

ORDER PAPER

ORDINARY COUNCIL MEETING

Date: Wednesday, 9 June 2021
Time: 9.30 am
Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Chair: His Worship the Mayor, Andy Watson

Deputy Chair: Cr Nigel Belsham

Membership: Cr Cath Ash
Cr Brian Carter
Cr Fi Dalgety
Cr Gill Duncan
Cr Angus Gordon
Cr Tracey Hiroa
Cr Richard Lambert
Cr Waru Panapa
Cr Dave Wilson
Cr Coral Raukawa

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Notice is hereby given that an Ordinary Meeting of Council of the Rangitikei District Council will be held in the Council Chamber, Rangitikei District Council, 46 High Street, Marton on Wednesday, 9 June 2021 at 9.30 am.

Order Of Business

1	Welcome	4
2	Apologies	4
3	Public Forum	4
4	Conflict of Interest Declarations	4
5	Confirmation of Order of Business	4
6	Reports for Decision	5
6.1	Identified Cost Savings for 2021/22	5
6.2	Adoption of Development Contributions Policy	9
6.3	Adoption of the Significance and Engagement Policy 2021	11
6.4	Deliberations on Revenue and Financing Policy 2021	20
6.5	Deliberation on draft Schedule of Fees and Charges 2021/22	27
6.6	Deliberations Report - Consultation on the Long Term Plan for 2021-31	60

AGENDA

1 Welcome

2 Apologies

3 Public Forum

4 Conflict of Interest Declarations

Members are reminded of their obligation to declare any conflicts of interest they might have in respect of items on this agenda.

5 Confirmation of Order of Business

That, taking into account the explanation provided why the item is not on the meeting agenda and why the discussion of the item cannot be delayed until a subsequent meeting, [enter item number](#) be dealt with as a late item at this meeting.

6 Reports for Decision

6.1 Identified Cost Savings for 2021/22

Author: Peter Beggs, Chief Executive

Authoriser: Peter Beggs, Chief Executive

1. Reason for Report

- 1.1 To provide Elected Members with an update on 2% operational cost savings that were requested at the Council meeting on 25 February 2021. That resolution was:

"Noting the operational savings already achieved by staff, Council requests the Chief Executive to identify a further 2% operational saving so as to limit rate increases."

- 1.2 This report provides an update and detail on these savings.

2. Context

- 2.1 In Audit NZ's audit report of Council's 2021-2031 Long Term Plan Consultation Document, an emphasis of matter was raised regarding Council's proposed cost savings. Audit NZ stated that Council must *"provide adequate support to demonstrate the savings plan assumption"*.

- 2.2 Further in Section 2.3.2, Audit NZ stated *"As part of the LTP audit we expect the District Council will be able to demonstrate to us actions they have put in place or a more detailed plan on how they will achieve this savings plan. If the District Council is not able to provide adequate support for this savings plan, this could result in a qualified audit opinion over the reasonableness of the savings plan assumption"*.

- 2.3 The attached table itemises the proposed savings plan and where cost savings have been identified. It should be noted that in order to realise some of the savings identified*, should they be accepted, Elected Members will be required to support corresponding future recommendations brought to them for approval. Savings to the levels indicated cannot be achieved without this support.

* coloured light orange in the attached table.

- 2.4 A 2% cost savings is approximately \$500,000 within Year 1 of the operational budget. Should Elected Members accept all initiatives identified, a cost savings of \$589,832 is considered achievable (refer attached table).

- 2.5 A total of \$8M cost savings has been identified over the 10-year LTP period. This comprises two main 'savings strategies':

2.5.1 Removing \$500k from the budget in Year 1. Over ten years the compounded impact of this is a saving of over \$5m.

2.5.2 Imposing annual efficiency gains of 0.3%. Over ten years the compounded impact of this is a saving of around \$3m.

- 2.6 The savings identified specifically excluded negative impacts to:

2.6.1 staff salaries, and

2.6.2 agreed levels of service identified in the Statement of Service Performance.

2.7 Capital budgets were not considered.

3. Discussion and Options Considered

3.1 Six areas of operational budgets were investigated; Finance, Community, Assets and Infrastructure, People and Culture, Regulatory and Performance, and Other. The attached table refers.

3.2 Insurance

Four line items are proposed under this heading. Savings identified however will correspond to a higher level of risk and therefore could impact the operational budget should an incident occur that was formerly insured.

