a whole.
- ~~Water Network and Treatment Plants as a whole.~~
- ~~Wastewater Network and Treatment Plants as a whole.~~
- Reserves listed and managed under Reserves Act 1977.
- Housing for Elderly Persons as a whole.
- Stormwater Network as a whole.
- Refuse Transfer Station Network.
- Public Cemeteries.
- Les Munro Centre.
- Gallagher Recreation Centre

3. The Strategic Assets (as defined above) are the assets in total and not every single element of the assets. For example:

- It is the ~~Water Supply~~ ~~Stormwater~~ Network as a whole that is the strategic asset and not each individual pipeline, filter and pump station.
- The Roding Network is strategic, but small parcels of land that make it up may not be, and the purchase (or sale) of such parcels of land is unlikely to amount to a significant decision.

4. The requirements of section 97 of the Act are therefore only triggered if the proposal relates to the asset **as a whole**, or a **major sub-part** of the asset.

## SCHEDULE 2 – COMMUNITY ENGAGEMENT GUIDE | WAHANGA 2-ARATAKINGA TŪHONOHONO HAPORI

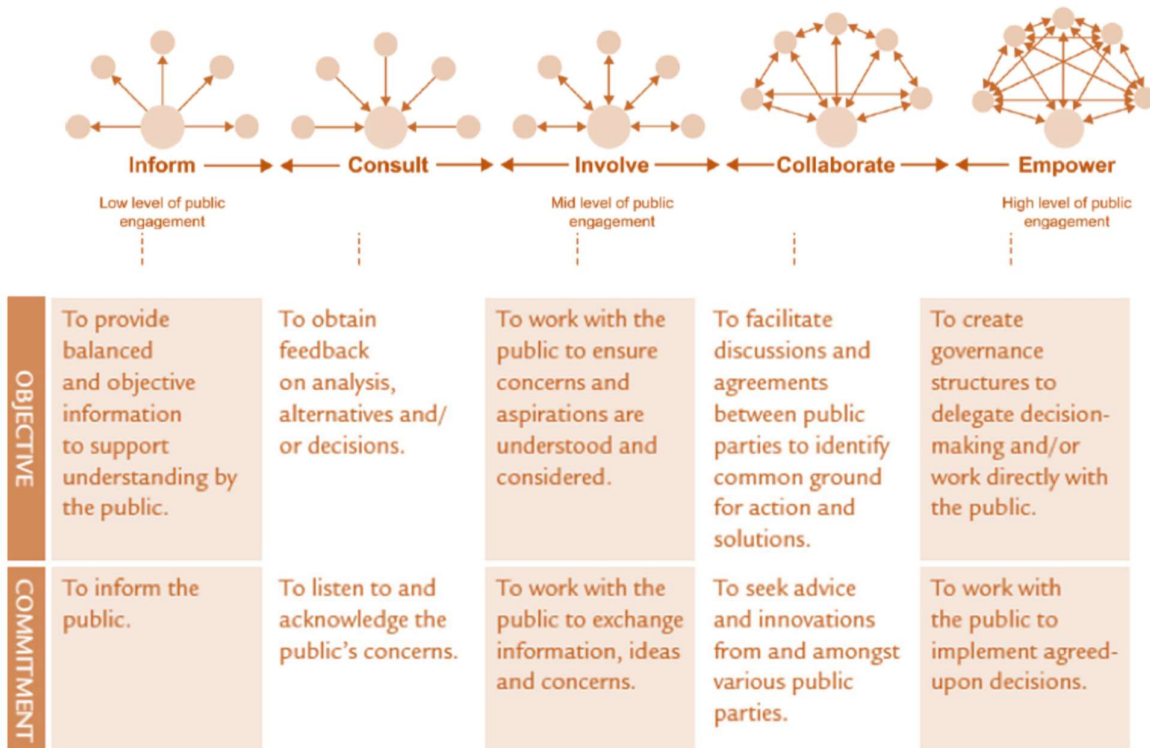
### Community Engagement:

- is a process
- involves all or some of the public
- is focussed on decision-making or problem-solving

The International Association for Public Participation (IAP2) has developed a Public Participation Spectrum to demonstrate the possible types of engagement with the community. This model also shows the increasing level of public impact as you progress through the spectrum from left to right - 'inform' through to 'empower'. In simply 'informing' stakeholders there is no expectation of receiving feedback, and consequently there is a low level of public impact. At the other end of the spectrum, 'empowering' stakeholders to make decisions implies an increase in expectations and therefore an increased level of public impact. Differing levels of engagement may be required during the varying phases of decision-making on an issue, and for different stakeholders.

It will not always be appropriate or practicable to conduct processes at the 'collaborate' or 'empower' end of the spectrum. Many minor issues will not warrant such an involved approach. Time and money may also limit what is possible on some occasions.

In general, the more significant an issue, the greater the need for community engagement.



When engaging with the community, the Council will:

- seek out and encourage contributions from people who may be affected by or interested in a decision,
- provide reasonable access to relevant, timely and balanced information so people can contribute in a meaningful way,

- provide a variety of appropriate ways and opportunities for people to have their say, and;
- tell the community what the Council’s decision is and the reasons for that decision; and
- provide a clear record or description of the relevant decisions made by Council and explanatory material relating to the decision.

## Forms of Engagement

The Council will use the Special Consultative Procedure (as set out in section 83 of the LGA 2002) where required to do so by law, including for the following issues requiring decisions:

- The adoption or amendment of a 10 Year Plan (in accordance with section 93 A of the LGA 2002).
- The adoption, amendment, or revocation of Bylaws if required under section 156(1)(a) of the LGA 2002.
- The adoption, amendment or revocation of a Local Alcohol Policy.
- The adoption or review of a Local Approved Products (Psychoactive Substances) Policy.
- The adoption or review of a Class 4 Venue Policy under the Gambling Act 2003.
- The preparation, amendment or revocation of a Waste Management and Minimisation Plan.

Unless already explicitly provided for in the 10 Year Plan, the Council will seek to amend its 10 Year Plan, and therefore use the Special Consultative Procedure, when it proposes to:






- alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of Council, including commencing or ceasing such an activity; or
- transfer the ownership or control of strategic assets, as listed in Schedule 1.

The Council will consult in accordance with, or using a process or a manner that gives effect to the requirements of, section 82 of the LGA 2002 where required to do so by law, including for the following specific issues requiring decisions:

- Transferring responsibilities to another local authority under section 17 of the LGA 2002.
- Establishing or becoming a shareholder in a Council-Controlled Organisation.
- Adopting or amending a Revenue and Financing Policy, Development Contributions Policy, Financial Contributions Policy, Rates Remission Policy, Rates Postponement Policy, or a Policy on the Remission or Postponement of Rates on Māori Freehold Land.
- Adoption, amendment or revocation of Bylaws in accordance with section 156(1)(b) of the LGA 2002.
- Prescribing fees in a Bylaw under section 150 of LGA 2002.

For such consultation, Council will develop information fulfilling the requirements of Section 82A of the LGA 2002, will make this available to the public, allow written submissions for a period of up to 4 weeks, and will consider all submissions prior to making decisions.

For all other issues, the following table provides an example of the differing levels of engagement that might be considered appropriate, levels of significance, types of tools associated with each level and the timing generally associated with these types of decisions/levels of engagement.

| Significance Rating | Level of Engagement   | What does it involve?   | Examples   | Engagement – Tools & Timing  |
|---------------------|---|---|--|--|
| High                | <b>Empower</b><br>     | The final decision making is in the hands of the public. Under the LGA 2002, the Mayor and Councillors are elected to make decisions on behalf of their constituents. | Elections<br><br>Binding Referendums                               | Voting<br><div style="border: 1px solid black; padding: 2px; display: inline-block; color: red; font-weight: bold;"> More Time<br/>More Resources </div><br>Council will generally provide the community with a greater lead in time to allow them to be involved in the process e.g. typically a month or more time.  |
|                     | <b>Collaborate</b><br> | Working together to develop understanding of all issues and interests to work out alternatives and identify preferred solutions.                                      | Significant capital projects                                       | External working groups (involving community experts)<br>Expressions of Interest Document<br><br>Council would generally involve the community at the start to scope the issue, again after information has been collected and again when options are being considered.  |
| High                | <b>Involve</b><br>    | Participatory process designed to help identify issues and views to ensure that concerns and aspirations are understood and considered prior to decision-making.      | Long Term Plan<br><br>Annual Plan<br><br>District Plan             | Waitomo Way and other Council publications<br>Surveys<br>Radio<br>Website<br>Existing community meetings (Elected Member briefings)<br>Specific community meetings where feasible<br>Submissions and Hearings<br>Social Pin Point<br><br>Council would generally provide the community with a greater lead in time to allow them time to be involved in the process. |
| Medium              | <b>Consult</b><br>   | Two-way communications designed to obtain public feedback about ideas on rationale, alternatives and proposals to inform decision making.                             | Local Alcohol -Policy<br><br>Bylaw reviews                         | Waitomo Way and other Council publications<br>Radio<br>Website<br>Existing community meetings<br>Submissions and Hearings<br>Social Pin Point<br><br>Council would advise the community once a draft decision is made Council and would generally provide the community with up to 4 weeks to participate and respond.   |
| Low                 | <b>Inform</b><br>    | One-way communication providing balanced and objective information to assist understanding about something that is going to happen or has happened.                   | Water Restrictions<br><br>Annual Report<br><br>Legislative changes | Waitomo Way and other Council publications<br>Radio<br>Website<br><div style="border: 1px solid black; padding: 2px; display: inline-block; color: red; font-weight: bold;"> Less Time<br/>Less Resource </div><br>Council would generally advise the community once a decision is made.   |

## **Engagement Tools and Techniques**

Over the time of decision making, Council may use a variety of engagement tools. The ones shown in the Table above are a guide. Tools and techniques used will be based on a range of factors including history and public awareness of the issue, stakeholder involvement, and timing related to other events and budgets. Council will also take into consideration that the community can feel 'over consulted'.

Each situation will be assessed on a case-by-case basis.

