

STATEMENT OF PROPOSAL

Draft Fees and Charges

Kaipara District Council 2023/2024

Valid to 30 June 2024



Contents

Animals and Stock	1
Dogs.....	1
Dog Registration.....	1
Dog owner surcharges.....	2
Impounding dogs and sustenance of dogs in the Pound including transport.....	2
Stock	2
Stock control.....	2
Stock droving.....	3
Building Services	3
Certificate of Acceptance.....	3
Building Consents - Dwellings/Buildings.....	3
Building works.....	4
Commercial Building Work.....	4
Building Consents - Industry Levies*.....	5
Building Consents - External Services.....	5
Building Consents - Notice to Fix, Producer Statement Inspections and other building fees.....	5
Bylaw and Policy	8
Amusement Devices.....	8
Litter infringements.....	9
Campgrounds	9
Taharoa Domain Campground Sundry.....	9
Cemeteries	10
Community housing	11
Council Professional Fees	11
District Plan changes	12
Food safety	12
Food Control Plan (FCP).....	12
National Food Control Programmes (NP1, NP2, NP3).....	12
Food Safety Officer Enforcement Action.....	13
Health Licences	13
Premises registered under the Health Act 1956.....	13
Hawkers and Traders.....	13
Information requests	14
Libraries	14

Monitoring, compliance and enforcement	15
Parks and Reserves	16
Taharoa Domain	16
Lake Waikare Education Centre	16
Events on Public Land – (see Bylaws section)	17
Photocopying and general charges	17
Rates postponement	17
Resource Management	18
Designation and Heritage Orders.....	21
Development contributions.....	21
Noise control	22
Roading	23
Road stopping and road signage	23
Road corridor access requests	23
Overweight Vehicle Permit.....	24
Sale of Alcohol	25
Alcohol licence applications and annual fees.....	25
Stationary Vehicle Charges	26
Parking fines	26
Unregistered and unlicensed motor vehicles.....	26
Refuse collection and disposal	27
Water	27
Stormwater disposal	27
Wastewater disposal.....	28
Water supply	28
Venue hire	30
Dargaville Town Hall (Northern Wairoa War Memorial Hall) hire.....	30

Animals and Stock

Dogs

Dog Registration

Description		Annual Fee (\$)	Proposed Annual Fee (\$)
Non-working dog registration per dog	paid by 31 August	68.00	73.00
	paid after 31 August	99.00	107.00
Working dog* registration per dog	paid by 31 August	44.00	48.00
	paid after 31 August	66.00	72.00
Working dog* registration per dog where there are 4 or more dogs registered to the same owner	paid by 31 August	33.00	36.00
	paid after 31 August	44.00	72.00
<i>*as defined under the Dog Control Act 1996</i>			
Replacement tags		2.00	3.00
Dog collars	small	8.00	9.00
	medium	10.00	11.00
	training collar (up to 2 weeks hire)	30.00	33.00
Transfer from another country (pro--rata of annual registration year)		68.00	73.00
Re-homed dog registered after 31 August where new owners produce:		68.00	73.00
<ul style="list-style-type: none"> • proof of acquisition of dog from SPCA; or • proof of acquisition of dog from Pound; or • vet bill to prove treatment/examination of injured/found dog. 			

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

Dog owner surcharges

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

Description		Fee (\$)	Proposed Fee (\$)
Probationary owners (registration fee plus 50%)	Paid by 31 August	102.00	110.00
	Paid after 31 August	148.50	160.00
Dangerous/menacing dogs (registration fee plus 50%)	Paid by 31 August	102.00	110.00
	Paid after 31 August	148.50	160.00
Failure to comply with the Dog Control Act or Bylaw		300.00	300.00
Keeping an unregistered dog		300.00	300.00
Fraudulent sale or transfer of a dangerous dog		500.00	500.00
Failure to keep a dog under control		200.00	200.00
Allowing dangerous dogs at large unmuzzled		300.00	300.00
Microchipping dog by Animal and Compliance Services Officer		30.00	33.00
Permit to keep more than two dogs in a residential area. <i>As a once-only charge for the duration of the time more than two dogs reside on the property.</i>		75.00	81.00

Impounding dogs and sustenance of dogs in the Pound including transport

Description	Fee (\$)	Proposed Fee (\$)
Transport and impounding - per occasion	120.00	129.00
Sustenance fees - per dog per day	28.00	30.00
Veterinary care	Actual Costs	Actual Costs
Animal and Compliance Services Officer time (per hour)	75.00	108.00