As an example, self-insuring vehicles will save Council \$23,000 per year. The total amount recovered in motor vehicle insurance claims in the preceding 5 years has been \$42,005, or \$8,400 per year. A net figure of \$14,500 has therefore been included using this rationale. The same rationale has not however been applied to other line items relating to insurance.

3.3 Water Meters

A sum of \$30,000 is included in the LTP budget for the installation of water meters. Staff recommend metering high users such as hairdressers, laundromats, etc who are currently not metered. This action is consistent with Council's policy of water metering of high usage customers, and is expected to contribute \$20,000 to Council's fees and charges income.

3.4 Rates Remissions

The current LTP budget includes \$1.2m for Rates Remissions. Subject to Council resetting some of the Rates Remission Policy, an anticipated savings of \$100,000 is considered achievable.

3.5 Electricity

Staff will contract an Energy Management expert that specialises in managing organisational energy portfolios to improve our understanding of how we use energy, when we use energy and how we are charged. A \$20k savings on annual electricity costs represents 3.5% of the total and is considered achievable.

3.6 NZTA (Waka Kotahi) Roothing Reduction

Council proposed (bid) to Waka Kotahi was a total roading works programme of \$37.2M over the 3 years of the 2021-24 National Land Transport Programme (NLTP). Indicative programme funding advised by Waka Kotahi on May 31, 2021 shows Council approved funding will only be \$30.9M. NLTP funding covers both Operational and Capital costs.

Of the figures given, Waka Kotahi will contribute 65% in the first year, with Council contributing the remaining 35%.

Within Year 1 Operational funding, a cut of \$100,000 has been proposed by Waka Kotahi. Given the funding % rates used above, the proposed funding reduction would equate to \$35,000 reduced operational spend by Council.

Staff are currently assessing the impact this may have on levels of service and will advise elected members verbally.

3.7 Festival Lighting

Currently a budget of \$40,000 per year is included in the LTP for festival lighting. Staff recommend this practice be ceased and funding removed.

4. Conclusion

- 4.1 A number of initiatives have been identified that will save Council 2% from the operational budget, as requested by elected members.
- 4.2 In order for some of the savings to be realised, elected members will be required to support future resolutions that implement the savings initiatives. Savings to the levels indicated cannot be achieved without this support.
- 4.3 Staff have a continuous approach to cost savings and will continue to seek initiatives to reduce Council's operational budget without impacting levels of service.
- 4.4 If these savings are not realised, Council may need to rely on debt or rates to achieve the planned expenditure.

Attachments

1. Cost Savings

Recommendation 1

That the Identified Cost Savings for 2021/22 report be received.

Recommendation 2

That Council accepts the cost saving initiatives identified by the Chief Executive in the report, and will support future resolutions to implement those savings.

Item	Budget Area	Narrative	Anticipated Cost Saving (21/22)
1	Finance	Server Upgrade/Replacement	\$ 14,500.00
		Telephone line rental	\$ 2,000.00
		Decommission Magiq	\$ 4,000.00
		Insurance	
		Increase deductible on Material Damage to \$250k	\$ 20,000.00
		Pull out of Material Damage additional cover	\$ 73,000.00
		Infrastructure Program - increase deductible to \$2m	\$ 15,000.00
		Motor Insurance (net)	\$ 14,500.00
		Strategic Procurement - reduce contractors and professional services	\$ 50,165.00
		Reduce rate remissions	\$ 100,000.00
2	Community	Reduce library professional subs	\$ 29,000.00
		Commence installation on all high users in commercial/industrial areas and charge excessive use, consistent with Council policy and schedule of fees and charges	\$ 20,000.00
3	Assets and Infrastructure	Reduce electricity charges	\$ 20,000.00
		Capitlisation of related vehicle use to Capital Projects	\$ 10,000.00
		NZTA Subsidied Roading Reduction	\$ 35,000.00
		Centralised Water Lab Testing - Council approved a centralised water lab testing contract	\$ 85,667.00
4	People and Culture	Whole of Council Recruitment (4k); Staff Benefits (7k); External Contractors (2k)	\$ 13,000.00
		Small non capital purchases (2k); Staff Training (5k); EOC phones	\$ 7,000.00
5	Regulatory and Performance	Increase in user charges for regulatory areas (to recover portion of IANZ costs)	\$ 20,000.00
		Remove by-election costs in a year that election is not held	\$ 2,000.00
		Savings identified arising from the purchase of an in-house guillotine	\$ 3,000.00
		Change / removal of annual residents survey cost - now done as real-time user surveys	\$ 10,000.00
6	Other	Delete Festival Lighting	\$ 40,000.00
Total Identified Savings, subject to Council approval			\$ 587,832.00