**DRAFT – Under review**

**Waitomo District Council**

**Policy on Appointment of  
Directors to Council Controlled  
Organisations**

---

|                             |  |
|-----------------------------|--|
| <b>Adopted by:</b>          | Council - 30 June 2026                             |
| <b>Date of Next Review:</b> | June 2027  |
| <b>First Adopted:</b>       | June 2003  |
| <b>Review History:</b>      | 2008, 2011, 2014, 2017, 2018, June 2024, June 2026 |
| <b>Responsibility:</b>      | Leadership   |

# CONTENTS

|  |          |
|--|----------|
| <b>PURPOSE AND SCOPE   TE ARONGA ME TE KORAHĪ</b> .....                          | <b>4</b> |
| <b>DEFINITIONS   NGĀ WHAKAMĀRAMATANGA</b> .....                                  | <b>4</b> |
| <b>POLICY   KAUPAPA HERE</b> .....   | <b>5</b> |
| 1. CRITERIA FOR SELECTING DIRECTORS (GENERAL).....                               | 5        |
| 2. PROCEDURES FOR APPOINTMENT OF DIRECTORS (GENERAL) .....                       | 6        |
| 3. PROCEDURES FOR APPOINTMENT OF DIRECTORS TO INFRAMAX CONSTRUCTION LIMITED..... | 7        |
| 4. WAITOMO DISTRICT COUNCIL CONTROLLED ORGANISATIONS.....                        | 8        |
| 5. CCOS AND CCTOs IN WHICH COUNCIL HAS A MINORITY INTEREST .....                 | 8        |

## PURPOSE AND SCOPE | TE ARONGA ME TE KORAHĪ

1. This purpose of this policy is to set out, in accordance with Section 57 of the Local Government Act 2002 (the "Act") an objective and transparent process for:
  - (a) Identifying and considering the skills, knowledge and experience required of directors of a Council organisation.
  - (b) Appointing directors to a Council organisation.
  - (c) Determining the remuneration of directors of a Council organisation.
2. This policy will:
  - (a) Comply with section 57 of the Local Government Act 2002.
  - (b) Disclose the process and criteria Council will apply to the appointment, removal and setting of remuneration for directors of Council organisations.
3. When Council is involved with CCO's under the definitions of Section 6(1) of the LGA, Council will disclose its interests in these organisations in the Long Term Plan.
- 3.4. This Policy is not required for the appointment of directors to a water organisation CCO which is covered by Section 48 of the Local Government Water Services Act 2025 (LGWSA).

## DEFINITIONS | NGĀ WHAKAMĀRAMATANGA

|   |  |
|---|--|
| <b>Council Organisation ("CO")</b>                      | as defined in Section 6 of the Act of the Local Government Act 2002<br>a CO is an organisation in which Council has a voting interest and/or the right to appoint a director, trustee or manager.                                  |
| <b>Council Controlled Organisation (CCO)</b>            | means a CO in which one or more local authorities' control, directly or indirectly, 50% or more of the voting rights and/or have the right, directly or indirectly, to appoint 50% or more of the directors, trustees or managers. |
| <b>Council Controlled Trading Organisation CCTO</b>     | means a CCO which operates a trading undertaking for which making a profit is one of its purposes.   |
| Appointments and Chief Executive Relationship Committee | means a committee appointed by Council consisting elected members that has the authority to appoint directors to CCO's.  |
| <b>Water organisation</b>                               | As defined in Section 4 of the Local Government Water Services Act 2025  |

## POLICY | KAUPAPA HERE

### 1. Criteria for Selecting Directors (General)

#### 1.1 General Criteria

1.1.1. Council will appoint persons as directors of CCO's (excluding water organisation CCO's) under the criteria outlined in Section 57(2) and Section 57(3) of the LGA, specifically, persons that Council considers have the skills, knowledge and experience to:

- a) Guide the organisation given the nature and scope of its activities
- b) Contribute to the achievement of the objectives of the organisation.
- c) Knowledge of tikanga Māori (if relevant).

1.1.2. A director of a water organisation must be appointed on the basis of their competency to perform the role by the Shareholder Representative Forum or the Board of Directors.

#### 1.2 Skill Criteria

1.2.1. Council considers that any person that it appoints to be a director of a CCO should clearly demonstrate the following skills/attributes:

- a) Intellectual ability
- b) Business experience or other experience, skills or qualifications that are relevant to the activities of the organisation
- c) Sound judgement
- d) High standard of personal integrity
- e) Ability to work as a team member
- f) Understanding of governance issues
- g) Knowledge of tikanga Māori (if relevant)

1.2.2. The directors of a water organisation must collectively have an appropriate mix of skills, knowledge, and experience in relation to providing water services.

#### 1.3 Specific Exclusions from Directorship of a Council Controlled Organisation

1.3.1. No person shall be appointed as a director of a CCO (excluding water organisation CCO) who:

- a) Has served a jail sentence of three months or longer or has been convicted of a crime that carries such sentence.
- b) Has been convicted of fraud, theft, or robbery.
- c) Has been declared bankrupt at any point in time or been the director of a company at the time it was placed in receivership or liquidation.

1.3.2. A person is not able to be appointed as a director of a water organisation CCO if the person is—

- a) an elected member of a territorial authority that is a shareholder in the water organisation; or
- b) an employee of a territorial authority that is a shareholder in the water organisation; or
- c) an employee of any other shareholder in the water organisation; or

- d) an employee of the water organisation.

## **2. Procedures for Appointment of Directors (General - excluding water organisations)**

### **2.1 Appointment Process**

2.1.1 When vacancies arise in the directorship of any CCO, Council will follow the following appointment process:

- a) Council will decide whether to advertise a particular vacancy or make an appointment without advertisement, and outline the process for appointment and setting of remuneration including:
  - i. Recruiting of candidates,
  - ii. Contract development and negotiation,
  - iii. Ongoing performance monitoring.
- b) When taking a decision on this matter, Council will consider:
  - i. The costs and benefits of any advertisement,
  - ii. The availability of qualified candidates,
  - iii. The urgency of the appointment,
  - iv. The degree of public interest in the issue
- c) Council will consider applications and resolve an appointment in committee (this protecting the privacy of natural persons). Public notice of the appointment will be made as soon as practicable after Council has made its decision.
- d) An elected member who is under consideration to fill a particular vacancy may not be present in the discussion or vote on that appointment.

### **2.2 Length of Tenure**

2.2.1 Council will decide length of tenure prior to appointment.

### **2.3 Remuneration**

2.3.1 Remuneration will be determined on a case by case basis taking in to account the size, form and purpose of the organisation, any previous level of fees paid by the shareholder and any other relevant requirements contained in the organisation's constitution.

### **2.4 Removal of Directors**

2.4.1 Directors appointed to CCO's by Council are in the role at the pleasure preference of Council. Council may terminate a director's appointment at any time by way of written notice.

### **2.5 General**

2.5.1 Council expects that directors appointed to CCO's will avoid situations where their actions could give rise to a conflict of interest. To minimise these situations, Council requires directors to follow the provisions of the Institute of Directors in New Zealand Code of Practice for Directors and the provisions of the Companies Act 1993. All directors are appointed at the pleasure of the Council and may be dismissed for breaches of these stated documents.

### **3. Procedures for Appointment of Directors to Inframax Construction Limited**

*NOTE: This section is to be read in conjunction with the Constitution of Inframax Construction Limited.*

#### **3.1 Appointment Process**

3.1.1 Directors on the board of Inframax Construction Limited (ICL) will be appointed by way of Council resolution on receipt of advice/recommendation by the Appointments and Chief Executive Relationship Committee. The Appointments and Chief Executive Relationship Committee will provide advice to Council on the following matters:

- a) Whether to advertise a particular vacancy or make an appointment without advertisement, and outline the process for appointment and setting of remuneration including:
  - i. Recruiting of candidates,
  - ii. Contract development and negotiation,
  - iii. Ongoing performance monitoring.
- b) In preparation of this advice the Investment Representative Committee will consider:
  - i. The costs and benefits of any advertisement,
  - ii. The availability of qualified candidates,
  - iii. The urgency of the appointment,
  - iv. The degree of public interest in the issue.
- c) The Appointments and Chief Executive Relationship Committee will select and interview a shortlist of candidates, undertake a structured evaluation and make recommendation to Council for final approval. Council may consider applications and resolve an appointment in committee (this protecting the privacy of natural persons). Public notice of the appointment will be made as soon as practicable after Council has made its decision.
- d) An elected member who is under consideration to fill a particular vacancy may not be present in the discussion or vote on that appointment and may not continue to be an elected member if appointed as a director of ICL.

#### **3.2 Appointment of Temporary Directors**

3.2.1 Temporary directors for ICL will be appointed by the Appointments and Chief Executive Relationship Committee.

#### **3.3 Remuneration**

3.3.1 The Council will set ICL directors' remuneration either by resolution at the Annual General Meeting or by way of resolution of Council. The resolution will state whether the remuneration is set as a fixed cap for Board Remuneration, to be allocated by the Board, or specifying the salaries to be paid to the directors and chairperson.

3.3.2 Remuneration for directors will be determined by an analysis of market rates for comparable positions at the time appointment(s) are being made and thereafter assessed every three years.

### **3.4 Removal of Directors**

3.4.1 The Appointments and Chief Executive Relationship Committee may terminate the appointment of an ICL director at any time by way of written notice.

## **4. Procedures for Appointment of Directors to Waikato Waters Limited**

4.1.1 All matters relating to directors for Waikato Waters Limited are outlined in the Constitution of Waikato Waters Limited and the Shareholders Agreement. Appointment of directors to a water organisation CCO must also meet the criteria of Section 48 of the LGWSA.

## **4.5. Waitomo District Council Controlled Organisations**

### **4.15.1 Companies in which Waitomo District Council directly owns the shares and trades for profit (CCTO).**

~~4.1.15.1.1~~ Inframax Construction Limited.

### **4.25.2 Companies in which Waitomo District Council holds shares with other local authorities. (CCO)**

5.2.1 Waikato Local Authority Shared Services Ltd (WLASS) trading as CoLab.

~~4.2.15.2.2~~ Waikato Waters Limited (WWL) also known as Waikato Waters (WW)

### **4.35.3 Other Entities in which Waitomo District Council holds shares (not CCO)**

~~4.3.15.3.1~~ NZ Local Government Insurance Corporation Limited trading as Civic Financial Services Ltd.

## **5.6. CCOs in Which Council Has a Minority Interest**

~~5.1.16.1.1~~ Where Council has a minority interest in a CCO (i.e. where a CCO is controlled by a number of councils and this Council does not have a majority stake) then the process for the appointment and remuneration of directions will be agreed with other stakeholders (by whatever name) in the CCO. As far as practicable, Council's involvement in the process will be consistent with this policy.

