

# Fees and Charges Schedule

Rates Unit | July 2024



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## 1. Amusement Devices

Permit for one device for the first seven days of proposed operation or part thereof	\$11.50
For each additional device operated by the same owner for the first seven days or part thereof	\$2.30
Each device for additional seven days or part thereof	\$1.15

*Amusement Devices Regulations 1978, Section 11*

## 2. Solid Waste – Recycling, Rubbish & Organics

Prices for refuse (rubbish) disposal includes ETS charges, \$60/t Landfill Levy, and GST. Any changes to Landfill levy will be passed on to customers at the time these charges are imposed.

### Gate Charges at the Southbrook Resource Recovery Park

#### Refuse Gate Charges (includes \$60/t land fill levy + GST, increased from \$30/t)

“Official” WDC refuse bag (please take WDC bags to the recycling area)	Free
Minimum Load (up to 2 x 60 litre bags, 0.12m <sup>3</sup> , net load approx 20kg)	\$7.00
All Vehicles By Weight, (\$/tonne)	\$375.14
Private Collector Waste (\$/tonne) <sup>1</sup> ≥1,000 tonnes per year and >2,000 tonnes per year	\$329.24
Minimum Charge By Weight (equivalent weight 20kg)	\$7.50
Weigh Only (per weigh)	\$11.50

Note: <sup>1</sup> Requires separate contract with the Council.

#### Greenwaste Gate Charges

Minimum Load (up to 2 x 60 litre bags) per load	\$3.00
All vehicles by weight, (\$/ tonne)	\$154.00
Minimum Charge By Weight (equivalent weight 20kg)	\$3.00

#### Plasterboard/Gib Gate Charges

All vehicles by weight (\$/tonne)	\$218.00
Minimum Charge by Weight (equivalent weight 20kg)	\$4.50

#### Cleanfill Gate Charges – Southbrook Transfer Station

Includes \$10/tonne Managed Fill Levy + GST)	
Minimum Load ( <i>bag</i> )	\$3.00

All Vehicles By Weight (\$/tonne) Includes (but not limited to: trailer, van, ute, trailer with canopy, truck, skip)	\$137.50
Minimum Charge By Weight ( <i>equivalent weight 40kg</i> )	\$3.00
Cleanfill weight per volume ratio = 1.5t/ m <sup>3</sup> (natural materials) (\$/m <sup>3</sup> ) (by own cartage to Sutherlands Pit or Garterys Pit)	\$90.00
Hardfill (non-natural materials) weight per volume ratio = 2.0t/ m <sup>3</sup> (\$/m <sup>3</sup> ) (by own cartage to Sutherlands Pit or Garterys Pit)	\$120.00
Cleanfill Charge extra for non-natural materials	\$65.00/m <sup>3</sup>
<b>Commercial Recycling Gate Charges</b>	
All vehicles by weight commercial loads (\$/tonne)	\$241.50
Minimum charge by weight (equivalent weight 20kg)	\$5.00
Commercial recycling charges recover the full costs for processing the recycling, transportation costs for this material are currently not being charged.	
<b>Expanded Polystyrene Foam – Southbrook Transfer Station</b>	
Recyclable Expanded Polystyrene Foam (EPS) For Removal to Recyclers	
Domestic loads (bag, car boot, small ute or small trailer) per load (\$/load up to 11 kg)	Free
Vans, utes, standard 1-axle trailer with low sides (\$/load) (1.7m <sup>3</sup> ; Equivalent weight 20 kg) Std 1-axle trailer 1.8m x 1.2m up to 2.5m x 1.2m. Commercial charge	\$42.00
All other vehicles by weight includes (but not limited to) large vans, high-sided 1-axle trailers, extra large 1-axle trailers, 2-axle trailers, 1axle and 2-axle trailers with canopies, trucks, skips. Commercial charge for large loads. (\$ per tonne)	\$2,080.00
Minimum Charge By Weight (1.7m <sup>3</sup> ; Equivalent weight 10 kg)	\$21.00
<b>Expanded Polystyrene Foam</b>	
Non-recyclable Expanded Polystyrene Foam (EPS) for landfill - for loads containing EPS only	
Minimum load (1 x 60 litre bag; Equivalent weight <1 kg) (\$/load)	\$7.50
Car boot or rear hatch (0.6m <sup>3</sup> ; Equivalent weight 7 kg)(\$/load)	\$58.00
Small utes/small 1-axle trailers with low sides (1.0m <sup>3</sup> ; equivalent weight 10kg): 1-axle trailers less than 1.8m x 1.2m (\$/load)	\$82.00
Vans/utes/std 1-axle trailers with low sides (approx. 1.7m <sup>3</sup> equivalent weight 20kg) Std 1-axle trailer 1.8m x 1.2m up to 2.5m x 1.2m (\$/load or by weight)	\$164.00
All other vehicles by weight includes (but not limited to): large vans, high-sided 1-axle trailers, extra-large 1-axle trailers, 2-axle trailers, 1-axle and 2-axle trailers with canopies, trucks, skips (\$ per tonne)	\$8,182.00

Minimum Charge By Weight (1.7m <sup>3</sup> ; equivalent weight 10 kg) (\$/load)	\$82.00
Note: Only domestic quantities of non-recyclable EPS are accepted at Southbrook RRP (i.e. a maximum of 40kg in a load, or a double-axle trailer load piled to level of the sides of the trailer (excludes high-sided trailers and trailers with cages).	
<b>Window Glass Gate Charges (glass only, no frames)</b>	
Flat Pane Glass by weight (\$/tonne)	\$201.00
Minimum charge Flat Pane by weight (Equivalent weight 20kg) (\$/tonne)	\$4.00
Double-glazed Glass by weight (\$/tonne)	\$287.00
Minimum charge Double Glazed by weight (Equivalent weight 20kg) (\$/tonne)	\$6.00
Laminated Glass by weight (\$/tonne)	\$311.00
Minimum charge Laminated Glass by weight (Equivalent weight 20kg) (\$/tonne)	\$6.50
<b>Charges at the Oxford Transfer Station</b>	
Prices for refuse (rubbish) disposal includes ETS charges, \$60/t Landfill Levy, and GST. Any changes to Landfill levy will be passed on to customers at the time these charges are imposed.	
<b>Refuse Gate Charges</b>	
"Official" WDC refuse bag	Free
Minimum Load (approx 0.12 m <sup>3</sup> ) (\$/load)	\$7.50
Single Wheelie Bin (approx. 0.24 m <sup>3</sup> )	\$11.50
Car boot/rear hatch (0.6m <sup>3</sup> ) (\$/load)	\$30.00
Small Utes/Small 1-axle Trailers with low sides (0.9m <sup>3</sup> ) (\$/load) 1-axle trailers less than 1.8m x 1.2m	\$71.00 Or by volume
Vans/Utes/Std 1-axle Trailers with low sides (1.7m <sup>3</sup> ) (\$/load) Standard 1-axle trailer 1.8m x 1.2m up to 2.5m x 1.2m charged per load or by volume	\$127.50 Or by volume
Large Trailer: high-sided 1-axle, tandem axle, or extra-large trailer (\$/cubic metre) Std tandem axle trailer 2.5m x 1.2m up to 3.0m x 1.2m	\$73.00
Truck or Skip (\$/cubic metre)	\$73.00
Compactor Truck (\$/cubic metre)	\$118.00
<b>Greenwaste Gate Charges</b>	
Minimum Load (up to 2 x 60 litre bags) (\$/load)	\$3.00
Car boot/rear hatch (0.6m <sup>3</sup> )/(\$/load)	\$14.00

Small Utes/Small 1-axle Trailers with low sides (1.0m <sup>3</sup> ) (\$/load) 1-axle trailers less than 1.8m x 1.2m	\$22.00
Vans/Utes/Std 1-Axle Trailers with low sides (1.7m <sup>3</sup> ) (\$/load) Standard 1-axle trailer 1.8m x 1.2m up to 2.5m x 1.2m	\$39.00
Large Trailer: high-sided 1-axle, tandem axle, or extra-large trailer (\$/ cubic metre rate) Std tandem axle trailer 2.5m x 1.2m up to 3.0m x 1.2m	\$23.00
<b>Tyres Gate Charges</b>	
<b>Southbrook Resource Recovery Park &amp; Oxford Transfer Station</b>	
Car tyre (rimless) (\$/tyre)	\$7.50
Car tyre on rim (\$/tyre) can not accept these after 25 August 2024	\$9.50
4WD tyre (rimless) (\$/tyre)	\$10.00
4WD tyre on rim (\$/tyre) can not accept these after 25 August 2024	\$11.50
Light Truck Tyre (\$/tyre)	\$13.00
Heavy Truck/Bus Tyre (\$/tyre) may not accept these after 25 August 2024	\$26.50
Tractor tyre – small (\$/tyre) may not accept these after 25 August 2024	\$107.00
Tractor tyres – medium (\$/tyre) may not accept these after 25 August 2024	\$122.00
Tractor Large/Loader Medium (\$/tyre) may not accept these after 25 August 2024	\$137.00
Loader Large (\$/tyre) may not accept these after 25 August 2024	\$152.50
Forklift tyre pneumatic (\$/tyre) may not accept these after 25 August 2024	\$18.50
Forklift tyre solid (\$/tyre)	\$37.00
Ride on mower tyre (\$/tyre)	\$13.00
ATV tyre (\$/tyre)	\$20.00
Loader tyre X-large (\$/tyre)	\$265.00
Tracks (rubber tracks from small excavators) not accepted	