6.2 Adoption of Development Contributions Policy

Author: George Forster, Policy Advisor

Authoriser: Carol Gordon, Group Manager - Democracy & Planning

1. Reason for Report

- 1.1 The purpose of this report is for Council to adopt the Development Contributions Policy. The current policy expired on 31 May 2021.

2. Context

- 2.1 The purpose of development contributions is to recover a proportion of the total cost of capital expenditure necessary to service growth over the long term.
- 2.2 Council discussed its Development Contributions Policy as a part of the Long Term Plan process and concluded that it would continue to have “Development Agreements” and therefore made no amendment to the current Policy. During discussion it was noted that having “agreements” instead of a policy allows for flexibility. Development agreements are set out in Section 207A-F of the Local Government Act 2002.
- 2.3 Because there was no change to the current Development Contributions Policy Council was not required to undertake public consultation. Council did include the document as supporting information alongside the Long Term Plan, during consultation.

3. Financial Implications

- 3.1 Development agreements are voluntary but legally enforceable once signed by both Council and a developer.

4. Statutory Implications

- 4.1 Legislative requirements for development contributions are set out in the Local Government Act 2002. Council’s Policy specifically notes that it does not require development contributions but will have development agreements, which is compliant with the Act.

Attachments

1. Development Contributions Policy

Recommendation 1

That the report Adoption of the Development Contributions Policy be received.

Recommendation 2

That Council does / does not [delete one] adopt the Development Contributions Policy.

POLICY ON DEVELOPMENT CONTRIBUTIONS

Date of adoption by Council	¹
Resolution Number	
Date by which review must be completed	xx/xx/2023
Relevant Legislation	Local Government Act 2002
Statutory or Operational Policy	Statutory
Included in the LTP	No

1 Introduction

- 1.1 Section 102(1) of the Local Government Act 2002 requires the Council to adopt a policy on development contributions or financial contributions. Section 106(6) of that Act requires such a policy to be reviewed at least every three years using a consultation process that gives effect to the requirements of section 82.

2 Policy

- 2.1 Council's policy is to not require development contributions.

3 Explanatory comment

- 3.1 This policy reflects (i) the small extent of development occurring in the District and (ii) the view that such a policy might give the District a comparative advantage in attracting developers. Council's current network infrastructure is unlikely to need expansion to cope with additional demands as a result of subdivision or expanded commercial or industrial enterprises.

¹ This policy was first adopted 15 July 2004 04/RDC/154, reviewed 28 May 2015 15/RDC/173 and 31 May 2018 18/RDC/210.

6.3 Adoption of the Significance and Engagement Policy 2021

Author: George Forster, Policy Advisor

Authoriser: Carol Gordon, Group Manager - Democracy & Planning

1. Reason for Report

- 1.1 Under provisions of the Local Government Act 2002 Council is required to have a Significance and Engagement Policy in place at all times. The purpose of this 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. The draft Significance and Engagement Policy is attached (Attachment 1).
- 1.2 During the development of the draft Long Term Plan Council reviewed the current Policy, minor changes were made to the Policy following input from Elected Members.
- 1.3 The Council undertook consultation on the draft Significance and Engagement Policy alongside the Long Term Plan, and in accordance with the provisions set out in Section 82 of the Local Government Act 2002.

2. Submissions

- 2.1 No submissions were received on the draft Policy.

3. Statutory Implications

- 3.1 By adopting the publicly consulted on Significance and Engagement Policy it ensures Council are meeting their obligations set out in Section 76AA of the Local Government Act 2002.

4. Conclusion

- 4.1 There are no proposed amendments to the Policy, therefore, it is recommended to be adopted, without amendment.

Attachments

1. Significance and Engagement Policy

Recommendation 1

That the report "Adoption of the Significance and Engagement Policy 2021" be received.

Recommendation 2

That Council adopt the Significance and Engagement Policy without amendment.