**DRAFT**

# FEES AND CHARGES 2026/27

*Water and wastewater fees and charges included on behalf of Waikato Waters Limited*

---

**Effective from 1 July 2026**

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

# INDEX

|  |           |   |                                     |
|--|-----------|---|-------------------------------------|
| <b>COMPLIANCE.....</b>   | <b>3</b>  | <i>Officer’s hourly charge out rates .....</i>                              | <i>12</i>                           |
| <i>Building consent fees .....</i>   | <i>3</i>  | <i>Mileage.....</i>   | <i>12</i>                           |
| <i>Solid Fuel Heaters.....</i>   | <i>3</i>  | <i>Hazardous Activities and Industries List (HAIL) determinations .....</i> | <i>12</i>                           |
| <i>Other Regulatory Fees and Charges.....</i>                                  | <i>4</i>  | <i>Resource Management - explanatory notes.....</i>                         | <i>13</i>                           |
| <i>Building Act 2004 – explanatory note .....</i>                              | <i>5</i>  |   |                                     |
| <b>COMPLIANCE.....</b>   | <b>5</b>  | <b>RECREATION AND PROPERTY .....</b>  | <b>14</b>                           |
| <i>Land Information Memorandum (LIM).....</i>                                  | <i>5</i>  | <i>Cemeteries (Public Amenities Bylaw Clause 8) .....</i>                   | <i>14</i>                           |
| <i>Animal and Dog Control Fees.....</i>  | <i>5</i>  | <i>Hall Hire – Les Munro Centre.....</i>                                    | <i>14</i>                           |
| <i>Impounding Fees.....</i>  | <i>5</i>  | <i>Community Halls.....</i>   | <i>15</i>                           |
| <i>Permits .....</i>   | <i>6</i>  | <i>Elderly Persons Housing - Tenancy arrangement .....</i>                  | <i>15</i>                           |
| <i>Dog Collars .....</i>   | <i>6</i>  | <i>Rental Housing - Tenancy arrangement .....</i>                           | <i>15</i>                           |
| <i>Stock Impounding Fee - Excluding dogs .....</i>                             | <i>6</i>  | <i>Parks and Reserves .....</i>   | <i>15</i>                           |
|  |           | <i>District Aquatic Centre .....</i>  | <i>15</i>                           |
| <b>ENVIRONMENTAL HEALTH AND ALCOHOL LICENSING .</b>                            | <b>7</b>  | <i>Te Kūiti Aerodrome .....</i>   | <i>15</i>                           |
| <i>Health Act Licence.....</i>   | <i>7</i>  | <b>COMMUNITY AND PARTNERSHIPS .....</b>                                     | <b>16</b>                           |
| <i>Machinery Act 1950 .....</i>  | <i>7</i>  | <i>Waitomo District Library .....</i>                                       | <i>16</i>                           |
| <i>Fees for Functions under the Food Act 2014 .....</i>                        | <i>7</i>  |   |                                     |
| <i>Hawkers, Mobile Shops, and Stalls (Public Places Bylaw Clause 11) .....</i> | <i>7</i>  | <b>CORPORATE SERVICES .....</b>   | <b>17</b>                           |
| <i>Licensing – Alcohol .....</i>   | <i>8</i>  | <i>Official Information .....</i>   | <i>17</i>                           |
| <i>Excess Parking –: .....</i>   | <i>9</i>  | <i>GIS System – Generating and Printing of Maps/ Plans .....</i>            | <i>17</i>                           |
| <i>Parking on designated bus stop .....</i>                                    | <i>9</i>  | <i>Email and digital.....</i>   | <i>17</i>                           |
|  |           |   |                                     |
| <b>RESOURCE MANAGEMENT .....</b>   | <b>10</b> | <b>ASSETS.....</b>  | <b>17</b>                           |
| <i>General.....</i>  | <i>10</i> | <i>Roading.....</i>   | <i>17</i>                           |
| <i>Land use consents .....</i>   | <i>10</i> | <i>Solid Waste Management .....</i>   | <i>18</i>                           |
| <i>Notified resource consents.....</i>   | <i>10</i> | <i>Transfer stations.....</i>   | <i>18</i>                           |
| <i>Subdivision Consents.....</i>   | <i>10</i> | <b>ASSETS.....</b>  | <b>Error! Bookmark not defined.</b> |
| <i>Subdivision processes (post approval).....</i>                              | <i>10</i> | <i>Stormwater.....</i>  | <i>18</i>                           |
| <i>Other resource management activities.....</i>                               | <i>10</i> |   |                                     |
| <i>Designations.....</i>   | <i>11</i> | <b>WATER AND WASTEWATER – Waikato Waters Limited (WWL) .....</b>            | <b>20</b>                           |
| <i>Heritage orders .....</i>   | <i>11</i> | <i>Water Services Connection Fees.....</i>                                  | <i>20</i>                           |
| <i>Plan Change application (to amend the District Plan) .....</i>              | <i>11</i> | <i>Wastewater Treatment and Disposal.....</i>                               | <i>20</i>                           |
| <i>Compliance and monitoring .....</i>   | <i>11</i> | <i>Piopio Wastewater .....</i>  | <i>20</i>                           |
| <i>Miscellaneous charges .....</i>   | <i>11</i> | <i>Water Supply (Water Services Bylaw 2015) .....</i>                       | <i>20</i>                           |
| <i>Hearings .....</i>  | <i>12</i> | <i>Bulk Water (tankers/hydrant etc.).....</i>                               | <i>21</i>                           |
| <i>Request for information/supply of resource management documents .....</i>   | <i>12</i> | <i>Trade Waste .....</i>  | <i>21</i>                           |

| COMPLIANCE  |                            |
|---|----------------------------|
| Description   | 2026/27 fee or charge (\$) |
| <b>Building consent fees</b>  |                            |
| Building Consent cost includes Inspection fee and Code Compliance Certificate.<br>All fees are payable on application.  |                            |
| <b>Code Compliance Certificate - CCC</b>  | 180.00                     |
| <b>Record of title</b>  | 35.00                      |
| <b>Small Stand-Alone Detached Dwelling (granny flat) Project Information Memorandum</b>   | 900.00                     |
| <b>Production of Project Information Memorandum (PIM)</b>   | 340.00                     |
| <b>Solid Fuel Heaters</b>   |                            |
| Freestanding (1 inspection)   | 605.00                     |
| Insert (2 inspections)  | 845.00                     |
| <b>Minor Works (1 inspection)</b>   |                            |
| Garden Sheds<br>Basic Warning System<br>Marquees<br>Plumbing or Drainage<br>Swimming pools/Spa pool fence only  | 705.00                     |
| <b>Minor Building Works (2 inspections)</b>   |                            |
| Carports<br>Demolitions<br>Decks<br>Swimming Pools over 35,000 litre capacity (includes fence)  | 1150.00                    |
| <b>Other Buildings (2 Inspections)</b>  |                            |
| Garages<br>Hay Barns<br>Implement Sheds<br>Bridges  | 1150.00                    |
| <b>Detached habitable buildings, no plumbing or drainage (5 inspections)</b>  |                            |
| Sleep Out<br>Office<br>Studio<br><br>Additions/alterations up to 30m <sup>2</sup><br>Internal alterations to dwellings  | 1875.00                    |
| <b>Detached habitable buildings, with plumbing or drainage (6 inspections)</b>  |                            |
| Sleepout with toilet/shower<br><br>Additions/alterations up to 60m <sup>2</sup> with plumbing and drainage<br>Internal alterations to dwellings   | 2220.00                    |
| <b>Additions/alterations up to 60m<sup>2</sup> (6 inspections)</b>  | 2220.00                    |
| <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> | 2220.00                    |
| <b>Dairy Sheds (3 inspections)</b>  | 2345.00                    |
| <b>Re-sited Dwellings (3 inspections)</b>   | 2635.00                    |
| <b>Re-sited dwellings with additions or alterations (includes 6 inspections)</b>  | 3795.00                    |
| <b>Dwelling Single Storey up to 100m<sup>2</sup> (8 inspections)</b>  | 3745.00                    |
| <b>Dwelling Single Storey up to 250m<sup>2</sup> (9 inspections)</b>  | 4090.00                    |
| <b>Dwelling Single Storey larger than 250m<sup>2</sup> (9 inspections)</b>  | 4490.00                    |
| <b>Dwelling Two Storey or more up to 250m<sup>2</sup> (9 inspections)</b>   | 4620.00                    |
| <b>Dwelling Two Storey or more larger than 250m<sup>2</sup> (9 inspections)</b>   | 5070.00                    |
| <b>Commercial /Industrial up to 300m<sup>2</sup> (9 inspections)</b>  | 4975.00                    |
| <b>Commercial/Industrial - Basic kit-set type building, no services or internal fit-out (3 inspections)</b>   | 2180.00                    |
| <b>Commercial/Industrial larger than 300m<sup>2</sup> (9 inspections)</b>   | 5595.00                    |
| <b>Commercial - Internal Alterations (3 inspections)</b>  | 2180.00                    |
| <b>Inspection Fee (compliance inspection/ etc.) per inspection</b>  | 220.00                     |
| <b>Travel costs – applies to inspections in excess of 5km from the Waitomo District Council Queen Street office</b>   | rate per km 1.17           |
| <b>Inspection fee – swimming / spa pools</b>  | 215.00                     |
| <b>Amendments - project value over \$20,001</b>   | 540.00                     |
| <b>Amendments – minor works with project value up to \$20,000</b>   | 300.00                     |
| <b>Compliance Schedules</b>   |                            |
| New Compliance Schedule (Section 102 Building Act 2004)   | 435.00                     |
| Amendments to existing Compliance Schedule (Section 106 and 107 Building Act 2004)  | 320.00                     |
| <b>Request for Extension of Time for a Building Consent – work start or CCC</b>   | 185.00                     |
| <b>Application for exemption from requirement to carry out seismic work under section 133AN – includes 1 inspection.</b>  | 775.00                     |

| COMPLIANCE   |  |
|--|--|
| Description  | 2026/27 fee or charge (\$)   |
| <b>Applications for waivers or modifications to means of restricting access to residential pools under section 67A – includes 1 inspection.</b>  | 775.00   |
| <b>Processing of Section 71/77 Certificate</b>   | 175.00   |
| Plus on-charge of Solicitors fee to prepare and register certificate. (Actual Cost)  | Actual Cost  |
| <b>Certificate of Acceptance - Section 41(c) (1 inspection)</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.   | 1070.00  |
| <b>Certificate of Acceptance - Section 96(1)(a) (1 inspection)</b><br>(i) the work was done by the owner or any predecessor in title of the owner; and<br>(ii) a building consent was required for the work but not obtained.<br>(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)             | 2130.00  |
| <b>Certificate of Public Use (1 inspection)</b>  | 740.00   |
| <b>Certificate of Public Use – reissue for extension of time (1 inspection)</b>  | 380.00   |
| <b>Notice to Fix (1 inspection)</b>  | 515.00   |
| <b>Accreditation Levy (consents valued over \$20,000)</b><br>For every building consent with an estimated value of \$20,000 and over, \$1.75 per \$1,000 is payable  | 1.75 per \$1,000   |
| <b>Building Research Levy</b><br>For every building consent with an estimated value of \$20,000 and over, \$1.15 per \$1,000 is payable  | 1.15 per \$1,000   |
| <b>MBIE Levy</b><br>For every building consent with an estimated value of \$65,000 and over, \$1.75 per \$1,000 is payable   | 1.75 per \$1,000   |
| <b>Lapsed or Refused Building Consents</b><br>Refunds will be paid to the person(s) who paid the fees on application.<br><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>   | 230.00   |
| <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>   | 185.00   |
| <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><br><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>  | 605.00   |
| <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><br><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>  | 290.00   |
| <b>Application for an exemption to carry out seismic work (1 inspection)</b><br>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)  | 670.00   |
| <b>Building Control Officer - per hour</b><br>Hourly rate for any additional inspections, reports, or advice required  | 195.00   |
| <b>Other Regulatory Fees and Charges</b>   |  |
| Overseas investment certificates – for determining and issuing   | 350.00   |
| Section 348 – Right of way (ROW) application – processing application for ROW under the Local Government Act 1974  | 750.00   |
| Sale and Supply of Alcohol Certificates for Building Certification   | 240.00   |
| Record of Title search   | 35.00  |
| 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><br><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> | 750.00   |

