

Item 13

Simultaneous Consultation

Thursday 1 March 2018

Report

Subject: Simultaneous Consultation – alongside "Unfolding the Plan – Rangitikei 2018-28"

To: Council

From: Michael Hodder, Community and Regulatory Services Group Manager

Date: 20 February 2018

File: 1-LTP-4-2

1 Introduction

- 1.1 Council has a number of documents to consult on simultaneously alongside "Unfolding the Plan – Rangitikei 2018-28".
- 1.2 These documents will either be included in the Long Term Plan (Significance and Engagement Policy, Revenue and Financing Policy), are essential for budgets (Proposed Schedule of Fees and Charges 2018/19 and the Waste Management and Minimisation Plan), or are in need of review (Rates Remission Policy on Maori Freehold Land).
- 1.3 An Engagement Plan for all five consultations has been developed and is attached as Appendix 1.

2 Proposed Schedule of Fees and Charges 2018/19

- 2.1 Council reviews and adopts a Schedule of Fees and Charges on a yearly basis.
- 2.2 In general, it is proposed to increase all fees by 4.5%, in line with the likely increase in rates for 2018/19. Analysis has shown that Rangitikei's fees contribute proportionately less than comparable councils (e.g. Ruapehu and Tararua) to revenue. Of course there are variables which affect this, including the revenue and financing policy, but it is intended to do more work on this during the next two months. Submitters are being asked for their views on which fees they consider should be higher and which lower.
- 2.3 Those fees set by legislation or regulation are unchanged.
- 2.4 Changes are primarily in the regulatory area:
- new fees for late submissions of building warrant of fitness documents;
 - standard fees for provision of LIM reports (\$100 for residential and \$200 for commercial) and removal of the urgent service for provision of LIM reports (and the associated urgent fee);

- increased deposits for non-notified resource consent applications (to more closely reflect eventual costs);
- increased fee for cancelling or changing consent conditions;
- actual cost instead of fixed fee for resource consent applications for rural setback land use;
- replacement dog tags at \$2.00 rather than being free;
- new fee for using the banner system over SH1 outside the Taihape Town Hall.

2.5 The draft statement of proposal, summary of information and submission form are attached as Appendix 2.

3 Draft Waste Management Minimisation Plan

3.1 Council is required to review its Waste Management and Minimisation Plan every 6 years. Through a number of workshops associated with the development of the Long Term Plan, Council considered potential options for increasing the effectiveness of waste management and minimisation throughout the District. These have been incorporated into the draft Waste Management Minimisation Plan.

3.2 The issue of rubbish and recycling will be addressed only through the Consultation Document. The issues to be consulted on for the Waste Management and Minimisation Plan include:

- Village recycling – Koitiata and Scotts Ferry
- Greenwaste acceptance – Hunterville and Ratana
- Paper and cardboard acceptance – Hunterville and Mangaweka
- Off farm waste disposal
- Subsidised composting units

3.3 The draft statement of proposal, summary of information and submission form are attached as Appendix 3.

4 Draft Rates Remission Policy on Maori Freehold Land

4.1 Council is required to have a Rates Remission Policy on Maori Freehold Land and review it every six years. The draft Policy was considered by Te Roopu Ahi Kaa at their 10 October 2017 meeting, by a combined Te Roopu Ahi Kaa workshop on 2 November 2017, and their 5 December 2017 meeting. The Komiti recommended

the Policy to Council for public consultation alongside the Consultation Document for the 2018-2018 Long Term Plan¹.

4.2 The key changes include:

- The removal of the requirement for land parcels to be under multiple ownership.
- Re-structuring the Policy to increase clarity.

4.3 The statement of proposal, summary of information and submission form are attached as Appendix 4.

5 Draft Significance and Engagement Policy

5.1 Council is required to review its Significance and Engagement Policy. It is included in the Long Term Plan document, and has been reviewed through Council's Long Term Plan workshops. At their 15 February 2018 meeting, the Policy/Planning Committee recommended the draft Policy to Council for adoption for consultation alongside the Consultation Document for the 2018/2028 Long Term Plan².

5.2 The draft statement of proposal, summary of information and submission form are attached as Appendix 5.

6 Draft Revenue and Financing Policy

6.1 Council is required to have a Revenue and Financing Policy and include it in its Long Term Plan. The Revenue and Financing Policy has been reviewed through Council's Long Term Plan workshops.

6.2 Key changes include:

- *Community Leadership Group of Activities* – moved the rates funded portion of costs for Council, strategic planning and community committees from the Uniform Annual General Charge to the General Rate. There are benefits to the whole District of having effective strategy and governance
- *Community and Leisure Group of Activities* – moved the rates funded portion (for every service apart from libraries) from 100% from the Uniform Annual General Charge to 20% from the General rate and 80% from the Uniform Annual General Charge. District-wide benefit, related mostly to individuals, but some wider benefits.
- *Environment and Regulatory Services Group of Activities* – moved from the rates funded portion of costs being a 50% split between the Uniform

¹ 17/IWI/039

² 18/PPL/009

Annual General Charge and the General Rate, to 100% from the General Rate. District-wide benefit.

- 6.3 The draft statement of proposal, summary of information and submission form are attached as Appendix 6.

7 Recommendations

- 7.1 That the report "Simultaneous Consultation – alongside "Unfolding the Plan – Rangitikei 2018-28" be received.
- 7.2 That Council adopts for consultation (using the special consultative procedure) simultaneously with "Unfolding the Plan – Rangitikei 2018-28" the following associated documents:
- Proposed Schedule of fees and charges for 2018/19;
 - Draft Waste Management and Minimisation Plan;
 - Proposed amended Rates remission policy on Maori freehold land;
 - Proposed amended Significance and engagement policy; and
 - Proposed amended Revenue and Financing Policy.

Michael Hodder
Community and Regulatory Services Group Manager

Appendix 1

Engagement Plan

Simultaneous Consultations alongside the Long Term Plan

Project description and background

Fees and Charges

Each year, Council reviews its Schedule of Fees and Charges. A special consultative procedure is required under the Local Government Act 2002 for the setting of some fees. Council considers it appropriate to consult upon all its fees and charges.

Waste Management and Minimisation Plan

Every 6 years Council is required to assess the District's waste and review waste services. A review has recently been completed and the outcomes included in the draft Waste Management Minimisation Plan. The draft Waste Management Minimisation Plan outlines how Council will manage and minimise waste throughout the District. It has proposed a number of new initiatives and is seeking community feedback on them.

Rates Remission Policy on Maori Freehold Land

The policy provides for the fair and equitable collection of rates from Māori freehold land, recognising that certain Māori-owned freehold lands have particular conditions, features, ownership structures or other circumstances determining the land as having limited rateability under legislation. This policy also acknowledges the desirability of avoiding further alienation of Māori freehold land.

Significance and Engagement Policy

Councils are required to have a Significance and Engagement Policy which is designed to enable the local authority and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities; and to provide clarity about how and when communities can expect to be engaged in decisions about different issues, assets, or other matters.

Revenue and Financing Policy

The Revenue and Financing Policy sets out how Council will fund its services. This includes whether an activity is funded by rates (and what type of rates), fees and charges, external sources.

Engagement objectives

The purpose of the engagement is to obtain the community's view of:

Fees and Charges

- Whether there are any fees the community thinks that Council should increase.
- Whether there are any fees the community thinks that Council should decrease.

Waste Management and Minimisation Plan

- Whether they think Council should undertake a number of new initiatives.

Rates Remission Policy on Maori Freehold Land

- Whether the community thinks that partial remissions could be useful.
- Whether the community thinks there should be any additional objectives.

Significance and Engagement Policy

- The adequacy of the criteria for determining significance.
- The usefulness of the Public Participation Model.

Revenue and Financing Policy

- The priority of fees and charges from a specified group of activities.
- Whether the District-wide charge for the 3 waters services is appropriate.

Timeframe and completion date

The period of community engagement will be a minimum of 1 month, followed by analysis and reporting back to council, subsequent amendment (if required) and final adoption.

Key project stages	Completion date
Draft policy/document developed	December 2017
Draft policy/document approved for community engagement	1 March 2018
Community engagement (written submissions)	6 March 2018 – 11 April 2018
Public meetings – in association with the Consultation Document	March/April
Community engagement (oral submissions)	3 & 4 May 2018

Key project stages	Completion date
Analysis of written and oral submissions circulated	25 May 2018
Oral and written submissions considered by Council.	31 May 2018
Adoption	31 May 2018 or 28 June 2018
Policy/document published	6 July 2018

Communities to be engaged with

- The entire Rangitikei District community
- Community Boards and Community Committees
- Te Roopu Ahi Kaa

Engagement tools and techniques to be used

Engagement Spectrum position desired: Consult

Community group or stakeholder	How this group will be engaged
Rangitikei District community	Website Rangitikei Line Printed media Social media Public meetings
Community Committees and Community Boards	Email to the Chairs of the committees/boards providing information about the consultation and public meetings.
Te Roopu Ahi Kaa	Email to the Komiti providing information about the consultation and public meetings.

Resources needed to complete the engagement

Resources beyond staff time required for this engagement are:

- Notification in the local print media
- The production of printed materials
- Venue costs (in association with the consultation document)

Communication planning

Key messages

Fees and Charges

- Some of Council's services are best paid for by those who directly use them
- The fees should be set at a level that does not prohibit residents and ratepayers from using these services and should be set at a level which encourages compliance

Waste Management and Minimisation Plan

- Council is proposing a number of new initiatives and wants the community's view on which ones it should proceed with.

Rates Remission Policy on Maori Freehold Land

- The Rates Remission Policy is important to ensure the fair and equitable collection of rates from Maori freehold land.

Significance and Engagement Policy

- The community's view is important to Council.
- Council has a structured and consistent method of engaging with the community.

Revenue and Financing Policy

- The Revenue and Financing Policy sets out how Council funds its services, in particular the extent to which ratepayers contribute to the cost of services and facilities irrespective of whether they use them or not.
- Community views on this are important.

Reputation risks

Fees and Charges

- Council perceived as over-charging for services that the public must use, hence increasing costs unnecessarily (and discouraging use).
- That the services that Council charges for are not good value.

Waste Management and Minimisation Plan

- Council is not sufficiently proactive in reducing waste.
- Council is seen as interfering with individual choices on waste management.

Rates Remission Policy on Maori Freehold Land

- That the intent and statutory basis of the Rates Remission Policy is not understood.

Significance and Engagement Policy

- That the community does not feel as though their views are important to Council.

Revenue and Financing Policy

- That the rationale and statutory basis of the Revenue and Financing Policy is not understood correctly.

General

- Lack of clear communication about the policy may result in the community expectations not being met – i.e.: what level of the engagement spectrum they think they are being consulted on.
- Communities have a lack of trust and confidence in Council decision-making and that they have been listened to.
- Decisions becoming controversial.

Basis of assessment and feedback to the communities involved

After analysing community input, Council officers will prepare a report outlining the communities' views, and any resulting changes to the draft documents. This will then be referred to Council for consideration prior to final adoption.

The feedback to the submitters/communities will come after Council adopts the documents. A response will be sent to each person who makes a submission.

The reports will be made available through the Council order paper and as printed copies from Council facilities.

Project team roles and responsibilities

Team member	Role and responsibilities
Michael Hodder	Project sponsor
Michael Hodder	Project leader
Katrina Gray	Officer reports
Carol Downs	External messaging, communications
IT staff	IT needs

Appendix 2



Rangitikei District Council

Schedule of Fees and Charges

1 July 2018 to 30 June 2019

All fees expressed on a GST inclusive basis (15%)

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Explanatory note

Council consults on its proposed fees and charges at the same time as the Annual Plan (or Long Term Plan). That is because changes to some fees require the use of the social consultative procedure.

In general, all fees have been increased by 4.5% (which is the anticipated increase in rates in 2018/19), and then (normally) rounded to the nearest dollar. In some cases, however, rounding is not applied as it would introduce too much distortion. Those fees set by statute or regulation are not inflation adjusted.

The variations to this approach are as follows:

- new fees for late submissions of building warrant of fitness documents;
- standard fees for provision of LIM reports (\$100 for residential and \$200 for commercial) and removal of the urgent service for provision of LIM reports (and the associated urgent fee);
- increased deposits for non-notified resource consent applications (to more closely reflect eventual costs);
- increased fee for cancelling or changing consent conditions;
- actual cost instead of fixed fee for resource consent applications for rural setback land use;
- replacement dog tags at \$2.00 rather than being free;
- new fee for using the banner system over SH1 outside the Taihape Town Hall.

Adjustment to rents in Council's community housing must be made in accordance with the requirements of section 24 of the Residential Tenancies Act 1986. Typically this means that a change to rents for existing tenants will not occur for two months after Council adopts the Schedule of Fees and Charges for the coming year.

Several Council-owned or administered facilities are managed by other organisations, which set their own fees (typically in consultation with the Council):

Marton Swim Centre.....	Nicholls Swim Academy
Taihape Swim Centre	Westend Aquatics
Huntermville Town Hall.....	Huntermville Sports and Recreation Trust
Turakina Domain.....	Turakina Reserve Management Committee
Koitiata Hall.....	Koitiata Residents Association
Shelton Pavilion.....	Marton Saracens Cricket Club

Cemetery Charges

Charges for the cemeteries under the administrative control of the Rangitikei District Council at Bulls, Mt View, Taihape, Mangaweka, and Turakina:

	2018/2019
Plot	
Adult – over 12 years	\$861.00
Child – up to and including 12 years of age	\$329.00
Ashes – all sections	\$191.00
Memorial wall plaque – Mt View	\$105.00
Rose berm – Mt View	\$105.00
Interment Fees	
Wall niche – Bulls	\$191.00
Adult – over 12 years	\$861.00
Child – up to and including 12 years of age	\$356.00
Stillborn	\$220.00
Ashes	\$226.00
Ashes – placed by family	\$42.00
Extra depth – extra charge	\$172.00
Saturdays sexton fees – extra charge	\$506.00
Extra charge for all out of district interments – does not apply to ashes, stillborn or child interments	\$850.00
Disinterment/re-interment charges	\$1,863.00
Disinterment of ashes	\$209.00
Monumental permit - fee will be waived if an image of the headstone is supplied	\$32.00
RSA Burials at Marton and Taihape - Interment Fees only apply	

Ratana Cemetery Separate Charges

All interments are arranged by individual whanau under Council's approved best practice guidelines (available from RDC or Ratana Communal Board). The fee of \$476.00 paid for a plot includes ongoing plot maintenance (eg sinkage topup) by Ratana Communal Board. Allocation of plots outside business hours is managed by Ratana Community Board.

	2018/2019
Adult – over 12 years (including plot reinstatement/maintenance)	\$476.00
Child – up to and including 12 years of age	\$138.00
Ash plot	\$138.00

Parks and Reserves

Fees below are for exclusive use of Council-owned parks. Anyone may use Council-owned parks for leisure and recreational activities. Where exclusive use is required, the schedule of fees and charges applies and reflects the wear and tear on the grounds of various activities. These fees, but not deposits against damage, can be waived at the discretion of the Chief Executive. Where an organisation or group wishes to have exclusive use of a Council facility not otherwise specified in the Schedule, the fee (if any) will be determined by the Chief Executive or his nominee.

Turakina Domain is managed by the Turakina Reserve Management Committee. For bookings, please contact Laurel Mauchline Campbell on 06 327 8279.

	2018/2019
Memorial Park – Taihape	
Annual users per annum*	
No 1, 2 and 3 fields (each)	\$594.00
Taihape Area School – for a maximum of 5 days exclusive use of all three fields (with the exception of any equestrian event)	\$1,804.00
Casual one-off exclusive users per use (1 day)	
No 1, 2 and 3 fields (each)	\$203.00
Hunterville Domain	
Annual users per annum*	\$339.00
Casual one-off exclusive users per use (1 day)	\$203.00
Bulls Domain, Marton Park, Centennial Park and Wilson Park	
Annual users per annum (per ground)*	\$594.00
Casual one-off exclusive users per use (1 day)	\$203.00
All Parks	
Special event users (per day) to include circus, equestrian events, festivals and tournaments	\$713.00
Refundable deposit against damage**	\$654.00
Refundable key deposit***	\$50.00
Weighting of deposit/fees specified below at all parks	
Horse trials/events	200% of deposit
Other animals outside defined enclosures	200% of deposit
Rugby (including league), soccer	100% of fee
Hockey, cricket, softball, horse trials/events, other animals outside of enclosures	50% of fee
Athletics, marching, other contact sports	25% of fee
Non-contact sport, non-profit recreational users	10% of fee
After-hours staff call out	\$48.00

Notes

* Annual User charges give sole use of a ground to a sporting code for Saturday and practice night. Actual electricity use to be charged to clubs by measured and metered arrangement.

** Where the damage costs are more than the deposit, the actual cost of reparation will be charged.

*** Where the replacement cost is more than the deposit, the actual cost will be charged.

Hall Charges

The charges outlined below relate to hiring the whole facility or dedicated meeting rooms. The full fee is payable by any commercial hirer, and a substantial discount applied for non-profit community users. Fees, but not deposits against damage or for keys, can be waived at the discretion of the Chief Executive within the delegation agreed by Council (as set out on the following page) Where an organisation or group wishes to have exclusive use of a Council facility not otherwise specified in the Schedule, the fee (if any) will be determined by the Chief Executive or his nominee.

	2018/2019
Refundable deposit against damage to be charged to all users*	\$150.00
Refundable deposit against damage to be charged for 21st birthdays*	\$500.00
Taihape Town Hall, Marton Memorial Hall, Bulls Town Hall and Mangaweka Town Hall	
Half day (up to five hours)	\$107.00
Full day (key returned before 5.00 pm)	\$160.00
Evening (key returned by 10.00 am the following day)	\$160.00
Multiple days	One day at full cost, consecutive days at half full day rate
Full day and evening	\$239.00
Profit making/commercial use per day	\$585.00
Supper rooms/meeting rooms, etc	
Up to three hours	\$52.00
Half day (up to five hours)	\$69.00
Full day	\$107.00
Evening	\$107.00
Screen	
Furniture is not to be removed from any of Council-owned buildings, except for trestle table hire – by arrangement	\$400.00
Cancellation Fee for all halls	\$5.00
Payable if cancelled later than 14 days prior to booked event	\$15 per trestle table
Key deposit for all halls	
Refundable when key returned**	Full fee
Commercial kitchen – Marton Memorial Hall***	
Weighting of fees specified below at all halls	\$50.00
Local, non-profit community organisation	\$16.00
Callouts – staff	
Callouts – security	One fifth of full fee

* Where the damage costs are more than the deposit, the actual cost of reparation will be charged

** Where the replacement cost is more than the deposit, the actual cost will be charged

*** Local residents preparing food for sale within the district, on a casual basis, up to ten times a year. More frequent usage would be at the daily charge for the hall hireage

Fees for using the Hunterville Town Hall are set by the Hunterville Sport and Recreation Trust which has a lease agreement with Council to operate the Hall. Contact Barry Lampp on 06 322 8662 or 06 322 8009 for all bookings.

Fees for the Shelton Pavilion are set by Marton Saracens Cricket Club. Contact Felix Bell on 06 327 8984.

Policy on reducing or waiving fees on Council facilities.

1. Objective

1. To recognise in a tangible way the contribution made to the lives of District residents by a range of not-for-profit organisations or event organisers.

2. Council may reduce fees by 100% when

1. The event is a community commemoration (such as Anzac Day).

3. Council may reduce fees by 50% when

1. The organisation has been established for less than twelve months, or
2. The organisation/event organiser is predominantly young people (under 20 years), or
3. The activity or event has free entry to residents of the District, or
4. The organisation or event organiser has secured financial assistance from Council's Community Initiatives Fund or the Events Sponsorship Scheme for the activity or event.

4. Council may reduce fees by 25% when

1. The activity or event commemorates the life or lives of individuals who have lived in the District and made a contribution to the community, or
2. The organisation/event organiser can demonstrate hardship arising from loss of other sponsorship.

5. Council will not reduce or waive fees when

1. The organisation or event organiser is raising funds for another organisation, event or individual, or
2. The activity or event is primarily for the organisation making the application and at which the community will not typically have a presence, or
3. The fee is a refundable bond against damage or payment of remaining fees if not waived.

6. Application

1. The Chief Executive is delegated to apply the policy on Council's behalf. Where a greater reduction in fee is requested than the thresholds allow, the application will be referred to the Council for a decision.

Notes

1. Local, community organisations are charged on-fifth of the hireage charges set for Council's halls. Such automatic discounts do not apply to such organisations for the exclusive use of other Council facilities, including parks

Library Charges

	2018/2019
All borrowing , for first three weeks (DVD/CDs one week)	Free
Borrowing limit (per borrower)	20 items
DVDs limit (per borrower)	5 items
Renewals	
For second and third week periods	No charge
Overdue charge (per day)	No charge
Borrowing may be suspended if any item is overdue for more than three weeks	
Reserves	\$1.00
Interloans (interloan libraries)	\$6.00
Replacement cards	\$1.00
Internet	
Use of computers ¹	Free
Photocopying and printing (per page)	
A4	\$0.20
A3	\$0.50
A4 colour	\$2.00
A3 colour	\$3.00
Fax: New Zealand	
First page	\$2.00
Following pages (per page)	\$0.20
Fax: International	
First page	\$2.00
Following pages (per page)	\$0.50
Fax: Receiving (per page)	\$0.20
Out of District Membership	No charge

¹ Public access PCs in the Council libraries are Aotearoa People's Network Kaharoa machines.