Stock

Stock control

Description	Fee (\$)	Proposed Fee (\$)
Stock impounding per animal	120.00	129.00
Stock sustenance per animal	38.00	41.00
Transportation	Actual costs	Actual costs
Repairs and maintenance	Actual costs	Actual costs
Veterinary care	Actual costs	Actual costs
Animal and Compliance Services Officer per investigation	100.00	108.00

Stock droving

Description		Fee (\$)	Proposed Fee (\$)
Callout and Droving	Per hour per person	75.00	108.00
	plus mileage within and external of the Kaipara district boundaries based on AA approved per kilometre	1.00	1.00

Building Services

Certificate of Acceptance

Sections 97(d) and (e) fee is calculated in two parts:

Part a) the fee payable under the current schedule had consent been sought; and

Part b) \$200.00 or 50% of the fee (Part a) whichever is the greater.

Plus BRANZ and MBIE levies (applies to all building work valued at \$20,000 and over)

Building Consents - Dwellings/Buildings

Category/Description	Fee (\$)	Proposed Fee (\$)
Project Information Memorandum (PIM). PIM application fee if applied for separate to building consent	300.00	305.00
Domestic fireplaces	475.00	480.00
Swimming pool fencing	1,055.00	510.00
Removal, demolition building works, and connection to Council (reticulated) wastewater system (includes inspections)	475.00	510.00
Private wastewater system installation (includes processing, inspections, District Plan review/PIM and GST). (Excludes specialist system review – refer to external services)	595.00	510.00
Decommissioning a private wastewater system	355.00	380.00

Building works

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

Category/Description	Fee (\$)	Proposed Fee (\$)
Building Works valued up to \$5,000 no longer applicable	1,055.00	
Building Works valued up to \$10,000	1,055.00	510.00
Building Works valued \$10,001 - \$20,000	2,130.00	2,125.00*
Building Works valued \$20,001 - \$50,000	2,865.00*	2,915.00*
Building Works valued \$50,001 - \$100,000	3,545.00*	3,640.00*
Building Works valued \$100,001 - \$250,000	4,290.00*	4,440.00*
Building Works valued \$250,001 - \$500,000	5,530.00*	5,770.00*
Building Works valued \$500,001 - \$900,000	7,480.00*	7,860.00*
Building Works valued over \$900,000	9,660.00*	10,195.00*

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

Commercial Building Work

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

Category/Description	Fee (\$)	Proposed Fee (\$)
Building Works valued up to \$10,000		625.00
Building Works valued \$10,001 - \$20,000		2,320.00*
Building Works valued \$20,001 - \$50,000		3,205.00*
Building Works valued \$50,001 - \$100,000		4,295.00*
Building Works valued \$100,001 - \$250,000		5,640.00*
Building Works valued \$250,001 - \$500,000		6,865.00*
Building Works valued \$500,001 - \$1,000,000		9,515.00*
Building Works valued \$1,000,001 - \$1,500,000		12,950.00*
Building Works valued over \$1,500,000		15,460.00*

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

Building Consents - Industry Levies*

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

Building Consents - External Services

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

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

Category/Description		Fee (\$)	Proposed Fee (\$)
Multi-proof Buildings	Multi-proof building consents = value of work fees, less a percentage of the processing apportionment	As required	As required
Amendments	Per occasion plus any extra processing time, additional charges as referred to above under "External Services", inspections generated and Industry Levies as applicable	185.00	200.00
Building Consent Exemption	Applications made under Schedule 1 of the Building Act 2004 - refer to MBIE guidance document 'Exemptions Guidance for Schedule 1 of the Building Act 2004'	355.00	380.00