## Building Act 2004 – explanatory note

- These fees and charges become operative on 1 July 2026 and will apply for all work carried out and decisions issued on or after 1 July 2026, 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  | 2026/27 fee or charge (\$)   |
|--|--|
| <b>Land Information Memorandum (LIM)</b>   |  |
| Land Information Memorandum (LIM)  | 360.00   |
| 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). | 65.00  |
| Hardcopy LIM   | 40.00  |
| <b>Animal and Dog Control Fees</b>   |  |
| <i>All Fees are set in accordance with the Dog Control Act 1996 and by Council Resolution.</i>   |  |
| Urban (for dogs in an urban area which comply with the provisions of Dog Control Act 1996)   | 135.00   |
| Spayed or Neutered Dogs in the Urban Area  | 102.00   |
| Special Owner (Dog Control Policy) Dogs  | 80.00  |
| Gold card holders for urban dogs   | 120.00   |
| Rural Dogs   | 59.00  |
| Rural Dogs > 5   | Multiple rural dog discount  |
| For every 5 rural dogs you register the 6th dog registration is free if paid on or before registration date.   |  |
| Late registration  | 50% of the fee that would have been payable if that dog had been registered on the first day of the registration |
| Dangerous Dogs registration  | 150% of the fee that would apply if the dog were not classified as a Dangerous Dog.                              |
| Disability Assist Dog registration   | No charge  |
| <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>   |  |
| Replacement Registration Tag   | 5.60   |
| <b>Impounding Fees</b>   |  |
| <i>Note: The owner of an impounded dog that is not claimed or signed over to Council remains liable for all impounding and sustenance fees, veterinary costs, irrespective of the fate of the dog.</i>   |  |
| Seizure (per dog seized)   | 85.00  |
| First Impounding (registered dog)  | 85.00  |
| First Impounding (unregistered dog)  | 120.00   |

## COMPLIANCE

| Description   | 2026/27 fee or charge (\$) |
|---|----------------------------|
| Second Impounding   | 160.00                     |
| Third and subsequent impounding   | 237.00                     |
| Plus Sustenance fees - per day  | 22.00                      |
| Veterinary charges  | Actual cost                |
| <b>Re-Homing</b>  | Applicable costs           |
| Re-homing of unwanted/ unclaimed dogs (unregistered) dogs will be the applicable registration fee and micro-chipping fee <b>and all other reasonable associated costs.</b>  |                            |
| Surrender/disposal (in addition to applicable impounding charges and sustenance)  | 95.00                      |
| Micro-chipping  | 36.00                      |
| <b>Permits</b>  |                            |
| 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.  | 70.00                      |
| Special Owner property check  | 41.00                      |
| <b>Dog Collars</b>  |                            |
| Barking collars   | 45.00                      |
| Batteries for barking collars   | 8.50                       |
| Small   | 11.00                      |
| Medium  | 12.50                      |
| Large   | 14.50                      |
| Extra large   | 16.50                      |
| <b>Stock Impounding Fee - Excluding dogs</b>  |                            |
| <b>First impounded animal</b>   | 150.00                     |
| Per animal thereafter (impounded at the same time as the first impounded animal)  | 50.00                      |
| <b>Subsequent Impounding</b> – within any 24 month period involving animals owned by the same person/organisation   | 260.00                     |
| Per animal thereafter (impounded at the same time as the subsequently impounded animal)   | 48.00                      |
| Veterinary charges  | Actual cost                |
| <b>Driving charges</b> – (per hour, per officer) - leading, driving or conveying stock (pursuant to section 14 of the Impounding Act 1955) plus mileage at local government rates, plus any other reasonable costs incurred, including the full costs of any after-hours response | 155.00                     |
| Grazing (per day) – horses, cattle, mules, ass, deer, pigs plus costs of any hard/ supplementary feeds i.e. hay, grain  | 25.00                      |
| Grazing (per day) – sheep, goats, and any others plus costs of any hard/ supplementary feeds i.e. hay, grain  | 10.00                      |
| Advertising costs (pursuant to the Impounding Act 1988)   | Actual cost                |
| Stock surrender   | Actual cost                |

## ENVIRONMENTAL HEALTH AND ALCOHOL LICENSING

| Description   | 2026/27 fee or charge (\$)     |
|---|--------------------------------|
| <b>Health Act Licence Fees</b>  |                                |
| Cleansing of premises under Section 41  | Actual cost                    |
| Abatement of nuisance without notice  | Actual cost                    |
| Issue of Repair or Closing Order - Section 42 (plus hourly rate of \$235 after the first hour)  | 235.00                         |
| <b>Machinery Act 1950</b>   |                                |
| <b>Amusement Device Permits</b> (Section 11 Amusement Device Regulations 1978)  |                                |
| 1. First Device (first 7 days or part thereof)  | 10.00                          |
| 2. Each additional Device (first 7 days or part thereof)  | 2.00                           |
| 3. Each device for further period of 7 days or part thereof   | 1.00                           |
| <b>Fees for Functions under the Food Act 2014</b>   |                                |
| All administration and verification and Registration Authority activities including but not limited to, annual verification, reporting, non-conformance visits, directions, review of notices etc. (plus hourly rate of \$228 after the first hour)   | 228.00                         |
| <b>Fees applicable to Template Food Control Plans</b>   |                                |
| Application for new registration of Template Food Control Plan<br>(plus actual staff time at hourly rate of \$228 after the first hour)   | 450.00                         |
| Application for renewal of registration of Template Food Control Plan<br>(plus actual staff time at hourly rate of \$228 after the first hour)  | 360.00                         |
| Application for a significant amendment or change (section 45(3)) of registration of Template Food Control Plan, or move from Template Food Control Plan to National Programme<br>(plus actual staff time at hourly rate of \$228 after the first hour)   | 180.00                         |
| Application for a minor amendment (section 45(2)) of registration of Template Food Control Plan.<br><i>Note: Minor changes constitute changes to details such as contact information (email, phone, day to day manager, and postal address).</i>  | 80.00                          |
| Voluntary or mandatory suspension of Template Food Control Plan<br>(plus actual staff time at hourly rate of \$228 after the first hour)  | 95.00                          |
| <b>Fees applicable to National Programmes</b>   |                                |
| Application for new registration of premises under a National Programme<br>(plus actual staff time at hourly rate of \$228 after the first hour)  | 450.00                         |
| Application for renewal of registration of premises under a National Programme.<br>(plus actual staff time at hourly rate of \$228 after the first hour)  | 360.00                         |
| Application for significant amendment or change of registration under a National Programme or move from National Programme to Template Food Control Plan during the registration year.<br>(plus actual staff time at hourly rate of \$228 after the first hour)                                       | 180.00                         |
| Application for a minor amendment of registration under a National Programme, such as a change in contact information, trading name.<br>(plus actual staff time at hourly rate of \$228 after the first hour)   | 80.00                          |
| Voluntary or mandatory suspension of National Programme.<br>(plus actual staff time at hourly rate of \$228 after the first hour)   | 95.00                          |
| Issue of improvement notice, or review of an improvement notice.<br>(plus actual staff time at hourly rate of \$228 after the first hour)   | 185.00                         |
| Copy of Food Control Plan folder and documents.   | 30.00                          |
| Canceling an audit or verification within 24 hours of the scheduled date and time of audit.   | 185.00                         |
| Administration fee for refund on cancelled applications pursuant to the Food Act<br>(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). | 60.00                          |
| Late payment of verification and enforcement fees   | Additional 10% of total charge |
| <b>Hawkers, Mobile Shops, and Stalls (Public Places Bylaw Clause 11)</b>  |                                |
| <b>Hawkers</b>  |                                |
| Note: Some applicants may be eligible for a fee waiver -to check for eligibility please enquire with WDC Customer Services.   | 70.00                          |
| Street stalls, raffle days, street collections - non commercial   | Free                           |
| Street Stalls day   | 22.00                          |
| Street Stalls month   | 64.00                          |
| Mobile Shop 1 day rate  | 43.00                          |
| Mobile shop 1 month rate  | 85.00                          |
| Mobile shop annual fee  | 427.00                         |
| Mobile Trader 1 day rate  | 43.00                          |