SIGNIFICANCE AND ENGAGEMENT POLICY

Date of adoption by Council	xx xxxx 2021
Resolution Number	xx/xx/xx
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

Contents

SIGNIFICANCE AND ENGAGEMENT POLICY	1
1 Purpose and Scope	2
2 Legislative Context.....	2
3 Community Engagement	3
4 Special Consultative Procedure	3
5 Non-SCP Engagement	3
A. The level of significance of the matter.	4
B. Whether the issue is District-wide, or only affects easily identified communities.	4
C. The desired level of participation.....	4
6 Determining Significance	4
7 District-wide issue	5
8 Degree of Participation.....	5
9 Engagement principles	6
Schedule 1 - Public Participation Model.....	7
Schedule 2: Engagement Plan template.....	8

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 community¹.
- 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 decisions²
 - 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 affected³
 - 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 Maori⁴
 - Processes to encourage and foster participation in decision-making by Maori⁵
 - Mana Whakahono ā Rohe⁶
 - Principles of consultation⁷
 - 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

¹ Section 76AA

² Section 77

³ Section 78

⁴ Section 81

⁵ See the Development of Maori Capacity to Contribute to Council Decision-making Policy

⁶ Section 58L to 58U, Resource Management Act 1991

⁷ Section 82

- 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.

4 Special Consultative Procedure

4.1 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

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

5 Non-SCP Engagement

5.1 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

⁸ Section 80 of the Local Government Act 2002

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

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.

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.

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

6 Determining Significance

6.1 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

6.2 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/medium-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 enhancement of community well-being			
The level of community interest in the issue			
The potential effects of climate change			
The financial costs/risk associated with the decision			
The non-financial costs/risk associated with the decision			
The number of people likely to be affected			

Strategic Assets

6.3 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).

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

- 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
- Marton administration building
- Emergency Operation Centres
- Waste transfer stations

7 District-wide issue

- 7.1 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.

8 Degree of Participation

- 8.1 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.

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)

- 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.

9 Engagement principles

9.1 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.

6.4 Deliberations on Revenue and Financing Policy 2021**Author:** Katrina Gray, Senior Strategic Planner**Authoriser:** Dave Tombs, Group Manager - Corporate Services**1. Reason for Report**

- 1.1 To provide an analysis of submissions and present the Revenue and Financing Policy 2021 to Council for adoption.

2. Context

- 2.1 Council undertook consultation on the draft Revenue and Financing Policy 2021 alongside the Consultation Document for the Long Term Plan. Consultation was undertaken in accordance with Section 82 of the Local Government Act 2002.
- 2.2 The Revenue and Financing Policy sets out Council's approach to, and sources of funding of, operational and capital expenses. The Revenue and Financing Policy was reviewed during the development of the Long Term Plan 2021-31. There have been a number of changes to the document focusing on making it more concise and readable.

3. Submissions

- 3.1 Council received no specific submissions on the draft Policy, however three submitters made comment on the draft Policy in their submission to the Long Term Plan.
- 3.2 Federated Farmers #213 suggested the Revenue and Financing Policy was not consulted on and did not support the proposed changes to the differentials and UAGC. This submitter does not think Council has been clear enough in the consultation about the impact of the proposed changes. Notes Council is proposing to introduce development contributions.
- 3.3 Rangitikei District Council Western Residents Group #216 recommends the Revenue and Financing Policy shows which activities or parts of activities will be funded by the UAGC and which will be funded by General Rates (including dollar amounts).
- 3.4 Gretta Mills, #221 commented on the lack of development contributions, three waters funding and excessive borrowing.

4. Officer Comment

- 4.1 In line with current sector-wide thinking, the Revenue and Financing Policy was refined during the development of the 2021-31 Long Term Plan to make it simpler and easy to follow. The draft Revenue and Financing Policy was consulted on alongside the 2021-2031 Long Term Plan.
- 4.2 Changes to the UAGC and the introduction of differentials were specifically identified in the Long Term Plan Consultation Document.
- 4.3 Reference to the simultaneous consultation was also made in the Long Term Plan Consultation Document. A separate webpage, including a copy of the draft policy, summary document and submission form was available.