Category/Description		Fee (\$)	Proposed Fee (\$)
Compliance Schedule and Compliance Schedule Statement	Setting up Compliance Schedule with Specified Systems; and Issuing of the Compliance Schedule Statement	355.00	380.00
Review of Inactive Building Consents i.e. last inspection more than 12 months ago.	Administration fee	110.00	120.00
	Inspection fee (if required)	185.00	200.00
Certificate of Public Use (CPU)	Public buildings with no Code Compliance Certificate	235.00	255.00
	Public buildings with no Code Compliance Certificate requiring one inspection	410.00	440.00
Note: Any outstanding fees such as development contributions must be settled before a CPU will be issued.			
Section 72 Certificate	Registering hazard on Title	305.00	330.00
Section 75 Certificate	Amalgamation of two Titles	305.00	330.00
Sections 33(1)(b)(ii) and 45(1)(c)	Record of Title	42.00	46.00
	Each additional attachment to the Title	5.00	7.00
Extension of time	Per occasion for each request for extension of time (Sections 52(b) and 93(2)(b))	110.00	120.00
Other certificates	Any other certificates, authorities, requirement or action requested of Council under provisions of the Building Act 2004	110.00	120.00
Notice to Fix	Includes one inspection to recheck	250.00	270.00
		plus disbursements including consultant	plus disbursements including consultant
	Further inspections will be charged at the standard rate per inspection	185.00	200.00
Inspections	Standard inspection per occasion or re-inspection as required	185.00	200.00
	Building Warrant of Fitness Inspection	185.00	200.00
	Building Warrant of Fitness Renewal	130.00	140.00
	Fencing of Swimming Pool Inspection	185.00	200.00
	*administration fee if pool inspection is undertaken by an Independent Qualified Person (IQP)		75.00

Category/Description	Fee (\$)	Proposed Fee (\$)
Building enquiries and pre-application meetings with a Building Inspector	First 15 minutes free, thereafter \$185.00 per hour	First 15 minutes free, thereafter \$200.00 per hour

Notes:

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

Bylaw and Policy

Description	Fee (\$)	Proposed Fee (\$)
Use of public land for Not for Profit vendor activities (per day)	maximum fee 100.00	maximum fee 150.00
Use of public land i.e. Circus or special events with commercial vendor activities (per day) <i>Note: In high demand areas Council may run a competitive bid process to determine appropriate fees (expressions of interest application by concession holder).</i>	maximum fee 600.00	minimum fee 100.00 maximum fee 750.00
Bond for events on public land	500.00	500.00
Class 4 Gambling Venue and Board Venue Application (under Part 7 Kaipara District Council Class 4 Gambling Venue Policy)	760.00	750.00
Onsite Wastewater Disposal System inspection	255.00	274.00
Permit to keep additional animals on a residential property (under Consolidated General Bylaw 2020)	170.00	183.00
Exemption consent for the consumption of alcohol in a public place within an alcohol control area under the Alcohol Control Bylaw 2018	170.00 then 170.00 per hour	170.00 then 170.00 per hour

Amusement Devices

Fees are set by statute Amusement Devices Regulations 1978

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

Litter infringements

Set by statute under the Litter Act 1979

Description	Fee (\$)	Proposed Fee (\$)
Depositing litter or having deposited litter of less than one litre in volume, and leaving it in or on a public place, or in or on private land without the consent of its occupier.	120.00	120.00
Depositing litter or having deposited litter of more than one litre and less than 20 litres* in volume, and leaving it in or on a public place, or in or on private land without the consent of its occupier.	200.00	200.00
Depositing litter or having deposited litter of more than 20 litres* and less than 120 litres** in volume and leaving it in or on a public place, or in or on private land without the consent of its occupier.	300.00	300.00
Depositing litter or having deposited litter of more than 120 litres** in volume and leaving it in or on a public place, or in or on private land without the consent of its occupier.	400.00	400.00
Depositing animal remains or having deposited animal remains and leaving them in or on a public place, or in or on private land without the consent of its occupier.	400.00	400.00
*20 litres is the approximate maximum capacity of two standard supermarket bags in normal conditions		
**120 litres is the approximate maximum capacity of a standard "wheelie bin" in normal conditions		

Campgrounds

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

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

Taharoa Domain Campground Sundry

Description	Fee (\$)	Proposed Fee (\$)
Administration fee* per change		10.00
*Amendments to Pine Beach and Promenade Point Campground bookings		