## ENVIRONMENTAL HEALTH AND ALCOHOL LICENSING

| Description   | 2026/27 fee or charge (\$)                      |
|---|---|
| Mobile trader 1 month rate  | 85.00   |
| Mobile Trader annual fee  | 427.00  |
| <b>Impounding of Stereo</b>   |   |
| Impounding Charges for Stereo (RMA 1991 sec 336). <i>Note: Impounded stereo will be sold after six months if not claimed and impounding fees not paid.</i>  | 215.00  |
| Noisy alarm deactivation or seizure of other equipment , including vehicles   | Actual cost                                     |
| <b>Licensing – Alcohol</b> (Ref: Sale and Supply of Alcohol (Fees) Regulations 2013 and Sale and Supply of Alcohol (Fee setting Bylaws) Order 2013)   |   |
| Existing premises - Section 100(f) certificates certifying that the proposed use of the premises meets the requirements of the RMA  | 185.00  |
| New or altered premises - Section 100(f) certificates certifying that the proposed use of the premises meets the requirements of the RMA  | 290.00  |
| Off/On/Club Application Fee – Very Low Risk   | 625.60  |
| Off/On/Club Application Fee – Low Risk  | 1036.15   |
| Off/On/Club Application Fee – Medium Risk   | 1388.05   |
| Off/On/Club Application Fee – High Risk   | 1739.95   |
| Off/On/Club Application Fee – Very High Risk  | 2025.75   |
| <b>Annual Fees</b>  |   |
| Off/On/Club Application Fee – Very Low Risk   | 273.70  |
| Off/On/Club Application Fee – Low Risk  | 664.70  |
| Off/On/Club Application Fee – Medium Risk   | 1075.25   |
| Off/On/Club Application Fee – High Risk   | 1759.50   |
| Off/On/Club Application Fee – Very High Risk  | 2443.75   |
| Managers Certificate – New and Renewal  | 316.25  |
| Temporary Authority   | 504.39  |
| <b>Special Licences</b>   |   |
| Class 1   | 977.50  |
| Class 2   | 351.90  |
| Class 3   | 107.53  |
| 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) | 65.00   |
| <b>Other Applications</b>   |   |
| Temporary Licence   |   |
| Under section 74 of the Act to sell alcohol pursuant to a licence from premises other than the premises to which the licence relates during repairs etc.  | 504.39  |
| Permanent Club Charters   |   |
| The holder of a permanent club charter (as described in section 414 of the Act)   | 1075.25   |
| Public Notice of application for renewal, new license etc.  | 160.00  |
| Application for exemption (alcohol ban area)  | 90.00   |
| Application for waiver pursuant to Section 208  | 60.00   |
| Extract from Register   |   |
| Under section 66(2) of the Act for an extract from a register   | 97.75   |
| <b>Licensing – Other</b>  |   |
| Transfer of Certificates of Registration or Licence   | 106.00  |
| Offensive Trades – Registration Fees - new and renewal  | 285.00  |
| Saleyards – Registration Fees - new and renewal   | 285.00  |
| Funeral Director – Registration Fees - new and renewal  | 285.00  |
| Mortuary Premises – Registration Fees - new and renewal   | 285.00  |
| Camping Grounds – Registration Fees - new and renewal   | 285.00  |
| Body Piercing and Tattooing - Registration Fees - new and renewal   | 285.00  |
| Skateboarding impounding fee  | 70.00   |
| Application for Lease of Airspace   | 120.00  |
| Lease of Airspace   | Charge will be assessed on a site by site basis |
| Change of occupier/owner - All registration groups  | 90.00   |
| Replacements or copies of certificates  | 50.00   |
| <b>Parking Infringement Fees</b>  |   |

## ENVIRONMENTAL HEALTH AND ALCOHOL LICENSING

| Description  | 2026/27 fee or charge (\$)          |
|--|-------------------------------------|
| <b>Excess Parking – For parking on a road in breach of the provisions of Waitomo District Council’s Land Transport Bylaw 2025, in excess of a period fixed by the bylaw or otherwise where the excess is:</b>  |                                     |
| Not more than 30 minutes   | 20.00                               |
| More than 30 minutes but not more than 1 hour  | 25.00                               |
| More than 1 hours but not more than 2 hours  | 36.00                               |
| More than 2 hours but not more than 4 hours  | 51.00                               |
| More than 4 hours but not more than 6 hours  | 71.00                               |
| More than 6 hours  | 97.00                               |
| <b>Other Parking Offences</b>  |                                     |
| Parking on designated bus stop   | 70.00                               |
| Parking on designated loading zone   | 70.00                               |
| Parking on a footpath  | 70.00                               |
| Parking contrary to parking signage  | 70.00                               |
| Parking on ornamental verge  | 70.00                               |
| Parking within 1 m of a vehicle entrance   | 70.00                               |
| Parking on or within 6m of an intersection   | 100.00                              |
| Inconsiderate parking  | 100.00                              |
| Double parking   | 100.00                              |
| Parking on a yellow broken line  | 100.00                              |
| Parking in a designated space for disabled persons   | 750.00                              |
| <b>Towage Fees</b>   |                                     |
| <b>Towage fees in respect of parking offence</b>   |                                     |
| If the motor vehicle has a gross weight of 3,500 kilograms or less -<br>a fee not exceeding \$78.43 [+GST], if the towage takes place between the hours of 7am and 6pm on any day other than a Saturday, Sunday, or public holiday; or<br>a fee not exceeding \$104.61 [+GST], if the towage takes place at any other time; or     | Actual costs up to 90.20 or 120.30  |
| If the motor vehicle has a gross weight of more than 3,500 kilograms -<br>a fee not exceeding \$194.26 [+GST], if the towage takes place between the hours of 7am and 6pm on any day other than a Saturday, Sunday, or public holiday; or<br>a fee not exceeding \$298.87 [+ GST], if the towage takes place at any other time; or | Actual costs up to 223.40 or 343.70 |
| <b>Towage fees - not associated with parking infringement or offence</b>   | Actual Cost                         |
| The registered vehicle owner will be liable for any costs associated with towage and storage of the vehicle towed for any reason other than parking offences   |                                     |
| <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   | 115.00                              |
| 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  | 400.00                              |
| Litter, of more than 1 litre and less than or equal to 20 litres <sup>1</sup> , left in a public space, or on private land, without the occupier’s consent – First Offence   | 170.00                              |
| Litter, of more than 1 litre and less than or equal to 20 litres <sup>1</sup> , left in a public space, or on private land, without the occupier’s consent –<br>Second or Subsequent Offence within a Year   | 400.00                              |
| Litter, of more than 20 litres <sup>1</sup> and less than or equal to 120 litres <sup>2</sup> , left in a public space, or on private land, without the occupier’s consent – First Offence   | 285.00                              |
| Litter, of more than 20 litres <sup>1</sup> and less than or equal to 120 litres <sup>2</sup> , left in a public space, or on private land, without the occupier’s consent – Second or Subsequent Offence within a Year  | 400.00                              |
| Litter, of more than 120 litres <sup>2</sup> left in a public space, or on private land, without the occupier’s consent – First Offence  | 400.00                              |
| Litter, of more than 120 litres <sup>2</sup> left in a public space, or on private land, without the occupier’s consent – Second or Subsequent Offence within a Year   | 400.00                              |
| Hazardous <sup>3</sup> or offensive litter <sup>4</sup> left in a public space, or on private land without the occupier’s consent – First Offence  | 400.00                              |
| 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   | 400.00                              |

<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.

| <b>RESOURCE MANAGEMENT</b>  |  |                                   |
|---|--|-----------------------------------|
| <b>Description</b>  |  | <b>2026/27 fee or charge (\$)</b> |
| <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 435.00                      |
| Marginal or temporary rule breaches / exemptions(s87BB)<br><i>Note: please discuss this with Council's Planner prior to application</i> | Consider and issue notice (if applicable)  | Deposit 900.00                    |
| <b>Land use consents</b>  |  |                                   |
| Application or land use consent   | All land use consents, except as otherwise provided below  | Deposit 1550.00                   |
| <b>Notified resource consents</b>   |  |                                   |
| Limited notified consent  | Any resource consent application that requires limited notification  | Deposit 6,900.00                  |
| Notified consent  | Any resource consent application that requires public notification   | Deposit 12,400.00                 |
| <b>Subdivision Consents</b>   |  |                                   |
| Application for subdivision consent   | Creating 9 lots or less where no road/reserves proposed  | Deposit 3,300.00                  |
| Application for subdivision consent   | Creating 10 lots or more, or any subdivision where a road/reserve is proposed  | Deposit 4,800.00                  |
| Application for joint subdivision and land use consent  | For any joint subdivision and land use consent application   | Deposit 4,800.00                  |
| <b>Subdivision processes (post approval)</b>  |  |                                   |
| Section 223 certification   | for subdivisions < 2 Lots  | 270.00                            |
| Section 223 certification   | For subdivisions > 3 Lots  | 640.00                            |
| Section 224C certification  |  | 270.00                            |
| Section 241   | Cancellation/partial cancellation of amalgamation condition  | 515.00                            |
| Section 221   | Consent notice – preparation, authorisation, change or cancellation  | 350.00                            |
| Cross lease   | Amendments to flats plans  | 640.00                            |
| 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 1600.00                   |
| Section 125/126   | Applications for extensions of consent periods   | Deposit 640.00                    |
| Section 124   | Exercise of resource consent while applying for new consent  | Deposit 1600.00                   |
| Section 128-132   | Review of consent conditions (non-notified only, notified consents will be charged the relevant notification fee)                            | Deposit 850.00                    |
| Section 134   | Transfer of holders interest in a consent (fixed fee)  | Deposit 160.00                    |
| Section 139A  | Existing use right determination   | Deposit 2,150.00                  |
| Section 138   | Application to surrender a resource consent  | Deposit 530.00                    |
| Section 139   | Application for Certificate of Compliance  | Deposit 1,060.00                  |
| Section 357   | Objection pursuant to sections 357(A) or (B)   | Deposit 480.00                    |

| <b>RESOURCE MANAGEMENT</b>                                       |  |  |
|--|--|--|
| <b>Description</b>   |  | <b>2026/27 fee or charge (\$)</b>      |
| NES  | Confirmation of compliance with National Environmental Standard  | Actual staff time                      |
| Other  | Any application pursuant to the RMA not listed elsewhere   | Deposit 1600.00                        |
| <b>Designations</b>  |  |  |
| Public or limited notified                                       | Notice of Requirement for Designation  | Deposit 12,500.00                      |
| Non-notified   | Notice of Requirement for Designation  | Deposit 6,200.00                       |
| Sections 181, 182  | Requirement for alteration or removal/partial removal of designation   | Deposit 1,600.00                       |
| Section 184/184A   | Application to determine designation lapsing   | Deposit 2,700.00                       |
| Section 180  | Transfer of rights and responsibilities for designations   | Deposit 1,600.00                       |
| 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 project | Deposit 640.00                         |
| Section 176  | Application for outline plan   | Deposit 850.00                         |
| Section 176A (2)   | Waiver of requirement for outline plan   | Deposit 270.00                         |
| <b>Heritage orders</b>   |  |  |
| Sections 189/189A, 196, 177                                      | Requirement for a heritage order.<br>Requirement for removal of heritage order.<br>Request to requiring authority responsible for the earlier heritage order.  | Deposit 1,600.00                       |
| <b>Plan Change application (to amend the District Plan)</b>      |  |  |
| 1st schedule   | Processing, considering and determining a private plan change application.   | Deposit 32,000.00                      |
| <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.  | 160.00 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 270.00                           |
| Variation/cancellations  | Variation or cancellation of any legal document/ instrument not otherwise listed.  | Fixed 480.00                           |
| Public notice  | Costs associated with public notices.  | Actual staff time + advertisement fees |
| 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 1060.00                          |
| Bonds - engineering  | Preparation, release and signing of any bond - engineering (roading and servicing works).  | Fixed 1060.00                          |
| 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 200.00                           |

