

## Changes to fees and charges for 2019/20

The following is a consolidated list of Porirua City's changes to fees and charges for 2019/20. All fees and charges include Goods and Services Tax (GST).

Activity	2018/19 fee (incl GST)	2019/20 fee (incl GST)
<b>Amusement devices*</b>		
<b>One amusement device (merry-go-rounds, ferris wheels etc.)</b>	No change (MBIE set charges)	
For the first seven days, or part thereof	11.50	11.50
For each additional device for the first seven days or part thereof	2.30	2.30
For each device per each further period of seven days or part thereof	1.15	1.15
<b>Alcohol licensing</b>		
Sale And Supply Of Alcohol Planning Certificate and Building Certificate (new applications)	181.80	187.00
<b>Animal control</b>		
Neutered dogs	126.00	129.50
Non-neutered dogs	177.50	182.50
Working dogs - neutered	94.00	96.50
Guide dogs for the blind/hearing ear/companion dog	<b>No charge</b>	<b>No charge</b>
Late registration fee - neutered/non neutered dog Note: as per statute the late registration penalty cannot be set at more than 50% of the registration fee	47.00	48.00
Approved dog obedience/agility course - neutered dog	106.50	109.50
Approved dog obedience/agility course - non-neutered dog	160.50	165.00
Responsible owner scheme - neutered dog	94.00	96.50
Responsible owner scheme - non-neutered dog	143.50	147.50
<b>Aquatics</b>		
<b>Te Rauparaha Arena Aquatic Centre</b>		
Adult	5.90	6.00
Adult off peak	4.60	4.60
Child	3.60	3.60
Child and adult spectator	4.60	4.60
Child and adult swimming supervisor	9.40	9.60
Senior citizen	3.00	3.10
Family pass	18.90	19.20
Spectator	1.00	1.00
<b>Concession cards</b>		
<i>Adult</i>		
10 trip	54.80	55.60
20 trip	106.60	108.20
50 trip	243.60	247.30
<i>Child</i>		
10 trip	32.00	32.50
20 trip	63.90	64.90
50 trip	142.10	144.20
<i>Senior</i>		
10 trip	28.90	29.40
20 trip	57.90	58.70
50 trip	144.60	146.80

<b>Activity</b>	<b>2018/19 fee (incl GST)</b>	<b>2019/20 fee (incl GST)</b>
Off-peak		
10 trip	40.60	41.20
20 trip	81.20	82.40
50 trip	203.00	206.00
<b>Cannons Creek Pool</b>		
Child	1.00	1.00
Adult	3.50	3.50
Senior citizen	1.70	1.80
Beneficiaries	2.20	2.30
Sundays	No charge	No charge
<b>Concession cards</b>		
<i>Adult</i>		
10 trip	31.50	32.00
20 trip	60.90	61.80
<i>Child</i>		
10 trip	9.10	9.30
20 trip	18.30	18.50
<i>Beneficiaries</i>		
10 trip	18.30	18.50
20 trip	33.50	34.00
<b>Building assurance</b>		
<b>Residential new build dwellings</b>	Amount to pay when you apply	
<i>Detached</i>		
Single Storey	1454.90	3885.00
Two/Three Storey	1775.70	4375.00
Relocated Dwelling	807.50	832.00
<i>Multiple dwellings/apartments in one block</i>		
<\$200,000	1857.10	3940.00
>\$200,000 and <\$350,000	2179.50	4390.00
>\$350,000 and <\$500,000	2341.20	4840.00
>\$500,000 and <\$1,000,000	2341.20	6050.00
>\$1,000,000+ (fee + \$237.00 per \$500,000 or part thereof)	2341.20	6350.00
<b>Residential additions and alterations</b>	Amount to pay when you apply	
<i>Additions</i>		
Single Storey	1373.00	2320.00
Two Storey	1696.40	2655.00
<i>Alterations</i>		
<\$5,000	807.50	832.00
>\$5,000 and <\$10,000	1212.30	1250.00
>\$10,000 and <\$20,000	1454.90	1680.00
>\$20,000	1613.00	2107.00
<i>Minor works</i>		
Heating Units (fixed fee)	404.30	416.00
Plumbing	322.40	332.00
Plumbing / Drainage	404.30	416.00
Swimming Pools, Spa Pool Fencing, Decks	244.10	252.00
Retaining Walls	727.20	749.00
Sheds/Carports	727.20	749.00
<i>Farm buildings</i>		
<\$20,000	727.20	749.00