Cemeteries

Description	Fee (\$)	Proposed Fee (\$)
Purchase of Plot fees		
Burial Plot	1,500.00	1,700.00
Ash Plot	360.00	400.00
Memorial Wall plaque space only (no interment)	300.00	200.00
Burial (digging) fees		
Interment – baby	175.00	0.00
Interment – child (aged between 3-11 years)	500.00	700.00
Interment – single depth	1,200.00	1,600.00
Interment – extra depth	1,300.00	1,700.00
Interment – oversize single depth	1,300.00	1,850.00
Interment – oversize extra depth		1,950.00
Dis-interment (burial plot) base fee plus actual costs	1,890.00	2,000.00
Additional fee – weekend burial surcharge (must be between the hours of 9am – 12pm)	625.00	800.00
Additional fee – burial taking place on a Public Holiday	1,180.00	1,500.00
Additional fee – short notice burial (under 2 working days minimum)	400.00	500.00
Ash (digging) fees		
Interment – ashes	230.00	260.00
Dis-interment (ashes)		500.00
Additional fee – weekend ash burial surcharge (must be between the hours of 9am – 12pm)		300.00
Additional fee – ash burial taking place on a Public Holiday	480.00	600.00
Other fees		
Administration fee	98.00	100.00
Additional fee any burial – late arrival surcharge	150.00	250.00
Out of District fee (at Council's discretion)	370.00	400.00
Concrete Work (works to concrete berms, headstones, plaques, below ground concrete capping at the customer's request)	200.00	250.00
Transfer/disposal of plot		100.00

Community housing

Description		Weekly fee (\$)	Proposed Weekly fee (\$)
Fagan Place Mangawhai	Existing tenants	160.00	170.00
	Improved units	225.00	245.00
Kauri Court Dargaville		140.00	150.00
Awakino Road Dargaville		140.00	150.00
Bledisloe Street Ruawai		140.00	145.00

Council Professional Fees

Council role	Fee (\$/hour)	Proposed Fee (\$/hour)
General Manager	207.00	222.00
Manager	207.00	222.00
Principal Planner	197.00	212.00
Senior Planner	197.00	212.00
Team Leader	197.00	212.00
District Planner	197.00	212.00
Principal Engineer	197.00	212.00
Planner	175.00	188.00
Analyst	175.00	188.00
Engineer	175.00	188.00
Graduate Planner/Engineer	155.00	166.00
Post Approval Officer	175.00	188.00
Monitoring Officer	175.00	188.00
Building Officer	185.00	198.00
Environmental Health Officer	175.00	188.00
Administrator/Technical Support Officer	103.00	110.00
Animal and Compliance Services Officer	145.00	155.00
Chief alcohol inspector		222.00
Alcohol Inspector		188.00

External professional fees will be passed on to the applicant as charged to Council **at cost**, plus 10% where specialist expertise is required in the assessment of applications.

District Plan changes

Description	Fee (\$)	Proposed Fee (\$)
Request to initiate Plan change	15,495.00	10,000
Before commencement of Notification processing	15,495.00	25,000
Before commencement of Hearing	15,495.00	25,000
Note: Additional charges will be made for the actual and reasonable costs involved as applicable refer to hourly rate table		

Food safety

Food safety is managed under the Food Act 2014.

Food Control Plan (FCP)

Description	Fee (\$)	Proposed Fee (\$)
FCP - New application for registration of template food control plan	260.00	280.00
FCP - Registration renewal - annual	260.00	280.00
FCP - Verification	715.00	765.00
Failure to attend scheduled verification (cancellation within 24 hours)	155.00	165.00
Verification Corrective Action follow-up	210.00	225.00

National Food Control Programmes (NP1, NP2, NP3)

Description	Fee (\$)	Proposed Fee (\$)
NP New application for registration of National Programme	260.00	280.00
NP Registration renewal - two yearly	260.00	280.00
NP1 Verification	365.00	390.00
NP2 Verification -	570.00	610.00
NP3 Verification	570.00	610.00
Failure to attend schedule verification (<i>cancellation within 24 hours</i>)	155.00	165.00
Verification Corrective Action follow-up	210.00	225.00
Additional Charges		
Additional National Programme/Food Control Plan document administration	35.00	40.00

Food Safety Officer Enforcement Action

Description	Fee (\$)	Proposed Fee (\$)
Food Safety Officer Enforcement - i.e. Notice of Direction	365.00	390.00
FCP - unscheduled or unannounced Verification	715.00	765.00
NP1 - unscheduled or unannounced verification	365.00	390.00
NP2 - unscheduled or unannounced verification	570.00	610.00
NP3 - unscheduled or unannounced verification	570.00	610.00

Health Licences

Premises registered under the Health Act 1956

Description	Annual Inspection Fee (\$)	Proposed Annual Inspection Fee (\$)
Hairdressers	375.00	400.00
Funeral Directors/Funeral Parlours	375.00	400.00
Campgrounds	540.00	540.00
Offensive Trade Licence - Refer to Health Act 1956	210.00	225.00
Re-inspections - Under the Health Act 1956	210.00	225.00