| <b>RESOURCE MANAGEMENT</b>   |  |   |
|--|--|---|
| <b>Description</b>   |  | <b>2026/27 fee or charge (\$)</b>   |
| <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))<br>2. Where requested by a submitter(s):<br>(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.<br>(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<br>Actual costs<br>As per 2(a) and (b) |
| Note: applies to applicants and Requiring Authorities                    |  |   |
| Hearing by Council   | A charge will be made per Councillor, as set by the Remuneration Authority, including time spent on site visits, preparation time and chair's reporting time.  | \$130 for Hearing Chair<br>\$104 for Hearing Member                         |
| 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.   | 215.00 per copy   |
| Photocopying – charged as per Council's corporate rate                   |  | set rates   |
| <b>Officer's hourly charge out rates</b>                                 |  |   |
| General Manager – Strategy and Environment                               |  | 230.00 per hour   |
| Managers – any other   |  | 215.00 per hour   |
| Principal / Senior Planner   |  | 220.00 per hour   |
| Planner  |  | 195.00 per hour   |
| Engineer   |  | 185.00 per hour   |
| Technical staff – any other  |  | 185.00 per hour   |
| Team Leader Monitoring and Compliance/ Officer                           |  | 210.00 per hour   |
| Administrator (any) and any other staff member not listed                |  | 110.00 per hour   |
| Consultant   |  | Actual costs  |
| <b>Mileage</b>   |  |   |
| For each kilometer travelled   |  | 1.17 per km   |
| <b>Hazardous Activities and Industries List (HAIL) determinations</b>    |  |   |
| Investigation fee  |  | 170.00  |

## Resource Management - explanatory notes

These fees and charges become operative on 1 July 2026 and will apply for all work carried out and decisions issued on or after 1 July 2026, 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.

### Fast-track Approvals Act 2024

The Officer's hourly charge out rates above apply to any applications received under the Fast-track Approvals Act 2024.

| RECREATION AND PROPERTY   |                                     |
|---|-------------------------------------|
| Description   | 2026/27 fee or charge (\$)          |
| <b>Cemeteries (Public Amenities Bylaw Clause 8)</b>   |                                     |
| <b>Te Kūiti Cemetery</b>  |                                     |
| <b>Plot Purchase (Berm and Lawn Cemetery)</b>   |                                     |
| Adult   | 1900.00                             |
| Child (under 12 years)  | 800.00                              |
| <b>Ashes Plot</b>   |                                     |
| Ashes Wall  | 404.00                              |
| Garden of Memories  | 540.00                              |
| RSA   |                                     |
| <b>Interment Fees Te Kūiti</b>  |                                     |
| Adult   | 1463.00                             |
| Child (under 12 years)  | 758.00                              |
| Ashes interment   | 307.00                              |
| Stillborn   | 163.00                              |
| <b>Rural Cemeteries: Piopio, Mōkau, Te Waitere and Aria</b>   |                                     |
| <b>Plot Purchase</b>  |                                     |
| Adult   | 1411.00                             |
| Child (under 12 years)  | 591.00                              |
| Ashes Plot  | 245.00                              |
| <b>Interment Fees</b>   |                                     |
| Adult   | 1556.00                             |
| Child (under 12 years)  | 770.00                              |
| Ashes interment   | 428.00                              |
| Stillborn   | 241.00                              |
| <b>Sundry (for all cemeteries in the District)</b>  |                                     |
| Extra for breaking concrete   | 192.00                              |
| Additional depth  | 783.00                              |
| Extra Saturday  | 258.00                              |
| Extra Public Holiday  | 515.00                              |
| Fixing of Plaque  | 192.00                              |
| <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>  | 67.00                               |
| <b>Hall Hire – Les Munro Centre</b>   |                                     |
| Full day - Commercial   | 992.00                              |
| Full Day - Non Commercial*  | 496.00                              |
| Hourly Rate - Commercial  | 124.00                              |
| Hourly Rate - Non Commercial*   | 62.00                               |
| Full Day - Supper Room - Commercial   | 480.00                              |
| Full Day - Supper Room - Non-commercial*  | 240.00                              |
| Hourly Rate - Supper Room - Commercial  | 60.00                               |
| Hourly Rate - Supper Room - Non-commercial*   | 30.00                               |
| Funeral Rate  | 494.00                              |
| Booking Fee   | 5.20                                |
| <b>Bond - Credit card hold</b>  |                                     |
| <i>Bookings of less than 50 people - card holder bond \$50.00. Bookings of more than 50 people and less than 100 people - card holder bond \$250.00. Bookings of more than 100 people - card holder bond of \$500.00</i>                | 50.00<br>250.00<br>500.00           |
| <i>Cancellation Fee - 50% of the hire cost if canceled within 5 working days</i>  | 50% of hire cost                    |
| <i>A minimum hire duration of 2 hours applies to Les Munro Centre, Railway Building 3 and Piopio Hall, a fee of \$50.00 will be imposed for pre-inspections if hirer fails to attend within 15 minutes of agreed meeting time.</i>      | 50.00                               |
| *Non-Commercial means a not-for-profit organisation that has the primary objective to provide programmes, services or activities that benefit any or all of the social, cultural, economic, and environmental wellbeing of communities. |                                     |

## RECREATION AND PROPERTY

| Description  | 2026/27 fee or charge (\$) |
|--|----------------------------|
| <b>Community Halls</b>   |                            |
| <b>Piopia Hall</b>   |                            |
| Complex hire   |                            |
| Full day   | 168.00                     |
| Hourly rate  | 21.00                      |
| PA system  | No charge                  |
| Bond – Credit card hold of \$100.00  | 100.00                     |
| Te Kūiti Railway Station Buildings 3   |                            |
| Full day   | 153.00                     |
| Hourly rate  | 34.00                      |
| Bond - Credit card hold of \$100.00  | 100.00                     |
| <b>Elderly Persons Housing - Tenancy arrangement</b>   |                            |
| Small single bedroom - per week  | 196.00                     |
| Large single bedroom - per week  | 206.00                     |
| Bedsit - per week  | 186.00                     |
| <b>Rental Housing - Tenancy arrangement</b>  |                            |
| 4 Moa Street House   | 330.00                     |
| 4 Moa Street Garage  | 124.00                     |
| <b>Parks and Reserves</b>  |                            |
| Community Group*   | Free                       |
| <b>Commercial Users Only – All Parks</b>   |                            |
| Ground Hire (per day)  | 377.00                     |
| Bond   | 540.00                     |
| Application fee for an Activity Requiring Authorisation pursuant to the Reserve Management Plan  | 173.00                     |
| Application fee for a variation to an existing Activity Requiring Authorisation pursuant to the Reserve Management Plan  | 173.00                     |
| Application fee for an allowed activity pursuant to the Reserves Management Plan   | 32.00                      |
| *Community Group means a not-for-profit organisation that has the primary objective to provide programmes, services or activities that benefit any or all of the social, recreational, cultural, economic, and environmental wellbeing of communities. |                            |
| <b>District Aquatic Centre</b>   |                            |
| Adult  | 5.00                       |
| Adult swimmer with an under 5  | 3.50                       |
| Seniors  | 3.50                       |
| Disability/health (green script of letter from health professional required)   | 2.10                       |
| Child  | 2.50                       |
| Students   | 3.50                       |
| Under 5's  | Free                       |
| Spectators   | 1.00                       |
| Learn to Swim Classes (per lesson)   | 13.50                      |
| Hire of whole complex (per hour) under 50 swimmers<br>+ 31.00 for lifeguard per hour   | 110.00                     |
| Hire of whole complex (per hour) over 50 swimmers<br>+ 31.00 per lifeguard per hour e.g. 300 people would require 6 lifeguards   | 110.00                     |
| Lane Hire (per lane per hour)  | 17.50                      |
| Lane Hire for Swimming Club (per lane per hour)  | 13.20                      |
| Schools Base Fee (per hour)  | 39.00                      |
| 31.00 per lifeguard per hour   |                            |
| BBQ Hire (per hour)<br>a refundable cleaning bond of 22.00   | 33.00                      |
| <b>Te Kūiti Aerodrome</b>  |                            |
| Visiting Aircraft Landing Fee  | 15.50                      |
| Touch and Go Practice Landings Circuit - treated as one landing  | 15.50                      |
| Te Kūiti Aeroclub Members Landing Fee  | 15.50                      |
| Commercial Users   | 20.60                      |
| Annual Plane Storage (casual)  | 680.00                     |
| Ground lease fees (annual) >200sqm   | \$3.40/sqm                 |
| Ground lease fees (annual) <200sqm   | \$7.00/sqm                 |

**COMMUNITY AND PARTNERSHIPS**

| Description   | 2026/27 fee or charge (\$) |
|---|----------------------------|
| <b>Waitomo District Library</b>   |                            |
| Rentals (Fiction) – Books up to 2 years old (Rental 21 Days)                | 0.60                       |
| Rentals (Fiction) – Books over 2 years old (Rental 21 Days)                 | No charge                  |
| Bestseller Collection - 14 day hire   | 2.50                       |
| DVDs - 1 week hire  | No charge                  |
| Magazines - 1 week hire   | 1.70                       |
| Jigsaw Puzzles (21 days)  | 2.40                       |
| Children’s Wooden Puzzles (21 days)   | No charge                  |
| Rental Talking Books  | 1.90                       |
| Board games   | 2.60                       |
| Kit Collection (3 Days) – low value kits                                    | 2.00                       |
| Kit Collection (1 week) – low value kits                                    | 2.00                       |
| Kit Collection (3 Days) – Mid value   | 6.50                       |
| Kit Collection (1 week) – Mid value   | 6.50                       |
| Kit Collection (3 Days) – high value kits                                   | 11.50                      |
| Kit Collection (1 week) – high value kits                                   | 11.50                      |
| Lost or Damaged Items   | Actual Cost                |
| Replacement Cost  |                            |
| Books by Mail - postage fee (per item)                                      | 6.70                       |
| Requests to other Libraries (per item) where reciprocal agreement exists    | 6.50                       |
| Requests to other Libraries (per item) where no reciprocal agreement exists | 28.00                      |
| International Requests to other Libraries (per item)                        | 58.50                      |
| Aotearoa Peoples Network (APNK) internet/computer charges                   | No charge                  |
| Items requests/hold, per request  | No charge                  |
| Annual Non-Resident Fee (excluding Ōtorohanga and Ruapehu District)         | 52.50                      |
| Membership Card (initial)   | No charge                  |
| Temporary membership bond   | 23.00                      |
| Lost Membership Card replacement  | 6.00                       |
| Covering Books (Small)  | 5.90                       |
| Covering Books (Large)  | 7.00                       |
| Scanning (per request)  | No charge                  |
| Binding documents   | 5.90                       |
| Sale of Books   | 0.90                       |
| Sale of Books - Fill a Bag/Stock-up   | 3.50                       |
| Library Bags  | 6.70                       |
| <b>Overdue Charges</b>  |                            |
| Overdues – (per day per book) Book collection                               | No charge                  |
| Overdues - All DVDs and E-games (per day, per item)                         | No charge                  |
| Magazines – Overdues – Magazine (per day)                                   | 0.10 per day               |
| Overdues - Board Games (per day)  | 0.50 per day               |
| Overdues - Kit Collection per day   | 1.50 per day               |
| <b>3D printing service</b>  |                            |
| 3D printing – service fee   | 2.00                       |
| - per gram of filament 1 colour   | 0.10                       |
| - per gram of filament 2 colours  | 0.20                       |
| - per gram of filament 3+ colours   | 0.30                       |
| <b>Photocopying</b>   |                            |
| A4 Black and White printing/photocopying – Per side                         | 0.20                       |
| A4 Colour printing/photocopying – Per side                                  | 0.40                       |
| <b>Laminating</b>   |                            |
| A4, per page  | 3.60                       |
| A3, per page  | 7.10                       |