Building Consent Fees

Set by Council in accordance with Section 219 of the Building Act 2004 and Section 150 of the Local Government Act 2002.

		2018/2019
Work Type : Exempt Building Work (Note 1)		
The Building Act allows some building work to be exempt as of right (specified in Part 1 of Schedule 1), and no consent is needed for that. Details of Schedule 1 are provided on the following pages		No charge (unless application for exemption made so project documented in Council's records)
The Act also allows discretion to Council to exempt other building work using its discretion (specified in Clause 2 of Part 1 in Schedule 1). Council may allow exemptions for temporary structures and engineer-reviewed solutions. This requires a formal application to be made to the Environmental & Regulatory Services Team Leader.		\$150.00
Work Type: Fixed Building Consent Fee (Note 2)		
Domestic/Residential Small Projects		
Install freestanding fire		\$312.00
Install inbuilt fire		\$435.00
If installation includes a wet back	In addition	\$63.00
Residential demolition		\$435.00
Proprietary garage, carport, pole shed, garden shed, unplumbed sleep out		\$746.00
Temporary/freestanding signs		\$496.00
Conservatory placed on existing deck		\$721.00
Grease trap installation		\$426.00
Remove an interior wall		\$435.00
Install external window/door		\$435.00
Install storm water drain		\$426.00
Install WC/shower		\$426.00
Install hot water cylinder		\$211.00
Install on-site effluent disposal system and field		\$481.00
Marquee (greater than 100m ² erected for longer than one month)		\$217.00
Property Information Memorandum – if requested prior to lodging a building consent application	See also note 5	\$109.00

		2018/2019
Work Type: Variable Building Consent Fee (Note 3)		
Larger Domestic/Residential Projects		
Swimming pools and fencing	Deposit required (note 3)	\$496.00
New dwellings and alterations/additions	Deposit required (note 3)	
Project value up to \$10,000		\$600.00
Project value \$10,001 to \$100,000		\$950.00
Project value \$100,001 to \$250,000		\$1,200.00
Project value more than \$250,000		\$1,500.00
Code of Compliance bond (potentially refundable)		\$624.00
Kerb and footpath bond (potentially refundable)		\$735.00
Agricultural/Rural Buildings		
Wool sheds, dairy sheds, silos, intensive agriculture	Deposit required (note 3)	\$748.00
Commercial, Government, Educational Building Work		
Project value: \$0.00 to \$10,000.00	Deposit required (note 3)	\$624.00
Project value: \$10,001.00 to \$100,000.00	Deposit required (note 3)	\$1,235.00
Project value: \$100,001.00 to \$250,000.00	Deposit required (note 3)	\$2,478.00
Code of Compliance bond (potentially refundable)		10% of Consent Fee
Kerb and footpath bond (potentially refundable)		\$3,089.00

		2018/2019
PIM Fees		
Domestic/Residential Small Projects		
Install freestanding fire		\$16.00
Install inbuilt fire		\$16.00
Residential demolition		\$33.00
Proprietary garage, carport, pole shed, garden shed, un-plumbed sleep out		\$44.00
Conservatory placed on existing deck		\$44.00
Remove an interior wall		\$65.00
Install storm water drain		\$43.00
Install on-site effluent disposal system and field		\$43.00
Work Type: Variable Building Consent Fee (Note 3)		
Larger Domestic/Residential Projects		
Swimming pools and fencing		\$44.00
New dwellings and alterations/additions		\$158.00
Agricultural/Rural Buildings		
Wool sheds, dairy sheds, silos, intensive agriculture		\$93.00
Commercial, Government, Educational Building Work		
Project value: \$0.00 to \$10,000.00		\$65.00

	2018/2019
Project value: \$10,001.00 to \$100,000.00	\$88.00
Project value: \$100,001.00 to \$250,000.00	\$114.00

		2018/2019
Other Fees		
Compliance Schedule (new)		\$131.00
Compliance Schedule (alteration)		\$76.00
Building Warrant of Fitness (renewal) ²		\$143.00
BWOF 1st late reminder 1 – 21 days		\$214.00
BWOF 2nd late reminder 22 - 43 days		\$322.00
BWOF 3rd late reminder 43 - 64 days		\$483.00
BWOF 4th late reminder 64 days or more ⁵		\$724.00
Inspections (swimming pool, building consent, general compliance)		\$205.00
Certificate for Acceptance for unconsented work done under urgency (Sec 42 and 96(1)(b) of the Building Act 2004)	+ Staff time	\$316.00
Certificate of Acceptance for unconsented work not done under urgency (Sec 96(1)(a) if the Building Act 2004)	+ Staff time	\$630.00
Certificate of Public Use	+ Staff time	\$123.00
Extension to consent timeframes (maximum 12 months)		\$118.00
Application for amendment	+ Staff time	\$123.00
Building and Town Planning certificate to meet liquor licensing requirements	+ Inspection fees	\$225.00
Consent endorsements (Sec.37, 75 certificates etc.)		\$316.00
Independently Qualified Person – registration		\$374.00
Independently Qualified Person – renewal		\$93.00
LIM Report – residential (within 10 working days)	Fixed fee	\$100.00
LIM Report – commercial (within 10 working days)	Fixed fee	\$200.00
Property file access (other than by property owner or owner's authorised agent)		\$15.00
Kerb and footpath bond (potentially refundable) for relocating a house off or onto a property		\$735.00

² This includes the fee for the audit (by Council) done on a three-yearly basis.

		2018/2019
Building Control staff time (per hour or part thereof)		
Consents Administrator		\$109.00
Building Officer		\$205.00
Manager		\$233.00
BRANZ and DBH Levies on projects over \$20,000	per \$1,000	\$3.00

Notes:

- 1 The Building Act 2004, Schedule 1, allows for some works to be undertaken without a Building Consent. Each application will be considered on a case-by-case basis. See Council's website for details of how to apply.
- 2 Fixed fee consents will be charged at stated rate.
- 3 Variable fee consents will be calculated based on actual and reasonable costs. In the event of fees being inadequate to cover Council's costs, for example where additional inspections are required or where specialist technical or professional consultation is required, additional charges may be made to recover actual and reasonable costs.
- 4 Plus infringement fee for no BWOF in Building

Schedule 1

Building work for which building consent not required

Part 1

Exempted building work

General

1 General repair, maintenance, and replacement

- (1) The repair and maintenance of any component or assembly incorporated in or associated with a building, provided that comparable materials are used.
- (2) Replacement of any component or assembly incorporated in or associated with a building, provided that—
 - (a) a comparable component or assembly is used; and
 - (b) the replacement is in the same position.
- (3) However, subclauses (1) and (2) do not include the following building work:
 - (a) complete or substantial replacement of a specified system; or
 - (b) complete or substantial replacement of any component or assembly contributing to the building's structural behaviour or fire-safety properties; or
 - (c) repair or replacement (other than maintenance) of any component or assembly that has failed to satisfy the provisions of the building code for durability, for example, through a failure to comply with the external moisture requirements of the building code; or
 - (d) sanitary plumbing or drainlaying under the [Plumbers, Gasfitters, and Drainlayers Act 2006](#).

2 Territorial and regional authority discretionary exemptions

Any building work in respect of which the territorial authority or regional authority considers that a building consent is not necessary for the purposes of this Act because the authority considers that—

- (a) the completed building work is likely to comply with the building code; or
- (b) if the completed building work does not comply with the building code, it is unlikely to endanger people or any building, whether on the same land or on other property.

3 Single-storey detached buildings not exceeding 10 square metres in floor area

- (1) Building work in connection with any detached building that—
 - (a) is not more than one storey (being a floor level of up to one metre above the supporting ground and a height of up to 3.5 metres above the floor level); and
 - (b) does not exceed 10 square metres in floor area; and
 - (c) does not contain sanitary facilities or facilities for the storage of potable water; and
 - (d) does not include sleeping accommodation, unless the building is used in connection with a dwelling and does not contain any cooking facilities.
- (2) However, subclause (1) does not include building work in connection with a building that is closer than the measure of its own height to any residential building or to any legal boundary.

4 Unoccupied detached buildings

- (1) Building work in connection with any detached building that—
 - (a) houses fixed plant or machinery and under normal circumstances is entered only on intermittent occasions for the routine inspection and maintenance of that plant or machinery; or

- (b) is a building, or is in a vicinity, that people cannot enter or do not normally enter; or
- (c) is used only by people engaged in building work—
 - (i) in relation to another building; and
 - (ii) for which a building consent is required.

(2) However, subclause (1) does not include building work in connection with a building that is closer than the measure of its own height to any residential building or to any legal boundary.

5 Tents, marquees, and similar lightweight structures

Building work in connection with any tent or marquee, or any similar lightweight structure (for example, a stall, booth, or compartment used at fairs, exhibitions, or markets) that—

- (a) does not exceed 100 square metres in floor area; and
- (b) is to be, or has been, used for a period of not more than 1 month.

6 Pergolas

Building work in connection with a pergola.

7 Repair or replacement of outbuilding

The repair or replacement of all or part of an outbuilding if—

- (a) the repair or replacement is made within the same footprint area that the outbuilding or the original outbuilding (as the case may be) occupied; and
- (b) in the case of any replacement, the replacement is made with a comparable outbuilding or part of an outbuilding; and
- (c) the outbuilding is a detached building that is not more than 1 storey; and
- (d) the outbuilding is not intended to be open to, or used by, members of the public.

Existing buildings: additions and alterations

8 Windows and exterior doorways in existing dwellings and outbuildings

Building work in connection with a window (including a roof window) or an exterior doorway in an existing dwelling that is not more than 2 storeys or in an existing outbuilding that is not more than 2 storeys, except,—

- (a) in the case of replacement, if the window or doorway being replaced has failed to satisfy the provisions of the building code for durability, for example, through a failure to comply with the external moisture requirements of the building code; or
- (b) if the building work modifies or affects any specified system.

9 Alteration to existing entrance or internal doorway to facilitate access for persons with disabilities

Building work in connection with an existing entrance or internal doorway of a detached or semi-detached dwelling to improve access for persons with disabilities.

10 Interior alterations to existing non-residential building

Building work in connection with the interior of any existing non-residential building (for example, a shop, office, library, factory, warehouse, church, or school) if the building work—

- (a) does not modify or affect the primary structure of the building; and
- (b) does not modify or affect any specified system; and
- (c) does not relate to a wall that is—
 - (i) a fire separation wall (also known as a firewall); or
 - (ii) made of units of material (such as brick, burnt clay, concrete, or stone) laid to a bond in and joined together with mortar; and
- (d) does not include sanitary plumbing or drainlaying under the [Plumbers, Gasfitters, and Drainlayers Act 2006](#).

11 Internal walls and doorways in existing building

Building work in connection with an internal wall (including an internal doorway) in any existing building unless the wall is—

- (a) load-bearing; or
- (b) a bracing element; or
- (c) a fire separation wall (also known as a firewall); or
- (d) part of a specified system; or
- (e) made of units of material (such as brick, burnt clay, concrete, or stone) laid to a bond in and joined together with mortar.

12 Internal linings and finishes in existing dwelling

Building work in connection with any internal linings or finishes of any wall, ceiling, or floor of an existing dwelling.

13 Thermal insulation

Building work in connection with the installation of thermal insulation in an existing building other than in—

- (a) an external wall of the building; or
- (b) an internal wall of the building that is a fire separation wall (also known as a firewall).

14 Penetrations

- (1) Building work in connection with the making of a penetration not exceeding 300 millimetres in diameter to enable the passage of pipes, cables, ducts, wires, hoses, and the like through any existing dwelling or outbuilding and any associated building work, such as weatherproofing, fireproofing, or sealing, provided that—

- (a) in the case of a dwelling, the dwelling is detached or in a building that is not more than 3 storeys; and
- (b) in the case of an outbuilding, the outbuilding is detached and is not more than 3 storeys.

- (2) In the case of an existing building to which subclause (1) does not apply, building work in connection with the making of a penetration not exceeding 300 millimetres in diameter to enable the passage of pipes, cables, ducts, wires, hoses, and the like through the building and any associated building work, such as weatherproofing, fireproofing, or sealing, provided that the penetration—

- (a) does not modify or affect the primary structure of the building; and
- (b) does not modify or affect any specified system.

15 Closing in existing veranda or patio

Building work in connection with the closing in of an existing veranda, patio, or the like so as to provide an enclosed porch, conservatory, or the like with a floor area not exceeding 5 square metres.

16 Awnings

Building work in connection with an awning that—

- (a) is on or attached to an existing building; and
- (b) is on the ground or first-storey level of the building; and
- (c) does not exceed 20 square metres in size; and
- (d) does not overhang any area accessible by the public, including private areas with limited public access, for example, restaurants and bars.

17 Porches and verandas

Building work in connection with a porch or a veranda that—

- (a) is on or attached to an existing building; and
- (b) is on the ground or first-storey level of the building; and

- (c) does not exceed 20 square metres in floor area; and
- (d) does not overhang any area accessible by the public, including private areas with limited public access, for example, restaurants and bars.

18 Carports

Building work in connection with a carport that—

- (a) is on or attached to an existing building; and
- (b) is on the ground level of the building; and
- (c) does not exceed 20 square metres in floor area.

19 Shade sails

Building work in connection with a shade sail made of fabric or other similar lightweight material, and associated structural support, that—

- (a) does not exceed 50 square metres in size; and
- (b) is no closer than 1 metre to any legal boundary; and
- (c) is on the ground level, or, if on a building, on the ground or first-storey level of the building.

Other structures

20 Retaining walls

Building work in connection with a retaining wall that—

- (a) retains not more than 1.5 metres depth of ground; and
- (b) does not support any surcharge or any load additional to the load of that ground (for example, the load of vehicles).

21 Fences and hoardings

- (1) Building work in connection with a fence or hoarding in each case not exceeding 2.5 metres in height above the supporting ground.
- (2) Subclause (1) does not include a fence as defined in [section 2](#) of the Fencing of Swimming Pools Act 1987.

22 Dams (excluding large dams)

Building work in connection with a dam that is not a large dam.

23 Tanks and pools (excluding swimming pools)

Building work in connection with a tank or pool and any structure in support of the tank or pool (except a swimming pool as defined in [section 2](#) of the Fencing of Swimming Pools Act 1987), including any tank or pool that is part of any other building for which a building consent is required, that—

- (a) does not exceed 500 litres capacity and is supported not more than 4 metres above the supporting ground; or
- (b) does not exceed 1 000 litres capacity and is supported not more than 3 metres above the supporting ground; or
- (c) does not exceed 2 000 litres capacity and is supported not more than 2 metres above the supporting ground; or
- (d) does not exceed 4 000 litres capacity and is supported not more than 1 metre above the supporting ground; or
- (e) does not exceed 8 000 litres capacity and is supported not more than 0.5 metres above the supporting ground; or
- (f) does not exceed 16 000 litres capacity and is supported not more than 0.25 metres above the supporting ground; or
- (g) does not exceed 35 000 litres capacity and is supported directly by ground.

24 Decks, platforms, bridges, boardwalks, etc

Building work in connection with a deck, platform, bridge, boardwalk, or the like from which it is not possible to fall more than 1.5 metres even if it collapses.

25 Signs

Building work in connection with a sign (whether free-standing or attached to a structure) and any structural support of the sign if—

- (a) no face of the sign exceeds 6 square metres in surface area; and
- (b) the top of the sign does not exceed 3 metres in height above the supporting ground level.

26 Height-restriction gantries

Building work in connection with a height-restriction gantry.

27 Temporary storage stacks

Building work in connection with a temporary storage stack of goods or materials.

28 Private household playground equipment

Building work in connection with playground equipment if—

- (a) the equipment is for use by a single private household; and
- (b) no part of the equipment exceeds 3 metres in height above the supporting ground level.

Network utility operators or other similar organisations

29 Certain structures owned or controlled by network utility operators or other similar organisations

Building work in connection with a motorway sign, stopbank, culvert for carrying water under or in association with a road, or other similar structure that is—

- (a) a simple structure; and
- (b) owned or controlled by a network utility operator or other similar organisation.

Demolition

30 Demolition of detached building

The complete demolition of a building that is detached and is not more than 3 storeys.

31 Removal of building element

The removal of a building element from a building that is not more than 3 storeys, provided that the removal does not affect—

- (a) the primary structure of the building; or
- (b) any specified system; or
- (c) any fire separation.

Fees Applying to Specific Licences

	2018/2019
Amusement Device Permit (prescribed by the Amusement Devices Regulations 1978)	
One device at one site:	
First seven days	\$10.00
Second and subsequent seven-day period	\$1.00 per week
Additional device at one site:	
First seven days	\$2.00
Second and subsequent seven-day period	\$1.00 per week
Licensed Premises Fees – set by Council in accordance with the Health (Registration of Premises) Regulations 1966 and Section 150 of the Local Government Act 2002	
Hairdressers	\$410.00
Funeral Director	\$410.00
Amusement Gallery	\$410.00
Camping Ground	\$410.00
Mobile Shop selling goods	\$410.00
Offensive Trade*	\$410.00
Prompt Renewal Discount (within 10 working days)	33%
Any inspections or advisory visits requested by licence holders or other persons (per hour)	\$194.00

* Means any trade, business, manufacture, or undertaking, as specified in Schedule 3 of the Health Act 1956 including blood or offal treating; bone boiling or crushing; collection and storage of used bottles for sale; dag crushing; fellmongering; fishing cleaning; fishing curing; flax pulping; flock manufacturing, or teasing of textile materials for any purpose; tanning; gut scraping and treating; nightsoil collection and disposal; refuse collection and disposal; septic tank desludging and disposal of sludge; slaughtering of animals for any purpose other than human consumption; storage, drying, or preserving of bones, hides, hoofs, or skins; tallow melting; wood pulping; and wool scouring.

Liquor Licensing Fees

Prescribed by the Sale and Supply of Alcohol (Fees) Regulations 2013. No change from 2014/15.

Applications for new licences	2018/2019	Transferred to ARLA
Cost/risk rating*		
Very low (0-2)	\$368.00	\$17.25
Low (3-5)	\$609.50	\$34.50
Medium (6-15)	\$816.50	\$51.75
High (16-25)	\$1,023.50	\$86.25
Very high (26 and over)	\$1,207.50	\$172.50
Annual licence fees		
Cost/risk rating*		
Very low	\$161.00	\$17.25
Low	\$391.00	\$34.50
Medium	\$632.50	\$51.75
High	\$1,035.00	\$86.25
Very high	\$1,437.50	\$172.50
<i>*The cost/risk ratings are those specified in clause 5 of the Regulations</i>		
Other application fees		
Manager's Certificate	\$316.50	\$28.75
Temporary Authority	\$296.70	N/A
Temporary Licence	\$296.70	N/A
Extract of Register	\$57.50	\$57.50 (if extract from ARLA register)
Special Licences		
Class 1: 1 large event, more than 3 medium events, more than 12 small events	\$575.00	
Class 2: 3-12 small events; 1-3 medium events	\$207.00	
Class 3: 1 or 2 small events	\$63.25	

Clause 9 of the Regulations provides the following definitions:

Large event = more than 400 people

Medium event = 100 to 400 people

Small event = fewer than 100 people

Food Act Fees

	2018/2019
Hourly charge out rate – up to one hour	\$149.00
Additional fee per hour – 15 minute blocks	\$149.00
FCP registration fee - up to one hour	\$149.00
Additional FCP registration fee per hour – 15 minute blocks	\$149.00
NP registration fee - up to one hour	\$149.00
Additional NP registration fee per hour – 15 minute blocks	\$149.00
FCP renewal fee	\$149.00
NP renewal fee	\$149.00
Verification fees FCP – up to one hour	\$149.00
Additional verification fees FCP per hour – 15 minute blocks	\$149.00
Verification fees NP – up to 30 minutes	\$74.00
Additional verification fees NP per hour – 15 minute blocks	\$149.00

Resource Management Act Administrative Charges

Set in accordance with section 36 of the Resource Management Act 1991

		2018/2019
Resource Consent applications – notified (land use and subdivision)	Deposit required (note 1)	\$2,663.00
Resource Consent applications – limited notification (land use and subdivision)	Deposit required (note 1)	\$1,598.00
Resource Consent applications – non-notified (land use)	Deposit required (note 1)	\$850.00
Resource Consent applications – non-notified (subdivision)	Deposit required (note 1)	\$1,000.00
Boundary activities as permitted activities	Deposit required (note 1)	\$320.00
Marginal or temporary non-compliance permitted activities	Deposit required (note 1)	\$320.00
Resource Consent applications - controlled activity signage	Fixed fee ²	\$331.00
RMA certification 1 – 3 lots(e.g. s223, s224 etc)	Deposit required (note 1)	\$320.00
RMA certification 4+ lots (e.g. s223, s224 etc)	Deposit required (note 1)	\$500.00
Section 226 applications (separation of title)	Deposit required (note 1)	\$320.00
RMA certification (section 241, 139, 139A, 243) outside of a s223/224 certification process	Deposit required (note 1)	\$320.00
Site visit	Fixed fee	\$205.00
Requests for Plan Changes	Deposit required (note 1)	\$6,006.00
Application for alteration to designation – notified	Deposit required (note 1)	\$2,130.00
Application for alteration to designation – non-notified	Deposit required (note 1)	\$692.00
Cancellation/change of consent conditions (s127)	Deposit required (note 1)	\$750.00
Resource consent extension (s125)	Deposit required (note 1)	\$320.00
Right of Way application (s348 LGA)	Deposit required (note 1)	\$320.00
Outline plans for designations	Deposit required (note 1)	\$533.00
Waiver for requirement for Outline Plan	Deposit required (note 1)	\$266.00
Hard copy of District Plan (available free on RDC website)		\$350.00
RMA hearing deposit	Deposit required (note 1)	\$2,343.00

	2018/2019
Charges for Council Staff (per hour or part thereof)	
Administration/Committee Administration Staff	\$112.00
Planning Officer/Consents Planner	\$160.00
Senior/Consultant Planner	\$203.00
Technical and professional staff from all other Council units	\$203.00
Manager	\$234.00
Technical expert (consultant)	At cost + disbursement
Commissioner	At cost + disbursement
All advertising, consultant and solicitor fees associated with all work types including processing of a consent or certificate (including specialist technical or legal advice) and new Notice of Requirements, designation alterations, removal of designations and District Plan changes	At cost + disbursement

Notes:

- 1 Council will recover its reasonable costs and a deposit is required which will be off set against the final invoice. However, Council cannot guarantee the final invoice amount that will be due to recover its reasonable costs.