<b>Activity</b>	<b>2018/19 fee (incl GST)</b>	<b>2019/20 fee (incl GST)</b>
>\$20,000+	889.90	917.00
<i>Domestic garages</i>		
<\$10,000	727.20	749.00
>\$10,000 +	889.90	917.00
<b>Commercial and Industrial</b>	Amount to pay when you apply	
<i>New build</i>		
<\$25,000	1129.90	1164.00
>\$25,000 and <\$100,000	1373.00	3134.00
>\$100,000 and <\$250,000	2100.20	3660.00
>\$250,000 and <\$500,000	2420.50	5255.00
>\$500,000 and <\$1,000,000	2746.00	6760.00
>\$1,000,000 (+ \$304.00 per \$500,000 or part thereof)	2746.00	7510.00
<i>Alterations and additions</i>		
<\$10,000	807.50	832.00
>\$10,000 and <\$25,000	968.20	1496.00
>\$25,000 and <\$50,000	1292.70	2075.00
>\$50,000 and <\$100,000	1613.50	2225.00
>\$100,000 ( + \$244.00 per \$50,000 or part thereof)	1613.50	2520.00
<b>Other fees and charges</b>		
<i>Compliance</i>		
Notice to fix	163.30	168.00
Fire Service Review	Cost + 10%	Cost + 10%
Structural/Fire Engineering/Other Consultation Review	Cost + 10%	Cost + 10%
Certificate of Acceptance	434.70	448.00
Application for Amendment (per hour or part hour)	163.30	168.00
Certificate of Public Use - existing building	434.70	448.00
Additional or Follow-up Inspections/actions relating to Building Compliance (per hour or part hour)	163.30	168.00
Extension of time (set charge)	82.90	85.00
Application for Code Compliance Certificate (Residential new buildings and Commercial Building works) (fixed fee)	371.30	383.00
Application for Code Compliance Certificate (Accessory buildings/alterations and works under \$100,000). Minor works under \$20,000 not included (fixed fee)	233.30	240.00
Building Warrant of Fitness annual review/Issue Compliance Schedule (set charge)	244.10	252.00
Amendment to Compliance Schedule (per hour or part hour)	163.30	168.00
Inspection for Compliance Schedule/Building Warrant of Fitness audit	159.10	164.00
Lapse, Withdrawal or Cancellation of Building Consent	163.30	168.00
<i>Isolated assessments/reports</i>		
Demolition	368.70	380.00
Producer Statements - Assessment (per hour or part hour)	163.30	168.00
Drainage and Insanitary Notice (per hour or part hour)	163.30	168.00
Dangerous Buildings Notice (per hour or part hour)	163.30	168.00
Alternative Solutions(per hour or part hour)	163.30	168.00
Waivers	244.10	252.00
Statistics Report	48.90	50.00
Sections 71 and 77 (Natural hazards and across two allotments)	244.10	252.00
Plan Assessment and Processing (per hour or part hour)	163.30	168.00