Hawkers and Traders

(licences under 2020 Consolidated General Bylaw)

Description		Annual Fee (\$)	Proposed Annual Fee (\$)
Itinerant Traders	Any person who sets up a temporary business that has not been resident in the district for six months and intends to operate for not more than six months selling goods from a premises. This excludes Hawkers and mobile shops.	155.00	165.00
Hawkers	Person who carries around goods for sale (usually on foot). This excludes those who sell goods from a vehicle.	155.00	165.00
Mobile/Stall/Stall non-food	Trading on Public Land	155.00	165.00
Water sampling	Drinking water, septic, pools	155.00	165.00
Premises site visit for potential buyers (i.e. food premises)		155.00	165.00

Information requests

Description	Fee (\$)	Proposed Fee (\$)
New Land Information Memorandum (LIM) – email service	325.00	330.00
Paper Copy of LIM	Cost of LIM plus 25.00	Cost of LIM plus 25.00
Property Enquiries (Not LIM) – includes, but not limited to, the research and collation of specific documents. Administration Fee (minimum 15 minutes)	17.00 minimum fee 17.00 per 15 minutes thereafter	17.00 minimum fee 17.00 per 15 minutes thereafter
Local Government Official Information and Meetings Act (LGOIMA) requests	First hour free then \$76.00 per hour plus photocopying as per rates	
Photocopies of maps etcetera	Cost of photocopying or printing	
Charges made on Council by other bodies	98.00 per hour plus any charges to Council	98.00 per hour plus any charges to Council
Assets enquiries prior to resource consent lodgement	98.00 per hour plus any charges to Council	110.00 per hour plus any charges to Council

Libraries

Category/Description	Fee (\$)	Proposed Fee (\$)
Membership for Kaipara residents and ratepayers	Free	Free
Replacement card (adult member)	2.00	2.00
Replacement card (junior member)	1.00	1.00
Library bags	3.00	3.00
Rental items		
Best Sellers (1 week)	3.00	No Charge
DVDs (1 week)	No charge	No Charge
Rental Fiction (3 weeks)	1.00	No Charge

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

Monitoring, compliance and enforcement

Description	Fee (\$)	Proposed Fee (\$)	
Monitoring fee	Residential	280.00	300.00
	Commercial	350.00	375.00

An initial monitoring fee is required when the Resource Consent is granted. If the initial fee is exhausted additional fees will apply.

Description	Fee (\$)	Proposed Fee (\$)
Where monitored by Council staff (not restricted to Resource Management Act monitoring)	175.00 per hour applicable for each inspection (including travelling costs)	188.00
Where monitored by Consultant or Contractors	Actual plus 10%	Actual plus administration charge
Technical Support	103.00 per hour	110.00
Abatement Notice fee recovery costs	180.00	193.00

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

Parks and Reserves

Taharoa Domain

Lake Waikare Education Centre

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

Description		Fee (\$)	Proposed Fee (\$)
Private/Profit-making group rate	per day	300.00	300.00
	per hour	60.00	60.00
	bond	300.00	300.00
Community Group rate	per day	150.00	150.00
	per hour	30.00	30.00
	bond	150.00	300.00
Not-for-profit organisation rate	per day	100.00	No charge
	per hour	20.00	No charge
	bond	No bond	300.00

Events on Public Land – (see Bylaws section)

Description	Fee (\$)	Proposed Fee (\$)
Private/profit-making group rate per day i.e. Circus or special events with commercial vendor activities (per day) See also Bylaws section	Maximum fee 600.00	Up to 500.00 depending on scale of event.
Note: In high demand areas Council may run a competitive bid process to determine appropriate fees (expressions of interest application by concession holder).		
Bond for events on public land	500.00	500.00
Not-for-profit organisation rate per day		No charge

Photocopying and general charges

Description	Fee (\$)	Proposed Fee (\$)
Photocopying: black and white	A4 per page	0.20
	A3 per page	0.40
Photocopying: colour	A4 per page	2.00
	A3 per page	4.00
General Bylaws	Per section	7.50
	Full bound copy	55.00
2013 Operative District Plan	Text and maps	490.00
Engineering Standards	Full bound copy	55.00
Council information provided on CD	Per CD	40.00
Council information provided on a USB	Per USB	15.00

Rates postponement

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

Resource Management

[Refer to Council professional fees.](#)

Initial charges are required when making an application. Where the initial charge does not cover the actual and reasonable costs associated with processing the application, or where the application is of a complex nature, or it is likely to take longer to process, an additional charge may be made in accordance with s36(5) of the Act. Such additional charges may include but are not limited to any or all of the cost to Council for external advice; staff time at an hourly rate plus overheads; materials, hall hire and other sundry items.