Additional fees will be charged to cover other actual and reasonable costs incurred at the applicable staff charge-out rate together with the costs associated with employing the services of professional consultants where necessary.

Note: The chargeout rate for staff undergoing training who handle a consent application will be at the rate applicable to that staff member not whoever is providing the supervision.

Any difference will be payable/refundable once a decision has been made on the application as per the relevant section of the Resource Management Act 1991. Actual and reasonable costs associated with any resource consent hearing will be recovered from the applicant.

Interim invoices for the processing of Resource Consents may be generated when costs exceed the deposit paid.

- 2 The fixed fee will apply only if the application is lodged as complete and no further information requests are required. If these conditions are not met then the relevant land use consent fees will apply.

Dog Registration Fees

Set by Council in accordance with Section 37 and 68 of the Dog Control Act 1996. The Act makes provision to fix reduced fees for dogs under a specified age (not exceeding 12 months). However, Council has not made provision for reduced fees for young dogs/pups.

	2018/2019
Registration fees	
Working dogs	\$42.00
Working dogs (late payment)	\$63.00
Non working dogs	\$127.00
Non working dogs (late payment)	\$191.00
Non working dogs de-sexed	\$86.00
Non working dogs de-sexed (late payment)	\$129.00
Good owner dog	\$60.00
Good owner dog (late payment) ³	\$191.00
Dangerous Dogs	
Section 32(1)(e) of the Dog Control Act, Effect of classification as dangerous dog states "...must, in respect of every registration year commencing after the date of receipt of the notice of classification, be liable for dog control fees for that dog at 150% of the level that would apply if the dog were not classified as a dangerous dog".	
Impounding Charges	
Impounding first offence (within 12 month period)	\$133.00
Impounding second offence (within 12 month period)	\$186.00
Impounding third offence (within 12 month period)	\$239.00
Sustenance - per day	\$13.00
Destruction fee – per dog	\$37.00
Other fees	
Replacement tags	\$2.00
Micro-chipping and registration onto National Dog Database	\$42.00

Note

The Dog Control Act 1996 does not allow Council to levy separate fees for application and monitoring in respect of Approved Good Owner Classification but does allow Council to set fees having regard to the relative cost of registration and monitoring. Therefore, these fees have been incorporated into the fees applicable to Approved Good Owner Classifications.

³ Under Council's Dog owner responsibility policy, late registration means the loss of approved good owner classification for one registration year.

Stock Impounding

Set by Council in accordance with sections 14, 15 and 33(3) of the Impounding Act 1955

	2018/2019
Poundage Fees	
Sheep, goats (per animal)	\$21.00
Cattle, horses, deer, pigs	\$47.00
These charges are to be doubled for impound of stock of any owner that are impounded more than once in a 12 month period	

Sustenance Charges

	2018/2019
No of Animals (per animal, per day)	
Sheep, goats (per animal)	\$6.00
Cattle, horses, deer, pigs	\$13.00
* or actual expenses, if higher	

Trespass charges, where applicable, are prescribed by clause 7 of the Impounding Regulations 1981.

Driving Charges

	2018/2019
Float Hire/Transport	At cost
Callout	Fee will be based on recovery of actual and reasonable costs incurred associated with the callout – minimum charge of \$165.00

Animal Control Miscellaneous Fees

	2018/2019
Costs associated with, but not limited to, tagging (NAIT), vet treatment, inspection, supplementary feeding or animal husbandry will be charged at cost plus hourly rate for staff time if applicable.	Actual cost + staff time (\$60 per hour)

Storage of Hazardous Substances

Set by Council in accordance with section 23 of the Hazardous Substances and New Organisms Act 1996 and section 150 of the Local Government Act 2002.

	2018/2019
Charge out rate for carrying out any of the enforcement functions required by section 97 (h) of the Hazardous Substances and New Organisms Act 1996 (per hour)	\$205.00

Noise Control

	2018/2019
Charge to property owner for every call out attended by Council's noise control contractors where in the view of the officer a noise reduction instruction was warranted	\$75.00
Charge to complainant for unsubstantiated complaint where the complainant has lodged three previous unsubstantiated complaints within the preceding 12 months	\$75.00

Miscellaneous Permits/Authorities/Fees

	2018/2019
Certificates under the Overseas Investment Act	
Set in accordance with Section 150 of the Local Government Act 2002	\$139.00
Return of Property Seized Pursuant to Section 328 of the Resource Management Act 1991	
Set in accordance with Section 36 of the Resource Management Act 1991 and Section 150 of the Local Government Act 2002	\$204.00
Gambling Venue Consent – Application Fee	
Set in accordance with Section 150 of the Local Government Act 2002	\$204.00
Costs associated with removal of dumped rubbish	
Set in accordance with Section 150 of the Local Government Act 2002	Actual cost + staff time

Water Charges – Urban Areas

	2018/2019
Extraordinary Consumers (Water by Meter) Refer also to Rates Notice	
Taihape untreated water per m ³	\$1.52
Ordinary supply – 20mm diameter – domestic only, per single dwelling unit to property boundary, maximum overall length 5m, unmetered, manifold.	\$1,331.00
Connection will be installed by the Rangitikei District Council. Installation will occur after payment in full is received by the Council.	Plus proportionate share of the targeted rate for water (connected) due for the balance of the year
Extraordinary supply – all other connections to property boundary	Quote
Connections shall be installed by the Rangitikei District Council. An installation quotation will be provided to the applicant and installation will occur after payment in full is received by Council.	Plus proportionate share of the targeted rate for water (connected) due for the balance of the year
Disconnection Fees (including restrictors)	
<i>All types of supply</i> - per disconnection	
Includes all work to disconnect service. Work shall be undertaken by Rangitikei District Council.	
Where applicable, a final meter reading shall be taken and the applicant will be responsible for payment of water consumed to the date of disconnection	\$293.00
Reconnection Fees (including restrictors)	
Per reconnection	Quote based on investigation
Bulk Water Sales	
Marton – located in King Street	
Taihape – located behind Town Hall	
Bulls – (to be installed)	
One free tanker load per year for each unconnected property in the District (freight not covered)	\$3.10 per m ³ plus \$6.20 per load
Access is via PIN for pre-approved contractors	

Rural Water Schemes

Refer also to Rates Notice.

Rural Water Schemes are managed entirely by committees established by the users of each scheme. The fees and charges are set by the relevant committee based upon the cost of running the schemes shared equitably by the users of that scheme.

Hunternville Rural Water Scheme

10% penalty will be incurred on late payment. Reconnection fee of \$500.00.

Stormwater Charges – Urban Areas

	2018/2019
Connection Fees	
100mm diameter – Domestic consumers only, per single dwelling unit to property boundary, total length up to 10m, galvanised kerb outlet	\$612.00
Connections shall be installed by the Rangitikei District Council. Installation will occur after payment in full is received by Council.	plus proportionate share of the targeted rate for stormwater (urban) due for the balance of the year
All other connections to property boundary	Quote
Connections shall be installed by the Rangitikei District Council. An installation quotation will be provided to the applicant and installation will occur after payment in full is received by Council.	plus proportionate share of the targeted rate for stormwater (urban) due for the balance of the year
Disconnection Fees	
Per disconnection, capped at boundary	Quote based on investigation
Reconnection Fees	
Per reconnection	Quote based on investigation

Wastewater Charges

	2018/2019
Extraordinary Consumers	
Refer to Rates Notice	
Volumetric wastewater charges	
Base charge per water meter connection - charged per 3-month period includes 76m ³ of flow use per period	\$722.12
Domestic wastewater discharge consumption is calculated at 80% of the volume of water used as measured by water meter. (This cost excludes trade waste) This rate applies to domestic institutions (e.g. nursing homes) where water consumption exceeds the normal consumption for a single house	\$2.37
Connection and Reconnection Fees	
All connections and reconnections	Quote based on investigation
Connections shall be installed by the Rangitikei District Council. A quote will be provided based on investigation. Installation will occur after payment in full is received by Council. Cost is highly dependent on depth of connection, length of later and mains diameter.	plus proportionate share of targeted wastewater (connected) rate due for balance of year
All other connections to property boundary	Quote
Connections shall be installed by the Rangitikei District Council. An installation quotation will be provided to the applicant and installation will occur after payment in full is received by Council.	plus proportionate share of targeted wastewater (connected) rate due for balance of year
Disconnection Fees	
Per disconnection	\$266.00
Septage Discharge Fee	
Per cubic metre	\$24.00
Trade Waste Charges	
Flow per cubic metre	\$1.07
BOD per kg	\$0.64
COD per kg	\$0.64
TSS per kg	\$0.69
Phosphorous charge per kg	\$32.00
Ammoniacal nitrogen per kg	\$32.00
Other Trade Waste Charges	
Trade Waste Consent (includes first 2 hours of processing)	\$213.00
Consent processing fee (cost per hour)	\$107.00
Annual compliance monitoring	\$404.00
Re-inspection fees (per inspections)	\$107.00
Oil or Grease trap inspection and annual monitoring (cost per visit)	\$69.00

Solid Waste

		2018/2019	2018/2019
		Refuse	Greenwaste
Refuse bag charges (60 litre volume)	Only accepted at Ratana Waste Transfer Station	\$2.70	\$1.30

Waste Transfer Station		Refuse	Greenwaste Marton, Bulls, Taihape
Rubbish bag		\$2.70	\$1.30
Wheelie bin		\$12.50	\$6.50
Car boot		\$18.00	\$9.00
Van/station-wagon		\$30.00	\$14.50
Trucks	per tonne	\$145.00	\$68.50
Small trailer (deck)	All subject to standard weighbridge charge \$139.00/tonne where this service is available. Where a weighbridge is not available, these prices will be used.	\$38.00	\$18.50
Medium (deck up to 2.4 m long)		\$47.50	\$23.50
Large (deck up to 3.0 m long)		\$70.50	\$34.00
- Overloads (loads greater than 1.5m in height) – extra \$6.00		\$83.50	\$40.50
Oversize (deck over 3.0m long)		\$135.50	\$68.50
- Overloads (loads greater than 1.5m in height) – extra \$21.00		\$175.50	\$90.00

	2018/2019
Other chargeable items	
Hazardous waste (household quantities – max 20 litres/kilos (Marton, Bulls, Taihape WTSs only)	\$0.00
Fridges and freezers – degassing fee	\$17.00
Whiteware – except refrigeration (each)	\$0.00
Microwave/small appliances	\$0.00
TVs CRT models	\$30.00
TVs LCD/Plasma models	\$15.00
Monitors	\$15.00
E-waste desktop/VCRs/Fax/Scanners/Printers/UPS	\$5.50
Tyres – car	\$8.00
Tyres – 4x4	\$8.50
Tyres – light truck less than 50 kg	\$13.10
Tyres – long-haul vehicle	\$25.00
Tyres – tractor	\$91.00
Automotive oil (per litre in excess of 20 litres)	\$0.30/litre

	2018/2019
Other chargeable items	
Gas bottles (each)	\$5.20
Fluorescent tubes (each)	\$0.00
Eco bulbs (each)	\$0.00
PCBs per kg (fluorescent light ballasts)	\$66.60
Paint 4 litre pail (each)	\$2.00
Paint 10 litre pail (each)	\$4.50

	2018/2019
Recycling accepted - no gate charge (Marton, Bulls, Taihape and Ratana)	
Paper and cardboard - unsoiled	\$0.00
Glass bottles and jars - colour sorted	\$0.00
Tins and cans - rinsed clean	\$0.00
Plastics 1-6 - rinsed clean	\$0.00
Metals (charges may apply if scrap incurs handling charges)	

	2018/2019
Recyclables not accepted for recycling	
Plastic bags	Refuse rate
Plastic wrap	Refuse rate
Food contaminated recyclables	Refuse rate
Hazardous waste contaminated recyclables	Refuse rate

Roading

	2018/2019
Corridor Access Request Fee (includes kerb opening and street opening)	
Excavations in road, footpath, berm or road reserve – including Network Utility Operators and trenchless technology	\$105.00
Road Encroachments Survey and Documentation	Actual cost
Vehicle Crossing Application Fee (private works)	\$274.00
Stock Crossing Application Fee	\$274.00
All work in road to be done by Council-approved contractor	

Miscellaneous Charges

	2018/2019
Council publications, (Draft Annual Plan, Annual Plan, Annual Report, Long Term Plan (including Consultation Document), Activity Management Plans)	
To district residents and ratepayers	Free
To non-ratepayers and non-residents (reproduction costs)	Actual cost
Customer Services	
<i>Photocopying charges</i>	
Black and white A4	\$0.20
Black and white A3	\$0.50
Black and white A2	\$3.00
Black and white A1	\$4.00
Colour A4	\$2.00
Colour A3	\$3.00
Electronic GIS copies	No charge
District Electoral Roll	
Full District listing	\$89.00
Full Ward Listing (each)	\$45.00
Rural Numbers	
Application and placement of rural numbers	No charge
Replacement rural number plates	\$26.00
Valuation Rolls/Rating Information Database	
One booklet for the whole district	\$276.00
Electronic version	\$144.00
Rural Fire	
Burn-off supervision by the Rural Fire Officer – per hour	\$94.00

Community Housing

Rental rates apply to superannuitant tenants only. Council reserves the right to charge non-superannuitants a market rent for the housing units. Adjustment to rents in Council's community housing must be made in accordance with the requirements of section 24 of the Residential Tenancies Act 1986. Typically this means that a change to rents for existing tenants will not occur for two months after Council adopts the Schedule of Fees and Charges for the coming year. Council has included a provision for a small contract with Age Concern Wanganui and Older and Bolder, Taihape to support elderly residents to remain independent in their housing.

	2018/2019
Single	\$105.00
Double	\$170.00
Fully renovated unit – single	\$133.00
Fully renovated unit – double	\$198.00

Requests for Official Information

Official information requests are able to be made to the Council by any person, in accordance with the Local Government Official Information and Meetings Act 1987.

Council reserves the right to charge for this information as follows:

	2018/2019
Official Information Request	
Staff time – first hour	Free
Staff time – each subsequent half hour (after the first hour)	\$43.00
Photocopying – first 20 pages	Free
Photocopying – each subsequent page (after the first 20 pages)	Current charges apply
Other actual and reasonable costs	At cost

(These charges are drawn from guidelines issued by the Ministry of Justice on Official Information Act requests.)

A deposit may be required where the estimated cost of the request exceeds \$76.00.

Charges may be modified or waived at the Council's discretion.

End of document



SUMMARY OF INFORMATION

Proposed Fees and Charges 2018/19

Reason for the proposal

The fees and charges set by the Council follow Council's view about how various services are to be funded, particularly the balance between the share to be funded by ratepayers (because there is advantage to everyone in having the service available and used) and the share to be funded by those making use of it (because the benefit from the service is primarily, or wholly, enjoyed by such people). In determining this balance, Council has regard for thinking in other councils, especially our neighbours.

All fees in 2018/19 have been raised by 4.5%, similar to the increase in rates anticipated that year. In general, fees are rounded to the nearest dollar.

Some fees are set by regulation and thus are not changed during this review.

Major points of the proposal

Changes are primarily in the regulatory area:

- new fees for late submissions of building warrant of fitness documents;
- standard fees for provision of LIM reports (\$100 for residential and \$200 for commercial) and removal of the urgent service for provision of LIM reports (and the associated urgent fee);
- increased deposits for non-notified resource consent applications (to more closely reflect eventual costs);
- increased fee for cancelling or changing consent conditions;
- actual cost instead of fixed fee for resource consent applications for rural setback land use;
- replacement dog tags at \$2.00 rather than being free;
- new fee for using the banner system over SH1 outside the Taihape Town Hall.

Submissions

Written submissions from the community are open until **noon 11 April 2018**.

Parties who make a written submission may also make an oral submission. Oral submissions are scheduled for:

- Marton Council Chambers - 3 May 2018
- Taihape Council Chambers - 4 May 2018

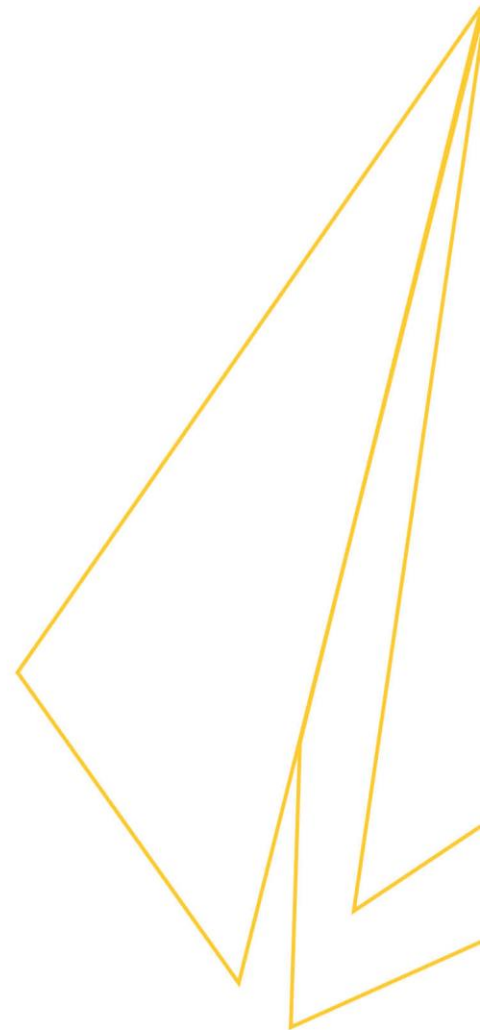
You need to indicate on your submission form if you wish to speak to your submission.

Further information

Further information, including the Statement of Proposal and a submission form, is available at the following places:

- Council's website www.rangitikei.govt.nz
- Council's libraries in Marton, Bulls and Taihape
- Council's Main Office in Marton
- By calling 0800 422 522

If you have any questions please contact Katrina Gray, Senior Policy Analyst/Planner.





SUBMISSION FORM

Proposed Schedule of Fees and Charges 2018/19

**Submissions close at
12 noon on 11 April 2018**

**Return this form, or send your written
submission to:**

Proposed Schedule of Fees and Charges
2018/19
Rangitikei District Council
Private Bag 1102
Marton 4741

Email: info@rangitikei.govt.nz

Oral submissions

Oral submissions will be held at the Marton
Council Chambers and the Taihape Council
Chambers

If you wish to speak to your submission,
please tick the box below.

I wish to speak to my submission.

☐ **Marton – 3 May 2018**

☐ **Taihape – 4 May 2018**

Ten minutes are allowed for you to speak, including
questions from Elected Members.

If you have any special requirements, such as those
related to visual or hearing impairments, please note
them here.

☐ I wish to use New Zealand Sign Language

Privacy

All submissions will be public, please tick this
box if you would like your name withheld ☐

Name	
Organisation (if applicable)	
Postal address	
Phone	
Email	
Which fees/charges do you think should be increased?	
Which fees/charges do you think should be decreased?	
Further comments:	
<i>Attach additional information or pages if necessary</i>	
Signed	
Date	

*Your will receive an acknowledgment email/letter of your submission within 3 working days
of being received by Council. If you do not receive this acknowledgement please contact
Katrina Gray, Senior Policy Analyst/Planner on 06 327 0099 or 0800 422 522.*

Appendix 3



Waste Management Minimisation Plan 2018

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Summary

This Waste Management and Minimisation Plan (WMMP) is Rangitikei District Council's second iteration. The first WMMP was produced in 2012.