<b>Activity</b>	<b>2018/19 fee (incl GST)</b>	<b>2019/20 fee (incl GST)</b>
Non-consent Inspections (per hour or part hour)	Not listed	Not listed
Audits (per hour or part hour)	179.20	185.00
<i>Marquees</i>		
Marquee Consent only (fixed fee)	121.50	125.00
Marquee Consent and Inspect (fixed fee)	244.10	252.00
<i>Interdepartmental work</i>		
Hourly rates for work undertaken by other Council service areas	146.30	151.00
<i>Administration charges - administration fee</i>		
Administration - Residential Consent (30 minutes administration)	71.10	97.00
Administration - Commercial/Industrial Consent (1 hour administration)	142.10	173.00
Scanning/copying fee when application is in hard copy only	72.10	97.00
<i>Administration charges - additional administration fee</i>		
BCA Administrative & Assessment Charges - Residential Dwellings (2 hours administration)	188.40	194.00
BCA Administrative & Assessment Charges - Commercial/Industrial Development (3 hours administration)	502.20	517.00
BCA Administrative & Assessment Charges - Other Developments (0.5 hours administration)	47.10	49.00
<b>Cemetery fees</b>		
<b>Burial fees – adults</b>		
Adult burials – plots and interment, including grave mats and lowering devices	2190.40	2224.00
Over standard size burial row – plot and interment	2593.30	2633.00
Double depth burial	97.40	100.00
Over standard sized caskets – extra width fee	91.40	93.00
Oblong casket – extra width fee	200.00	203.00
Adult second interment	1182.50	1200.00
Serviceman's burial – interment only, no plot fee	1182.50	1200.00
Out of District, full size adult plots fee – surcharge in addition to plot fee	1227.10	1246.00
Disinterment fee	2147.70	2180.00
<b>Burial fees – children up to 10 years</b>		
Children (under 1 year) – plot and interment	754.10	766.00
Children 1 – 10 years – plot and interment	1025.20	1041.00
Stillborn (children's section) – plot and interment	681.10	692.00
Children (up to 10 years) 2 <sup>nd</sup> interment (Adult section only)	557.20	566.00
Out of District Children's Plot Fee – surcharge in addition to plot fee	403.00	409.00
<b>Ashes burial</b>		
Ashes, monument and garden plot	920.60	935.00
Ashes and plaque plot	556.20	565.00
Serviceman's ashes plot	No charge	No charge
Ashes interment fee – all plots	96.40	98.00
Out of District ashes plot – surcharge in addition to plot fee (except where cremated at Whenua Tapu)	217.20	221.00
Scattering of ashes from another crematorium in native bush	70.00	71.00
<b>Cremations</b>		
Adult cremations (11 years and over). Medical fee included	524.80	533.00
Children 1 – 10 years (rimu urn included)	341.00	347.00
Stillborn and children under 1 year (rimu urn included)	100.50	102.00

<b>Activity</b>	<b>2018/19 fee (incl GST)</b>	<b>2019/20 fee (incl GST)</b>
Cremation, interment and monument/garden plot – package	1444.30	1466.00
Cremation, interment and plaque plot – package	1094.20	1111.00
<b>Afterhours fees</b>		
Adult and child burials – funerals extending beyond 4pm	217.20	221.00
Adult and child burials – surcharge for Saturday burials, in addition to all other burial fees	723.70	735.00
Cremations/services later than 4pm (Monday to Thursday), surcharge/late fee in addition to all other cremation fees	159.40	162.00
Cremations/services from 4pm Friday to 8am Monday, surcharge/late fee in addition to all other cremation fees	232.40	236.00
<b>Chapel hire</b>		
30 minutes only	100.50	102.00
60 minutes	138.00	140.00
90 minutes	207.10	210.00
120 minutes	276.10	281.00
2-1/2 hours	345.10	351.00
3 hours	414.10	421.00
3 – ½ hours	483.10	490.00
4 hours	552.20	561.00
<b>Memorials</b>		
Book for Remembrance (basic 2 line inscription)	91.40	93.00
Bronze Memorial wall plaque (150mm x 100mm)	239.50	244.00
Standard inscription	25.40	26.00
Extra inscription	25.40	26.00
Genealogical enquiry search fee	17.30	18.00
<b>Other fees</b>		
Permit to erect monument	76.10	78.00
Rimu urn	83.20	85.00
<b>Food business registration and verification</b>		
<b>Food control plans</b>		
Registration for a new National Programme	138.00	143.00
Registration for a new Food Control Plan	200.90	207.00
Verification (audit) of Food Control Plan or National Programme/per hour	151.40	156.00
Renewal Registration fee for Food Control Plans and National Programmes	113.30	117.00
<b>Charges for Council staff</b>		
Manager Environmental Standards Centre per hour	181.80	187.00
Senior Environmental Health Officer per hour	168.90	174.00
Environmental Health Officer + Principal Rural Fire Officer + HSNO Officer per hour	151.40	156.00
Environmental Officer/Inspector per hour	135.40	140.00
Other Council Administration Service Officers per hour	147.30	152.00
<b>Additional fees and charges</b>		
Transfer of ownership/new certificates	168.90	174.00
New and changes to premises admin fee. Includes administrative set-up, assessment and 2 inspections. Thereafter hourly rate applies.	507.80	523.00
<b>Other registered premises renewals</b>		
Hairdressers	236.40	244.00
Funeral Directors and Mortuaries	484.10	499.00