- 4.4 Officer analysis on the submission points related to the proposed differentials and change to the UAGC is included as part of the deliberations on the Long Term Plan Consultation Document.
- 4.5 While the Revenue and Financing Policy enables the use of Development Contributions as a funding method, Council has not proposed implementing them as a funding source. During the development of the draft Long Term Plan, Council considered whether it should introduce development contributions as a funding method, however the preferred option is to continue using developer agreements. The use of development agreements enables the assessment of situations on a case-by-case basis and enter into agreement with developers when required. This enables council to work with each developer to meet the needs of Council and the Community.
- 4.6 The Revenue and Financing Policy currently includes the UAGC in the General Rates section in the table that identifies the funding sources for each activity. Officers have combined the two as the UAGC is a form of general rate and can be considered alongside the General Rate. Further detail regarding use of differentials and the setting of the UAGC and other rates is included in Part A of the Revenue and Financing Policy. The UAGC dollar value is set by Council outside of the Revenue and Financing Policy.
- 4.7 Submitter #221 does not identify the concerns they have with the three waters funding. This activity is funded predominately via a targeted rate, with minor funding via fees and charges.
- 4.8 The Revenue and Financing Policy sets out the funding mechanisms but does not specify limits for rates and debt (which are outlined in the Long Term Plan itself). Comments related to Council's proposed debt have been considered under the draft Long Term Plan deliberations.
- 4.9 No change to the draft Revenue and Financing Policy is proposed.

Attachments

1. Revenue and Financing Policy 2021

Recommendation 1

That the report 'Deliberations on Revenue and Financing Policy' be received.

Recommendation 2

That Council adopt the Revenue and Financing Policy with/without amendment [delete one].

Introduction

The Local Government Act 2002 ("LGA2002") requires Council to adopt a Revenue and Financing Policy (S102) that must:

- state Council's policies in respect of funding both operating expenses and capital expenditure from the sources available to it (S103(1)); and
- show that Council has determined its overall funding needs by identifying the most appropriate source(s) of funds to be used for each activity (S101(3)).

In accordance with the Local Government Act 2002 S101(3) Council considers the following when determining which funding source is appropriate for each activity:

- 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; and
 - The period in or over which those benefits are expected to occur; and
 - The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake the activity;
 - The costs and benefits, including consequences for transparency; and
 - The overall impact of any allocation of liability for revenue needs on the current and future social, economic, environmental and cultural wellbeing of the community.
- This includes consideration of matters such as affordability and predictability of rates.

These considerations will sometimes have conflicting outcomes. When Council applies these principles to identify the appropriate funding for its activities it considers the overall impact on the Community.

Part A

General Principles for revenue and funding management

- Council will manage its finances in a way that promotes the current and future interests of the community
- Consistent with S100(1) LGA2002, Council will aim to generate sufficient operating income each year to cover its operating expenses
- Council will use a mix of revenue sources to cover its operating expenses
- Council will apply the most appropriate mix of revenue sources for each of its different activities
- When determining the level of income required to cover its operating expenses Council will seek to avoid including:
 - grants with no associated operating expenditure; and
 - proceeds from disposal of assets; and
 - reserves; and
 - increases in the fair value of fixed assets (that essentially result from applying Accounting Standards at the end of each financial year); and
 - borrowings.
- Council recognises that unforeseen operating expenses may arise
- Council will seek to attract appropriate sources of external revenue to help reduce the burden on its ratepayers and residents
- Council will ensure its level of operating expenditure is managed appropriately to help constrain the levels of operating revenue required to achieve these general principles
- Council may choose to not fully fund operating expenditure in a particular year if the deficit can be funded from operating surpluses in the preceding year or subsequent years. An operating deficit will only be budgeted when beneficial to avoid significant fluctuations in rates, fees and/or charges. Such operating deficits will typically be funded from cash reserves or borrowings.
- Council will adopt a long term view when applying these general principles.

Funding of Operating Expenditure

Council will ordinarily use the following sources of income to finance its operating expenses:

General Rates (including the Uniform Annual General Charge)

Considered appropriate where it is not practicable, equitable or cost effective to identify the individual or group of beneficiaries (or causers of costs) of the service. May be used to apply to a particular service to reduce the level of fees and charges that are required to be raised for that service.

Targeted Rates

Considered appropriate in a range of circumstances including where the service is of benefit to a specific group of ratepayers and where it is practicable and considered equitable.

- Levies, fees and charges

Considered appropriate where the users of a service can be identified and charged according to their use of the service and where it is practicable and considered equitable. The level of fees and charges is set to recover the costs (either partially or fully) of providing that service.