## Electronic Waste

### Southbrook Resource Recovery Park & Oxford Transfer Station

Toothbrushes electrical rechargeable with battery inside	Free
Cellphones (\$/item)	Free
Vapes (disposable with battery inside)	Free
Television sets CRT and rear-screen (\$/item)	\$14.00
Television sets, flat screen (\$/item)	\$10.50
Television sets, very large i.e.. Rear projector (\$/item)	\$30.00
Computer monitors (CRT) (\$/item)	\$14.00
Computer monitors (Flat screen) (\$/item)	\$10.50
Computers/PCs: desktop, laptop, server	\$3.00
UPSs (\$/item)	4.00
Batteries (spent batteries from domestic usage e.g. AA, AAA, C,D, 9V)	Free
Laptop Batteries (without a laptop) (\$/item)	Free
Misc network equipment	Free
Printers, Scanners, Fax Machines domestic use (\$/item)	\$5.50
Photocopiers/Printers (small to medium, domestic use) (\$/item)	\$20.00/item
Photocopiers/Printers (large, commercial use) (\$/item)	\$80.00/item
Stereo Systems and Gaming Consoles (\$/item)	\$3.50
DVD and VCR Players (\$/item)	\$3.00
Small household appliances, e.g. toasters, kettles, alarm clocks, drills (\$/item)	\$3.00
Other household appliances, e.g. vacuums, microwaves (\$/item)	\$4.00

## Child Car Seats

### Southbrook Resource Recovery Park and Oxford Transfer Station

Waimakariri residents (providing proof of address)	\$12.50
No proof of address supplied	\$35.00

## Other Charges

Bin Hitch	\$20.00
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### Waste Operator Licence Fees

Waste operators also required to obtain an annual Offensive Trades Licence from the Council	\$50.00
Waste operators not required to obtain an annual Offensive Trades Licence from the Council	\$234.50

## 3. Building Consents and Associated Charges

Any function or services that are provided but are not specifically detailed in this schedule will be charged at the relevant hourly fee. Any failed inspections and/or amendment fees are to be paid prior to the issue of Code Compliance Certificate. Any failed inspections and/or amendment fees are to be paid prior to the issue of Code Compliance Certificate.

**Note:** A deposit is required for all consent applications before it is formally received (please refer to the deposit schedule for fees). Minor works fixed fee applications are required to be paid in full before it is formally received. Additional fees may be charged when costs to assess a Minor Works fixed fee application are exceeded.

### Project Information Memorandum

*Hourly rate applies. Where costs to process the application exceed the fee then additional time will be charged at the hourly rate*

Minor projects with an estimated value less than \$20,000	\$186.00
Projects with an estimated value greater than or equal to \$20,000	\$186.00
New and relocated dwellings	\$186.00
Commercial and industrial projects	\$186.00
Hourly rate where time exceeds the scheduled fee (charged in addition to the standard fee)	\$186.00
Services and Compliance Check – hourly rate applies	\$186.00
PIM only application – deposit	\$355.00

### Processing and Approval of Consent Applications

Hourly rate	\$205.00
<i>Where consent applications are reviewed/assessed by another Building Consent Authority, all costs associated with the review will be charged to the applicant, or their agent on an actual time and cost basis.</i>	



### Building Inspection Fee

Where the actual time of an inspection exceeds 1 hour then additional fees will be charged. Please note that the time taken for a building inspection is not necessarily all on-site. All time associated with inspection of a building will be charged, and this may include assessment, communication and decisions made off-site.

Site inspections (based on 1 hour)	\$215.00
Each additional hour or part hour (if required)	\$215.00
Failed or additional inspections required	\$215.00
Remote Inspections	\$215.00
Cancellation of inspection (same day cancellation)	\$105.00

### Code Compliance Certificate Deposit

Where the cost to make a Code Compliance Certificate decision exceeds the fee paid then additional time will be charged at the relevant hourly rate.

Effluent system, hay barn/shed/garage, workshop – unlined and without services	\$200.00
Hay barn/shed, garage, workshop, lined and/or with services	\$220.00
New or relocated dwelling or alteration and addition $\geq$ \$150,000	\$455.00
Multiple and group dwellings $\leq$ 4	\$594.00
New dwelling or alterations and additions $<$ \$150,000	\$297.00
New commercial / industrial / communal alterations and additions $<$ \$250,000	\$376.00
New commercial / industrial / communal alterations and additions $\geq$ \$250,000	\$762.00
Code Compliance Certificate for consents over five years old – original fee plus 2024-2025 hourly rate applies	\$205.00
Hourly rate where time exceeds the scheduled fee	\$186.00

### Minor Works Fixed Fee Applications

(Fee to be paid on application, where costs to assess the application exceed the fee then additional time will be charged at the hourly rate.)

Single Free-Standing Heating Unit	\$495.00
Single Inbuilt Heating Unit and Central Heating System (extra inspection)	\$565.00
Failed or additional inspection/s required	\$215.00
Marquees	\$400.00
Solar Water Heater (residential)	\$850.00
Hourly rate where time exceeds the scheduled fee	\$205.00

Multiple heating units on an application will incur additional fees. If the project is valued at \$65,000 or more, the fixed fee will increase by the value of the MBIE and BRANZ levies.

**Administration Fee**

*Note: Where costs to administer the application exceed the fee, additional time will be charged at the hourly rate.*

Minor works ≤ \$20,000	\$186.00
Hay barn/shed, garage, workshop	\$280.00
New or relocated dwelling or alterations and additions < \$150,000	\$325.00
New or relocated dwelling or alterations and additions ≥ \$150,000	\$400.00
Non-residential additions and alterations < \$150,000	\$346.00
Non-residential additions and alterations ≥ \$150,000	\$527.00
New commercial, industrial, communal	\$710.00
Multiple/group dwellings ≤ 4	\$520.00
Hourly rate where time exceeds the scheduled fee	\$186.00

*\*Please note where costs to assess the application exceed the fee, additional time will be charged at the hourly rate. Where extra inspections are required, additional inspections fees will apply*

**Deposit Schedule (non refundable)**

Swimming pool - residential - limited to pool and pool barrier only	\$750.00
*Hay barn/shed, garage, workshop	\$850.00
Residential minor works <\$20,000 – remove internal wall, change opening, effluent systems etc	\$500.00
Dwelling alterations and additions < \$150,000	\$1,000.00
Dwelling alterations and additions ≥ \$150,000	\$1,400.00
Single dwelling/relocated dwelling	\$1,950.00
**Multiple/group dwellings ≤ 4	\$2,600.00
Non-residential additions and alterations < \$150,000	\$1,500.00
Non-residential additions and alterations ≥ \$150,000	\$2,500.00
New non-residential	\$3,500.00

*\*\* Multiple/group dwellings covers a block of connected dwellings. Two or more stand-alone dwellings on a site require a deposit for each dwelling.*

**Swimming Pool Fencing/Barriers**

Registration and inspection of existing pool	\$337.00
Inspection of pool fencing/barriers – under section 162D Building Act 2004	\$215.00
Inspection of pool fencing barriers	\$215.00
Failed inspection	\$215.00
Remote inspection	\$215.00

### Building Research Levy (BRANZ)

The Building Research Levy is authorised under the [Building Research Levy Act 1969](#). Under this Act, when a prescribed contract value (\$10,000) is exceeded then a percentage of the contract value of the construction project put forward for building consent is payable by the builder to Building Research. The intent is to provide money for research into improved techniques and materials for use in the building industry.

### Building Levy (MBIE)

**Building Levy (MBIE)** The Building Levy is authorised under the [Building Act 2004](#) sections 53, 55, and 402, and provides for the Governor-General to set the levy in a Building Levy Order. This levy is used to fund the department's functions under the Building Act 2004. This levy is only collected on building works valued above a prescribed amount (\$65,000) as per the [Building Levy Order 2005](#).