<b>Activity</b>	<b>2018/19 fee (incl GST)</b>	<b>2019/20 fee (incl GST)</b>
Camping Grounds	454.70	469.00
Offensive Trades	1788.10	1842.00
<b>LIM applications</b>		
Standard Residential Property	353.80	365.00
Standard Non-Residential	478.40	493.00
Urgent Residential Property	419.20	432.00
Transfer of fee to another LIM application	103.00	432.00
Additional time required per hour (After two hours of compilation of LIM application)	147.80	152.00
<b>Pātaka Art + Museum</b>		
Corporate rate Helen Smith Meeting Room hourly rental fee*	103.00	105.00
Corporate rate Bottle Creek Meeting Room hourly rental fee*	52.00	52.00
Corporate rate New upstairs meeting room hourly rate	83.00	84.00
Corporate rate Dance Studio hourly rental*	103.00	105.00
Corporate rate Community Kitchen hourly rental*	52.00	52.00
Corporate rate Atrium Performance Space hireage (four hour minimum)	309.00	314.00
Community rate Helen Smith Community Meeting Room hourly rental fee*	62.00	63.00
Community rate Bottle Creek Meeting Room hourly rental fee*	31.00	31.00
Community rate New upstairs meeting room hourly rate	52.00	53.00
Community rate Dance Studio hourly rental*	62.00	63.00
Community rate Community Kitchen hourly rental*	31.00	31.00
Community rate Atrium Performance Space hourly rental (four hour minimum)	186.00	188.00
*Note these spaces are currently unavailable to the public due to Council staff populating the spaces temporarily while the Council Administration Building is being refurbished. They will be available for booking again from December 2019		
<b>Permits and bylaw licensing</b>		
<b>Keeping of animals</b>		
Vet clinics, animal boarding kennels	151.40	156.00
Pig keeping	102.00	105.00
Poultry keeping	96.80	100.00
<b>Public places</b>		
Permit to expose goods for sale	102.00	105.00
Mobile Traders	53.60	55.00
Hawkers, keeper of mobile or travelling shop (food registration)	248.20	256.00
Outdoor Dining Permit	177.20	183.00
Gaming Venue Licence	342.00	352.00
<b>Fire</b>		
Fire permits	28.80	30.00
<b>Wastewater</b>		
On-Site Wastewater System Licence	106.10	110.00

Activity	2018/19 fee per day (incl GST)	2019/20 fee (incl GST) per day	Bond (refundable)
<b>Parks and reserves</b>			
<b>Reserves</b>			
Commercial event (exclusive use of Tangare Drive Reserve or Cannons Creek Reserve) per day	262.90	267.00	2000.00
Wedding on a reserve with no structures	104.50	106.00	No charge
Wedding on a reserve with structures (exclusive use)	514.60	523.00	2000.00
Aotea Lagoon Island (includes exclusive use, single- and three-phase power supply and wheelie bins)	514.60	523.00	2000.00
Aotea Lagoon South Lawn (includes exclusive use of the south end grassed area and Rose Garden, single-phase power and wheelie bins)	514.60	523.00	2000.00
Community use of reserve with no attendance fee (includes unlocked gates and wheelie bins)	No charge	No charge	500.00
Security key for boatshed owners and road-registered trailer boat launchers to open padlocks to access Titahi Bay Beach	No charge	No charge	20.00
Charge for unlocking gate to release any vehicle locked in at Titahi Bay Beach, Whenua Tapu cemetery, Adventure Park and Cannons Creek Park	67.00	68.00	No charge

Activity	2018/19 per season	2018/19 single use	2019/20 per season	2019/20 single use
<b>Sportsfields</b>				
<b>Rugby union, league and football</b>				
Unserviced pitch	1591.50	108.60	1615.00	110.00
Serviced pitch	2296.90	151.20	2332.00	154.00
Evening training on unserviced training pitch	518.70	28.40	526.00	29.00
Evening training on serviced training strip or pitch	871.90	57.90	885.00	59.00
Tournament fee per day per pitch	Not applicable	560.30	Not applicable	569.00
Use of lights at Ascot Park, Cannons Creek Park, Plimmerton Domain or Onepoto training strips (10 weeks)	262.90	Not applicable	267.00	Not applicable
Annual safety inspection fee for lighting columns on Porirua City Land (per column)	42.60	Not applicable	43.00	Not applicable
Use of portable floodlights for training (for 90 minutes)	Not applicable	112.70	Not applicable	115.00
Porirua Park No.1 (sand carpet pitch, lighting, stadium seating, audio system, serviced) for 20 fixtures	19428.10	1035.30	19720.00	1051.00
Porirua Park No. 1: tournament fee per day	Not applicable	1540.80	Not applicable	1564.00