Subsidies and Grants

Such funding is often received for a specific purpose and Council has no discretion regarding the use of such income. Generally, these funds reduce the need for Council to raise income through General rates, targeted rates or Levies, fees and charges.

- Development Contributions

Considered appropriate to fund costs associated with development.

- Borrowing

Considered appropriate to fund new capital projects that deliver benefits over a number of years. Sometimes required to fund operating expenses such as depreciation and/or an operating deficit.

- Petrol Tax

Considered appropriate to help fund costs associated with Roothing and Footpaths Group.

- Other (Finance income, sundry)

Considered appropriate to fund costs associated with the provision of the service to which it relates, replacement of assets and/or to decrease levels of required debt.

General Rates and Targeted Rates : Further Information

When setting the General Rates, Targeted Rates and Levies, fees and charges, Council balances a range of considerations including:

- The impact on the current and future social, economic, environmental and cultural wellbeing of the Community; and
- The most appropriate mix of funding for each of its activities (refer to Part B below)

The General Rate is used to fund activities that are predominantly provided for the benefit for the community as a whole and individual charging for these services is viewed as being impracticable, inequitable and/or not cost effective.

Council uses the Capital Value of properties to set the General Rate. Council may introduce rating differentials where it considers it reasonable and equitable: for example to alleviate the impact of large increases in the Capital Value of any rating category/categories relative to other rating categories. Such increases can arise where a particular rating category incurs a high increase in its capital values relative to other categories.

Council applies a Uniform Annual General Charge (UAGC) as part of the General Rate. The level of UAGC is determined by Council based on what it considers fair, equitable and necessary to provide a fair distribution of rates. Council may adjust the UAGC to alleviate the impact of large increases in any rating category/categories. Such increases can arise where a particular rating category incurs a high increase in its capital values relative to other categories.

Targeted Rates are used to fund operations, maintenance and renewal costs related to the provision of specific activities. Council may also use a Targeted Rate for a service to show clearly the costs of a service, even if the service and rate are district wide.

Targeted Rates that are set in circumstances where the service is available to only parts of the community will be charged on a basis of service provision and will not be based on the value of the property. These rates are in the nature of a proxy for a user charge.

Generally, Council will seek to avoid:

- Large increases in any rating category. Such increases can often arise where a particular rating category incurs a high increase in its capital values relative to other categories; and
- Large 'across the board' annual rate increases. Council will aim to apply a pattern of steady, constant rate increase as opposed to a series of alternating high increases and minor increases.

Council may identify instances where some land uses receive more benefit from, or place more demands on, council services and/or may have a differing ability to pay rates. In such situations, where considered equitable, practicable and/or where this contributes to the predictability of rates, Council may elect to use rating differentials.

Funding of Capital Expenditure

General

Revenue that is collected to cover Council's depreciation charge (which forms part of Council's operating expenditure) is used to finance the replacement of capital assets.

In addition to the sources of income for operating expenditure listed in section 3 Council may use the following to fund capital expenses:

- Borrowings
- Reserves
- Proceeds from the disposal of assets

Borrowings

Council borrowings are managed as per Council's Liability Management Policy that forms part of Council's Treasury Management Policy.

Borrowings are generally used to fund capital projects that include an element of service enhancement.

Borrowing for capital expenditure enables the Council to ensure there is intergenerational equity in terms of who funds capital expenditure – the repayments are spread over the reasonably expected average life of the asset where practicable. This means today's ratepayers are not asked to fund tomorrow's assets.

Part B.

Summary of Funding Used in Activities































Council has determined the most appropriate source(s) of funds from each of the sources listed in Part A to be used for each activity and the method of apportioning rates and other charges. The following table shows which mechanisms may be used to fund operating expenditure for Council's activities by group.



























Where the overall level of fees and charges falls below budget alternative income sources may be required to fund that service. Conversely, where the overall level of fees and charges falls exceeds budget Council may have additional revenue to ease the financial pressure in other areas.

Council will seek to mitigate the costs to ratepayers for each of these activities by obtaining income from external sources (e.g grants) where suitable opportunities arise.

Typically, the capital cost of expanding the range of these services may be met from grants, subsidies, donations and/or borrowings.