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

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

Resource Consent fees and charges are initial charges unless otherwise stated. Resource Consent Category/Description	Fee (\$)	Proposed Initial Charge (\$)
Pre-application meetings		
Services includes one hour for work carried out by a planner and engineer (if needed). Any additional time over and above will be charged at relevant officer's hourly rate. Costs related to this service include, but are not limited to, administration, research, meeting time, writing and distributing notes, and additional meetings. Please get in touch directly if your project is for whenua Māori as potential fee discretion may apply.	430.00	460.00
Land use and subdivision consents		
Deemed permitted boundary activity	475.00	509.00.
Non-notified land use consent	2,000.00	2,250.00
Minor Resource Consent (meeting prescribed definition on the application form) – fixed fee		1,800.00
Boundary adjustment – where no additional titles or development potential is created	2,100.00	2,250.00
Non-notified subdivision (and combined land use and subdivision) <ul style="list-style-type: none"> One to five lots proposed Six or more lots proposed 	3,000.00	3,250.00 4,500.00
Limited Notification additional fee	2,000.00	2,150.00
Public Notification*	10,000.00	10,720.00
Rejection of incomplete applications (s88)	475.00	509.00
* Note: where a lodgement fee has already been paid this will be taken off the public notification fee required. For example, \$3,000 3,250 paid for subdivision consent application and determination to publicly notify results in \$7,000 7,470 additional fee		
Resource Consent Category/Description	Fee (\$)	Proposed Fee (\$)
Other Consents		
Consent extensions (s125)	1,365.00	1,465.00
Change or cancellation of conditions (s127)	1,365.00	1,465.00
Vary or cancel consent notice (s221[3])	1,365.00	1,465.00
Certificate of compliance (s139) or existing use certificate	1,050.00	1,126.00
Earthworks management plans	As charged to Council plus \$245 administration charge	As charged to Council plus \$245 administration charge

Resource Consent Category/Description	Fee (\$)	Proposed Fee (\$)
Rights of way (s348 of Local Government Act) lodgement fee (any further costs may be charged)	1,050.00 plus any charges to Council	1,125.00 plus any charges to Council
Cancellation of easement including Right of Way	210.00 plus any charges to Council	225.00 plus any charges to Council
Resource consent post-approval		
Certificates (e.g. consent notices, survey plan approvals, covenants, easements etcetera) Note there will be a minimum charge of one hour per certificate and balance to be paid before certificate released	Council's professional fees per hour plus any charges to Council	Council's professional fees per hour plus any charges to Council
Bond administration fee Note: There will be a minimum charge of one hour	Council's professional fees per hour plus any charges to Council	Council's professional fees per hour plus any charges to Council
Valuation for Reserves Contributions Note: There will be a minimum charge of one hour.	Council's professional fees per hour plus any charges to Council	Council's professional fees per hour plus any charges to Council
Vehicle Crossing Permit for Subdivision only – processing fee	125.00 plus any inspections at Council's professional fees per hour	134.00 plus any inspections at Council's professional fees per hour
Resource Consent post -approval inspections	Council's professional fees per hour plus any charges to Council	Council's professional fees per hour plus any charges to Council
In Accordance check Note: There will be a minimum charge of one hour	Council's professional fees per hour	Council's professional fees per hour
RMA Hearings		
Hearing deposit	1,200.00	1,286.00

Resource Consent Category/Description	Fee (\$)	Proposed Fee (\$)
Independent Commissioner's professional fees and disbursements	As charged to Council	As determined by the Hearing Commissioner's Policy
Internal Commissioner per hour at actual cost	Rate determined by the Local Government Remuneration Authority	Rate determined by the Local Government Remuneration Authority

Designation and Heritage Orders

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

Description	Fee (\$)	Proposed Fee (\$)
Notice of a requirement for a Designation (non-notified)	3,000.00	3,250.00
Notice of a requirement for a Designation (notified)	6,000.00	10,720.00
Outline Plan Works	1,330.00	1,425.00
Waiver of Outline Plan	197.00	210.00
Notice of a Heritage Order	1,260.00	1,350.00
Alterations to Designation or Heritage Order	600.00	643.00
Removal of Designation	300.00	322.00
Removal of Building Line Restriction	300.00 plus any charges to Council	322.00 plus any charges to Council

Development contributions

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

The Development Contribution Policy helps Council to fund the capital needed to provide infrastructure capacity for new growth. Some development contributions apply across the district

while other contributions apply only to particular areas. Refer to the [Development Contribution Policy](#).