Activity	2018/19 per season	2018/19 single use	2019/20 per season	2019/20 single use
Use of lights at Porirua Park No. 1 for tournaments and casual bookings (per fixture)	Not applicable	172.60	Not applicable	175.00
Endeavour Park 1 & 2 (sand carpet pitches, serviced)	4242.70	226.30	4306.00	230.00
Endeavour Park 1 & 2 tournament fee per day (sand carpet pitches)	Not applicable	671.90	Not applicable	682.00
<b>Cricket</b>				
Unserviced grounds	1591.50	108.60	1615.00	110.00
Serviced grounds	1894.00	152.30	1922.00	155.00
Evening training, unserviced grounds	518.70	27.40	526.00	28.00
Evening training, serviced grounds	670.90	56.80	680.00	58.00
Tournament fee per wicket per day	Not applicable	454.70	Not applicable	462.00
<b>Softball</b>				
Unserviced marked grounds or lime diamond	1015.00	91.40	93.00	1030.00
Serviced marked grounds or lime diamond	1311.40	106.60	108.00	1330.00
Evening training, unserviced grounds or lime diamond	283.20	28.40	29.00	288.00
Evening training, serviced grounds or lime diamond	431.40	57.90	59.00	438.00
Tournament fee per day	Not applicable	418.20	425.00	Not applicable
<b>Tag and Touch football</b>				
Unserviced grounds	775.50	57.90	790.00	60.00
Serviced grounds	1077.90	79.20	1095.00	80.00
Evening training, unserviced grounds	216.20	29.40	220.00	30.00
Evening training, serviced grounds	367.40	58.90	373.00	60.00
Tournament fee per pitch per day	Not applicable	275.10	Not applicable	280.00
<b>Kirikiti</b>				
Unserviced wicket	775.50	57.90	790.00	59.00
Serviced wicket (except Endeavour Park)	1077.90	79.20	1095.00	80.00
Evening training, unserviced wicket	216.20	29.40	220.00	30.00
Evening training, serviced wicket	368.40	58.90	374.00	60.00
Tournament fee per wicket per day	Not applicable	275.10	Not applicable	280.00
<b>Tennis</b>				
Asphalt court (with net and fencing) per court per day	191.80	Not applicable	195.00	Not applicable
High performance – surfaced court (with net and fencing) per court per day	418.20	Not applicable	225.00	Not applicable
Club contribution for use of asphalt court (with net and fencing)	448.60	Not applicable	455.00	Not applicable
Club contribution for use of high performance surfaced tennis court (50% discount for Shared Responsibility Scheme Courts)	671.90	Not applicable	682.00	Not applicable
<b>Netball</b>				



Activity	2018/19 per season	2018/19 single use	2019/20 per season	2019/20 single use
Hard-surface court, weekend competition (marked asphalt court) per court	448.60	Not applicable	455.00	Not applicable
Evening training (after 6pm) per court per night	191.80	32.50	195.00	33.00
<b>Athletics</b>				
Training (after 6pm) (marked running track, jumping pits and access to pavilion) per day	337.00	Not applicable	342.00	Not applicable
Weekend use (marked running track, jumping pits and access to pavilion) per day	337.00	Not applicable	342.00	Not applicable
Competition days – additional charge to weekend charged (marked running track, jumping pits, serviced)	Not applicable	93.40	Not applicable	95.00
<b>Marching</b>				
Competition	Not applicable	116.70	Not applicable	120.00
<b>Pentanque</b>				
Lime area prepared for use	337.00	Not applicable	342.00	Not applicable

Activity	2018/19 full field	2018/19 half field	2018/19 individual area	2019/20 full field	2019/20 half field	2019/20 individual area
<b>Bernie Wood Turf: season</b>						
Winter off peak	31.50	15.20	5.10	32.00	16.00	5.20
Winter standard	52.80	25.40	8.10	53.60	27.00	8.20
Winter peak	73.10	37.60	12.20	74.20	38.00	12.40
Winter premium	84.30	42.60	14.20	85.50	43.00	14.40
Summer off peak	31.50	15.20	5.10	31.90	16.00	5.20
Summer standard	42.60	20.30	7.10	43.30	21.00	7.20
Summer peak	52.80	25.40	8.10	53.60	27.00	8.20
Summer premium	62.90	31.50	10.20	63.80	32.00	10.40