### Exemption from the need for building consent under Schedule 1(2) Building Act 2004

*Where costs to administer the application exceed the fee, additional time will be charged at the hourly rate.*

Administration fee	\$186.00
Hourly rate	\$205.00

### Building Warrant of Fitness (BWOFF)

*Where costs to assess and administer a BWOFF exceed the renewal fee then additional time will be charged at the hourly rate.*

BWOFF hourly rate	\$205.00
Annual BWOFF renewal fee (SS7 only)	\$195.00
Annual BWOFF administration/B-RaD renewal fee (cost includes periodical audits)	\$150.00 + hourly rate
Process amendment to Compliance Schedule – hourly rate applies	\$205.00
Annual fee, per specified system	\$40.00
Building Warrant of Fitness Audit Follow-up (where non-compliance has been identified) hourly rate applies	\$205.00

### Certificate of Acceptance (COA)

Site Inspections (each)	\$215.00
Process Certificate of Acceptance – hourly rate applies	\$205.00
Administration Fee (refer to Administration Fee)	
Deposit for a Certificate of Acceptance (non-refundable)	\$750.00
Certificate of Acceptance	\$85.00

*Where costs to process a Certificate of Acceptance exceed the deposit then additional time will be charged at the hourly rate. Under section 96(1) of the Building Act 2004 the application must be accompanied by any fees, charges or levies that would be payable had the owner or the owner's predecessor in title applied for a building consent before carrying out the work. This is calculated on a case by case basis for each application.*

<b>Notice to Fix</b>	
Administration fee	\$89.00
Hourly rate plus disbursements	\$205.00
<b>Certificate of Public Use (CPU)</b>	
<i>Where costs to assess and issue a Certificate of Public Use exceed the fee then additional time will be charged at the hourly rate.</i>	
Application fee for Certificate of Public Use (including one inspection)	\$490.00
Certificate of Public Use per hour	\$205.00
Additional inspections	\$215.00
<b>Compliance Schedule (CS)</b>	
<i>Where costs to assess and issue a Compliance Schedule exceed the fee then additional time will be charged at the hourly rate.</i>	
Processing and Approval of Compliance Schedule – hourly rate applies	\$205.00
Amendment to a Compliance Schedule (s.106) – hourly rate applies	\$205.00
Administration associated with granting a Compliance Schedule – hourly rate applies	\$186.00
Compliance Schedule (s.107) hourly rate (where Council chooses to amend CS)	\$205.00
<b>Draft compliance schedule</b>	
<i>Where costs to assess and issue a Compliance Schedule exceed the fee then additional time will be charged at the hourly rate.</i>	
Issue and register draft Compliance Schedule (as part of a CPU application) (hourly rate applies)	\$205.00
<b>Extension of Time</b>	
<i>Where costs exceed the fee then additional time will be charged at the hourly rate.</i>	
Extension of time to start work on issued consent (Section 52)	\$150.00
<b>Withdrawal or Lapse of any application</b>	
Work to date is charged (hourly rate applies) plus disbursements	\$205.00
<b>Building Consent Amendments and Minor Variations</b>	
Truss as-builts	\$102.00
Processing of amendments and minor variations (hourly rate applies)	\$205.00
Amendment to modify building code Clause B2 Durability (hourly rate applies)	\$186.00
Administration amendment fee	\$89.00

<b>Miscellaneous Fees</b>	
<i>Where consent applications are reviewed/assessed by another Building Consent Authority, all costs associated with the review will be charged to the applicant, or their agent, as part of the fees and charges for the issued consent.</i>	
Council engineering assessments – Finished floor levels, inundation etc – hourly rate applies	\$205.00
Pre-assessment meeting per hour	\$205.00
Inspection of any other building works, hourly rate	\$215.00
Accreditation levy payable on all building consents to cover costs of meeting the standards and criteria required under Building (Accreditation of Building Consent Authorities) Regulations 2006. Charged per \$1000.00 of estimated building value.	\$0.70
Third party engineering assessment and/or peer review of engineering	At cost
FENZ Fire Service review (external recoveries)	At cost
Any other building elements subject to peer review or assessment	At cost
Processing Building Location Certificate	\$108.00
Transferred consents: auditing, inspections, additional reports, disbursements (hourly rate applies)	\$205.00
Section 83 Building Act - removal of entry on record of title	At cost
Any matter covered by the Building Act 2004 s. 219 and not itemised in the schedule of fees and charges - hourly rate	\$205.00
<b>Register of section 73 certificate for consents granted under S72 (Entry to record of title for land subject to flooding, etc)</b>	
At cost – hourly rate applies	At cost
<b>Register of section 77 subject to s75(2) - Construction of building on 2 or more allotments</b>	
Administration Fee (including Lodgement with Landonline)	At cost
NB Registration of applications involve external professional services and additional administration fee	
<b>Waiver or modification under section 67 of the Building Act 2004</b>	
Administration Fee ( <i>Lodgement with MBIE</i> )	\$89.00
Application to grant waiver – hourly rate applies	\$205.00
Note: Where costs to assess the application exceed the fee, additional time will be charged at the hourly rate. Where extra inspections are required, additional inspection fees will apply.	
<b>Infringement Notices</b>	
Refer to schedule 1 of Building (Infringement Offences, Fees and Forms) Regulations 2007, As per Building Regulations 2007	As per Building Regulations 2007

## 4. Cemetery Charges

<b>Interment Fees (cost recovery)</b>	
Interment Fee – single or double depth	\$816.65
Ashes Interment	\$185.00
Child Interment	\$816.65
Stillbirth or Baby Interment	\$224.30
Additional fee where no funeral director involved	\$280.00
<b>Burial Plot Purchase</b>	\$825.20
Child's Plot (special section at Kaiapoi Cemetery)	\$206.30
Ashes Plot	\$221.40
Services Cemetery Plot (Qualifying veterans only)	No fee
Records Fee (for all burials to be paid at time of plot purchase)	\$50.40
Transfer right of burial or amend Cemetery Deed	\$50.40
Late fee for burials outside normal operating hours (in addition to interment fee)	\$280.00
Memorial Permit	\$72.95
Exhumation - actual cost of work	
Breaking concrete - actual cost of work	
Repurchase plot (half current retail price)	
<p><i>Note: Ashes interment fees are charged per ashes urn interred. Repurchase plot refund does not apply to plots purchased prior to Council taking over management of a cemetery.</i></p>	

## 5. Community Centres and Halls

Pavilion	Commercial per hour	Other users per hour
Cust Domain	\$13.00	\$6.00
Ohoka Domain	\$13.00	\$10.00
Sefton Domain	\$13.00	\$6.00
View Hill	\$13.00	\$6.00
Loburn Domain	\$29.00	\$15.00
Pearson Park (Oxford)	\$34.00	\$15.00
Dudley Park (note that booking users cannot access toilets)	\$34.00	\$13.00
Cust Community Centre	\$34.00	\$15.00
Fernside Memorial Hall	\$34.00	\$15.00
Kaipoi Community Centre (bookable room)	\$34.00	\$15.00
Oxford Jaycee Hall	\$34.00	\$15.00
Rangiora War Memorial Hall	\$34.00	\$15.00
Waikuku BeachHall	\$34.00	\$15.00

	Commercial per hour (incl GST)	All other users per hour
<b>Woodend Community Centre</b>		
Sports Hall	\$34.00	\$17.00
Meeting Room A or B	\$34.00	\$17.00
Combined Meeting Rooms A & B	\$68.30	\$34.00
Entire Complex – per day	\$491.60/day	\$272.71/day
Entire Complex – hourly rate	\$102.40	\$51.00
<b>Ruataniwha Civic Centre</b>		
• Room One	\$34.00	\$30.00
• Room Two	\$34.00	\$30.00
Combined Meeting Room	\$57.90	\$30.00
<b>All other venues:</b> (excluding those listed separately)	\$34.00	\$15.00

<b>Oxford Town Hall</b>	<b>Commercial users (incl GST)</b>	<b>Other users (incl GST)</b>
A & P Room	\$68.20/hour	\$18.00/hour
Main Hall	\$68.20/hour	\$28.40/hour
Entire venue – per hour	\$102.40/hour	\$45.44/hour
Entire venue – day rate (six hour or more)	\$614.50	\$285.00
Projection equipment	\$84.00	\$84.00
AV system	\$57.30	\$57.30
Wedding rate (incl 3 hrs set up, full day hire and 2 hrs cleaning)	n/a	\$237.50
OB&I League for movies (x3 hrs, incl WDC owned projection equipment, wi-fi and electricity)	n/a	\$53.40