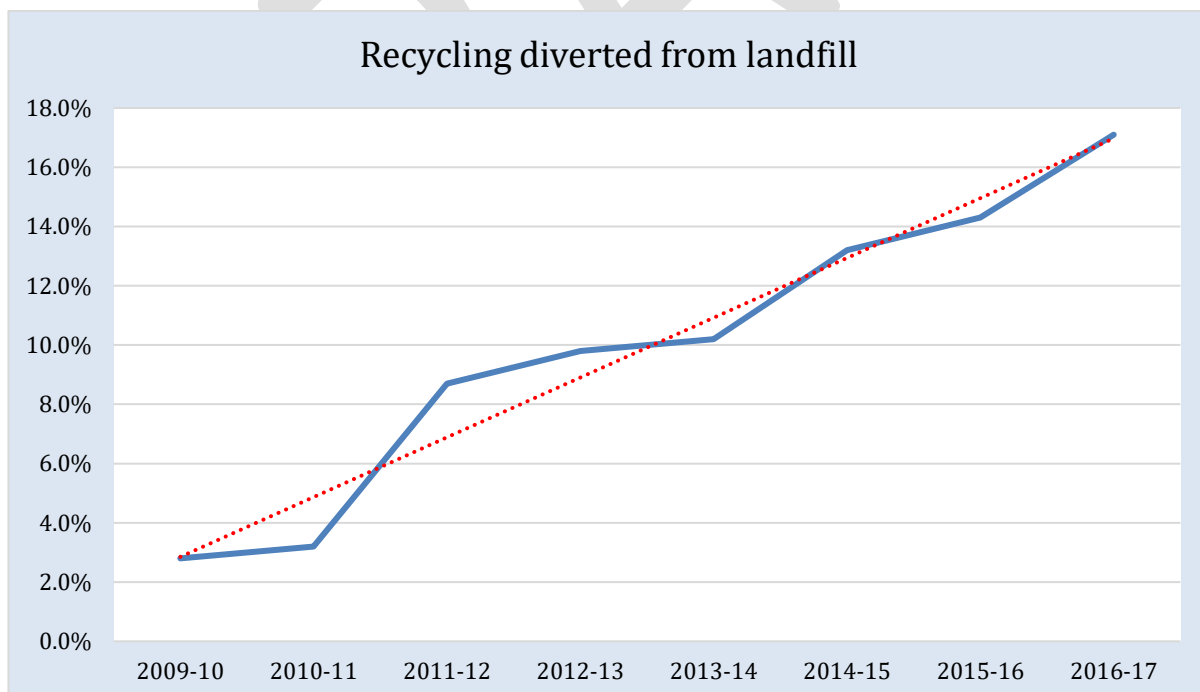
The Waste Minimisation Act 2008 (WMA) requires councils to assess their waste services. Rangitikei District Council has identified a range of issues and options around recycling and disposal of waste for our District. The plan that we are proposing aims to ensure waste related activities are effective, efficient, safe, reduce impact on the environment, and are accessible to much of our community.

As required by the WMA, a waste assessment was undertaken. The important background information that it provides has guided the development of this draft WMMP.

The Council funds and provides six waste transfer stations, to ensure efficient and effective management of household and commercial waste in the District. Council is progressing well, as currently the community diverts approximately 17% of household waste from landfill to be recycled or reused, compared to 2.8% in 2009 and 8.7% in 2011. Note: Data only relates to waste moved through Council controlled waste transfer stations and not to solid waste disposed of on privately owned rural properties.

As illustrated below, there has been a positive trend in the percentage of waste diverted from landfill. This is due to the progressive acceptance of additional recyclable materials. From 2010 onwards, bottle glass was accepted for recycling. From 2012 greenwaste acceptance was implemented, first at Marton Waste Transfer Station (WTS), then Bulls, and latterly at Taihape WTS. E-Waste acceptance has also been provided at the larger WTSs.

The increases in recycling diverted from landfill will not continue as they have in the past unless another type of recyclable collection system is introduced. If systems stay the same, the trend will soon flatten out around the 20% diversion level.



This draft WMMP suggests a number of small initiatives for increasing the amount of waste Council could divert from going to landfill.

The identified initiatives are:

Service	Initiatives
<p>Greenwaste acceptance - Ratana WTS and Hunterville</p> 	<ul style="list-style-type: none"> • Provide a 9m³ skip bin to receive greenwaste at Ratana and Hunterville WTSs
<p>Comingle recyclable acceptance at Hunterville WTS and Mangaweka</p> 	<ul style="list-style-type: none"> • Increase the range of recyclables accepted at Hunterville WTS and Mangaweka to include paper and cardboard, along with presently received tins cans and plastic containers 1-6
<p>Discourage use of single use plastic shopping bags</p> 	<ul style="list-style-type: none"> • Approach supermarkets and local consumers to reduce use of single use plastic shopping bags. Encourage introduction of plastic bag surcharge E.g. 10 cents per bag • Encourage use of reusable linen/cotton bags
<p>Off farm waste disposal</p> 	<ul style="list-style-type: none"> • Promote best practice off-farm waste disposal/recycling for rural landowners who presently burn and bury inorganic wastes. E.g. Plastic wrap and used agrichemical containers recycling or off farm disposal.

Other initiatives:

Service	Initiatives
Kerbside recycling collection  	<ul style="list-style-type: none"> Rollout kerbside wheelie bin and crate recyclable service to Marton, Bulls, Taihape, Hunterville, Mangaweka, Ratana, Koitiata, Scotts Ferry, Turakina villages and towns. <p>Rationale: Decrease in waste going to landfill. Note: Markets for the sale of plastics will very likely contract. Other recyclables will remain secure. E.g. Paper, steel and glass bottles.</p> <p>Disadvantage: Rural ratepayers will not receive this service. Extra cost to rates.</p> <p>Cost: \$90.50 Incl GST/Ratepayer.</p>
Rubbish and recycling combo  	<ul style="list-style-type: none"> Rollout two services in tandem to Marton, Bulls, Taihape, Hunterville, Ratana, Mangaweka, Koitiata, Scotts Ferry. <p>Rationale: Cost efficiencies with two services in combination.</p> <p>Cost: \$181.00 Incl GST/Ratepayer.</p>
Kerbside rubbish collections 	<ul style="list-style-type: none"> Rollout kerbside rubbish collection to Marton, Bulls, Taihape, Hunterville, Mangaweka, Ratana, Koitiata, Scotts Ferry, Turakina villages and towns. <p>Rationale: Tidy streets (If bin option selected).</p> <p>Cost: \$113.00 Incl GST/Ratepayer (Bin option).</p>
Mobile Recycling Centres (MRCs) 	<ul style="list-style-type: none"> Install MRCs at Koitiata and Scotts Ferry. <p>120 properties Koitiata 30 properties Scotts Ferry</p> <p>Rationale: Recycling service to distant villages. (Implemented if kerbside wheelie bin service not supported).</p> <p>Disadvantages: Flytipping, recyclable contamination.</p> <p>Cost: \$5.00 Incl GST/Ratepayer</p> <p>Note: All above costs are best estimates based on 2017 costs</p>

Estimated costs of identified initiatives

Proposed Initiative	Cost per Annum	Capital cost
Ratana and Hunterville WTSs – Greenwaste acceptance	\$3,000 each - (waste levy and rates funded)	\$11,000 each
Hunterville WTS – Paper and cardboard acceptance	\$4,000 (waste levy/rates funded)	\$11,000
Mangaweka - Paper and cardboard acceptance	\$4,000 (waste levy/rates funded)	\$11,000
Education on reduction in use of single use plastic shopping bags	\$4,000 – (waste levy funded)	NA
Off-farm waste disposal- promotion and facilitation	Waste levy funded	Landowner bin hire

Rangitikei District Council adopts the final plan on 28 June 2018

Extra Items for Consultation

Items for consultation	Option	Option	Cost
Council funded urban kerbside refuse collection (Bags)	Status quo	Consultation	\$96.00/SUIP*
Council funded urban kerbside wheelie bin collection	Status quo	Consultation	\$113.00/SUIP
Council funded wheelie bin kerbside recycling collection (All towns)	Status quo	Consultation	\$90.50/SUIP
Council funded wheelie bin kerbside rubbish and recycling	Status quo	Consultation	\$181.00/SUIP
Part rates and private funded home composting-Urban ratepayers	Status quo	Consultation	Fixed amount/year \$5,000

* Price not including purchase of rubbish bags from supermarket. Estimated at \$90.50/annum

1 Introduction

1.1 Purpose of the plan

The Waste Minimisation Act 2008 (WMA) requires Rangitikei District Council to adopt a Waste Management and Minimisation Plan (WMMP) for the purpose of enabling the effective and efficient management and minimisation of waste within this district.

The WMMP as a guiding document shows Council's:

- present level of service
- new levels of service
- funding up to 2024

This draft WMMP has been developed following completion of a Waste Assessment. This considered current quantities and composition of waste and diverted materials in the District, existing waste services and predicted future demand for services and infrastructure.

1.2 Scope of plan

This WMMP considers waste and diverted materials in keeping with the order of priority stated in the WMA:

- reduce
- reuse
- recycle
- recovery
- treatment
- disposal

Specific new initiatives are included for Council-provided solid waste management and minimisation services.

This WMMP includes actions for the management and minimisation of waste and diverted materials for the following categories of activity:

- waste minimisation education and behaviour change
- commercial waste reduction
- refuse transfer stations - recycling services
- commercial waste recycling
- organic waste recovery (greenwaste)
- treatment of hazardous waste
- litterbin servicing
- collection and disposal of illegal dumping (fly tipping)
- closed landfill monitoring
- farm dumps

1.3 Current status of plan

Rangitikei District Council adopted its first WMMP in 2012. The current review is to address the requirements of the WMA.

This draft version will be adopted for public consultation on 1 March 2018.

The WMMP will go through the consultation process 6 March to midday 11 April and adopted by Council on 28 June 2018.

The intended term of the WMMP is for six years from 2018– 2024.

1.4 When the plan is to be reviewed

In accordance with section 50 of the WMA this WMMP is to be reviewed every six years. While this Plan must be reviewed no later than 2024, additional reviews should occur if there is any significant change to the methodology of this plan.

A waste assessment under section 51 of the WMA must precede any review of the Plan.

2 Policies, plans and regulation

2.1 Summary of guiding policies, plans and legislation that affect this WMMP

The following guiding policies, plans and legislation direct this WMMP:

The New Zealand Waste Strategy (NZWS) – Reducing Harm, Improving Efficiency - 2010

The NZWS is the Government’s strategic direction for the management and minimisation of waste within New Zealand.

The two goals of the NZWS are to;

- reduce the harmful effects of waste, and
- improve the efficiency of resource use.

The NZWS provides direction for all levels of government, communities and the business sector. The strategy aims to coordinate the management and minimisation of waste, but provides sufficient flexibility to allow for unique situations that may be present in different locations.

The WMA (section 44) requires that Council “have regard to” the NZWS or other such policy which is subsequently developed, when preparing a WMMP.

Rangitikei District Council Long Term Plan (LTP) 2018–28

The LTP describes Council’s intended levels of service, how to measure performance measures, benchmark figures and annual targets to achieve levels of service.

2.2 Other Government Policies

Relevant government policy for local government over the last three terms (2009 - 2016) has focused on the following areas:

- fiscal responsibility, transparency and accountability
- efficiency, through service reviews, joint working and amalgamation
- sustainable procurement with particular focus on innovation and partnership working
- economic growth

The Waste Minimisation Act 2008 (WMA)

Territorial Authorities have an obligation under section 42 of the WMA to ‘promote effective and efficient waste management and minimisation within its district’.

To achieve the above obligation, the WMA also charges Territorial Authorities with the responsibility of providing and adopting by Council resolution a Waste Management and Minimisation Plan.

The WMA requires the plan to detail:

- methodology for collection, recovery, recycling, treatment and disposal services that are provided within the district
- information about the facilities used for the management and minimisation of waste
- waste activities which may also involve education or public awareness

- funding information
- the framework for any grants made by the Territorial Authority

When preparing a WMMP, section 44 of the WMA requires Territorial Authorities to consider and have regard to the New Zealand Waste Strategy.

The Local Government Act 2002 (LGA)

The LGA details the considerations that must be taken into account during the decision making process that often informs the development of a WMMP. Additionally, the LGA stipulates the consultation that must occur with regard to the WMMP, particularly when significant changes are proposed.

The LGA affords Territorial Authorities with the power to enact Bylaws for the purpose of regulating the management of solid waste activities.

The Hazardous Substances and New Organisms Act 1996 (HSNO)

The HSNO addresses the management of substances that pose a significant risk to the environment and/or humans from their manufacture to their disposal. The HSNO requires councils to handle and dispose of hazardous substances such as used oil, asbestos, agrichemicals, LPG and batteries in a safe manner.

The Resource Management Act 1991 (RMA)

The RMA provides guidelines and regulations for the sustainable management and protection of the natural and cultural environment. It addresses waste management through controls on the environmental effects of waste management and minimisation facilities, through regional and local policies, plans and consent procedures. Under section 31 of the RMA, councils are responsible for controlling the effects of land use activities that have potential adverse effects on the natural and physical resources of the district. These include facilities used for collection, recovery, treatment and disposal of waste.

The Health Act 1956

The Health Act 1956 places obligation on councils (if required by the Minister of Health) to provide sanitary works for the collection and disposal of refuse, for the purpose of public health protection. It specifically identifies certain waste management practices as nuisances and offensive trades. The Health Act enables councils to raise loans for certain sanitary works and /or to receive government grants and subsidies, where available. The Health Act is currently under review.

Climate Change Response Act 2002

The Climate Change Response Act 2002 is the legislative document that provides the basis for the New Zealand Greenhouse Gas Emissions Trading Scheme (ETS).

This Act requires landowners to purchase and surrender emission trading units against methane emissions that are emitted. Landfill owners are under an obligation to surrender emissions credits against methane that is emitted from landfill. The cost of these credits is passed directly back to the landfill users Rangitikei District Council who then pass that cost to WTS users. Prices increases from this ETS have been applied with future price increases for waste disposal inevitable.

2.3 Considerations

In preparing this WMMP, the Council has:

- given regard to the NZWS and adopted the strategy's interim waste reduction goals
- considered the waste hierarchy
- considered the requirements of the LGA 2002 in assessing and making decisions on the practicable options for addressing the waste management needs of the community
- given regard to findings of its waste assessment when developing preferred initiatives
- considered the effects on existing services, facilities and activities of using waste levy funds for its waste minimisation initiatives

DRAFT

3 Strategic intentions, objectives, targets and principles

Together the vision, goals, objectives and targets form the strategy of this WMMP.

3.1 Strategic intentions for the future

Rangitikei District Council's strategic intention for the environmental/climate change is to have capability and action which is responsive to expectations from Government and the community for more sustainable use of water and land resources, a reduced carbon footprint, and planning for projected impacts in weather and sea-level changes from climate change.

In the Rangitikei District Council LTP 2018 -2028, the Council sees the solid waste activity as contributing towards the following three community outcomes:

- **Infrastructural service levels** - Ensuring services meet appropriate standards and are affordable
- **Future-looking community facilities** - Ensuring community facilities are future-fit and appropriately managed
- **Environment/climate change** - Responsiveness to expectations from the community and Government for more sustainable use of resources, a reduced carbon footprint, and planning for projected impacts in weather and sea-level changes

3.2 Goals, objectives and targets

The Council's goals for solid waste management and minimisation are:

- Progressively reduce waste to landfill (Population specific and affordable targets)
- Increase waste diverted from landfill (Consumption specific)
- Discourage illegal disposal of solid waste and other non-sustainable waste practices

The various initiatives that were proposed, are to assist the District achieve its waste management and minimisation goals and waste reduction targets.

These are:

- Recycling available at most WTSs for glass, paper, metal, plastics, textiles, greenwaste and e-Waste
- Waste education programmes available to encourage waste reduction, reuse and recycling
 - Accomplished by the delivery of waste education programmes that promote reduce, reuse and recycling by making available to those district schools who request waste education programs
 - Working with rural landowners to encourage them to look and accept the benefits of off farm waste disposal; E.g. Removal of single use plastics (wrap) and agri-chemical containers
- You can expect cost effective solid waste services
 - We will measure this by monitoring solid waste charges and costs, comparing these with neighbouring communities on a 'like for like' basis

Targets for 2021/22 are:

- A progressive reduction in tonnage to landfill (Population specific)
- To increase waste diversion from landfill to 27% (Possible only if new types of collection methodologies introduced)

3.3 Council's intended role

Council's general role is to provide guidance to individuals and communities to undertake sustainable waste management and minimisation activities. It will also foster relationships with businesses, neighbouring councils and waste industry companies operating in the District to ensure that Council meets its goals for waste management and minimisation. Council will likely continue with the status quo of allowing non-Council funded urban kerbside waste collections to self-fund their kerbside collections of household and commercial waste. Council will continue with either the funding and management by external contract or in the community desires the facilitation of an in-house management of the District's six waste transfer stations.

Council will comply with all relevant legislative and regulatory requirements. It will continue to explore ways of forecasting demand for waste services in the District, develop, and implement initiatives to ensure that we meet demand.

3.4 Public health protection

The range of waste services available to Rangitikei District, provided by Council or by private enterprise will ensure future adequate protection of public health. Although there are no Council owned landfill disposal facilities in the District, Rangitikei will continue to have access to the privately owned sanitary landfill (Bonny Glen) which meets all legislative requirements. Services for achieving waste minimisation will continue where proved economically viable.* Council will also continue to promote access to hazardous waste disposal services and continue to manage illegal dumping (flytipping).

*Note: Markets for various recyclables are proving unreliable. This may in the future require Council to dispose of unsaleable products such as plastic via other means such as waste to energy systems.

4 Assessment of waste in the Rangitikei District

Rangitikei District Council completed a Waste Assessment in July 2017. The assessment is a stock-take of waste and diverted material services provided throughout the District, an estimate of demand for future services, and includes proposed new initiatives for increasing diversion from landfill.

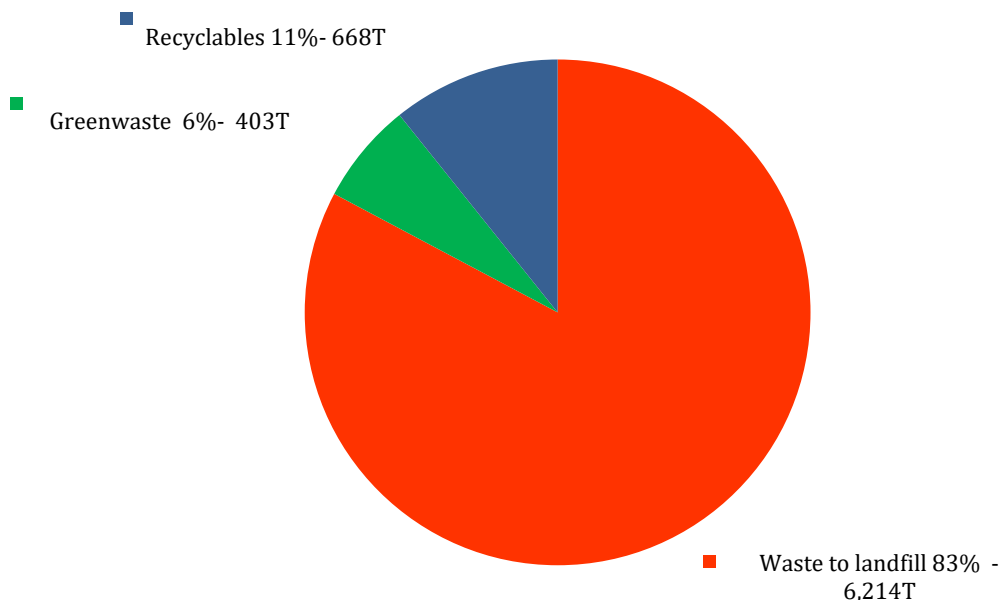
4.1 Summary of the volume and composition of waste and diverted materials

Data sourced from privately funded and Council funded collections of waste and diverted materials has been used for the production of table below.