Activity	2018/19 fee (incl GST)	2019/20 fee (incl GST)
<b>Trade waste</b>		
Initial application fee	218.40	225.00
Trade waste consent fee - High Risk	2178.50	2244.00
Trade waste consent fee - Medium Risk	1086.10	1120.00
Trade waste consent fee - Low Risk	363.60	375.00
Trade waste consent fee - grit/grease traps	158.10	163.00
<b>Resource consents</b>		
<b>Non-notified resource Consents</b>		
Minor land use application (note 1)	816.80	842.00
All other non-notified land use applications	1633.60	1683.00
All other non-notified subdivision applications	1633.60	1683.00
Section 10 Waivers	163.30	168.00
Section 37 Waivers	163.30	168.00

Section 125 extensions	163.30	168.00
Section 126 cancellation	163.30	168.00
Section 127	163.30	168.00
Section 128 review	163.30	168.00
Additional (per hour)	163.30	168.00
<b>Notified resource consent and service of notice (fixed)</b>		
Notified land use application	4901.30	5050.00
Notified subdivision application	4901.30	5050.00
Limited notified application	4901.30	5050.00
Section 10 Waivers	816.80	842.00
Section 37 Waivers	816.80	842.00
Section 125 extensions	816.80	842.00
Section 126 cancellation	816.80	842.00
Section 127	816.80	842.00
Section 128 review	816.80	842.00
Additional (per hour)	163.30	168.00
<b>Monitoring</b>		
Per inspection (note 2)	163.30	168.00
Additional (per hour)	163.30	168.00
<b>Certificate of compliance</b>		
Existing use certificate	816.80	842.00
Certificate of compliance	816.80	842.00
Additional (per hour)	163.30	168.00
<b>Designations and heritage orders</b>		
Applications for new designations (note 5)	8168.90	8414.00
Applications to alter existing designations - s181(2)	8168.90	8414.00
Applications to alter existing designations - s181(3)	816.80	842.00
Consideration of Outline Plans and waivers	816.80	842.00
Extensions to designations	816.80	842.00
Removal of Designations under s182 (note 6)	816.80	842.00
Applications for new heritage orders s189 (note 5)	8168.90	8414.00
Applications to alter existing heritage orders - s192 ref to s181(2)	8168.90	8414.00
Applications to alter existing heritage orders - s192 ref to s181(3)	816.80	842.00
Removal of heritage orders - s196	817.80	843.00
Additional (per hour)	163.30	168.00
<b>Plan changes</b>		
Private Plan Change Request - Council adopted, Council accepted, Council rejected (note 7) - up to 70 hours of officer time	\$10,000 Deposit only	\$10,000 Deposit only
Additional (per hour)	163.30	168.00
<b>Others</b>		
Section 221 consent notices	163.30	168.00
Section 222 completion certificates	163.30	168.00
Section 223 sealing only	163.30	168.00
Section 223 and s224(c)/(f) jointly	163.30	168.00
Section 225	163.30	168.00
Section 226 certification	163.30	168.00
Section 240 cancel covenant	163.30	168.00
Section 241 amalgamation	163.30	168.00
Section 243 certification	163.30	168.00
Bond preparation and release	163.30	168.00

Section 348 Local Govt Act certification alone	163.30	168.00
Overseas Investment Certificate	163.30	168.00
Removal of Building Line(s)	163.30	168.00
Permitted Boundary Activity Notice	489.80	505.00
Activities meeting certain requirements are Permitted Activities	489.80	505.00
Signing of easement instruments and other legal documents	163.30	168.00
Additional (per hour)	163.30	168.00
Subdivision Engineering/Parks Fees	163.30	168.00
<b>Specific service charges</b>		
Hearing commissioner/s (requested by the applicant)	Actual	Actual
Hearing commissioner/s (where not requested by the applicant)		
Councillor attendance - resource consent hearings: Chair per hour	No increase	No increase
Councillor attendance - resource consent hearings: Members per hour	No increase	No increase
Councillor attendance at hearings for plan changes, designations, heritage orders: Chair per hour	No increase	No increase
Councillor attendance at hearings for plan changes, designations, heritage orders: Members per hour	No increase	No increase
Retrieving a certificate of title and associated instruments - per certificate	No increase	No increase
Retrieving a certificate of title and associated instruments - per each additional instrument	No increase	No increase
Additional (per hour)	163.00	168.00

### Notes for fees and charges 2019/20

**Note 1:** Minor land use application means an application for a land use activity (excluding non-residential activities in the Suburban Zone) that:

- in the Suburban Zone, does not comply with the Suburban Zone permitted activity standards; or
- in the Rural Zone, is a controlled activity; and
- for which applicants provide evidence of consultation in accordance with the Fourth Schedule of the Resource Management Act 1991.