<b>Rangiora Town Hall</b>	<b>Commercial users (incl GST)</b>	<b>Other users (incl GST)</b>
Main Auditorium – Performance Day	\$1250.00	\$470.00
Main Auditorium – Pack In/Out, Rehearsal (maximum 14 days)	\$275.00	\$180.00/hour
Main Auditorium – Pack In/Out, Rehearsal (additional days)	\$348.50	\$210.00
Move smother to another location	\$138.50	\$138.50
Sound system per show day	\$150.00	\$150.00
Sound system per rehearsal day	\$75.00	\$75.00
Furniture set up	\$53.06	\$53.06
Small Theatre – per hour (minimum 2hrs)	\$150.00/hour	\$75.00/hour
Small Theatre – day rate	\$900.00	\$420.00
Small Theatre projection equipment	\$88.45	\$88.45
Small Theatre removal or change of stage set up (carpet)	\$176.91	\$176.91
Small Theatre – furniture set up	\$53.06	\$53.06
Function Room	\$71.86/hour \$431.17/day	\$71.86/hour \$431.17/day
Technical support (maximum of 2 hours)	\$69.25	\$69.25
Yamaha grand piano	\$53.06	\$53.06
Studio Room	\$45.00/hour	\$30.00/hour
Green Room	\$45.00/hour	\$30.00/hour



<b>Pegasus Community Centre</b>	<b>Commercial users (incl GST)</b>	<b>Other users (incl GST)</b>
The Big Room	\$34.00	\$15.00
Infinity Room (Reception Area)	NA	NA
Todd Room (Meeting Room)	\$34.00	\$15.00
Southern Capital Room (Small Meeting Room)	\$34.00	\$6.00
Entire Complex (hourly rate)	\$95.00	\$30.00
Entire Complex (Maximum Daily)	\$570.00	\$180.00

<b>Parks and Reserves</b>	<b>2024/25</b>
Trousselot Park Band Rotunda – daily fee, excludes reserve fee	\$45.00
Victoria Park Band Rotunda – daily fee, excludes reserve fee	\$45.00
<b>Park Bookings</b>	
Non-commercial park bookings (daily fee)	\$35.00
Commercial park bookings (daily fee)	\$200.00
<i>If the event charges admission for access, Council reserves the right to charge a commercial rate over and above the standard \$200 booking fee which will be set at \$2.50 per participant or ticket sold.</i>	

<b>Kendall Park Turf Fees</b>	<b>2024/2025</b>
Waimakariri based users	
Full turf per hour	\$88.57
Half turn per hour	\$44.28
(Applies to both casual use and club trainings being undertaken by groups from within the Waimakariri District)	
Non-Waimakariri based users	
Full turf per hour	\$140.67
Half turf per hour	\$70.33
(Applies to both casual use and club trainings being undertaken by groups from outside the Waimakariri District)	
Game rate per game	\$88.57
(Applies to regular users playing a scheduled club game and covers a two-hour time period)	
Lights	
Full turf per hour	\$31.26
Half turf per hour	\$15.63
(Applies wherever lights are used)	

<b>Other Facilities Related Charges</b>	<b>2024/25</b>
Lost Key	\$23.75

Additional Bins (per bin per day)	\$23.75
Toilet Clean	\$35.60
Special Clean per hour (full building etc)	\$89.00
Security Guard Call Out (incl alarm activation)	\$89.00
Fire Alarm activation (Brigade connected)	\$415.55
Waikuku Beach whitebaiting access key	\$30.00

## 6. Animal Management

For Year 1 July 2024 to 30 June 2025	
<b>Uniform owner/administration fee</b> for each dog owner, except owners of guide dogs, hearing ear dogs and disability assist dogs (includes the National Dog Database levy of \$1.70)	\$45.00
Penalty fee for late registration (50% of Owner fee)	\$22.50
<b>PLUS</b>	
Annual fee for each entire dog	\$50.00
Penalty fee for late registration of each entire dog (50% of fee)	\$25.00
Annual fee for each working dog as defined in Section 2(b)(i) to (v)	\$13.00
Penalty fee for late registration of each working dog (50% of fee)	\$6.50
Annual fee for each neutered/spayed dog	\$27.00
For dogs neutered or spayed before 1 August in the current registration year	
Penalty fee for late registration of each neutered/spayed dog (50% of fee)	\$13.50
Annual fee for disability assist dogs	No charge
Annual fee for dogs classified as dangerous	\$108.00
Penalty fee for dogs classified as dangerous	\$54.00
Replacement disc or strip tag	\$5.50
Permit to keep 3 or more dogs in urban areas	
Initial application fee	\$167.00
Impounding Fees:	
First Offence	\$53.50
Second Offence	\$160.00
Daily Sustenance Fee (per day)	\$16.00
Microchipping fee	\$21.50

Callout Fee (including after hours)	\$75.00
Supply of Collars: (while stocks last)	
Small	\$4.50
Medium	\$6.50
Large	\$8.00

## 7. Housing for the Elderly

<b>All Units except Ranui Mews</b>	
Queen Unit per week	\$271.30
Queen unit/single tenant per week	\$248.00
Single Unit with separate bedroom per week	\$224.90
Refurbished Unit Medium per week	\$233.20
Refurbished Unit Large (occupied by one person) per week	\$252.30
Refurbished Unit Large per week	\$271.40
Studio Unit per week	\$201.90
Bedsit Unit per week	\$190.30
Garages per week (where allocated by Council)	\$13.00
Carports per week (where allocated by Council)	\$7.50
<b>Ranui Mews Units</b>	
Queen unit per week	\$281.40
Queen Unit/single tenant per week	\$260.40
Single Unit per week	\$239.70

## 8. Registration of Premises and Associated Licences

<b>Food Act 2014</b>	
Application fee for Registrations, Renewal or Amend template food control plans (fee + hourly rate after 1 hour)	\$250.00
Application fee for Registration, Renewal or Amend food business in a national programme (fee + hourly rate after 1 hour)	\$188.50
Quality Assurance Accreditation per FCP or NCP	\$188.50
Application fee for Exemption from Registration (fee + hourly rate after 1 hour)	\$250.00
Verification inspection and audit per hour	\$188.50
Issue of Improvement Notice by FSO (fee plus hourly rate after 1 hour)	\$188.50
Review of Improvement Notice by FSO per hour	\$188.50

Travel time (IRD rate = per km) on-charged to customer	\$0.95
Compliance and monitoring per hour	\$188.50
Application for review of improvement notice (fee + hourly rate after 1 hour)	\$188.50
Application/issue of compliance notice/order (fee + hourly rate after 1 hour)	\$188.50
Hourly charge out rate (including inspection and reporting)	\$188.50
<b>Other premises (annual fee)</b>	
Offensive trades	\$250.00
Waste Handling Licence	\$250.00
Camping grounds	\$272.00
Funeral Directors	\$272.00
Hairdressers	\$172.00
Transfer fee (Change of ownership)	\$69.50
Re-Inspection fee (per inspection)	\$188.50
Hourly rate for inspection and reporting	\$188.50
<b>Liquor Licensing Fees and Charges</b>	
<b>The following fees are set by the Sale and Supply of Alcohol Regulations 2013</b>	
Sale and Supply of Alcohol Regulations 2013 Framework for Determining Cost/Risk Rating (Effective from 18 December 2013)	
<b>Type of Licensed Premises</b>	<b>Weighting</b>
Liquor store, Supermarket, Grocery off-licence	15
Night clubs, Taverns, Adult premises, 'Class 1' restaurants	15
Off-licence in a Tavern	10
Hotels, Function centres, 'Class 1' clubs, 'Class 2' restaurants, Universities, and Polytechnics	10
Remote sales, 'Class 2' clubs, 'Class 3' restaurants, Other	5
Theatres/cinemas, Wine cellar doors, BYO restaurants, 'Class 3' clubs	2
<b>PLUS</b>	
<b>Latest Alcohol Sales Time</b>	<b>Weighting</b>
On licences and clubs before 2.01 am, off-licences before 10.01pm	0
On licences and clubs 2.01 am- 3.01 am, off-licences 10.01pm and later	3

	On licences and clubs – all other closing times	5
<b>PLUS</b>		
	<b>Number of Enforcements in the Last 18 months</b>	<b>Weighting</b>
	None	0
	1	10
	2	20

### Definitions

- Class 1 restaurants – restaurants with a significant separate bar area which, in the opinion of the relevant TA, operate that bar at least one night a week in the nature of a tavern, such as serving alcohol without meals to tables situated in the bar area.
- Class 2 restaurants – restaurants that have a separate bar (which may include a small bar area) but which, in the opinion of the relevant TA, do not operate that area in the nature of tavern at any time.
- Class 3 restaurants – restaurants that only serve alcohol to the table and do not have a separate bar area.
- Class 1 clubs – clubs which, in the opinion of the TA, are large clubs (with 1,000 or more members of drinking age) and which, in the opinion of the relevant TA, operate in the nature of a tavern (for example a large workingmen's club, combined clubs, or large 'cossie' clubs)
- Class 2 clubs – clubs which do not fit class 1 or class 3 definitions (for example larger sports clubs, medium sized RSAs, many provincial social clubs)
- Class 3 clubs - clubs which, in the opinion of the TA, are small clubs (with up to 250 members of drinking age) and which operate a bar for 40 hours or less per week (for example small sports clubs like bowling clubs, golf clubs, bridge clubs, and small RSAs)
- Enforcement – has the same meaning as a 'Holding' under section 288 of the Act, or a previous offence for which a holding may have been issued if the offence had occurred before 18 December 2013.