Description	Fee (\$)	Proposed Fee (\$)
Application to postpone or remit payment of Development Contributions	1,000.00 This is a deposit and there may be additional Council professional fees per hour plus any charges to Council	250.00 This is a deposit and there may be additional Council professional fees per hour plus any charges to Council

Noise control

Fees set by Statute under s326 of the RMA

Description	Fee (\$)	Proposed Fee (\$)
Charge to cover seizure, impounding, transporting, storing and return of property under section 336 Resource Management Act 1991 - per response	224.00	241.00
Infringement notices for:		
• contravening s9 offences	300.00	300.00
• contravening an excessive noise direction	500.00	500.00
• contravening an abatement notice	750.00	750.00

Roading

Description	Fee (\$)	Proposed Fee (\$)
Vehicle crossing permit, including processing and pre-approval inspection, pre-pour and final inspection (when not related to a subdivision)	495.00	495.00
Vehicle crossing additional inspection (when not related to a subdivision)	184.00	184.00
Application for a RAPID rural number (urban numbers no charge)	43.00	43.00
Application for No Spray Zone - Rural and Urban	330.00	400.00
Stock underpass inspection	265.00 plus mileage	265.00 plus mileage
Temporary Street Closure		
Closures for hill climbs, car rallies and similar - non-refundable fee plus Bond	600.00 5,825.00	600.00 5,825.00
Closures for processions etcetera in urban areas - non-refundable fee Note: this fee may be reduced at Council's discretion to assist charity events	290.00	290.00

Road stopping and road signage

Description	Fee (\$)	Proposed Fee (\$)
Administration costs	368.00	368.00
External charges	as charged to Council	
Note: These charges will apply where the intended road stopping is for private benefit.		

Road corridor access requests

As set out in the Utilities Access Act 2010

Description	Fee (\$)	Proposed fee (\$)
Basic fee		
Standard processing fee	102.00	102.00
Inspection fees (based on length of exaction)	Minimum fee 102.00	Minimum fee 102.00
Up to 200 metres (fee per metre)	1.65	1.65
200 metres plus (fee per metre)	1.07	1.07

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

Notes:

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

Overweight Vehicle Permit

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

Sale of Alcohol

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

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

Alcohol licence applications and annual fees

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

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

Stationary Vehicle Charges

Parking fines

These fees are set by Government legislation

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

Unregistered and unlicensed motor vehicles

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

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

Refuse collection and disposal

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

Water

Stormwater disposal

Description	Fee (\$)	Proposed Fee (\$)
Inspection fees	360.00	385.00
Physical connection fee	as per approved contractor's quote plus 15%	
<p>Note: Connections to public infrastructure can be undertaken by Council Contractors if requested. This incurs the connection fee.</p> <p>The connection fee is costed for a standard residential connection. It includes a “y” junction and piping to the boundary.</p> <p>Connections must be made by a certified drain layer. The connection should be inspected by the Building Consent officer.</p> <p>Connections must be as per Council's Engineering Standards.</p>		

Wastewater disposal

Description	Fee (\$)	Proposed Fee (\$)
Inspection fees	360.00	385.00
Physical connection fee	as per approved contractor's quote plus 15%	
<p>Note: Connections to public infrastructure are undertaken by Council contractors or can be completed by a certified drainlayer by arrangement with the Council engineer.</p> <p>The connection fee is costed for a standard residential connection. It includes a “y” junction and piping to the boundary.</p> <p>Connections must be as per Council's Engineering Standards.</p>		

Water supply

Description	Fee (\$)	Proposed Fee (\$)
Existing connection point		
Provide 20-millimetre meter and non-testable backflow preventer	275.00	275.00
Provide 25-millimetre meter and non-testable backflow preventer	520.00	520.00
New connection point		
Normal residential connection with testable backflow preventer (applies to 009 High Hazard connections)		
Provide 20 or 25-millimetre connection on same side of road, testable backflow preventer and meter	1,650.00	2,800.00
Provide 20 or 25-millimetre connection on other side of road, testable backflow preventer and meter	3,900.00	3,900.00
Provide 20 or 25-millimetre connection in the road, testable backflow preventer and meter	2,040.00	3,300.00
Normal residential connection with non-testable backflow preventer		
Provide 20 or 25-millimetre connection on same side of road, non-testable backflow preventer and meter	1,400.00	900.00
Provide 20 or 25-millimetre connection on other side of road, non-testable backflow preventer and meter		1,950.00
Provide 20 or 25-millimetre connection in the road, non-testable backflow preventer and meter		1,350.00