| <b>CORPORATE SERVICES</b>  |                                   |
|--|-----------------------------------|
| <b>Description</b>   | <b>2026/27 fee or charge (\$)</b> |
| <b>Official Information</b>  |                                   |
| Handling of enquiries - charge per half hour plus actual and reasonable costs (first hour free of charge)  | 38.00                             |
| Photocopying or printing on standard A4 (first 20 pages no charge)   | 0.20                              |
| Supply of property records (Hardcopy property files accessed by a customer)  | 12.00                             |
| Record of Title  | 32.00                             |
| <b>GIS System – Generating and Printing of Maps/ Plans</b>   |                                   |
| A4 (Plan)  | 0.50                              |
| A4 (Aerial)  | 0.70                              |
| A3 (Plan)  | 1.10                              |
| A3 (Aerial)  | 2.30                              |
| A2 Plotter (plan)  | 5.70                              |
| A2 Plotter (aerial)  | 12.00                             |
| A1 Plotter (plan)  | 9.30                              |
| A1 Plotter (aerial)  | 14.50                             |
| A0 Plotter (plan)  | 17.50                             |
| A0 Plotter (aerial)  | 22.00                             |
| Creation of non-standard maps / plans (cost is per half hour plus printing fees)   | 56.00                             |
| Supply of data in digital form by email (cost is per half hour)  | 56.00                             |
| <b>Property number, allocation only (urban and rural RAPID number)</b>   | No charge                         |
| <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) | 56.00                             |
| Supply of information regarding Rating Information Database to commercial entities (per half hour plus actual and reasonable costs – minimum charge one hour)            | 56.00                             |
| <b>Community Owned Facility Insurance</b>  |                                   |
| Administration fee   | 117.00                            |

| <b>ASSETS</b>   |                                   |
|---|-----------------------------------|
| <b>Description</b>  | <b>2026/27 fee or charge (\$)</b> |
| <b>Roading</b>  |                                   |
| <b>Traffic Management Plans (TMP) – Processing Fee</b>  |                                   |
| Vehicle crossing and minor works  | 170.00                            |
| Major works 5+ days or pavement excavation  | 335.00                            |
| Event minor less 1000 people<br><i>Does not include Road Closure Fee - Traffic Management Coordinator may use discretion to waive Road Closure Fee dependent on complexity of TMP.</i>                        | 170.00                            |
| Urban/CBD major works / Major Events (1000+ people)<br><i>Does not include Road Closure Fee - Traffic Management Coordinator may use discretion to waive Road Closure Fee dependent on complexity of TMP.</i> | 561.00                            |
| Road Closure Application Fee<br><i>Fee includes administration and the cost of one advertisement; two adverts are required. Council will cover the cost of one advertisement</i>                              | 608.00                            |
| Entrance way Inspection   | 294.00                            |
| Annual License to Occupy a Roding Reserve or Encumbrance for Stock Underpass (minimum)  | 294.00                            |
| Application fee to process a License to Occupy a Roding Reserve   | 258.00                            |
| Corridor Access Request – formerly Road Opening Notice  | 515.00                            |
| Road Encroachment   | 283.00                            |
| <b>Road Damage Deposit</b>  |                                   |
| Bond (deposit refundable)   | 6664.00                           |
| <b>Rapid Number</b>   |                                   |
| New   | 191.00                            |
| Replacement   | 94.00                             |

| ASSETS   |   |
|--|---|
| Description  | 2026/27 fee or charge (\$)                          |
| <b>Overweight</b>  |   |
| Overweight Permit  | 324.00  |
| Overweight Permit Renewal  | 278.00  |
| <b>No Spray Zone Application</b>   | 283.00  |
| <b>Roading Information</b>   |   |
| Land Information Request   | 79.00   |
| Engineering Consent  | 92.00   |
| <b>High Productivity Motor Vehicle (HPMV) Permit</b>   |   |
| HPMV Permit  | 412.00  |
| HPMV Permit up to 10 identically configured HPVM vehicles, belonging to the same company   | 422.00  |
| HPMV Permit Renewal  | 278.00  |
| <b>Stormwater</b>  |   |
| Administration fee for new connections   | 259.00  |
| Connection<br>Approved Contractor to send all engineering design, supply and installation cost (plant, labour, material, as built and Traffic Management) to Council for review and approval.      | Quote to be provided by Council approved Contractor |
| Kerb Connection<br>Approved Contractor to send all engineering design, supply and installation cost (plant, labour, material, as built and Traffic Management) to Council for review and approval. | Quote to be provided by Council approved Contractor |
| <b>Other Charges</b>   |   |
| 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)  | 5.50  |
| <b>Purchase of Recycle Bin (each)</b>  | 17.00   |
| <b>Transfer stations</b>   |   |
| <b>Te Kūiti Transfer Station</b>   |   |
| <i>(Note: most charges are per 1 tonne (1,000kgs). There is no charge to dispose of official WDC Refuse Bags at Te Kūiti Transfer Station)</i>   |   |
| <b>General Refuse</b> (per tonne), 30kgs and above (see below)   | 365.00  |
| General refuse minimum charge (under 30kgs)<br><i>*Note: refer to example of weighbridge charges below</i>   | 14.50   |
| <b>Green and Timber Waste</b> (per tonne) 30kgs and above (see below)  | 245.00  |
| Green and timber waste minimum charge (under 40kgs)<br><i>*Note: refer to example of weighbridge charges below</i>   | 11.50   |
| <b>Special Refuse</b>  |   |
| Concrete and Bricks (per tonne)  | 106.00  |
| Whiteware – each   | 37.00   |
| Television - each  | 26.00   |
| Computer - each  | 23.00   |
| Household kitchen appliances   | 10.00   |
| Oil, paint – per litre   | 8.00  |
| Lead Cell Batteries (each)   | 38.00   |
| Gas Cylinders (each)   | 18.00   |
| Metal (scrap only, per tonne)  | 242.00  |
| <b>Tyres</b>   |   |
| Car  | 22.00   |
| 4x4  | 25.00   |
| Light Truck  | 35.00   |
| Truck  | 40.00   |
| Tractor  | 100.00  |
| <b>Contaminated Soils will not be accepted</b>   |   |
| <b>Contaminated Waste will not be accepted</b>   |   |
| <b>Bulk Liquid Wastes will not be accepted</b>   |   |

**ASSETS**

| Description  | 2026/27 fee or charge (\$) |
|--|----------------------------|
| <b>Rural Transfer Stations</b>   |                            |
| <i>Charges are per refuse item: Bags/Bins/Vehicle/Trailer (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)  | 5.50                       |
| Wheelie Bin  | 39.00                      |
| Car boot   | 42.00                      |
| Van  | 74.00                      |
| Ute  | 85.00                      |
| Trailer  | 85.00                      |

|  |                |                |                 |
|--|----------------|----------------|-----------------|
| * Te Kūiti Transfer Station - example of general waste weighbridge charges:  |                |                |                 |
| 0kg to 30kg- \$14.50   | 40kg - \$14.60 | 50kg - \$18.25 | 60kg - \$23.03  |
| Te Kūiti Transfer Station - example of green and timber weighbridge charges: |                |                |                 |
| 0kg to 40kg- \$11.50   | 50kg - \$12.25 | 75kg - \$18.40 | 100kg - \$24.50 |