### Fees Category

Total Rating	Fees Category
0 - 2	Very low
3 - 5	Low
6 - 15	Medium
16 - 25	High
26 plus	Very high

### Fee Amounts

GST inclusive

Fee Category	Application Fee	Annual Fee
Very low	\$368.00	\$161.00
Low	\$609.50	\$391.00
Medium	\$816.50	\$632.50
High	\$1,023.50	\$1,035.00
Very high	\$1,207.50	\$1,437.50
The licensee/applicant pays the GST inclusive amount to the DLC – a portion is sent to ARLA		

## Fees Payable for Other Applications

GST inclusive

Application Type	Fee
Manager's certificate application	\$316.25
Temporary authority (section 136 (2))	\$296.70
Temporary licence (section 74)	\$296.70
Appeal to ARLA	\$517.50
Extract of register (ARLA or DLC)	\$57.50
Permanent Club Charter (annual fee due on 30 June of each year and paid to ARLA)	\$1,058.00
Special licence - risk based fees - see note below	
- class 1	\$575.00
- class 2	\$207.00
- class 3	\$63.25

### Special Licences:

Application fees for special licences will be calculated according to the size and frequency of the event or events covered by the special licence.

Class 1	a large event (400+ people), or more than 3 medium events (100-400 people), or more than 12 small events (fewer than 100 people)
Class 2	1-3 medium events (100-400 people), or 3-12 small events (fewer than 100 people)
Class 3	1 or 2 small events (fewer than 100 people)

### Building Compliance Certificate - Sale & Supply of Alcohol Act 2012

Description	Charge
Applications for Planning and Building Compliance Certificates Sale and Supply of Alcohol Act 2012	\$150.00
Inspections for Building Compliance Certificates (per hour)	\$150.00

[Ministry of Justice - New fee regime](#)

### After Hours Noise Complaints

Description	Charge
After-hours attendance fee by noise control to a verified noise complaint at a recidivist issue address	\$120.00

### Illegal Signage – Removal and Return

Description	Charge
Attendance to deconstruct and remove illegal signage	\$200.00
Return of signage to owner	\$85.00

## Property Maintenance Bylaw 2020

Description	Charge
Recovery of reasonable costs in connection with inspection, mowing and removal of long grass, vegetation and other material (Clause 6.2)	At cost

## Compliance Inspection Charge

Description	Charge
Compliance Officer site visits per hour	\$188.50

## 9. Rubbish Bags and Office Charges

<b>Plastic Bags</b>	
<u>Single Bag Sales</u>	
Retail price (each)	\$4.00
Bundles of 5	\$20.00
Bundles of 10	\$40.00
<u>Pack of 25</u>	
Retail price	\$97.50
Wholesale price (to supermarkets) – per bag	\$3.80
Wholesale price (to supermarkets) – per pack of 25 bags	\$95.00
<b>EM Bokashi (Compost-Zing)</b>	
Earthmaker Compost Bin	\$177.00
Compost-Zing 1 kg refill	\$9.00
Bokashi Compost-Zing Systems:	
10 litre system – bucket set only	\$39.00
10 litre starter kit (bucket set + 1 kg Zing)	\$47.00
15 litre system – bucket set only	\$41.00
15 litre starter kit (bucket set + 1kg Zing)	\$48.50
Ensopet pet waste composting kit	\$56.00
Ensopet starter mix (1.2kg bag)	\$11.00
<b>Kerbside Wheelie Bins</b>	
Enhanced Service (additional 240L recycling bin by arrangement)	\$78.50
Enhanced Organics Service (additional 240L organics bin by arrangement in areas other than Ohoka)	\$181.30

Enhanced Service (additional 140L rubbish bin for education centres only)	\$150.10
Bin Replacement – 240 litre	\$154.50
Bin Replacement – 140 litre	\$145.10
Bin Replacement – 80 litre	\$132.00
Bin upsize – Rubbish 80L to 140L (fee pro rata during year)	\$37.50
Bin upsize – Organics 80L to 140L (fee pro rata during year)	\$33.50
Bin upsize – Organics 140L to 240L (fee pro rata during year)	\$53.70
Bin upsize – Organics 80L to 240L (fee pro rata during year)	\$87.20
<b>Joining the Rubbish collection during the year</b>	
80L bin (fee pro rata during year)	\$112.60
140L bin (fee pro rata during year)	\$150.10
<b>Joining the Organics Collection during the year</b>	
80L bin (fee pro rata during year)	\$94.10
140L bin (fee pro rata during year)	\$127.60
240L bin (fee pro rata during year)	\$181.30
<b>Joining the Recycling service during the year</b>	
Fee for 80L, 140L or 240L bin (fee pro rata during year)	\$78.50
Return of confiscated bin	\$149.25
<b>Delivery charges</b>	
Delivery charge per bin for any bin deliveries or pick-up is added to the fees above. The charge is made once when a set of bins is delivered to or removed from a property at the same time. Delivery/removal charge has a maximum fee of \$40.00.  Note: The delivery/removal charge is waived where there is a change in the level of bin service within 3 months of possession date in a change of property ownership.	\$20.00 per bin
<b>Photocopies</b>	
Black and white per copy A4	\$0.20
Black and white per copy A3	\$0.40
Colour copy per sheet A4	\$2.00
Colour copy per sheet A3	\$4.00



<u>Records Scanner/Printer</u>	
A2 copies	\$6.00
A1 copies	\$8.00
A0 copies	\$10.00

## 10. Library Fees

<b>Reserves – Adults</b>	
Best sellers – for seven days	\$4.10
Adult DVDs – for seven days	\$2.00
Music CDs – for three weeks	\$2.00
<b>Extended loan charges</b>	
Adult DVDs, Music CDs, per day (maximum o \$12 per item)	0.30
Best Seller Books	\$1.00
<b>Inter Loans</b>	
Per item requested	\$7.00
(Can be additional charge if the lending library charges for the service)	
<b>Photocopies</b>	
Black and white copy per sheet A4	\$0.20
Black and white copy per sheet A3	\$0.40
Colour Copy per sheet A4	\$2.00
Colour Copy per sheet A3	\$4.00
<b>Replacement Membership Cards</b>	
Adults and children	\$2.00
If worn out through normal use - no charge	
<b>Laminating</b>	
A5 per sheet	\$1.00
A4 per sheet	\$2.00
A3 per sheet	\$3.00

<b>Subscription Fees for Out of District Borrowers</b>	
Six month subscription:	
Flat fee	\$70.00
(subscription charged in addition to any other charges)	

## 11. Official Information Request Fees

For requests for information under the Local Government Official Information and Meetings Act 1987	
<b>Staff Time</b>	
Time spent actioning the request in excess of one hour	
For the first chargeable half-hour of part thereof	\$38.00
Then for each half-hour thereafter	\$38.00
<b>All other costs to obtain or supply the information</b>	
The amount actually incurred in responding to the request.	Actual cost
Governance Manager's discretion to determine full cost recovery.	
<b>Deposits</b>	
A deposit may be required where the charge is likely to exceed \$100 or where some assurance of payment is required to avoid waste of resources.	
The Governance Manager has discretion to determine the deposit required.	
<b>Copy and Print Services</b>	
Copying/photocopying (per copy)	
A4	\$0.20
A3	\$2.00
A2	\$3.50
A1	\$6.50
A0	\$10.50
Scanning for hard copy conversion	
1-20 single-sided A3 & A4 pages	\$27.40
21-40 single-sided A3 & A4 pages	\$29.50
41-60 single-sided A3 & A4 pages	\$33.50
61-80 single-sided A3 & A4 pages	\$37.90
81-100 single-sided A3 & A4 pages	\$42.00
101-150 single-sided A3 & A4 pages	\$49.50
Each 100 sheets or part thereof over 100	\$70.50