Description	Fee (\$)	Proposed Fee (\$)
Other connection fees		
Annual inspection fee for backflow preventer	85.00	91.00
Water reconnection or removal of water flow restrictor	290.00	310.00
Water disconnection fee	290.00	310.00
Water meter readings		
Water meter testing fee (if requested by the consumer and not found faulty)	150.00	160.00
Water meter check reading (if found to be incorrect, fee to be refunded)	80.00	85.00
Final water meter reading	45.00	48.00

Notes

1. Council's contractor will provide all necessary components to complete the connection from the main to the property boundary. If the distance from the main to the boundary exceeds 2.0 metres, Council reserves the right to recover actual costs.
2. Council's contractor will provide the meter and install onto an existing connection at the boundary.
3. Council's contractor will only make the physical connection to the Council main and install the toby valve and water meter. The applicant will carry out all other physical works.
4. This section applies where applicable to all connections:
 - a. Where a larger meter is required a quote will be obtained from Council's contractor. This quoted cost plus 15% shall be paid to Council prior to work commencing.
 - b. Where a connection is not straightforward (e.g. crossing a road or lifting cobblestones) a quote will be obtained from Council's contractor. The quoted cost plus 15% shall be paid to Council prior to work commencing.
 - c. Where land is being subdivided, it is the subdivider's responsibility to provide a water connection to each lot and connect the development's water supply reticulation system to the public system. In all cases connection to the Council main shall be done by Council's contractor and payment shall be made directly by the subdivider to Council's contractor.
 - d. Council expects payment to be made when submitting the application to the Council offices. Exceptions will be non-straightforward connections where a quote is needed from contractors to inform applicant of connection costs. If this is the case Council will contact the applicant in regard to payment. Please note no connection will be scheduled in with contractors until payment has been made.

Venue hire

Dargaville Town Hall (Northern Wairoa War Memorial Hall) hire

Please note: The Hall may not be available due to building works e.g. demolition of the Annex and recladding pf the Hall.

Area		Private/ profit-making rate (\$)	Proposed rate (\$)	Community group rate (\$)	Proposed rate (\$)	Social service/ voluntary rate (\$)	Proposed rate (\$)
Auditorium (limited areas)	per day or	150.00	150.00	60.00	60.00	30.00	30.00
	per hour	30.00	30.00	15.00	15.00	10.00	10.00
Conference Room (does not include use of the kitchen)	per day or	120.00	120.00	80.00	80.00	40.00	40.00
	per hour	30.00	30.00	20.00	20.00	15.00	15.00
Conference Room and kitchen (no cooking - for tea, coffee and light refreshments only)	per day or	130.00	130.00	80.00	80.00	40.00	40.00
	per hour	30.00	30.00	20.00	20.00	10.00	10.00
Auditorium and kitchen (limited cooking facilities)	per day or	150.00	150.00	80.00	80.00	40.00	40.00
	per hour	30.00	30.00	20.00	20.00	10.00	10.00
Kitchen (alone) (limited cooking facilities)	per day or	80.00	80.00	50.00	50.00	20.00	20.00
	per hour	15.00	15.00	10.00	10.00	5.00	5.00
Whole Facility	per day or	250.00	250.00	100.00	100.00	50.00	50.00
	per hour	50.00	50.00	30.00	30.00	10.00	10.00

Foyer

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

Cleaning and damage

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

Fee change

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

More information

The auditorium no longer has changing rooms, bathrooms or curtains. The kitchen has no cooking facilities. For more information, please contact Council's Administration Team at administrationrequests@kaipara.govt.nz

Hire Charge Guidelines

Definition of Private or Profit-Making

Any private function not open to the public.

Any function or activity run for the profit of a business, private individual, family or Family Trust or firm.

Any Government department.

All Churches and political parties, union or employer organisations.

Definition of Community Group

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

Definition of Social Service and Voluntary

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

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

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

Council Reserve of Rights

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

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

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