## WATER AND WASTEWATER – Waikato Waters Limited (WWL)

| Description   | 2026/27 fee or charge (\$)                        |
|---|---|
| <b>Water Services Connection Fees</b>   |   |
| Administration fee for new connections – fee per application (includes water supply and wastewater)   | 266.00  |
| <b>Wastewater Treatment and Disposal</b>  |   |
| Connection (Te Kūiti, Te Waitere, Maniaiti/Benneydale - All Council supplies excluding Piopio)<br>Approved Contractor to send all engineering design, supply and installation cost (plant, labour, material, as built and Traffic Management) to Council for review and approval. | Quote to be provided by WWL approved Contractor   |
| Disconnection   | Quote to be provided by WWL approved Contractor   |
| <b>Piopio Wastewater</b>  |   |
| Connection involving retrofitting of an existing approved septic tank<br>Approved Contractor to send all engineering design, supply and installation cost (plant, labour, material, as built and Traffic Management) to Council for review and approval.                          | Quote to be provided by WWL approved Contractor   |
| Connection (including new septic tank as specified by Council)<br>Approved Contractor to send all engineering design, supply and installation cost (plant, labour, material, as built and Traffic Management) to Council for review and approval.                                 | Quote to be provided by WWL approved Contractor   |
| <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 Kūiti  | 4.89  |
| Piopio  | 5.33  |
| Maniaiti/Benneydale   | 5.87  |
| Mōkau   | 7.81  |
| Connection Fee Te Kūiti, Piopio, Mōkau, Maniaiti/Benneydale (All council supplies)<br>Approved Contractor to send all engineering design, supply and installation cost (plant, labour, material, as built and Traffic Management) to Council for review and approval.             | Quote to be provided by WWL approved Contractor   |
| Disconnection   | Quote to be provided by WWL approved Contractor   |
| Reconnection  | Quote to be provided by WWL approved Contractor   |
| <b>Toby/ Valve locates</b>  |   |
| Te Kūiti  | 169.00  |
| Mōkau   | 415.00  |
| Maniaiti/Benneydale   | 275.00  |
| Piopio  | 245.00  |
| <b>Testing Meters Fee</b>   |   |
| Domestic 15 mm and 20 mm  | 518.00  |
| 40 mm large connection  | 615.00  |
| 50 mm and 100 mm bulk   | 945.00  |
| Water Meter Reading Fee*  |   |
| • Te Kūiti  | 133.00  |
| • Mōkau   | 228.00  |
| • Maniaiti/Benneydale   | 155.00  |
| • Piopio  | 136.00  |
| *For final meter reads on extraordinary water use accounts  |   |
| <b>Other Charges</b>  |   |
| 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>Bulk Water (tankers/hydrant etc.)</b>  |        |
|---|--------|
| Bulk Water take (tankers/hydrant etc.) Cost per m <sup>3</sup>  | 13.50  |
| General Administration fee cover cost per invoice received  | 37.00  |
| Water Permit (standpipe) Hire   | 252.00 |
| Water Take Application Fee  | 187.00 |
| <b>Trade Waste</b>  |        |
| <b>Administrative Charges</b>   |        |
| Required Trade Waste Application Fee<br>(Must reapply after 5 years)  | 187.00 |
| Non-compliance Re-inspection Fee  | 144.00 |
| <b>Annual Trade Waste Consent Charges</b>   |        |
| Exempt Trade Waste Licence  | 142.00 |
| Permitted Trade Waste Licence   | 282.00 |
| Conditional Trade Waste licence (includes disposal from cleaning of separator unit x2 per annum)  | 793.00 |
| Conditional Trade Waste licence (non-food)  | 278.00 |
| <b>Tankered Trade Waste Charges</b>   |        |
| Receipt treatment and disposal of liquid trade wastes per m <sup>3</sup> (1,000 litres) at Te Kūiti Wastewater Treatment Plant:   |        |
| Septage disposal from within Waitomo District per m <sup>3</sup> (1,000 litres)<br><i>Septage is septic tank waste including partially treated sludge that accumulates in a septic tank</i> | 283.00 |
| Greywater per m <sup>3</sup> (1,000 litres)   | 44.00  |
| Grease Trap waste per m <sup>3</sup> (1,000 litres)   | 312.00 |
| All out of Waitomo District tankered waste per m <sup>3</sup> (1,000 litres) casual users   | 366.00 |
| <i>Note: Tankered trade waste compromising a mixed waste load will be charged at the higher rate</i>  |        |

# Significance and Engagement Policy

|                                    |   |
|------------------------------------|---|
| Policy Owner Name                  | Neil Brennan  |
| Policy Owner Title                 | Interim Chief Executive   |
| Content Manager (SME)              | Rachel Hughes   |
| Content Manager Title              | Communication Workstream Lead   |
| Approval Authority                 | Board   |
| Date of approval                   | 21/05/2026  |
| Due for review date                | June 2029   |
| Consultation / Engagement required | Yes<br>Waikato Waters must consult with shareholders, consumers, communities, and Iwi when preparing or materially amending this policy, in accordance with the Local Government (Water Services) Act 2025. |
| Version Control                    | 1.0   |

## Purpose

Waikato Waters Limited (WWL) is a council-controlled organisation delivering safe, affordable, and sustainable water services for our Waikato communities. We are guided by our kaupapa — Te Mana o Te Wai, Te Mana o Te Tangata — Healthy Water, Healthy People.

In accordance with the Local Government (Water Services) Act 2025 (**LG(W)**), this policy sets out how Waikato Waters Limited determines the significance of its proposals and decisions, and how it engages with shareholder councils, iwi, customers, and communities to ensure their views are appropriately considered in decision-making.

## Overview

Waikato Waters delivers drinking water and wastewater services and makes decisions that affect communities.

This policy has been developed to meet current legislative requirements while the drinking water and wastewater services of shareholding councils are transitioned into Waikato Waters Limited. It establishes a compliant framework for significance and engagement. It will be further refined as shareholder expectations are confirmed and organisational arrangements mature.

This policy explains:

- how decisions are assessed for significance
- when and how engagement will occur
- how people can participate and influence decisions

It ensures the right conversations occur at the right time with the right people.

## Levels of Engagement

The level of engagement depends on how significant a decision is.

- Low significance - you will be informed about decisions. These are routine or low-impact matters.
- Medium significance - you can expect opportunities to provide feedback before decisions are made. Your input may help shape the proposal.
- High significance - you will have the opportunity to participate in formal consultation. These decisions may significantly affect services, costs, or communities.

The Waikato Waters Water Services Strategy is a key document that sets long-term direction. The company will engage on initiatives within it where required by the Local Government (Water Services) Act 2025 or where those initiatives are assessed as significant under this policy.

Waikato Waters will:

- engage early enough to inform decisions
- clearly explain what is proposed and why
- explain how feedback has been considered

## Scope

This policy applies to decisions made by Waikato Waters staff and directors only. It does not apply to decisions made by shareholder councils, which remain subject to their own policies.

## Policy statement

Waikato Waters Limited will assess the significance of its proposals and decisions and undertake engagement that is proportionate to that significance, timely, and appropriate. Engagement will be informed by the significance of the decision and will ensure that the views of affected parties are understood and considered.

## Principles

Waikato Waters will apply the following principles:

- **Proportionate decision-making:** The level of engagement will reflect the significance and impact of the proposal or decision.
- **Early and meaningful engagement:** Engagement will occur early enough to influence outcomes, with input genuinely considered in decision-making.
- **Inclusive and accessible:** Waikato Waters will engage with shareholders, Iwi, customers, and communities in ways that are appropriate, inclusive, and accessible.
- **Recognition of iwi and hapū relationships:** Engagement will recognise and respect existing relationships with iwi and hapū including interests, values, settlements, agreements and obligations.
- **Transparency and clarity:** Waikato Waters will clearly communicate the nature of proposals, their significance, and how people can participate.

## Policy requirements

### General

- Waikato Waters must apply this policy to all relevant proposals and decisions.
- Waikato Waters staff and directors must comply with this policy.
- Waikato Waters must ensure compliance with the LG(WS).

### Assessing significance

- Waikato Waters staff must identify relevant criteria for each decision.
- Waikato Waters staff must assess each criterion to determine overall significance.
- Waikato Waters staff and directors must determine significance based on the combined impacts.
- Waikato Waters must document the rationale for the level of significance.
- Significant Contracts and Joint Arrangements: when determining whether a proposed contract or joint water services provider arrangement is significant, Waikato Waters must consider:
  - the value of the contract relative to Waikato Waters' revenue
  - whether the arrangement creates a public-private partnership
  - the impact on Waikato Waters' ability to meet its statutory obligations
- Waikato Waters must undertake engagement in accordance with the level of significance determined.

### Assessment criteria

Assessment must consider:

- financial and funding impacts
- public health and service levels
- environmental impacts
- impacts on customers, communities, and shareholders
- impacts on iwi and hapū interests, settlements, agreements and obligations
- risks and likelihood of impact
- number of people affected
- level of public interest or controversy

- impact on statutory obligations
- reversibility of the decision
- consistency with existing policies and approaches

## Strategic Assets and Levels of Service

Waikato Waters must determine whether a water services asset is a strategic asset based on whether the asset is necessary to:

- meet regulatory obligations
- maintain the delivery of water services
- achieve outcomes set out in the Water Services Strategy

Waikato Waters must assess whether proposed changes to levels of service are significant using the criteria in this policy.

## Engagement Planning and Delivery

- Waikato Waters staff must determine engagement based on significance.
- Waikato Waters must ensure engagement is proportionate to significance.
- Waikato Waters staff must identify relevant stakeholders before engagement begins.
- Waikato Waters staff must undertake engagement before decisions are finalised, unless not practicable.
- Waikato Waters staff must document reasons where engagement is not undertaken prior to decisions.
- Waikato Waters must document the selected engagement approach and the rationale for that approach.

## Determining engagement approach

- Waikato Waters staff must consider the purpose of engagement before selecting an approach.
- Waikato Waters staff must determine whether engagement is to inform, seek feedback, shape decisions, or consult.
- Waikato Waters staff must consider:
  - significance of the decision
  - level of public interest

- existing knowledge of community views
- timing and urgency
- costs and benefits of engagement

## Engagement methods

- Waikato Waters must apply a range of engagement approaches, including:
  - informing
  - seeking feedback
  - consultation
- Waikato Waters must ensure the selected approach aligns with the level of significance.

## Engagement requirements

- Engagement must:
  - provide clear and accessible information
  - include opportunities for feedback for medium and high significance decisions
  - meet legislative consultation requirements where applicable
- Waikato Waters may limit engagement where decisions implement matters already consulted on by shareholder councils.
- Waikato Waters must inform the community where this occurs.

## Engagement with Iwi and Hapū

- Waikato Waters must recognise iwi and hapū as strategic partners in water services.
- Waikato Waters staff must engage with iwi and hapū early where decisions may affect Iwi interests or taonga.
- Waikato Waters must recognise and respect existing relationships with iwi and hapū including interests, settlements, agreements (for example Joint Management Agreements) and obligations (for example Te Ture Whaimana).
- Waikato Waters staff must consider cultural impacts in decision-making.

- Waikato Waters must document how iwi views have been considered.

## Consideration of Feedback

- Waikato Waters staff must consider all feedback received through engagement in decision-making.
- Waikato Waters must ensure decisions reflect feedback where appropriate.

## Roles and Responsibilities

- Waikato Waters must lead engagement where it holds statutory responsibility for the decision.
- Waikato Waters staff must coordinate with shareholder councils where responsibilities overlap.

## Exceptions to Engagement

Waikato Waters staff must not undertake engagement where decisions are:

- routine or operational
- urgent or required in an emergency
- required to meet legal obligations necessary to protect health, safety, or infrastructure
- commercially sensitive

Waikato Waters staff must document reasons where engagement is not undertaken.

## Legislative Decision requirements

Waikato Waters must apply this policy when making decisions required under the LG(WS), including:

- proposed contracts, including whether they are significant
- proposed joint water services provider arrangements
- decisions relating to strategic water services assets
- proposed changes to levels of service
- development of the Water Services Strategy.

Waikato Waters must determine the significance of these decisions and undertake engagement in accordance with this policy. Waikato Waters will also consider the requirements of the Shareholders Agreement and Constitution when making decisions.

## Policy review

Waikato Waters must review this policy:

- following confirmation of shareholder expectations through the Statement of Expectations
- in advance of finalising the Water Services Strategy
- at least every three years thereafter