Larger than A3	\$27.50
1-20 single-sided	\$37.90
21-40 single sided	\$59.00
41-60 single sided	\$80.00
61-80 single sided	\$100.00
81-100 single sided	\$138.00
101-150 single sided	\$160.00
Each 100 sheets or part thereof over 100	
Aerial Photographs	
A4	\$18.50
A3	\$26.00
A2	\$37.00
A1	\$47.00
A0	\$84.00
Material loaded onto Pen Drive or CD	\$10.00

## 12. Stock Pound Fees

Daily Rates	
<b>All horses (per head)</b>	\$35.00
<b>Sustenance (per head, per day)</b>	\$15.00
<b>Every deer (per head)</b>	\$35.00
Sustenance (per head, per day)	\$15.00
<b>Every donkey (per head)</b>	\$35.00
Sustenance (per head, per day)	\$15.00
<b>All cattle (per head)</b>	\$35.00
Sustenance (per head, per day)	\$15.00
<b>All sheep (per head)</b>	\$15.00
Sustenance (per head, per day)	\$10.00
<b>Every goat (per head)</b>	\$20.00
Sustenance (per head, per day)	\$10.00
<b>All pigs (per head)</b>	\$25.00
Sustenance (per head, per day)	\$10.00

<b>Every emu or ostrich (per head)</b>	\$35.00
Sustenance (per head, per day)	\$15.00
<b>Every llama or alpaca (per head)</b>	\$25.00
Sustenance (per head, per day)	\$10.00
Second and subsequent impounding of any stock belonging to <b>the same owner</b> within 12 months	Double the above fee
<b>Notice to owner of impounded stock</b>	
<b>For writing and delivering any notice or sending any notice by post</b>	Actual cost
<b>For inserting any notice in one or more newspapers</b>	
In addition to the actual cost of insertion	Actual cost
<p><b>Charges for Leading, Driving or Conveying Stock</b></p> <p>The owner of any stock that is found trespassing, straying, or wandering on any road shall pay to the Council or person having custody of the stock all reasonable costs incurred in leading, driving, or conveying the stock from the place where it is found to the pound or to the place where it is delivered to the owner.</p> <p>Charges may include:</p> <ul style="list-style-type: none"> <li>- Actual staff time involved in leading, driving or conveying stock to a pound (per hour); and</li> <li>- Where stock is conveyed by any vehicle, the reasonable cost of that conveyance, including the dispatch of the vehicle to the place where the stock is found and the return of the vehicle to the place of dispatch.</li> </ul> <p>The cost of the conveyance may also include the hire of a vehicle and or trailer.</p>	
Staff time involved in leading, driving or conveying stock to a pound (per hour)	\$140.00
Travel charged (per kilometre)	\$0.85
Hire of any vehicle and/or trailer for moving stock	Actual cost
Animal Management Contractor or staff call out fee per hour or part thereof	\$150.00
Minimum charge	\$55.00
Inspections to investigate nuisance complaints re animals and stock (not dogs) (per hour)	\$140.00

## 13. Swimming Pools

<b>General Admission</b>	
Adult – Normal Admission	\$7.40
Adult – Community Services Card	\$5.60
Children - under 16	\$4.20
Masters Casual – Normal Admission	\$9.30
Masters Casual – Community Services Card	\$8.10
Home school and school children (recreation swim during term time and school hours)	\$2.30
Family (2 adults and 2 children)	\$18.00
Family (2 adults and 1 child)	\$14.90
Family (1 adult and 1 child)	\$9.00
Family (1 adult and 2 children)	\$11.90
Additional child with family group	\$3.00
Parent/caregiver and pre-schooler	\$4.60
Casual shower	\$3.70
<b>User Charges – Pool Memberships</b>	
Pool – 3 months - Standard	\$195.90
Pool – 6 months - Standard	\$338.20
Pool – 12 months - Standard	\$581.80
Pool – 3 months - Community Services Card	\$147.00
Pool – 6 months - Community Services Card	\$253.70
Pool – 12 months - Community Services Card	\$436.40
<i>Non swimming parents accompanying children admitted free.</i>	

<b>Concession Cards</b>	
Adult – 10 swims - Regular	\$67.10
Adult – 10 swims - Community Services Card	\$50.40
Adult – 20 swims - Regular	\$125.70
Adult – 20 swims - Community Services Card	\$94.30
Child – 10 swims	\$38.00
Child – 20 swims	\$71.20
Child – 50 swims	\$166.20
Masters – 20 swims - Standard	\$138.90
Masters – 20 swims - Community Services Card	\$115.80
<b>Masters Memberships</b>	
Masters 3 months	\$212.80
Masters 6 months	\$425.60
Masters 12 months	\$851.30
Masters CSC 3 months	\$191.70
Masters CSC 6 months	\$382.80
Masters CSC 12 months	\$766.10
<b>Family Concession Cards</b>	
Parent and pre-schooler (10 swims)	\$42.30
3 people / 10 visits (1 adult plus 2 children)	\$112.80
4 people / 10 visits (2 adults plus 2 children)	\$154.50
Parent and pre-schooler (20 swims)	\$80.00
3 people / 20 visits (1 adult plus 2 children)	\$201.90
4 people / 20 visits (2 adults plus 2 children)	\$284.90
<b>Platinum Memberships (swimming and aquarobics classes)</b>	
3 months - regular	\$290.90
6 months - regular	\$469.00
12 months - regular	\$789.50

3 months – Community Services Card	\$218.20
6 months – Community Services Card	\$351.60
12 months – Community Services Card	\$592.10
<b>User Charges - Programmes</b>	
<b>Aquarobics</b>	
- Casual - Adult	\$10.70
- Casual – Community Services Card and Senior	\$8.10
- 10 concession card – Regular Adult	\$94.90
- 10 concession card - Community Services Card	\$71.20
- 20 concession card – Regular Adult	\$172.20
- 20 concession card – Community Services Card	\$129.20
<b>Learn to swim</b>	
- Weekly - Adult	\$13.90
- Weekly - Preschool	\$13.90
- Weekly – School aged	\$13.90
- Weekly - Individual	\$27.80
- Weekly – Shared per child	\$17.40
- Home school and school student per swim	\$3.40
- Weekly – Shared per lesson	\$34.90
- Weekly – Development squad	\$11.60
- Weekly – Multi squad	\$11.60
- Weekly – Multiple day Development Squad and Multi Squad	\$10.20
- Weekly – Junior Masters	\$8.60
- Monthly – Mini Comp 3 days	\$91.60
- Monthly – Mini Comp 4 days	\$97.30
- Monthly – Mini Comp 5 days	\$103.10
- Monthly – Mini Comp Gold	\$115.90
- Monthly – Division Two	\$133.10
- Monthly – National Age Group	\$177.10

<b>Facility Hire and Miscellaneous</b>	
Oxford per hour	\$237.50
Kaiapoi per hour	\$267.10
Rangiora Dudley per hour	\$296.80
Inflatable hire	\$35.00
Lane per hour	\$23.70
Hire Togs	\$2.90
Hire Towel	\$1.40
Little Swimmers	\$3.00

## 14. Property Information Charges

<b>Land Information Memorandum</b>	
<b>Standard LIM</b>	
Hard copy	\$295.00
Electronic	\$236.50
<b>Commercial or Industrial Property (up to 4 hours processing)</b>	
Hard Copy	\$394.00
Electronic	\$350.50
Commercial/Industrial charge per hour in excess of 4 hours processing	\$77.00
PIM charges listed with Building Consents	
<b>Property Files and Services Details</b>	
<u>Searching Property Files</u>	
Drainage Plans	No Fee
Record of Title Search	\$15.00
Residential property files	\$15.00
Commercial property files	\$45.00
Transfer of Property File Information	
	No Fee



Share file (preferred method of information transfer)	No Fee
Email under 12Mb in size	
USB Drive	\$15.00
<i>Photocopying charges apply for any request for copies from files (including owner)</i>	
<b>Building Statistics</b>	
Supply of a single copy of the monthly building consent register	
- per month	\$18.30
- per year	\$165.00

## 15. Resource Management Fees

Section 36(1) of the Resource Management Act 1991 enables the Council to charge a fixed Fee. Section 36(3) allows for additional fees to recover actual costs in cases where the fixed fee is inadequate. **Application costs that exceed the fixed fee by 130% may be subject to additional charges at the rates and disbursements set out in the following schedules.** For those applications that are processed on a fixed fee, an invoice will be issued at time of application. Processing does not start until this invoice has been paid. **All charges below include GST at 15%.**

**All resource consent applications may be lodged electronically via email to:**

[RCApplications@wmk.govt.nz](mailto:RCApplications@wmk.govt.nz)

The resource Management Planning Fees and Charges Policy has two component fee structures:

- **Fixed Fee** – A fixed charge payable prior to processing of a resource consent. The fixed fee charge is the full and final cost of processing of the consent application.
- **At Cost** – At cost processing involves the charging of the actual cost of works that are covered within the Resource Management – Fees and Charges Policy. At Cost processing is accompanied by a deposit paid prior to processing occurring. In accordance with Section 36(5) of the RMA, the applicant is required to pay an additional charge to cover the actual and reasonable cost of items such as printing, advertising, postage, additional reports and commissioners that may be required in the processing of their application.