2016/17 Annual tonnages of waste and diverted materials in Rangitikei District (Mainly urban)

Source of Waste	Annual waste tonnages - WMMP 2012/13	Annual waste tonnages - WMMP 2016/17
Kerbside collections and District waste transfer stations	4,991.3	6,214.5
Recyclables collected from all sources (waste transfer stations)	497.6	668.17
Greenwaste collected for composting	36.15	402.8

2016-17 Waste Tonnages

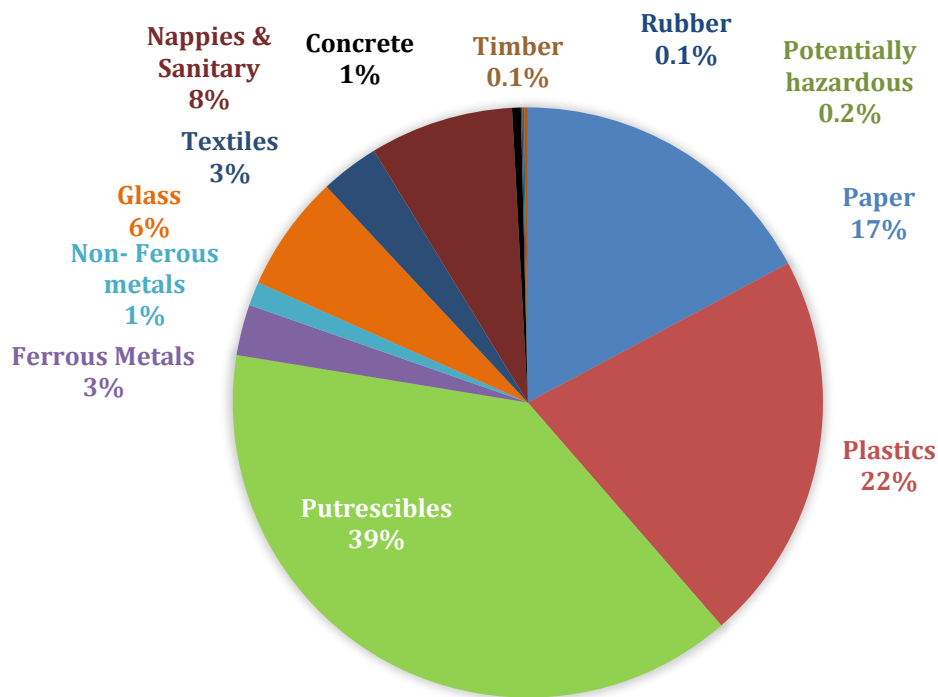


Solid Waste Analysis Protocol (SWAP) Audit

The composition of the privately managed urban kerbside rubbish bag collection was measured using an industry based Solid Waste Analysis Protocol (SWAP) audit in July 2017.

The chart below shows Rangitikei District's rubbish bag waste composition (SWAP) results for 2017.

SWAP 2017



Putrescible waste (kitchen waste) makes up the largest portion (39%) of waste in our refuse bags. Some reductions of putrescibles could be made if urban home composting was promoted.

Comparison with Manawatu District Council (MDC) - SWAP 2016

Manawatu District Council has kerbside recycling (comingle and glass bottles). This type of collection does allow more recyclables to be diverted from going to landfill. The table below compares the MDC waste audit with RDC waste audit of kerbside rubbish bags.

Paper	Plastics	Putrescibles	Ferrous metals	Non ferrous metals	Glass	Textiles	Nappies and sanitary	Rubble concrete etc	Timber	Rubber	Potential ly hazardous
56.6kgs	18.9kgs	6.4kgs	-12.4kgs	-24.2kgs	47.8kgs	-81.7kgs	8.8kgs	-35.8kgs	-13.8kgs	-8.5kgs	-9.2kgs
19%	5%	1%	-25%	-106%	43%	-145%	6%	-427%	-900%	-521%	-264%

In comparing the weights of various waste categories sampled, the ones of note from a recycling perspective are – RDC paper found in kerbside rubbish bags was 19% more than MDC kerbside rubbish bags*, and RDC glass bottles found in kerbside rubbish bags was 43% more than MDC kerbside rubbish bags.

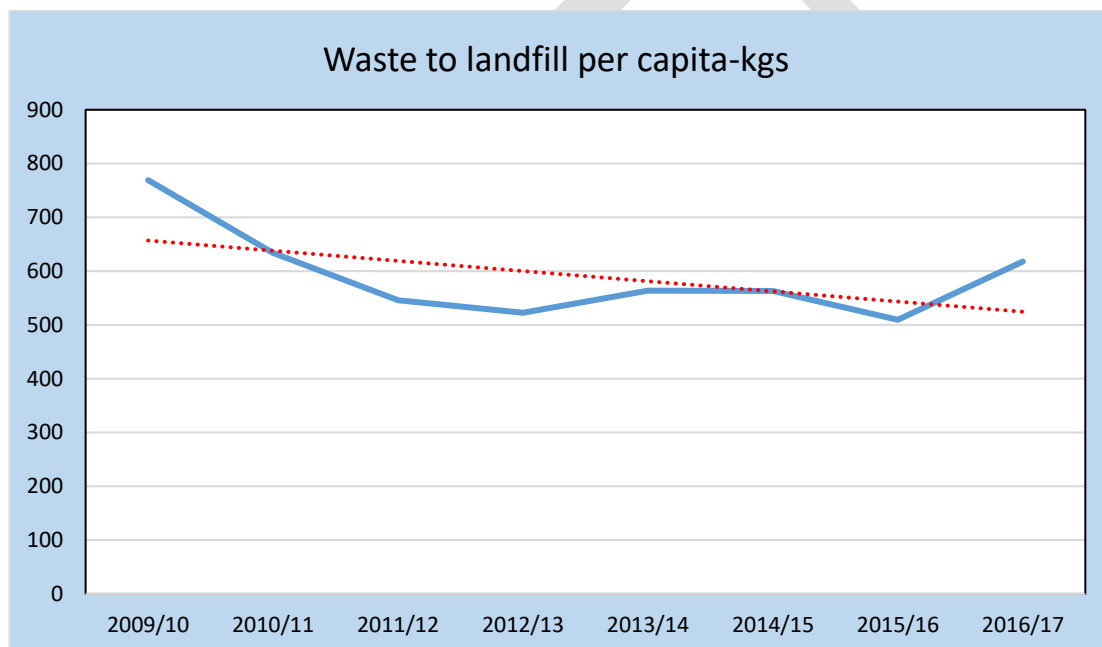
It would be difficult to improve the above in Rangitikei urban populations unless an additional collection service was introduced such as an urban kerbside recyclable collection.

*Note: Sample size comprised 300 bags (per S.W.A.P. audit minimum requirement)

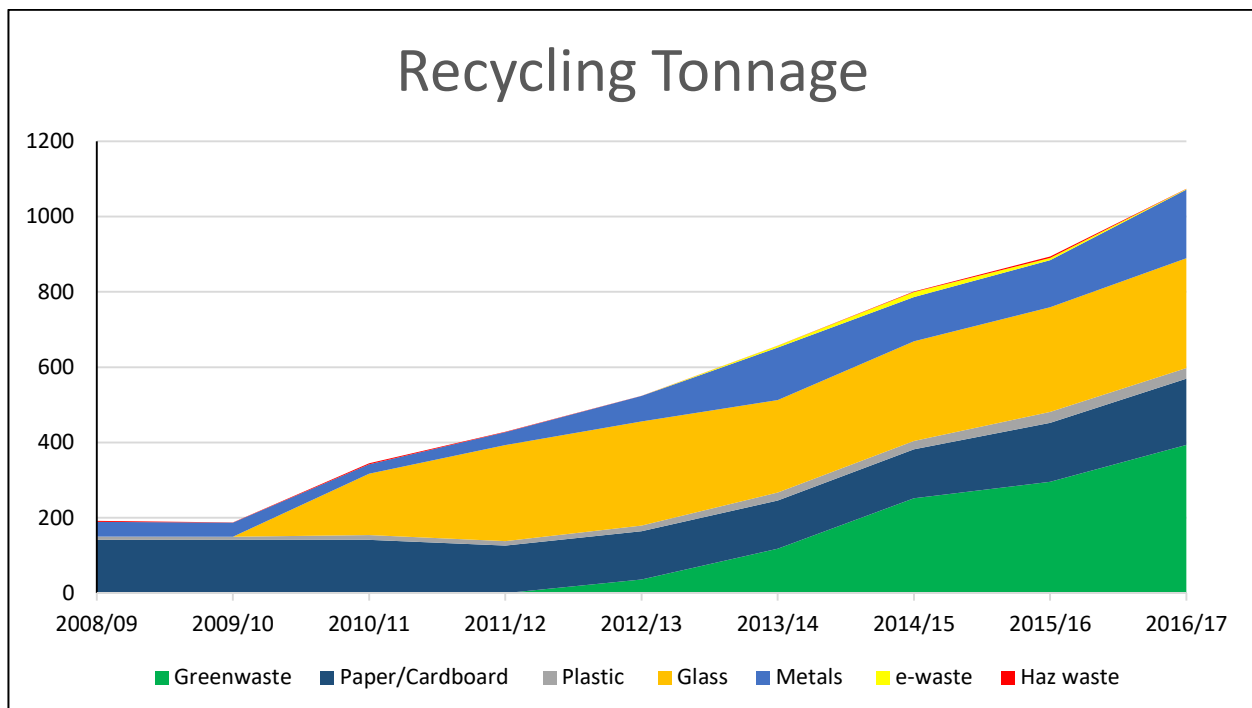
Waste to landfill per capita

The amount of household waste to landfill per capita continued to reduce between 2011/12 and 2015/16 due to increased levels of recycling at the Council operated waste transfer stations.

From 2011-15 the waste to landfill per capita dropped below 600kgs per capita but after 2015/16 began to rise again due in part to the greater quantities of commercial waste being received at Council's waste transfer stations. The 600kgs/capita result is likely due to the current moderate participation rate in household recycling.



Recycling tonnage collected by Rangitikei District Council



The above graph shows the combined volumes of recyclables received at Council's six Waste Transfer Stations (WTS). A steady increase in recyclables over the nine-year period is observed. In 2008/9 only 192 Tonnes of recyclable material was received, in 2016/17 1,074 Tonnes was received. This is a 560% increase over a nine year period. Since a full range of recyclable products are now accepted at most of WTSs the growth shown above will flatten. If further growth in recycling is desired a kerbside of recyclable collection service would need to be introduced.

4.2 Existing Council provided solid waste and recycling services

This section identifies key waste management and minimisation infrastructure, collection services, and education programmes that are offered by the Council and commercial operators within the Rangitikei District.

Council provides a range of waste collection, recycling, processing and disposal services in the District that are funded through targeted rates, user pays and waste levy funds. Non-Council funded private companies provide services to meet the additional requirements of the community.

Existing waste management and minimisation services and facilities provided in and available to the District – both by the Council and other providers include:

- waste minimisation education to schools
- kerbside collection of refuse (Non-Council funded)
- refuse transfer station operation for both household and commercial types of waste and diverted/recyclable materials
- litterbin servicing and removal of illegally dumped waste (flytipping)
- landfill disposal - Bonny Glen Marton (Privately owned)
- monitoring of closed landfills
- e-Waste acceptance

- waste oil acceptance
- hazardous waste acceptance
- used tyre acceptance
- used agrichemical container acceptance (Marton and Taihape WTSs)
- greenwaste acceptance (Marton, Bulls and Taihape WTSs)
- reuse shop –Marton WTS

With the exception of landfill disposal and kerbside rubbish collections the Council provides all these services and intends to continue providing these services.

Disposal

Council controlled waste is disposed of at Bonny Glen, a privately owned landfill located in the Rangitikei District. This landfill was expanded considerably in 2015 and is expected to receive the region's waste up to 2055.

Collections

Non-Council funded kerbside refuse collection services are available to all of the District's towns.

Waste Transfer Stations (WTS)

Rangitikei District Council operates six waste transfer stations - Marton, Bulls, Taihape, Hunterville, Ratana and Mangaweka.

Litter Bins and Flytipping

A number of street and park litterbins are provided in handy locations throughout the District. Illegal dumping commonly referred to as "flytipping" is removed by the Council Parks and Reserves team and roading contractor.

Recycling

The majority of Council diverted materials (recycling) are presently transported to the Feilding Transfer Station (RTS) Materials Recycling Facility (MRF) for consolidation and processing. In the future the sale of these baled recyclables may encounter difficulties if demand for these products collapses. Other methods of disposal will have to be found if markets are lost.

Private enterprise is a significant player in the collection and disposal of waste in the Rangitikei. Commercial waste operators are responsible for the collection of all waste from kerbside and businesses in the District. Since most of the waste goes via Council controlled Waste Transfer Stations, very good tonnage data is available for analysis.

Closed Landfills

Four closed landfills in the Rangitikei District require ongoing resource consent monitoring and annual maintenance. (Crofton, Bulls, Hunterville and Ratana) There are also three other closed landfill sites that Council owns that do not require a regular water sampling as they are considered to pose little health or environmental risk.

Cleanfill

Community cleanfill is disposed of at privately owned sites such as Gillespie's Quarry and at Taihape closed landfill.

Education

The Ministry for the Environment (MfE) makes available to Councils via a Waste Levy Fund, resources for waste minimisation projects including education. Council funds two education providers EnviroSchools and Zero Waste Education. Schools may request from Council to have either or both of these education providers. In 2016/17 four schools and one early childhood centres (ECC) participated in the Horizons facilitated EnviroSchools programme*. Seven schools requested a visit from the waste educator Zero Waste Education in 2016/17**.

***Schools in EnviroSchools** programme South Makirikiri, Pukeokahu, Bulls, NgaTawa Diocesan and Marton Childhood Centre.

**** Schools Zero Waste Education** visited- Mangawha, Marton Junction, Papanui Junction, South Makirikiri, Taoroa, Turakina and Rangiwaea.



Image courtesy of Marton Childhood Centre

4.3 Summary of District Specific Issues

A number of waste minimisation issues and challenges face the District. These will drive future waste management and minimisation service provisions. These include:

Issue/opportunity	Description
Large amount of recyclables in rubbish bags	<ul style="list-style-type: none">The SWAP audit shows a portion of urban residents are not taking recyclables to the District's WTSS
Large amount of putrescible waste in refuse bags	<ul style="list-style-type: none">The SWAP audit shows putrescible or kitchen waste makes up 39% by weight in kerbside rubbish bags. This waste could be better diverted to become home compost and thereby reducing waste to landfill
Provide urban kerbside recycling	<ul style="list-style-type: none">Provision of urban kerbside recycling would raise volume of recyclables diverted from going to landfill by 10-20% (Maximum extra 87 Tonnes/year)

Issue/opportunity	Description
Provide paper and card recycling at Hunterville and Mangaweka WTSs	<ul style="list-style-type: none"> • Additional infrastructure required for paper and cardboard recycling
Future growth in demand for services	<ul style="list-style-type: none"> • Projected growth in household numbers of 3.3% by 2023
On farm disposal of waste	<ul style="list-style-type: none"> • Historically the agricultural sector in New Zealand has largely been left to their own disposal options, typically burning and burying of waste. This method has the potential to generate leachate that may cause toxic contamination of soils and waterways. Discussions with the agricultural sector about the future acceptability of these historical methods of disposal should be entered into. Regional bylaws prohibiting the burning of all plastic would be required to move more landowners towards recycling as has successfully occurred in Southland and other regions • Council will adopt a proactive and collaborative approach working with the Regional Council and private sector parties on matters relating to inorganic agricultural waste management by providing leadership and coordination thereby going some way to addressing the potential for adverse community health and environmental effects

5 Proposed methods for achieving effective and efficient waste management and minimisation

It is anticipated that with no major changes to the current laws, services and facilities relating to waste in the District, that diversion of waste to landfill will plateau at a projected maximum level of a 20%. To achieve the Council target of 27% an urban kerbside recycling collection would be required plus participation by commercial waste producers to divert waste. Further improvements in diversion from landfill would result if central government rolled out a nationwide Container Deposit Scheme (CDS) as various Australian states have done. These CDS have resulted in the collection 80% of the single use plastic containers. For this Waste Management Minimisation Plan some small and medium scale initiatives are outlined to increase diversion of recyclables.

This section summarises current waste management and minimisation activities in the District and puts forward new initiatives for the District's future management of waste and diverted materials.

5.1 Summary of key waste and diverted material streams and how they are currently managed

The current processes in the District for managing waste and diverted materials streams are summarised in the table.

Current waste management and minimisation

Waste Stream	How these are currently managed
Household waste	<ul style="list-style-type: none">Non-Council funded kerbside refuse bag collection, refuse transfer station drop-off for refuse bags, wheelie bins and skip bins
Household diverted materials (recyclables)	<ul style="list-style-type: none">Refuse transfer station drop-off for recyclablesCardboard and paper are collected by Oji Fibre Solutions then baled for lower grade paper products
Greenwaste	<ul style="list-style-type: none">Refuse transfer station drop-off of greenwaste. Council greenwaste used in the composting of district sewage sludge. Some schools and a number of residents have their own putrescible/kitchen waste worm farm or composting bins
Litter and illegal dumping	<ul style="list-style-type: none">Litterbin servicing and removal of illegally dumped waste
Inorganic waste	<ul style="list-style-type: none">Waste dropped off at waste transfer stations
Hazardous waste	<ul style="list-style-type: none">Waste transfer station drop-off (small quantities) and referral of commercial quantities of hazardous waste to specialist waste disposal companies.
Cleanfill materials	<ul style="list-style-type: none">Deposited at Taihape closed landfill and the privately owned cleanfill - Gillespie's Quarry
Commercial waste and diverted materials (recyclables)	<ul style="list-style-type: none">The District's Waste Transfer Station (WTSs) and any recyclables separated are transported to Feilding RTS Materials Recovery Facility
Waste minimisation education and promotion	<ul style="list-style-type: none">Education programme provided for primary schools via a private company – Waste Education NZ and the Horizons Regional Council facilitated program –Enviroschools. Plus Para Kore – A marae based program

Farm dumps - agricultural waste	<ul style="list-style-type: none"> Mostly burning, burying and bulk storage of waste. Studies indicate 80% of agricultural waste is burnt
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6 Funding the plan

The WMA section 43 requires that Council include information about funding the implementation of this Plan, as well as information about any grants made and expenditure of levy funds.

6.1 How the implementation of the plan is to be funded

Council intends to fund the actions provided for in this Plan as set out in the table.

Funding	
Action	Funding Source
Refuse transfer stations	Targeted rate and user charges
Commercial waste	User charges
Diverted/recyclables	Targeted rate and waste levy
Greenwaste collection and processing	User charges and waste levy
Hazardous waste management	Targeted rate and user charges
Landfill disposal	Targeted rate and user charges
Litter bin servicing and removal of flytipping	Targeted rate
Waste minimisation education and facilitation	Targeted rate and waste levy

Council annually sets the user charges that apply at the waste transfer stations.

Grants or sponsorships for waste management or minimisation may be made to various community events on a case-by-case basis. Grants may also be made available for educational purposes such as Enviroschools and district schools and Early Childhood Centres on application.

The Rangitikei District Council LTP 2018-28 outlines the operation and maintenance costs for the District waste transfer station contract.

Note: The present waste transfer station services contract expires in 2019. Targeted rates are spread over 7,571 SUiPs equating to \$79.78/Annum/SUiP.

Funding of operating and maintenance projects

Project	Explanation	Cost per 16/17	Revenue *	Year	Funding Source
			*Figures rounded		
Waste transfer stations operations	Contracted	\$590,000	-\$454,000 Revenue -\$402,000 Rates	2016/17	Targeted rates and user charges
Closed landfills	Contracted	\$14,662	-\$45,000 Rates	2016/17	Targeted Rate
Refuse disposal to landfill	Midwest owned landfill	\$230,000	Included - WTS operations	2016/17	Targeted rates and user charges
Education and projects	Ministry for the Environment funded (MfE)	\$115,000	-\$50,000 Levy	2016/17	Waste levy (not rates funded)
Totals		\$949,662	-\$952,000		

6.2 Waste minimisation levy funding expenditure

The WMA requires that all waste levy funding received by Council must be spent on matters to promote waste minimisation and in accordance with this waste management and minimisation plan.

Waste levy funds can be spent on existing waste minimisation services, new services or a combination of both. The funding can be used to provide grants for education purposes, to support contractor costs or infrastructure capital, waste minimisation resources, greenwaste projects, farm dump mapping and facilitation of best farm solid waste disposal and recycling.

The District will receive, based on population, its share of national waste levy funds from the Ministry for the Environment. It is estimated that the Council's share of waste levy funding will be approximately \$56,000 a year. In addition, the Council may make application for contestable waste levy funds from the Waste Minimisation Fund either separately or with another council or party.

The Council intends to use this money on continuing waste minimisation education programmes in schools as well as promotion of waste minimisation and management to commercial, industrial and agricultural sectors, improving greenwaste recovery/processing, organic waste collection, refining the current and future recycling processes and associated waste diversion infrastructure projects and procurements.

7 Monitoring and evaluation

The Council's LTP 2018 - 2028 sets out levels of service, performance measures and performance targets for waste minimisation and provision of solid waste services.

The Council intends to monitor and report on progress regarding the WMMP and will develop and implement a clear, transparent monitoring and reporting system. Accurate information on how services are performing is essential for monitoring progress and planning for future demand. Additional monitoring may be included in future LTPs.

Key areas that require monitoring include level of service, compliance (with legislative requirements and regulations), waste reduction and diversion. Data will be gathered through community satisfaction surveys, Council records (Call Centre records, KPIs, etc.) data from Council's waste and recycling contractor, Solid Waste Analysis Protocol audits (SWAPs), agreements with landfill operators and commercial waste providers. Progress will be reported through Council publications, website, local papers and the Council monthly and annual reports.