**Note 2:** The monitoring charge becomes payable upon grant of resource consent, and/or confirmation of a requirement for designation. In addition, the Council will recover additional costs from the consent holder for staff time should more than one inspection and associated activities be required, based on the 'officer time hourly rate'.

**Note 3:** "Actual" means the actual and reasonable cost of the activity that is being charged for and includes hearing, commissioner, advertising and public notification costs, and costs relating to printing, production and distribution of material. In respect to plan changes and heritage orders, these charges will not be recovered on plan changes adopted by the Council.

**Note 4:** The full costs will be charged for the Chair and up to two Committee members' involvement (a total of three elected members) in hearings for plan changes and notified resource consents. The level of the charge will be based on the attendance fees for elected members prescribed by legislation, and may include additional time spent by elected members in formal pre-hearing meetings, formal Committee deliberations and at formal site inspections as part of a group inspection or as part of a pre-hearing meeting. The costs of elected members involvement in hearings for Council-adopted plan changes; or designations and heritage orders under Part 8 of the RMA will not be recovered.

**Note 5:** this charge does not apply to applications for existing designations to be rolled over at a time of plan review.

**Note 6:** this charge applies to recovering costs associated with removing a designation, or part of a designation, from the District Plan planning maps and text and updating these documents.

**Note 7:** the full and actual costs of processing any private plan change request shall be recovered. If the Council

does not have in-house capacity and/or expertise to assess, process and/or report on all or any part of the private plan change request, it will advise the applicant and seek to engage an appropriate external consultant/s to fulfil this function.

Where this occurs the Council will advise the applicant of its preferred consultant and any associated quote for costs. Should the applicant choose to proceed with the application the Council will recover the full actual and reasonable costs of any engaged consultant/s. All private plan change requests will require the payment of an initial deposit of \$10,000. The initial deposit covers: the initial decision to accept or adopt the plan in whole or in part; notification and mail out costs; the processing of submissions; the preparation of any officers report; and costs associated with hearings and decisions, providing that the deposit only covers the plan change application process to the extent that the "additional per hour" rate and/or the Council's actual costs are more than \$10,000 then the additional costs for any engaged consultant/s, do not exceed \$10,000. If the Council's actual costs are more than \$10,000 then the additional costs shall be recovered in full or as agreed with the applicant. The Council retains the right to withhold the public notification of any accepted private plan change and/or the notification of an operative date for any private plan change until all actual costs associated with processing, assessment, reporting and any hearing on the private plan change have been settled and paid in full.

**Note 8:** Consultant's and legal fees associated with the processing of a consent, certificate, designation, or private plan change (including specialist technical or legal advice); or where a consent involves creating legal instruments, will be charged at cost and recovered in full.

**Note 9:** This charge applies to recovering costs associated with time spent on resource consent related work after a resource consent has been granted and in the case of subdivision, before Section 224 RMA certification is applied for. This includes time spent by Council staff, Wellington Water staff and specialist consultants. Such work includes:

- Assessment and certification of management plans and any other material required to be submitted as conditions of consent, prior to the commencement of works or and/or during works being carried out.
- The overseeing/inspection/testing of physical works being carried out on infrastructure assets proposed to be vested in the Council including three waters, roads and reserves.
- Any communications with consent holders and/or administrative tasks associated with carrying out this type of work.

#### **Explanation of officer rates**

Rates are not dependant on the experience level of the processing staff. Applicants are entitled to the same quality and timeliness of service independent of the staff's experience. Chargeable hours are adjusted downwards accordingly for less experienced staff such that learning and mentoring required is not charged for. It's not considered equitable to charge a higher rate purely because more experienced staff is processing their application when the chargeable time involved is the same.

#### **Recovery time spent on pre-application – discussions, assessment and feedback**

The Council's Policy for Administrative Charges under the Resource Management Act 1991 states that advice provided by Council staff prior to an application being received may be charged for after the second hour at the relevant hourly rate that applies for that particular financial year as contained within the Schedule of Administrative Charges under the Resource Management Act 1991.