Council has fixed a formula for charges as provided by section 36(1). With the exception of boundary activities, marginal/temporary activities and land use (minor) fees, the charges are comprised of an initial deposit and then processed on an “at cost” basis. The deposit and fixes and charges are set out below.

For at cost applications, further costs will be invoiced on a time/cost basis. The use of hearings commissioner and external consultants where required till be charged on a full recovery basis according to their hourly rate. Disbursements will be charged on a full recovery basis. At the time of lodging an application the applicant is required to pay the applicable initial fee set out below. They will then be invoiced monthly for other amounts payable under the deposit formula and for any additional charges payable under Section 36(5).

The following schedule of initial fees and charges is effective from 1 July 2024. All charges and initial fees are inclusive of GST and are invoiced after the application has been formally received. After an application has been assessed under s.88 of the RMA, the consent will be officially receipted and a file will be set up. Following completion of the setup of the application, an invoice will be sent. Upon payment of this first invoice, whether it is, whether it is a fixed fee invoice or a deposit invoice on an “At cost” application, processing will occur after the payment has been received by the Council

<b>Land Use Planning Activity Fee</b>		
<b>Non-Notified Land Use Consents</b>		
<p><b>Boundary Activities and Marginal/Temporary Activities</b></p> <p>This relates to a setback/recession plane breach from a neighbouring property, or a marginal or temporary infringement. Please check with the <b>Duty Planner</b> prior to applying for this type of consent.</p>	Fixed Fee	\$550.00
<p><b>Land Use (Minor)</b></p> <p><u>Land Use Minor</u> - (includes setback to boundaries, breach of recession plane(s), site coverage, signage, all vehicle crossings). This land use (Minor) fee includes one monitoring inspection.</p>	Fixed Fee	\$1,000.00
<p><b>Land Use (Complex)</b></p> <p><u>Land Use Complex</u> (i.e. earthworks, second dwellings, retail activities, Comprehensive Residential Developments (CRD), structures in localised flooding area, setbacks to waterways, plantation forestry, natural hazards, site contamination.)</p>	At Cost	\$2,500 Deposit
<b>Related Land Use Consent Fees</b>		
Time extension for land use consent (Section 125)	At Cost	\$1,000.00 Deposit
Variation of land use consent (section 127)	At Cost	\$1,000.00 Deposit
Objection to decision of land use consent (Section 357)		No Charge
Certificate of Compliance (Section 139)	At Cost	\$1,000.00 Deposit
Outline Plan (Section 176A)	At Cost	\$1,000.00 Deposit
Outline Plan Waiver Request		No Charge
Existing Use Certificate (Section 139A)	Fixed Fee	\$1,000.00
Pre Hearing Meeting		At Cost
<b>Subdivision Planning Activity Fees</b>		
<b>Subdivision Application</b>		
For any <b>non-notified</b> subdivision application undertaken in any zone, <b>creating one or more new lots</b>	At Cost	\$5,000 Deposit
For any subdivision application, by way of a boundary adjustment, undertaken in any zone with NO new lots created (and includes applications to convert cross lease titles to fee simple).	At Cost	\$3,000 Deposit

<b>Combined Subdivision &amp; Land Use Application</b>		
For any <b>non-notified</b> subdivision and land use consent application, relating to the same property, and lodged together, <b>creating one or more new lots</b>	At Cost	\$5,500 Deposit
<b>Notified Subdivision (Public or limited Notification)</b>		
For any <b>Notified</b> subdivision or land use consent application ( <b>additional deposit</b> )	At Cost	\$5,000 Deposit
<b>Note:</b> The notification charge above of \$5,000.00 (deposit) is over and above the deposit paid at time of lodgement of the application. All disbursements and hearing costs associated with the notification of an application will be charged at cost on a monthly invoice basis.		
Pre hearing meeting		At Cost
<b>Related Subdivision Consent Matters</b>		
Update of an existing cross-lease plan, at cost	Deposit	\$1,000.00
Extension of time for subdivision consent (Section 125), at cost	Deposit	\$1,000.00
Variation of subdivision consent (Section 127) and/or s.221 variation to a consent notice, at cost	Deposit	\$1,000.00
Objection to decisions of subdivision consent (Section 357)		No Charge
Preparation & signing of revocation certificate (cancellation of consent notices, amalgamation etc)	Fixed Fee	\$400.00
Preparation & signing of other certificates (i.e.: s.239, s.243)	Fixed Fee	\$400.00
Additional s.223 certification (as in staged subdivisions) or re-certification of any certificated s.223 plans.	Fixed Fee	\$400.00
Additional s.224(c) certificates (as in staged subdivisions) or re-certification of previously signed s.224(c) Certificates.	Fixed Fee	\$400.00
Preparation & signing of <b>first</b> s.221 consent notice	Fixed Fee	\$95.00
Preparation & signing of all subsequent s.221 consent notices (per notice)	Fixed Fee	\$55.00
Documents for execution by Council and not listed above (including all A & I Instrument signing, easement documentation, link strip agreements etc)	Fixed Fee	\$400.00
Policy for Uncompleted Subdivision Works and Maintenance Bonds		
Bond Administration Fee (Fee will be actual and reasonable cost of administration)	Minimum	\$25.00

Discharge or partial discharge of each caveat or bond		Actual cost
Property Numbering Charge	Fixed Fee	\$100.00
Plus fee for each additional lot thereafter.		\$6.00
<b>(NOTE: this fee is invoiced after s.223 plan has been signed)</b>		
<b>Planning – Other legislation</b>		
s.348 - Right of way approval consent application (when not part of subdivision). This fee includes the signing of the certificate on Landonline.	Fixed Fee	\$1,000.00
<b>Designations/Plan Changes</b>		
For Designations and Plan Charges (privately initiated) following payment of the relevant deposit, the Council will invoice for the additional charges at cost on a monthly basis and may stop work on the application until such time as the relevant invoices has been paid.		
Plan Changes (deposit then additional charges at cost)	At Cost	\$10,000.00 Deposit
Notice of Requirement for designations		At cost
Extension for alteration to a Designation		At Cost
<b>Additional charges &amp; Hourly Rates</b>		
Processing of any land use or subdivision application, and any additional charges applying to any other planning application listed above and to pre-application advice and consent monitoring, will be charged as per the following rates:		
Unit Manager and Reporting Officers – per hour		\$198.00
Administration Officers (clerical support) – per hour		\$123.00
Compliance & Enforcement Officers – per hour		\$198.00
Other Council staff (i.e. Traffic engineers)		\$198.00
External reports and peer reviews, commissioned by the Council (i.e. traffic engineering, urban design, noise assessments).		At Cost
Commissioner’s hearing related costs		At Cost
<b>Disbursements</b>		
Postage / courier costs		At cost
Photocopying and/or printing (per A4 copy)		At Cost
Public Notices (newspaper advertisements)		At Cost
Scanning		At Cost
Site Visits (time and mileage)		At Cost
Hearing related charges		At Cost

<b>Consent Monitoring</b>	
<b>Note:</b> The land use (minor) fee includes <u>one</u> monitoring charge. (If more than one inspection is required, this will be invoiced on an <i>at-cost basis</i> at the time of the second inspection.	
The land use (complex) monitoring inspection will be an additional charge.	
Resource Consent Monitoring Site inspection	At Cost
RMA Investigation/Enforcement	At Cost
<b>Requests for Reduction of Fees</b>	
In special circumstances, applicants may request a fee waiver from the Facilities and Consents Fee Waiver Sub Committee. Any such request shall be made in writing on the appropriate application form and will be considered by the Facilities and Consents Fee Waiver Sub Committee.	
<b>Additional Invoicing</b>	
For any Resource Consent officially received by the Council, and then withdrawn by the applicant, the Council will charge for the time spent setting up and/or processing the consent to the stage of it being withdrawn. This will be charged at the hourly rate set out in this schedule.	