The current Solid Waste contract is due to expire in 2019. Before this date the service will be reviewed in accordance with S17A of the Local Government Act 2002 to ensure optimum benefit to ratepayers.

7.1 Reporting

The Council will report progress of the WMMP implementation through:

- Monthly and Annual Reports
- Fielding –Rangitikei Herald and District Monitor
- Council's website

The Council will also provide annual progress reports of expenditure of its waste levy funds to the Ministry for the Environment.

8 Glossary

8.1 Key definitions

Greenwaste – Organic material such as lawn clippings, tree branches, bark and leaves

Recover - Process to produce new substances, products, or components that can be reused.

Recycle – Process by which the waste material can be used again in the same form or another form, including composting.

Recyclables - Used to describe the inorganic materials that are commonly diverted from household refuse for recycling: paper, cardboard, glass, plastics 1-6, steel cans, aluminium cans, glass bottles and jars.

Recycling - Often used interchangeably with recyclables; also used to describe all inorganic materials being diverted and recycled, such as: scrap metal, whiteware, tyres, e-waste, plastics, bottle glass, paint and organic material such as paper and cardboard.

Reduce - To use less material, use more efficiently, and use products that generate less waste.

Residual waste - Waste that has no further use and then sent to landfill. Typically waste disposed from MRF processing.

Reuse - Further use of material in its existing form.

Dispose - The final (or more than short-term) deposit of waste into or onto land set apart for that purpose, or incineration of waste.

Diverted material - Any material that is reused, recycled or recovered, instead of disposed of or discarded. A term used to distinguish between diverted material and residual waste.

Treatment - Process to ensure no harm to environment.

Waste - Anything that has no further use and is disposed of or discarded. Types can be defined by composition or source e.g. organic waste, electronic waste, construction and demolition waste. Includes any component or element of diverted material that is disposed of or discarded.

Waste hierarchy - Internationally accepted waste reductions in descending order of importance.

Waste minimisation - Reduction of waste for disposal. Reuse, recycling and recovery of waste and diverted material. Waste minimisation activities may affect both the waste and diverted materials streams.

8.2 Other definitions and abbreviations

Farm dump - An unlined pit for the containment of agricultural waste.

HAIL - Hazardous Activities and Industries List.

Landfill - Tip or dump.

LTP- Long Term Plan.

Materials Recovery Facility (MRF) - A processing plant for sorting and baling of saleable diverted materials (recyclables).

MDC- Manawatu District Council

New Zealand Waste Strategy - A document produced by the Ministry for the Environment that sets out the Government's long term priorities for waste management and minimisation.

Organic waste - Waste largely from the garden - hedge clippings, tree/bush pruning, lawn clippings and/or food waste comprising of any food scraps - from preparing meals, leftovers, scraps, tea bags, coffee grounds.

Putrescible - Organic kitchen scraps.

RDC- Rangitikei District Council

Refuse - Waste or rubbish that currently has little other management options other than disposal to landfill.

Solid Waste Analysis Protocol (SWAP) -Audit of the composition and volume of waste and /or diverted materials.

SUIP – Separately Used and Inhabited Parts

Tonne - (metric) - one thousand kilograms.

UAGC – Uniform Annual General Charge

Waste Assessment - A document summarising the current situation of waste management in the Rangitikei District, with facts and figures, as required under the Waste Minimisation Act 2008.

Waste Levy – A payment received from the Ministry for the Environment to be used for district waste minimisation projects and services.

Waste Transfer Station (WTS) - Where waste can be sorted for recycling or reprocessing, or is deposited and then put into vehicles for transportation to landfill.

WMA - Waste Minimisation Act 2008.

WMMP - Waste Management and Minimisation Plan, also referred to as the "Plan."



SUMMARY OF INFORMATION

Draft Waste Management Minimisation Plan 2018

Reason for the proposal

Every 6 years Council is required to assess the District's waste and review waste services. A review has recently been completed and the outcomes included in the draft Waste Management Minimisation Plan. The draft Waste Management Minimisation Plan outlines how Council will manage and minimise waste throughout the District.

Major points of the proposal

Council is proposing a number of new initiatives we think will reduce waste and increase recycling. *If these initiatives proceed there will be additional costs incurred that will be added to rates.*

Note: Council is consulting separately through "Unfolding the plan – Rangitikei 2018/2028" on alternative options for rubbish and recycling services.

Village recycling centre – Scotts Ferry and Koitiata

The village recycling centre is a container which has been designed to allow for recycling of paper, cardboard, glass and plastics.

Advantages: Reduced waste to landfill and a low cost version of a kerbside recycling initiative

Disadvantages: On going site abuse through illegal dumping and contamination of clean recyclables.

Costs

Total cost per year - \$40,000

Total cost per ratepayer per year - \$5.00

Off farm waste disposal

Facilitate the implementation of best practice off-farm waste disposal for rural land owners.

Advantages: Increased levels of recycling, reduced burning and burying, lowered recycling costs due to increased participation and no additional rates charge for the Council facilitation.

Disadvantages: Some landowner resistance to change.

Costs

Waste minimisation levy funded = no rates increase required.



Greenwaste acceptance – Hunterville and Ratana

Adding an option for greenwaste disposal at the waste transfer stations in Hunterville and Ratana.

All other waste transfer stations in the District (apart from Mangaweka) currently have greenwaste acceptance.

Costs

Total cost per year - \$6,000

Total cost per ratepayer per year - \$0.76

Paper and cardboard acceptance – Hunterville and Mangaweka

Adding an option for paper and cardboard acceptance disposal at the waste transfer stations in Hunterville and Mangaweka.

All other waste transfer stations in the District currently have paper and cardboard recycling services.



Costs

Total cost per year - \$8,000

Total cost per ratepayer per year - \$1.00

Subsidised composting units – District-wide

Providing a partial subsidy for at-home composting units throughout the District.

Costs

Total cost per year - \$5,000

Total cost per ratepayer per year - \$0.62

Submissions

Written submissions from the community are open until **noon 11 April 2018**.

Parties who make a written submission may also make an oral submission. Oral submissions are scheduled for:

- Marton Council Chambers - 3 May 2018
- Taihape Council Chambers - 4 May 2018

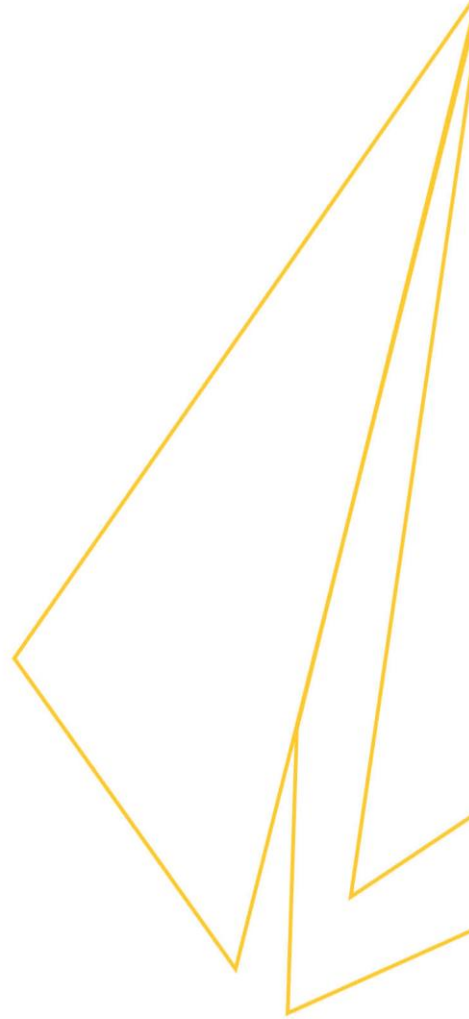
You need to indicate on your submission form if you wish to speak to your submission.

Further information

Further information, including the Statement of Proposal and a submission form, is available at the following places:

- Council's website www.rangitikei.govt.nz
- Council's libraries in Marton, Bulls and Taihape
- Council's Main Office in Marton
- By calling 0800 422 522

If you have any questions please contact David McMillan, Solid Waste Officer.





Draft Waste Management Minimisation Plan 2018

All submissions will be public, please tick this box if you would like your name withheld ☐

Attach additional information or pages if necessary

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Appendix 4



RATES REMISSION FOR MAORI FREEHOLD LAND

Date of adoption by Council	1
Resolution Number	
Date by which review must be completed	2024
Relevant Legislation	Local Government Act 2002 s102 and 108
Statutory or Operational Policy	Statutory
Included in the LTP	No

1 Introduction

1.1 The policy provides for the fair and equitable collection of rates from Māori freehold land, recognising that certain Māori-owned freehold lands have particular conditions, features, ownership structures or other circumstances determining the land as having limited rateability under legislation. This policy also acknowledges the desirability of avoiding further alienation of Māori freehold land.

1.2 Māori freehold Land is defined by section 5 of the Local Government (Rating) Act 2002 as “land whose beneficial ownership has been determined by the Māori Land Court by freehold order”. Only land that is the subject of such an order may qualify for remission under this policy.

Note: The policy applies to unsold land affected by the Māori Affairs Amendment Act 1967, which provided for Māori land owned by not more than four persons to be changed to General land. While this amendment was repealed in 1973, those blocks that had been changed remained as General land and therefore could be subject to compulsory sale to recover rate arrears.² The onus for identifying this status to the Council lies with the land owners.

1.3 Some provisions exist within the Local Government (Rating) Act 2002 exempting land from rates; these are as follows and apply automatically to land of this nature:

- Land that does not exceed 2 hectares and that is used as a Maori burial ground.
- Maori customary land.

¹ This policy was first adopted 15 July 2004 (04/RDC/154), was reviewed 29 June 2006 (06/RDC/193) and 25 June 2009 (09/RDC/233)

² Te Puni Kokiri is currently working with the owners of the remaining titles to make them aware of the status of the land. In addition, Te Puni Kokiri and the Māori Land Court intend undertaking a programme to identify all Māori land titles affected by the Amendment and communicating this status of the titles to the current owners.

- Land that is set apart under section 338 of Te Ture Whenua Maori Act 1993 or any corresponding former provision of that Act and—
 - (a) that is used for the purposes of a *marae* or meeting place and that does not exceed 2 hectares; or
- (b) that is a Maori reservation under section 340 of that Act. Maori freehold land that does not exceed 2 hectares and on which a Maori meeting house is erected.
- Land used for the purposes of a Kohanga Reo educational establishment.
- Maori freehold land that is, for the time being, non-rateable by virtue of an Order in Council made under section 116 of this Act, to the extent specified in the order.

2 Objectives

The objectives of this Policy is to provide rates relief for Māori freehold land to recognise, support and take account of:

- the use of the land by the owners for traditional purposes;
- the relationship of Maori and their culture and traditions with their ancestral lands;
- avoiding further alienation of Maori freehold land;
- facilitating any wish of the owners to develop the land for economic use;
- the presence of Wāhi Tapu that may affect the use of the land for other purposes;
- the importance of the land in providing economic and infrastructure support for marae and associated papakainga housing (whether on the land or elsewhere);
- the importance of associated housing in providing Kaumātua support and enhancement for Marae;
- the importance of the land for community goals relating to:
 - the preservation of the natural character of the coastal environment;
 - the protection of outstanding natural features; and
 - the protection of significant indigenous vegetation and significant habitats of indigenous fauna.
- matters related to the legal, physical and practical accessibility of the land;
- land that is in and will continue to be in a natural and undeveloped state.

3 Conditions and Criteria

A. Unoccupied Land

- 3.1 Maori freehold land which is unoccupied qualifies for a rates remission if at least one of the following criteria is met:

- Wāhi Tapu is present that may affect the use of the land for other purposes. (A rates remission will be considered on a property or part of a property where the use of that property is affected by the presence of Wāhi Tapu).
- The site is used for preservation/protection of character or coastline, has outstanding natural features, significant indigenous vegetation and habitats of indigenous fauna. Applications under this criterion need to be supported by an existing Department of Conservation or Regional Council Management Plan, or other supporting evidence (e.g. in the Department of Conservation Coastal Management Plan for the area).
- The site has accessibility issues - if it is difficult to legally, physically or practically access a property. Examples of accessibility issues are:
 - The property is landlocked by properties owned by other people/entities.
 - Access is legally available by paper road or easement but the road does not exist.
 - A road ends or passes a property but a river, ravine, cliff or other impediment prevents practical access.
- The site is in a natural and undeveloped state, and will continue to remain in such state.
- The land is placed under Ngā Whenua Rahui (conservation covenant)

3.2 The land may be in multiple ownership (defined as two or more owners).

3.3 Occupation for this policy is where a person/persons do one or more of the following for their significant profit or benefit (except if the land and its housing is used to contribute to the Kaumātua support and enhancement of the Marae):

- leases the land to another party, or
- permanently resides upon the land, or
- de-pastures or maintains livestock on the land, or
- undertakes significant commercial operations.

B. Economic Development

3.4 Maori Freehold land which has previously been unoccupied and is about to undergo development, is undergoing development, or has undergone recent development shall be entitled to a remission of rates.

3.5 The length and degree of remission will be decided by having particular regard to the impediments to development suffered by any given piece of land and/or the ownership group or management entity thereof, the value of the economic activity compared with the value of the land, and to the extent to which the development will enhance the capacity of the land/ownership group to pay rates into the future.

C. Papakainga Development

3.6 Papakainga development implemented through the provisions of the Rangitikei District Plan and supported by a development plan shall be entitled to a remission of

rates for the period of such development and a further period before and after the development up to a maximum period of 5 years.

- 3.7 The length and degree of remission will be determined having particular regard to the characteristics of the development and to the extent to which the development will maintain and enhance the capacity of Maori to live on their traditional lands and embrace their culture and traditions.

4 Exclusions

- 4.1 As a general principle rates will be payable on Maori Freehold Land where:

- a) The land contains a habitable dwelling and is occupied as a permanent residence.
- b) The land is leased to an external party
- c) The land is used for the personal use of one of the owners

5 Process of Application and Consideration for Rates Remission under this policy

Applications

- 5.1 On application to the Rangitikei District Council, consideration will be given for the remission of rates on Māori freehold land under this policy.

- 5.2 The application for rates remission under this policy shall include:

- details of appropriate contacts;
- details of property and occupancy;
- the condition(s), as listed in Section 3 of this policy, under which the application is made;
- any relevant information to support the application, such as historical, ancestral, cultural, archaeological, geographical or topographical information;
- details of the financial status of the land supported by full financial statements;
- a copy of any agreements or licenses to operate on the land; and
- a declaration stating that the information supplied is true and correct and that any changes in circumstances during that period of rate remission will be notified to the Council.

6 Consideration of Applications by Māori Land Rates Remission Committee

- 6.1 All applications for rates remission under this policy shall be considered and decided upon by the Māori Land Rates Remission Committee. The Māori Land Rates Remission Committee is to consist of three Council members and three Tangata Whenua, nominated by Te Roopu Ahi Kaa..
- 6.2 Any decision as to whether any land or part thereof meets or continues to meet the qualifying criteria shall be made by the Māori Land Rates Remission Committee.

Six Year Duration

- 6.3 Any remission of rates granted under this policy will generally apply for a six-year period.
- 6.4 All remissions are reviewed every six years. The last review was 2015, therefore, the next review will be 2021.
- 6.5 If the use of a property changes within the period the owners will notify the Council immediately and the remission status of the property will be reviewed.
- 6.6 Any changes of rates remission status will be effective from the date the property use changed.

Right of Appeal to Full Council

- 6.7 If an applicant considers the decision of the Māori Land Rates Remission Committee is not correct they may appeal to the full Council.

7 Māori Land Rates Remission Committee can consider properties without Application by Owners (i.e. Committee-generated Applications)

- 7.1 If a property could apply for a rates remission but the owners have not applied for the remission, the Committee can consider the granting of a remission of rates under the criteria outlined in section 3 of this Policy.
- 7.2 An example of the situation where this Committee-generated application could apply is where the presence of an unregistered urupa is publicly known but an application has not been made as the owners are geographically dispersed.

8 Rate and Penalty Arrears Write Off

Intention to Write Off Rate Arrears and Penalties

- 8.1 For a number of landlocked properties considerable rate arrears have accrued over the past decade due to an inability of the property to sustain the rates assessed. Council intends to write off these arrears, on a case-by-case basis, once the Committee has approved a Māori land rate remission for individual properties.

Committee can recommend arrears write off to Council

- 8.2 When considering a Māori land rate remission the Committee is to assess any rates and penalty arrears on the property. If these arrears have resulted from the inability of the property to sustain the rates, the Committee is to recommend to Council that the arrears be written off.

9 Right to change conditions and criteria

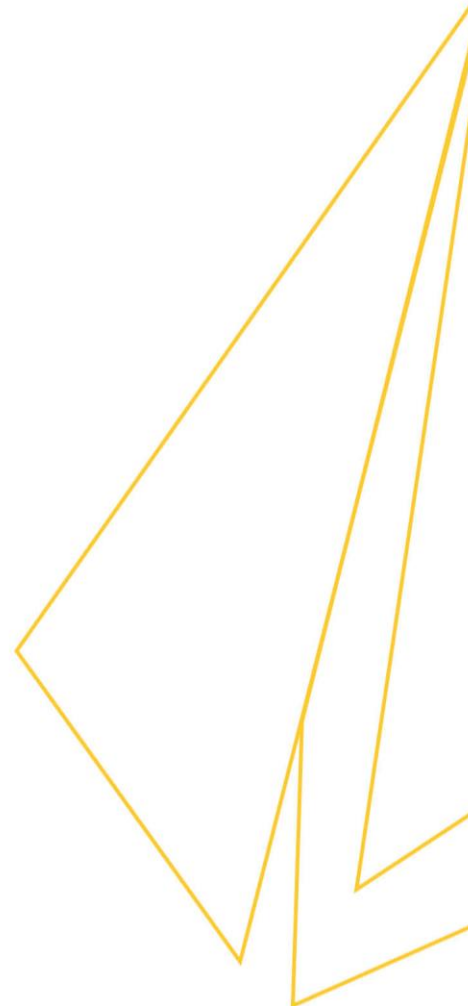
- 9.1 The Council reserves the right to add to delete or alter in any way the above conditions and criteria from time to time.

- 9.2 When making such changes Council will follow its consultation policy and ensure affected parties are engaged in the change process.

10 No postponement of rates

- 10.1 Nothing in this policy is to be taken as providing or implying a policy providing for the postponement of rates on Māori freehold land.

DRAFT





SUMMARY OF INFORMATION

Draft Rates Remission for Maori Freehold Land Policy

Reason for the proposal

Council's Rates Remission for Maori Freehold Land Policy is required under section 102 of the Local Government Act 2002. With the specific requirements set out under section 108.

The policy provides for the fair and equitable collection of rates from Māori freehold land, recognising that certain Māori-owned freehold lands have particular conditions, features, ownership structures or other circumstances determining the land as having limited rateability under legislation. This policy also acknowledges the desirability of avoiding further alienation of Māori freehold land.

Major changes to the Policy

- The removal of the requirement for land parcels to be under multiple ownership.
- Re-structuring the Policy to increase clarity.

Major aspects of the Policy

The major aspects of the Policy include:

Objectives

The Policy sets out ten objectives for rates relief for Maori Freehold Land. These include to support and take account of; the use of the land for traditional purposes, the relationship of Maori with their ancestral lands, avoiding further alienation of land, Waahi Tapu, the support for Marae, papakainga housing and Kaumatua housing, the importance of the natural environment, and legal access to land.

Conditions and Criteria

The Policy identifies three key conditions and criteria for eligibility for a rates remission:

- Unoccupied land
- Economic development
- Papakainga development.

Exclusions are specified – where the site contains a dwelling, the land is leased, or the land is used by one of the owners.

Procedural Matters

The Policy also sets out the procedure for the consideration of applications for rates remissions and rates arrears on Maori freehold land. There are no postponement of rates provided for under the Policy.

Submissions

Written submissions from the community are open until **noon 11 April 2018**.

Parties who make a written submission may also make an oral submission. Oral submissions are scheduled for:

- Marton Council Chambers - 3 May 2018
- Taihape Council Chambers - 4 May 2018

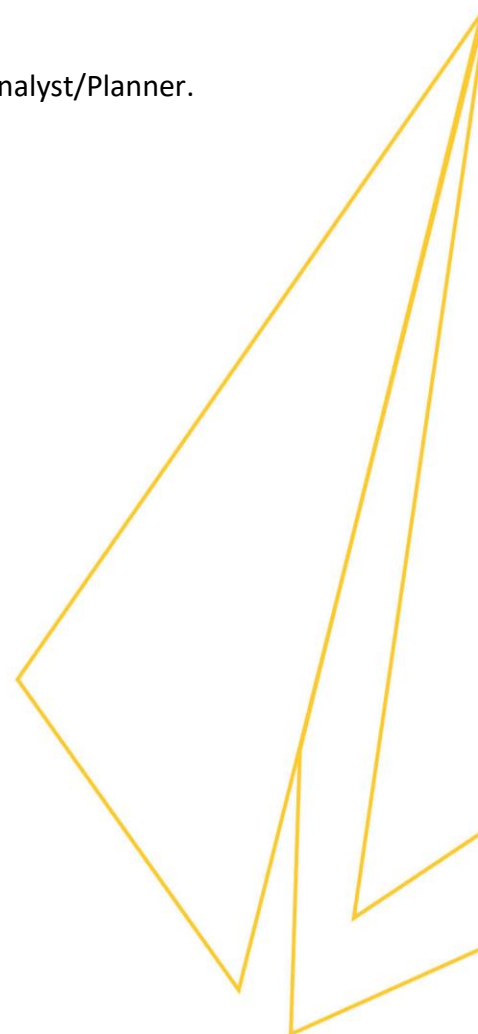
You need to indicate on your submission form if you wish to speak to your submission.