## 16. Council Property Charges

<b>Miscellaneous Approvals Consents</b>	
Includes consents and land/legal title investigations and approvals for neighbouring properties or the general public e.g.. Resource and building consents and "limited as to parcels" approvals.	
Hourly rate*	\$150.00
* with discretion applied by Property Unit Manager	
Plus recovery of legal and other costs where required	Actual cost
<b>Easements, Assignment and other Contractual Approvals</b>	
Where allowed for under contract or legislation, charges for approvals for assignment of leases, licences, easements and other legal approvals (e.g. road stopping on behalf of third parties).	
Hourly rate*	\$150.00
* with discretion applied by Property Unit Manager	
Plus recovery of legal and other costs where required	Actual cost
<b>Licence to Occupy a Road Reserve</b>	
For non-grazing purposes (such as infrastructure services e.g. water supply, stock crossings/underpasses) rent to be assessed by independent valuation or by negotiation where values are anticipated to be low (below \$1,000 per year) at the discretion of the Property Unit Manager	
Initial one-off fee to set up a licence to occupy	\$250.00
Plus recovery of legal and other costs where required	Cost recovery

<b>Rural Grazing Leases and Licences</b>	
(a) Non-refundable establishment charge for each new lease and licence application (excludes existing lease/licence holders).	\$250.00
(b) Minimum annual rental for all new leases and licences, subject to (c) below (excludes existing lease/licence holders).	\$300.00
(c) Agreements will be gross leases/licences that account for holding costs such as rates, and will be set at the higher of the minimum rent (above) or an annual valuation of various land classes applied on a per hectare basis. Rental may be reduced by negotiation based on site-specific issues or at the discretion of the Property Unit Manager.	Site-specific negotiation

## 17. 3 Waters Contributions and Charges

Please refer to: Development Contributions Policy	
<b>Water Service Connection Fees</b>	
Water Supply Group A (Rangiora, Kaiapoi, Woodend, Tuahiwi, Pegasus, Pines/Kairaki, Waikuku, Cust) Basic Connection Cost (2.0m or less lateral length, unimproved service)	
15mm or 20mm supply	\$4,372.00
>20mm supply	Actual cost
Extra rate per metre or part, for service pipe longer than 2 metres:	Actual cost
<b>Surface Reinstatement</b>	
Concrete per square metre	Actual cost
Seal per square metre	Actual cost
Hot Mix per square metre	Actual cost
Inspection fee (where required)	Actual cost
Water Supply Group B (Oxford Urban, Garrymere, West Eyreton, Poyntz Road, Oxford RWS#1 and Oxford RWS #2, Summerhill), Ohoka, Fernside, Mandeville Basic Connection Cost (2.0m or less lateral length, unimproved service)	
15mm supply	\$4,410.00
Extra rate per metre or part, for service pipe longer than 2 metres	Actual cost
<b>Surface Reinstatement</b>	
Concrete per square metre	Actual cost
Seal per square metre (minimum)	Actual cost
Hot Mix per square metre (minimum)	Actual cost
Inspection fee (where required)	Actual cost
Restrictor change-out charge	\$437.00

<b>Quick Fill of Private Water Tanks</b>	
Charges for filling private water tanks (Quick fill)	
Monday-Thursday (8am-3pm)	\$385.00
Friday-Sunday (8am-3pm)	\$605.00
Any time on a public holiday or a day that a public holiday is observed and after hours 3pm-8am on other days	\$605.00
<b>Trade Waste Charges</b>	
Flow per m <sup>3</sup>	\$0.95
Biochemical Oxygen Demand (BOD) per kg	\$0.65
Suspended Solids (SS) per kg	\$0.50
Refer Wastewater Bylaw 2015	
Relocation of Water Toby at Owner's Request	Actual cost
Installation of Backflow Preventor in accordance with the Backflow Prevention Policy	Actual cost
Damage or tampering with a water restrictor, investigation and repair of damage (in addition to any fine under S242(4) Local Government Act 2002)	Actual cost
Repair of damage to any part of Council infrastructure to be recovered from the person or organisation that caused the damage.	Actual cost
<b>Rangiora Septage Facility</b>	
<i>Note: Fees will apply from when septage facility becomes operational.</i>	
Disposing of domestic septage waste (per cubic metre)	\$55.00
Application for approval to dispose of domestic septage waste at the Rangiora facility	\$300.00
<b>Pollution Prevention Plan (Drainage)</b>	
<b>Stormwater Discharge Approval Activity Fees</b>	
Medium Risk (Minor) – Discharge from a site with activity defined as medium risk under the Stormwater, Drainage and Watercourse Protection Bylaw 2018.	
- Deposit (includes one hour pre-lodgement meeting.	\$600.00
- Fee	At cost
High Risk (Complex) - Discharge from a site with activity defined as high risk under the Stormwater, Drainage and Watercourse Protection Bylaw 2018.	
- Deposit (includes one monitoring visit and one hour pre-lodgement meeting)	\$1,500.00
- Fee	At cost

<b>Related Stormwater Discharge Approval Fees</b>	
Time Extension for Stormwater Discharge Approval	\$300.00
Variation of Stormwater Discharge Approval	
- Deposit	\$300.00
- Fee	At cost
Objection to decision of Stormwater Discharge Approval	No charge
<b>Additional Charges and Hourly Rates</b>	
Processing of any Stormwater Drainage Approval application, and any additional charges applying to any other application listed above will be charged as per the following rates:	
- Unit manager and reporting officers – hourly rate	\$169.00
- Administration officers (clerical support) – hourly rate	\$92.70
- Compliance and enforcement officers – hourly rate	\$169.00
- Other Staff (i.e. 3 Waters)	\$169.00
- External reports and peer reviews, commissioned by the Council	At cost

## 18. Works and Roding

<b>Temporary Traffic Management, Corridor Accessway Requests (CAR) and Inspections</b>	
Traffic Management Plan (TMP)	\$100.00
TMP Extension/Road Space Boking (Road space booking only applies where a global excavation CAR has been issued)	\$25.00
Generic TMP (A 12 month TMP to cover works where fairly generic activities are being undertaken)	\$300.00
Minor Excavation Corridor Access Request (Works are to be less than 3 linear metres in any one direction or will take more than 10 working days to complete)	\$150.00
Major Excavation Corridor Access Request (Works are greater than 3 linear metres in any one direction or will take more than 10 working days to complete)	\$300.00
Project Excavation Corridor Access Request (Works exceeding 10 working days in duration and all subdivisions)	\$600.00
Global Excavation Corridor Access Request (A generic inspection CAR for minor mobile work)	\$1,500.00
Re-Inspections (Inspection of non-conformance or non-approved traffic management plan or methodology)	\$100.00



Non-approved works within the road reserve (Where non-approved work is being undertaken and a contractor is removed from site due to the site being dangerous, or they do not have an approved TMP, or there are no qualified staff onsite)	\$850.00
<b>Royalties on shingle</b>	
Per cubic metre, loose measure from Council pits used for Council works	\$2.00
<b>Stock Crossing Permit</b>	
Per stock crossing	\$742.00
<b>Overweight Vehicle Permit Fees</b>	
Maximum permitted in Heavy Motor Vehicle Regulations	
<b>Vehicle Crossing Applications and Inspections</b>	
Standard vehicle entrance application	\$225.00
Standard vehicle crossing fee for retrospective applications, (where work has commenced before the application is made). For applications that do not comply with the vehicle crossing bylaw.	\$285.00
Standard vehicle crossing re-testing (where an onsite test fails and clearly would not have passed.)	\$112.00
<b>Abandoned Cars</b>	
Recovery fee per vehicle (Where a vehicle is abandoned the cost of recovery, including administration charges sits with the owner).	Cost recovery

## 19. Kaiapoi Marine Precinct

<b>Casual Berths &amp; Short-term Berth Rental Fees</b>	
Casual – less than a day (non-concurrent) (per day)	\$0.00
Short-term – 2-14 days, (per day)	\$20.00
<b>Longer-Term Berth Rental Fees</b>	
Pontoon per annum	
Up to 10 metre berth, per annum	\$2,500.00
Plus charge per month, per metre of length in excess of 10 metres	\$42.00
Pile Moorings per annum	\$42.00
Up to 10 metre berth, per annum	\$1,500.00
Plus charge per month, per metre of length in excess of 10 metres	\$42.00

<b>Other Charges</b>	
Live Aboard Levy per month (per boat)	\$150.00
Commercial Levy per month	\$150.00
Power usage plus any other sundries at the cost of the boat owner.	Actual cost

## 20. Rangiora Airfield

<b>Ground Rental for Hangars per square metre</b>	Negotiated in lease agreement
<b>Landing fees</b>	
All types of aircraft including helicopters, per day	\$12.00
<b>Aircraft Parking Charges for Visiting Aircraft</b>	
All types of aircraft including helicopters, per day	\$10.00
Notes: Invoices will be sent by the Council on a monthly basis (there are no pre-payment options available). Interest charge of 12% per annum will be applied on a daily basis on any charges that remain unpaid at the end of the month of invoicing. Multiple landings on one day for training and skill enhancement training will only be counted as one landing per day.	