Further information

Further information, including the Statement of Proposal and a submission form, is available at the following places:

- Council's website www.rangitikei.govt.nz
- Council's libraries in Marton, Bulls and Taihape
- Council's Main Office in Marton
- By calling 0800 422 522

If you have any questions please contact Katrina Gray, Senior Policy Analyst/Planner.





SUBMISSION FORM

Draft Rates Remission for Maori Freehold Land Policy 2018

**Submissions close at
12 noon on 11 April 2018**

**Return this form, or send your written
submission to:**

Draft Rates Remission for Maori
Freehold Land Policy
Rangitikei District Council
Private Bag 1102
Marton 4741

Email: info@rangitikei.govt.nz

Oral submissions

Oral submissions will be held at the
Marton Council Chambers and the
Taihape Council Chambers

If you wish to speak to your submission,
please tick the box below.

I wish to speak to my submission.

☐ **Marton – 3 May 2018**

☐ **Taihape – 4 May 2018**

Ten minutes are allowed for you to speak,
including questions from Elected Members.

If you have any special requirements, such as
those related to visual or hearing impairments,
please note them here.

☐ I wish to use New Zealand Sign Language

Privacy

All submissions will be public, please tick this
box if you would like your name withheld ☐

Name	
Organisation (if applicable)	
Postal address	
Phone	
Email	
<p>How useful do you think partial rates remissions on Maori freehold land could be</p> <p>1 ----- 2 ----- 3 ----- 4 ----- 5</p> <p>Not useful Very useful</p>	
<p>Comments:</p>	
<p>Do you think the Policy should take into account other objectives? If yes, which?</p>	
Yes	<input type="checkbox"/> No <input type="checkbox"/>
<p>Comments:</p>	
<p>Further comments:</p>	
<p>Attach additional information or pages if necessary</p>	
Signed	
Date	

*Your will receive an acknowledgment email/letter of your submission within 3 working days
of being received by Council. If you do not receive this acknowledgement please contact
Katrina Gray, Senior Policy Analyst/Planner on 06 327 0099 or 0800 422 522.*

Appendix 5

SIGNIFICANCE AND ENGAGEMENT POLICY

Date of adoption by Council	2018 ¹
Resolution Number	[insert here]
Date by which review must be completed	Not applicable
Relevant Legislation	Local Government Act 2002 s76AA
Statutory or Operational Policy	Statutory
Included in the LTP	Yes

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¹ First adopted 27 November 2014 14/RDC/249

1 Purpose and Scope

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

2 Legislative Context

- 2.1 Every decision made by a local authority must be made in accordance with the provisions of the Local Government Act 2002.
- 2.2 Councils are required to adopt a Significance and Engagement Policy to enable it to determine the significance of the decision to be made and, where appropriate, engage with its community².
- 2.3 The Council will not make a decision or proceed with a proposal which it considers to be significant, unless it is first satisfied that the following requirements have been met:
 - Requirements in relation to decisions³
 - Identify all reasonably practicable options for the achievement of the objective of a decision
 - Assess the advantages and disadvantages of the options.
 - Take into account the relationship of Māori and their culture and traditions with their ancestral land, water, sites, waahi tapu, valued flora and fauna, and other taonga.
 - The views of those affected⁴
 - In the course of decision making the views of persons likely to be affected or likely to have an interest in the matter must be considered.
 - Contributions to decision-making by Maori⁵
 - Processes to encourage and foster participation in decision-making by Maori⁶
 - Principles of consultation⁷

² Section 76AA

³ Section 77

⁴ Section 78

⁵ Section 81

⁶ See the Development of Maori Capacity to Contribute to Council Decision-making Policy

⁷ Section 82

- Provide reasonable access to relevant information in a manner and format that is appropriate to the preferences and needs of persons likely to be affected by, or to have an interest in, the matter
 - Encourage affected/interested persons to present their views to the local authority
 - Provide reasonable opportunity to present those views to the local authority and clear information by the local authority concerning the purpose of the consultation and the scope of the decisions to be taken following the consideration of views presented
 - Receive the views with an open mind and provide a clear record or description of relevant decisions made by the local authority and explanatory material relating to the decisions.
- 2.4 When Council makes a decision that deviates from this policy, it will clearly identify the inconsistency, the reasons for the inconsistency and any intention to amend the policy to accommodate the decision⁸.

3 Community Engagement

- 3.1 The Council believes that public engagement is an essential part of good local government. Good consultation and engagement processes allow individuals and organisations to contribute to democratic local decision-making.

Special Consultative Procedure

- 3.2 The following decisions require consultation through the special consultative procedure:
- Establishing a council-controlled organisation.
 - Making, amending or revoking a bylaw which is of significant public interest or likely to have a significant impact on the public.
 - Before adopting a long term plan, using the consultation document.
 - Before amending a long term plan, using the consultation document.
 - Before adopting an annual plan, using the consultation document (unless there are no significant or material differences to the long-term plan projections for that year).
 - Assessing Council's water and other sanitary services.
 - Setting administrative charges under the Resource Management Act (and making a policy for discounting administrative charges)⁹
- 3.3 The special consultative procedure requires consultation for at least 1 month, the development of a 'statement of proposal' outlining the proposal, a summary of the information contained within the statement of proposal, information about how anyone interested in the proposal may present their views, and the opportunity to

⁸ Section 80 of the Local Government Act 2002

⁹ Resource Management Act 1991, sections 36 and 36AA.

present their views in a way that allows for spoken (or New Zealand sign language) interaction with the Council¹⁰.

Non-SCP Engagement

- 3.4 Council will decide on the scope and scale of engagement for decisions which do not require the use of the special consultative procedure on a case-by-case basis. The level of community engagement on a particular issue or decision will be decided by considering the following three factors:

A. The level of significance of the matter.

B. Whether the issue is District-wide, or only affects easily identified communities.

C. The desired level of participation.

- 3.5 An Engagement Plan (schedule 2) will be prepared and approved for every consultation process.

A. Determining Significance

- 3.6 Council will use the criteria identified below and the potential effects on Council's strategic assets as a guide to determining the significance of a decision. This criteria will be used in other Council decisions for significance.

Criteria

- 3.7 In considering the degree of significance of every issue requiring a decision, Council will be guided by the following criteria to help determine if specific proposals are significant:

	Degree of significance		
	Low (minor and/or short-term)	Medium (moderate/mid-term)	High (major and/or long term)
The potential effect on Council's ability to act in accordance with the statutory principles relating to local government			
The potential effect on the delivery of the statutory core services			
The level of community interest in the issue			
The financial costs/risk associated with the decision			
The non-financial costs/risk associated with			

¹⁰ Section 93 of the Local Government Act 2002. This also provides that Council may allow people to present their views using an audio link or audio-visual link.

the decision			
The number of people likely to be affected			

Strategic Assets

3.8 The following is a list of assets which are considered to be strategic assets¹¹. These assets are needed to maintain Council's capacity to achieve or promote outcomes that it determines to be important to the well-being of the community.

- Sections of the roading network where:
 - Loss of that section would create significant disruption (time for an alternative, number of vehicles affected).
 - There are no alternative routes.
- Each bridge within the District.
- Street-lighting
- Wastewater network and treatment plant in Ratana
- Wastewater network and treatment plant in Bulls
- Wastewater network and treatment plant in Marton
- Wastewater network and treatment plant in Hunterville
- Wastewater network and treatment plant in Mangaweka
- Wastewater network and treatment plant in Taihape
- Water treatment, storage, and supply networks in Ratana
- Water treatment, storage, and supply networks in Bulls
- Water treatment, storage, and supply networks in Marton
- Water treatment, storage, and supply networks in Hunterville
- Water treatment, storage, and supply networks in Mangaweka
- Water treatment, storage, and supply networks in Taihape
- Stormwater networks in Ratana
- Stormwater networks in Bulls
- Stormwater networks in Marton
- Stormwater networks in Hunterville
- Stormwater networks in Mangaweka
- Stormwater networks in Taihape
- Recreation facilities
- Community amenities
- Community housing¹²
- District libraries
- District cemeteries

¹¹ As required by section 76AA and required by section 76AA(3) of the Local Government Act 2002

¹² Any land or building owned by the local authority and required to maintain the local authority's capacity to provide affordable housing as part of its social policy. (LGA 2002, s5)

B. District-wide issue

- 3.9 Where an issue or decision has effects which are district-wide, then Council will consult with the whole District. Where an issue or decision is only likely to impact on an easily identified group (e.g. a decision that affects only a specific community) localised engagement only with this group may occur.

C. Degree of Participation

- 3.10 The degree of participation will be determined using the Public Participation Model (schedule 1). The model will be used in conjunction with the consideration of the following factors:

- The extent to which the current views of parties who will, or may be affected by, or have an interest in, the decision are known.
- The costs and benefits of any engagement process.
- Statutory timeframes.
- If there is an increased risk to health and safety from delaying the decision.
- Whether the decision aligns with previous Council decisions.
- Community preferences for engagement on specific issues.

4 Engagement principles

- 4.1 When undertaking engagement, the Council will use the following set of principles:

- Select appropriate tools and techniques for engagement, depending upon the level of engagement sought and the impact of the issue being consulted upon.
- Use simple and straightforward language when asking for feedback on proposals.
- Ensure that documents are accessible.
- Encourage councillors, community boards and community committees to engage with local communities and assist Council in consulting on public proposals.

Schedule 1 - Public Participation Model

	COUNCIL DECIDES	COUNCIL SEEKS OPINIONS	DISCUSSION AND INVOLVEMENT	PARTNERSHIP	COMMUNITY DECIDES
What does it involve	To provide the public with balanced and objective information to assist them in understanding the problems, options, or solutions	To obtain public feedback on options or proposed decisions	To work directly with the public throughout the process to ensure that concerns are understood and considered prior to decision making	To partner with the public in aspects of the decision including the development of alternatives and the identification of preferred solution(s)	To place the final decision-making in the hands of the public
Types of issues it might be used for	Annual report Procurement of goods and services Opening hours of Council facilities Upcoming legislative changes	Bylaws Statutory policies Long Term Plan consultation phase Annual Plan consultation phase	District Plan Review Long Term Plan development phase Major projects that have a significant impact on the community.	Community development projects	To elect representatives (Councillors, Community Board members, Community Committee members)
Tools Council might use	Website Newspaper adverts and inserts Public meetings Social media	All tools from 'Council decides' and potentially the following: Written submissions Oral hearings Public meetings Stakeholder meetings Letters to affected parties	Workshops Stakeholder meetings Social media	External working groups Social media Website Displays	Referendum Local body elections Election (show of hands or ballot) at public meeting
When the community might expect to be involved	Council will generally advise once a decision has been made	Council will generally advise the community once a draft decision is made. Council would generally provide the community with up to 4 weeks to participate and respond	Council will generally provide the community with greater lead-in time to allow them to be involved in the process	Council will generally involve the community at the start to scope the issue, after information has been collected, and when options are being considered	Council will generally provide the community with sufficient lead in time to be involved in the process.

Schedule 2: Engagement Plan template

Project description and background

This will describe the nature of the engagement to be undertaken, clarify the decision to be made, the circumstances that led to it, related council decisions already made, and legislation applying.

Engagement objectives

Identify what feedback or decisions we want from communities.

What decisions will be made by council that need to be informed by the community's input?

Timeframe and completion date

Describe each stage of the project, including when key decisions need to be made by Council.

Communities to be engaged with

List the communities and key stakeholders to engage with.

Engagement tools and techniques to be used

Describe the tools and techniques that will be used to engage with each of the identified communities and stakeholders. Refer to the Public Participation Model to determine the level of engagement for each.

Resources needed to complete the engagement

This includes time allocations for council staff and councillors and costs involved to undertake the selected engagement tools and techniques.

Communication planning

This outlines any potential reputation risks associated with the project and mitigations. It will outline the key messages to be communicated to the public, and where necessary will include a communications plan.

Basis of assessment and feedback to the communities involved

This will describe how the community input will be analysed and how results will be communicated to the Council and to participating communities. Also includes an indication of when this feedback will occur – prior to, or after Council decisions are made.

Project team roles and responsibilities

This identifies who will be involved in this project, excluding external providers, and who the key contact point within Council will be.



SUMMARY OF INFORMATION

Draft Significance and Engagement Policy 2018

Reason for the proposal

Council is required to have a Significance and Engagement Policy under the Local Government Act 2002.

The purpose of the Significance and Engagement Policy is to provide a framework for Council to decide whether a decision is significant and provide the community with clarity as to when communities can expect to be engaged in decisions made by Council.

Major points of the proposal

Community Engagement

Council acknowledges that public engagement is an essential process of good local government.

Special Consultative Procedure

The Policy identifies the situation where Council is required to use the special consultative procedure to consult on decisions. The special consultative procedure requires 1 month of public consultation on the issue, developing a statement outlining the proposal and a summary of the information. This process requires both a written and oral submission process.

Other Engagement

Where the special consultative procedure is not required, Council will decide on the scope and scale of engagement with the community based on three factors:

- The level of significance of the matter - *based on specified criteria*.
- Whether the issue is district-wide, or only affects easily identified communities.
- The desired level of participation – *based on the public participation model provided*

Engagement Principles

The Policy sets out a number of engagement principles which Council will use. These include encouraging participation and ensuring consultation material is accessible and easy to use.

Submissions

Written submissions from the community are open until **noon 11 April 2018**.

Parties who make a written submission may also make an oral submission. Oral submissions are scheduled for:

- Marton Council Chambers - 3 May 2018

- Taihape Council Chambers - 4 May 2018

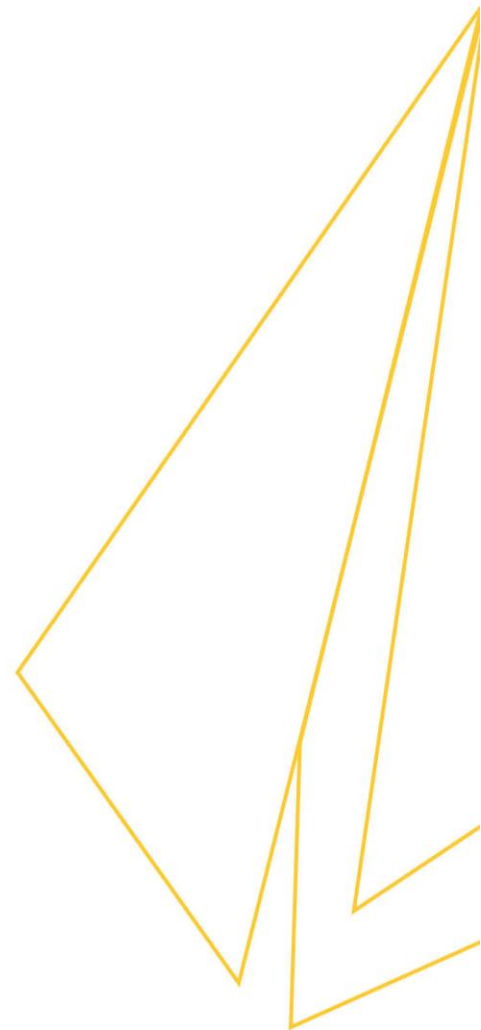
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- By calling 0800 422 522

If you have any questions please contact Katrina Gray, Senior Policy Analyst/Planner.





SUBMISSION FORM

Draft Significance and Engagement Policy 2018

**Submissions close at
12 noon on 11 April 2018**

**Return this form, or send your written
submission to:**

Draft Significance and Engagement Policy
Rangitikei District Council
Private Bag 1102
Marton 4741

Email: info@rangitikei.govt.nz

Oral submissions

Oral submissions will be held at the Marton
Council Chambers and the Taihape Council
Chambers

If you wish to speak to your submission,
please tick the box below.

I wish to speak to my submission.

☐ **Marton – 3 May 2018**

☐ **Taihape – 4 May 2018**

Ten minutes are allowed for you to speak, including
questions from Elected Members.

If you have any special requirements, such as those
related to visual or hearing impairments, please note
them here.

☐ I wish to use New Zealand Sign Language

Privacy

All submissions will be public, please tick this
box if you would like your name withheld ☐

Name	
Organisation (if applicable)	
Postal address	
Phone	
Email	
<p>How adequate do you think that the criteria for determining significance of an issue or decision is?</p> <p>1 ---- 2 ---- 3 ---- 4 ---- 5</p> <p>Not adequate Very adequate</p>	
Comments:	
<p>How useful do you think the Public Participation Model is for understanding when Council will engage with the community?</p> <p>1 ---- 2 ---- 3 ---- 4 ---- 5</p> <p>Not useful Very useful</p>	
Comments:	
<p>What, if any, changes would you like Council to consider before the draft Policy is adopted?</p>	
Attach additional information or pages if necessary	
Signed	
Date	

*Your will receive an acknowledgment email/letter of your submission within 3 working days
of being received by Council. If you do not receive this acknowledgement please contact
Katrina Gray, Senior Policy Analyst/Planner on 06 327 0099 or 0800 422 522.*

Appendix 6



REVENUE AND FINANCING POLICY

Extracted from the 2018/2028 Long Term Plan

Date of adoption by Council	
Resolution Number	
Date by which review must be completed	
Relevant Legislation	Section 102(4) of the Local Government Act 2002
Statutory or Operational Policy	Statutory
Included in the LTP	Yes

Introduction

Section 102(4) of the Local Government Act 2002 requires the Council to adopt a Revenue and Financing Policy, and clause 10 of Schedule 10 of that Act requires this adopted policy to be included in Council's Long-Term Plan.

The purpose of the revenue and financing policy is twofold.

- to state the Council's policies in respect of funding both operating expenses and capital expenditure from the sources available to it;
- to show how the Council has complied with the requirements (of section 101(3) of the Act) to give consideration to six specific issues in developing the policy.

Part A sets out the policy principles and considerations; Part B shows how these have been applied to Council's nine groups of activities.

Part A: Principles

1 Process

In developing its revenue and financing policy, Council is required to consider – in relation to each activity to be funded – the following five matters:

- The community outcomes to which the activity primarily contributes; and
- The distribution of benefits between the community as a whole, any identifiable part of the community, and individuals;

- The period in or over which those benefits are expected to occur;
- The extent to which the actions (or inaction) of particular individuals or a group contribute to the need to undertake the activity; and
- The costs and benefits, including consequences for transparency and accountability, of funding the activity distinctly from other activities; and

The Council is also required to consider the overall impact of any allocation of liability for revenue needs on the well-being of the community.

Council developed a series of worksheets to analyse these matters for each activity as part of the preparation for the 2018-28 Long-Term Plan. All of these were reviewed in detail in workshop. In most cases, these discussions retained the funding mechanisms and the rationale for them as adopted for the 2015-25 Long Term Plan. This is the foundation for the detail in Part B of the policy.

While the scope of Council's activities has changed very little over the past decade, there has been a shift away from targeting rates to particular communities in favour of a district-wide approach. This was implemented as part of the 2012/22 Long-Term Plan. Council believes that taking a District-wide approach to rating across all activities is the fairest mechanism. "District-wide" means that an urban property valued at (say) \$200,000 in Taihape, Marton or Bulls will pay the same rates for the same services. Such properties will pay different rates than a property in the rural area valued at \$200,000, because the services provided are different. The different rates for water and wastewater between town and rural properties are an example of this. This, coupled with a stronger focus on groups of activities, meant Council decided – as far as practicable – to aggregate its approach to defining funding sources on a whole-of-group approach.¹ Council has continued this district-wide approach in reviewing this policy for the 2018-28 Long-Term Plan.

2 Valuation System

Council uses a Capital Value system to apportion rates.

The General Rate (other than the Uniform Annual General Charge) and the Roothing Rate are set using capital value as a base except for Defence land.

Capital value based rating is seen as the best mechanism for the following reasons:

- Capital values recognise the economic activity to which the rating unit is put. Setting rates on capital value ensures that those rating units using Council services pay their share:
 - Shops in the CBD, motels and multi-unit housing for instance, have a high capital value in relation to land value, but also use Council's infrastructure (especially roading) to a greater degree than a residential property that has the equivalent land value.

¹ The only Community Services rate (a rate levied on a particular community) remaining funds the two Community Boards (in Taihape and Ratana).

- Capital improvements (such as building a new house or undertaking a conversion to dairying) typically lead to increased use of Council's infrastructure and services.
- In areas of growth, capital value increases generated by the growth can absorb much of the rate increase associated with the increased use of infrastructure caused by the growth. Land values are less likely to achieve this.
- Capital values are a known figure. Capital values are generated from sales of assets while land values (especially in urban areas) are calculated from small quantities of vacant land sales and are therefore less reliable.
- Capital values are less volatile than land sales. If Council used land value based rates, the incidence of rates changing due to valuation effects alone would have been far more significant than under capital value.

3 Sources of Funding

Council funds operating expenditure from the following sources:

General rates	Used when there is a general benefit for the District as a whole. The General Rate, based on capital value (except for Defence land which is based on land value ²), is typically used when there is a high public benefit in the services provided, when Council considers the community as a whole should meet the costs of the service, and when Council is unable to achieve its user-charge targets and must fund expenditure. Examples are the District Plan and Economic development. The general rate is not set on a differential basis.
Uniform Annual General Charge	Used where a benefit from a Council service is received equally. ³ Examples are the cost of undertaking the planning and reporting required by legislation and remuneration to Elected Members. The fixed Uniform Annual General Charge is a fixed amount per 'separately used or inhabited part' of a rating unit.
Targeted rates	Used to 'target' specific activities so that their cost is evident to the community. The ways of setting targeted rates are set out in section 16 of the Local Government (Rating) Act 2002. This includes setting the rate as a fixed charge on every rating unit or each separately used or inhabited part of every rating unit in the district (or specified part of the district) when Council believes that the benefit is received equally. This is the case for solid waste. Another approach is for targeted rates to be set based on

² Section 22(2), Local Government (Rating) Act 2002 requires this.

³ Section 21 of the Local Government (Rating) Act 2002 limits the UAGC together with any other rate set as a uniform fixed amount per rating unit or separately used or inhabited part of every rating unit (other than water and wastewater rates) to a maximum of 30% of Council's total income from all rating mechanisms.

capital value when Council believes that there is variable benefit. This is the case for roading.

Fees and charges	Used when Council considers that the high level of benefit received by specific individuals justifies seeking user charges (which cover all or part of the service provided), that such individuals (or groups) can be identified, and that it is economic to collect the charges. Examples are the provision of building and resource consents and disposal of waste at the waste transfer stations. ⁴ Council recognises that fees may deter what the community would perceive as desirable activities, such as registering dogs or registering food handling premises; however, the benefit from such activities is shared between the community as a whole and the person undertaking the registration.
Interest and dividends from investments	Applied to the benefit of the whole Council – proceeds are used to offset the general rate requirement, except where the interest is credited to a special fund or reserve fund.
Borrowing (both external and internal)	May be internal or external – the cost to be borne by the activity requiring the loan.
Proceeds from asset sales	Used to fund renewals expenditure within the sold asset's activity. However, forestry asset sales are treated as investment proceeds (used to offset future forestry expenditure, and then the General Rates). However, proceeds from forestry on reserves must be applied to reserves (but not necessarily to future forestry on them).
Donations, grants and subsidies towards operating expenses	Received mainly from central government and typically related to specific activities. Examples are roading and community development projects. The John Beresford Dudding Trust typically makes an annual grant to the district libraries.
Other operating revenue	Recognises that Council may apply other sources of funds on a case-by-case basis, taking the most equitable course.

Council may choose not to fund in full operating expenditure in any particular year for a particular activity, if the deficit can be funded from actual operating surpluses in the immediately-preceding year or projected in subsequent years within that activity.

Council may also choose to fund from the above sources more than is necessary to meet the operating expenditure in any particular year, having regard for an actual operating deficit in the immediately-preceding year or projected in subsequent years or to repay debt. Council

⁴ In some instances, fees (and the amount) are prescribed by legislation. An example is manager's certificates issued under the Sale and Supply of Alcohol Act 2012.

will have regard to forecast future debt levels when ascertaining whether it is prudent to budget for an operating surplus for debt repayment.

Council has determined the proportion of operating expenditure to be funded from each of the sources listed above and the method of apportioning rates and other charges. This is contained in Part B.

Council funds its capital expenditure (procurement and/or building of assets and infrastructure) from the following sources:

Rates

Rates are not normally used to fund capital expenditure directly other than for roading. Rates are used to fund interest on loans taken for capital projects and also to create depreciation reserves to fund future renewals of existing assets or infrastructure. The rationale is that current ratepayers/users of the assets should pay for the replacement of the asset that they are using. This is the intergenerational equity concept. Future generations should not have the added burden of the cost of replacing an asset that they have not used. Future generations may not be able to afford the replacement in any case this means that in the case of roading, where the lifecycle of the assets in many cases is far shorter than other assets such as water supply schemes, the depreciation alone is insufficient to cover the current renewal costs.

However, when NZTA funding is taken into account, the funding is normally sufficient. Where it is not, the Roading rate is used to fund these shortfalls.

The depreciation calculation is used as a proxy to calculate the funding needed for depreciation reserves. Revaluing assets so that the calculation is as accurate as possible is done every three years (or less if appropriate) to minimise the costs associated with obtaining the revaluations.

This mechanism also lessens the risk of large rate increases in the year subsequent of a valuation update.

Depreciation reserves

Depreciation reserves that have been funded in previous years from rates (or other funding) are used only to fund replacements and renewals of operational assets and infrastructural assets. They are also used to repay the capital on borrowing. This fits with the concept of intergenerational equity.

In the situation where a depreciation reserve would go into deficit, then this should be recovered from rates or borrowing, as should capital renewals, until the depreciation reserve is no longer in deficit. Where depreciation reserves are sufficient, loans may be repaid earlier.

Roading reserves	The roading reserve is established to provide funding for emergency works as a result of bad weather or other natural disasters.
Community and leisure assets reserves	Previously, instead of funding the full calculated depreciation requirement on specific leisure facilities, depreciation was set at 100% for libraries ⁵ , 50% for parks, halls and public toilets, and 0% for swimming pools, community housing and the rural water supply schemes. Additionally Council has agreed to a \$75,000 per annum swimming pool reserve ⁶ . From 2018/19, Council will progressively increase depreciation for swimming pools, community housing and the rural water schemes to 95% (by 2028/29). The annual contribution to the swimming pool reserve will cease.
Subsidies and grants	<p>Subsidies and grants are primarily received from the government for various central government initiatives, or to fund specific activities such as roading renewals and developments, water and/or wastewater developments.</p> <p>Roading subsidies for renewals only cover the subsidised portion of the current renewals. The government does not fund its portion of the roading renewal programme in advance through depreciation funding as the Council does. Council only funds its “local share” of the depreciation funding.</p> <p>The risk to Council is that the rate of subsidy may decrease or cease to exist when the asset is renewed. This is seen as a low risk for roading as the lifecycle of the assets is lower (20 years or less).</p> <p>As these subsidies and/or grants relate to specific activities, the subsidy or grant is treated as an income stream of the activity to which they relate even though the funds so derived are used to replace or create (primarily) infrastructural assets.</p> <p>As such funding streams are classified as income but the funds are used to fund capital, an operational surplus is automatically created in the surplus or deficit as the expenditure is recognised in the “balance sheet” surplus or deficit. This phenomenon is peculiar to central and local government and causes confusion to those who view such “surpluses” as “profit” and subsequently think that councils are over-rating them.</p>
Loans	Loans are used to fund development. This fits within the concept of intergenerational equity whereby the future ratepayers or

⁵ From 2013/14

⁶ From 2013/14

users who benefit from the new asset pay for the loan interest charges and loan repayments. Depreciation reserves are used to reduce the amount of the loan principal, but (as noted above) interest payments are normally funded by rates. However, when the life of the asset exceeds 30 years, Council may forego depreciation in favour of reducing the loan principal. Council's policy has been to renew borrowing at least every three years and repay the total sum borrowed within 30 years, but this may be modified by the terms available from the Local Government Funding Agency.

In exceptional cases, Council may (by resolution) use a loan to fund operating expenses. The most likely reason for Council to decide on this would be to avoid a spike in rates from a one-off cost.

Part B of the policy shows how new capital expenditure will be funded (noting whether this will vary from the funding mechanism for operational expenditure). It notes where Council will undertake specific consultation before settling the method of funding. Council has confirmed the principle that non-replacement capital expenditure for infrastructure and/or community facilities may be funded from the properties connected to or communities that directly benefit via a capital contribution or a targeted rate on a case by case basis. Council does not currently envisage changes to these funding mechanisms during the term of this Long-Term Plan.

Council recognises that revenue from fees and charges will change from year to year – because of the extent of public participation, the market place, and central government policy and programmes. Thus the funding split between public and private mechanism (where both are involved) may vary between years. Similarly, levels of government grants and subsidies may change, which would necessitate an altered funding split (e.g. rural fire or roading).

Part B: Application of Policy Principles and Considerations

Activity	Funding split public: private	Public mechanism	Private mechanism	Rationale for funding mechanisms	Variation for new capital expenditure	Variation projected after 2020/21
Community Leadership						
Council Strategic planning and reporting Iwi liaison Community Committees,	100:0	General rate	Not applicable	There are benefits to the whole District of having effective strategy and governance	Not applicable	Not envisaged
Elections	100:0 to 95:5	Uniform Annual General Charge	When a contribution is made by the regional council and the district health board for including their candidates on the voting paper.	Benefit is equal to all individuals	Not applicable	Not envisaged
Community Boards	100:0	Targeted Community Services rate set as a fixed charge per rating unit	Not applicable	Benefits shared among all residents within the Board area	Not applicable	Not envisaged

Activity	Funding split public: private	Public mechanism	Private mechanism	Rationale for funding mechanisms	Variation for new capital expenditure	Variation projected after 2020/21
Roading and Footpaths						
Roading (i.e. Pavements, Bridges, Traffic services, Stormwater drainage and Vegetation management)	50:50 to 40:60 ⁷	Targeted rate (District-wide) based on capital value	Central government grants and subsidies, fuel taxes, fines, infringement fees	District-wide benefit, property-related, but the whole community benefits, in terms of accessibility to and supply of goods and services. Government subsidy is a significant contribution. Roding is a significant activity warranting a separately disclosed rate	Not applicable	Not envisaged
Footpaths and street lighting	100:0 to 95:5	Targeted rate (District-wide) based on capital value	Fines and infringement fees	These activities contribute to safer and more attractive towns. The whole community benefits from this.		Not envisaged
Water Supply						
Potable water (town reticulation schemes)	20:80 to 25:75	Targeted rate: 20-25% from all separately used or inhabited parts of every rating unit in the district (whether connected or unconnected),	Targeted rate and user charges. 65-70% consumption charge on each separately used or inhabited part of every rating unit which is connected, except	The provision of potable water is an essential service to residents and businesses in urban areas. A balance is needed between the benefits to those connected to the scheme,	To be determined by Council on a case-by-case basis, following consultation with affected communities	Not envisaged

⁷ Excluding extraordinary projects such as replacement of a major bridge.

Activity	Funding split public: private	Public mechanism	Private mechanism	Rationale for funding mechanisms	Variation for new capital expenditure	Variation projected after 2020/21
			Huntermville (metered supply). 5-15% of cost recovered from extraordinary users ⁸ and bulk supplies	to the wider community who use the facilities and businesses dependent on potable water and who have access to such supplies during shortages or emergencies and affordability.		
Non-potable water (rural supply schemes) Erewhon Omatane Huntermville	0:100 to 5:95	Internal charges (overheads) to be met through the General Rate	User charges by volume (set in consultation with each scheme and recovered as rates)		To be determined by Council on a case-by-case basis, following consultation with affected communities	Not envisaged
Non-potable water (rural supply schemes) Putorino	0:100 to 5:95	Internal charges (overheads) to be met through the General Rate	User charges by capital value (set in consultation with each scheme and recovered as rates)			Not envisaged

⁸ Metered for full quantity of water taken, after the first 250 m3, charged on basis of rates set in Council's fees and charges or as separately agreed.

Activity	Funding split public: private	Public mechanism	Private mechanism	Rationale for funding mechanisms	Variation for new capital expenditure	Variation projected after 2020/21
Sewerage and the Treatment and Disposal of Sewage						
Wastewater	20:80 to 25:75	Targeted rate: 20-25% from all separately used or inhabited parts of every rating unit in the district (whether connected or unconnected),	Targeted rate and user charges: 65-70% disposal charge on each separately used or inhabited part of every rating unit which is connected. 5-15% of cost recovered from charges levied under the Trade Waste Bylaw and septage disposal (on basis of rate set in Council's Fees and Charges or as separately agreed)	The district as a whole has a vested interest in ensuring the safe disposal of wastewater to minimise the otherwise harmful effects to the environment of improper disposal. A balance is needed between this district-wide benefit, the benefits of convenience to those connected to the scheme and affordability.	To be determined by Council on a case-by-case basis, following consultation with affected communities	Not envisaged
Stormwater Drainage						
Stormwater	20:80 to 30:70	Targeted rate: 25% from all separately used or inhabited parts of every rating unit in the district (whether urban or rural)	Targeted rate 75% from all rating units	A balance is needed between the benefits to those properties connected to a stormwater scheme, the district-wide benefit through minimisation of damage to the roading network and affordability.	To be determined by Council on a case-by-case basis, following consultation with affected communities	Not envisaged

Activity	Funding split public: private	Public mechanism	Private mechanism	Rationale for funding mechanisms	Variation for new capital expenditure	Variation projected after 2020/21
Community and Leisure Assets						
Libraries	100:0 to 90:10	Uniform Annual General Charge	User pays for value- added services for individuals or groups	District-wide benefit, related to individuals.	To be determined by Council on a case-by-case basis, following consultation with affected communities	Not envisaged
Swimming pools	100:0 to 90:10	20% General rate and 80% Uniform Annual General Charge on all separately used or inhabited part of every rating unit in the district	User pays for value- added services for individuals or groups	District-wide benefit, related mostly to individuals, but some wider benefits.	To be determined by Council on a case-by-case basis, following consultation with affected communities	Not envisaged
Public toilets	100:0					
Cemeteries	80:20 to 70:30					
Parks	100:0 to 90:0					
Includes litter bins						

Activity	Funding split public: private	Public mechanism	Private mechanism	Rationale for funding mechanisms	Variation for new capital expenditure	Variation projected after 2020/21
Halls	100:0	20% General rate and 80% Uniform Annual General Charge on all separately used or inhabited part of every rating unit in the district	User pays for long-term exclusive use of facilities	District-wide benefit in having these services, but some shared benefit.,	To be determined by Council on a case-by-case basis, following consultation with affected communities	Not envisaged
Housing	90:0					
Property	10:90 to 20:80					
	30:70 to 50:50					
Rubbish and Recycling						
Waste management	30:70 to 40:60	Part of the Solid waste targeted rate set as fixed charge on every separately used or inhabited part of every rating unit in the district	User charges at waste transfer stations	Users of the facilities benefit – but so does every resident in the District as a whole in terms of health and tidiness of the environment	To be determined by Council on a case-by-case basis, following consultation with affected communities	Not envisaged
Waste minimisation	0:100 to 20:80	Part of the Solid waste targeted rate set as fixed charge on every separately used or inhabited part of every rating unit in the district	Grant from waste levy and other government grants	The district as a whole benefits through extended life of landfill assets and increased recycling facilities for farmers (e.g. silage wrapping and fertiliser bags).	To be determined by Council on a case-by-case basis, following consultation with affected communities	Not envisaged

Activity	Funding split public: private	Public mechanism	Private mechanism	Rationale for funding mechanisms	Variation for new capital expenditure	Variation projected after 2020/21
Environmental and Regulatory services						
Animal control	45:55 to 65:35	General rate	User fees	Benefits from this activity shared equally amongst all.	Not applicable	Not envisaged
Building control	50:50 to 30:70	General rate	User charges, fines and infringement fees	There are benefits to the District at large in having a well-regulated environment, in which buildings are safe, changes to land use do not intrude unduly on the environment, etc. However, there is also an individual benefit for those people participating in such activities. The funding split recognises that there will be circumstances where the exacerbator cannot be traced to pay.	Not applicable	Not envisaged
Planning control	30:70 to 20:80					
Other regulatory functions (including registered and licensed premises control)	65:35 to 40:60 to 50:50					
District Plan	100:0	General rate		Benefits potentially across the whole District primarily related to property.	Not applicable	Not envisaged

Activity	Funding split public: private	Public mechanism	Private mechanism	Rationale for funding mechanisms	Variation for new capital expenditure	Variation projected after 2020/21
Community Well-being						
Information Centres Economic development Community partnerships	95:5 to 85:15	General rate	Government subsidies and User pays for specific services (e.g. travel commissions at information centres)	District-wide benefit, but not equally; impossibly complex to identify specific benefits to individuals, businesses or organisations as this will change.	Not applicable	Not envisaged
Emergency management	100:0 to 90:10	General rate	Government subsidy	The whole community benefits – work on preparedness and responding to actual emergency events occurs regardless of where the event has occurred or who needs assistance. While primarily focussed on safeguarding human life, attention is also paid to safeguarding property.	To be determined by Council on a case-by-case basis, following consultation with affected communities	Not envisaged



SUMMARY OF INFORMATION

Draft Revenue and Financing Policy 2018

Reason for the proposal

The Revenue and Financing Policy sets out how Council will fund its services. This includes whether an activity is funded by rates (and what type of rates), fees and charges, external sources.

Major changes to the Revenue and Financing Policy

- *Community Leadership Group of Activities* – moved the rates funded portion of costs for Council, strategic planning and community committees from the Uniform Annual General Charge to the General Rate. There are benefits to the whole District of having effective strategy and governance
- *Community and Leisure Group of Activities* – moved the rates funded portion (for every service apart from libraries) from 100% from the Uniform Annual General Charge to 20% from the General rate and 80% from the Uniform Annual General Charge. District-wide benefit, related mostly to individuals, but some wider benefits.
- *Environment and Regulatory Services Group of Activities* – moved from the rates funded portion of costs being a 50% split between the Uniform Annual General Charge and the General Rate, to 100% from the General Rate. District-wide benefit.

Submissions

Written submissions from the community are open until **noon 11 April 2018**.

Parties who make a written submission may also make an oral submission. Oral submissions are scheduled for:

- Marton Council Chambers - 3 May 2018
- Taihape Council Chambers - 4 May 2018

You need to indicate on your submission form if you wish to speak to your submission.

Further information

Further information, including the Statement of Proposal and a submission form, is available at the following places:

- Council's website www.rangitikei.govt.nz
- Council's libraries in Marton, Bulls and Taihape
- Council's Main Office in Marton
- By calling 0800 422 522

If you have any questions please contact Katrina Gray, Senior Policy Analyst/Planner.



SUBMISSION FORM

Draft Revenue and Financing Policy 2018

**Submissions close at
12 noon on 11 April 2018**

**Return this form, or send your written
submission to:**

Draft Revenue and Financing Policy
Rangitikei District Council
Private Bag 1102
Marton 4741

Email: info@rangitikei.govt.nz

Oral submissions

Oral submissions will be held at the
Marton Council Chambers and the
Taihape Council Chambers

If you wish to speak to your submission,
please tick the box below.

I wish to speak to my submission.

☐ **Marton – 3 May 2018**

☐ **Taihape – 4 May 2018**

Ten minutes are allowed for you to speak,
including questions from Elected Members.

If you have any special requirements, such as
those related to visual or hearing impairments,
please note them here.

☐ I wish to use New Zealand Sign Language

Privacy

All submissions will be public, please tick
this box if you would like your name
withheld ☐

Name	
Organisation (if applicable)	
Postal address	
Phone	
Email	
<p><i>For every activity, Council has to decide the proportion of funding which comes from rates versus fees and charges.</i></p> <p>In priority order, which of the following activities are the most/least important for Council to provide some rate funding for?</p> <p><i>For example, if you think parks and reserves is the most important to have rates funding (and less from user charges) give it '1'. If you think people who need building consents should pay the full cost with no rates contribution, you would give Building control a '6'.</i></p>	
Choose an item. Building control	
Choose an item. Council decision making	
Choose an item. Dog control	
Choose an item. Libraries	
Choose an item. Parks and Reserves	
Choose an item. Swimming Pools	
Comments:	

Your will receive an acknowledgment email/letter of your submission within 3 working days of being received by Council. If you do not receive this acknowledgement please contact Katrina Gray, Senior Policy Analyst/Planner on 06 327 0099 or 0800 422 522.



Council currently funds the provision of drinking water, storm water and waste water partially by a fixed charge to every ratepayer in the District, whether or not they are connected to a supply. If this fee was not charged the cost of providing these services would substantially increase for urban ratepayers.

Do you think this funding approach is fair, keeping in mind that all ratepayers share the costs of providing roading throughout the whole District?

Yes ☐ No ☐

Is your property connected to these services?

Connected ☐ Not connected ☐

Comments:

Further comments on the draft Revenue and Financing Policy:

Attach additional information or pages if necessary

Signed:

Date:

Your will receive an acknowledgment email/letter of your submission within 3 working days of being received by Council. If you do not receive this acknowledgement please contact Katrina Gray, Senior Policy Analyst/Planner on 06 327 0099 or 0800 422 522.