Activity	General Rate	Targeted Rate	User fees/ charges	Subsidies and grants	Petrol Tax	Other
						
Roading						
Roading						
Water Supply						
Urban water						
Rural Water Schemes						
Sewerage and the treatment and disposal of sewage						
Wastewater						
Stormwater						
Stormwater						
Community and leisure						
Libraries						
Halls						
Swim Centres						
Community Housing						
Domains						
Property						

Activity	General Rate	Targeted Rate	User fees/ charges	Subsidies and grants	Petrol Tax	Other
						
Cemeteries						
Forestry						
Rubbish and recycling						
Solid waste						
Environmental and Regulatory Services						
District Planning						
Resource Consents						
Building Services						
Dog Control						
Public Health						
Community Wellbeing						
Civil Defence						
District Promotions						
Information Centres						



Primary: largest source of activity funding, or within 20% of the largest source of funding



Secondary: >5% but less than 45% of the overall source of funding for the activity



Minor: <5% of the overall source of funding for the activity

6.5 Deliberation on draft Schedule of Fees and Charges 2021/22**Author:** George Forster, Policy Advisor**Authoriser:** Carol Gordon, Group Manager - Democracy & Planning**1. Reason for Report**

- 1.1 To provide an analysis of the submissions received on the Proposed Schedule of Fees and Charges and present the final schedule to Council for adoption.

2. Context

- 2.1 Council undertook consultation on the proposed Schedule of Fees and Charges 2021/22 alongside the Consultation Document for the Long Term Plan. Council is required to consult on fees and charges annually and this was undertaken in accordance with the Special Consultative Procedure set out in Section 83 of the Local Government Act 2002.

3. Background

- 3.1 In assessing the Fees and Charges for 2021/22 the mid-scenario inflation figures from BERL were used to apply any increase to the fees and/or charges. Staff also took the opportunity to look at charges and recommended changes to some areas, these were mostly in the Community and Leisure and Regulatory areas and are shown in red text on the attachment (Attachment 1).

4. Submissions

- 4.1 Council received two submissions to the proposed Schedule of Fees and Charges and one submitter made comment in their Long Term Plan submission. Comments were largely relating to the fees for 'not for profit' groups.
- 4.2 Submitter #1 (Elizabeth Mortland) requested that fees and charges remain the same or be decreased and noted local non for profit groups are small with limited funding, therefore any increase for these groups puts a strain on them and reduces their ability to make an impact.
- 4.3 Submitter #2 (Marg Kauika, Wahine Toa Christians) commented their financial situation was limited and requested waiving fees and charges for not for profit groups.
- 4.4 Submitter #145 (Taihape Community Board), through their Long Term Plan submission expressed concern that the proposed Schedule of Fees and Charges will act as a deterrent to the use of facilities and said they supported removing the requirement for filling out a form for anyone using facilities.

5. Officer Comment – Not for Profit Comments

- 5.1 Not for profit groups receive discounts for recreation facilities and halls:
 - Not for profit recreational users pay 10% of the total amount e.g. if a fee/charge for a park is \$100.00 the group would pay just \$10.00.
 - Not for profit community organisations using halls are charged one quarter of the full fee e.g. if a fee/charge for a hall is \$100.00 the group would pay just \$25.00.

- Councils Policy on reducing or waiving fees on Council facilities is outlined on page 9 of the Fees and Charges. The reduction and waiving of fees is a way in which Council recognises the positive contribution not-for-profit organisations make. There are various amounts that can be waived from 25% up to 100% of the fee.
- Users of facilities filling out forms is an essential part of Council's booking process, and it helps Council understand who is using the facilities and the reasons why, it is recommended this procedure remains in place.

6. Officer Comment – Other Minor Amendments/Corrections

6.1 There was an omission in the proposed Schedule of Fees and Charges where a discount for parks and reserves should have been included, as follows:

- 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%)

This allows the Parks and Reserves Manager to use discretion in deciding a fee/charge for the "Refundable Damages Bond" while still having discounted fees/charges for the above groups (excluding horse trials/events and other animals outside of enclosures due to the potential damage caused by these activities).

This has now been rectified and the discounts included on Page 7 of the revised Fees and Charges 2021/22. Changes are noted in the document in red.

6.2 When adjustments to some fees and charges were made, using the BERL mid-scenario, some of the resulting fees included cents where this is not feasible to charge (e.g 26 cents), these have now been corrected . The exception to this is water charges as these charges were passed by a separate Council resolution. Liquor Licensing Fees are not set by Council so they also remain as set out in the proposed schedule that was consulted on.

6.3 During the recent IANZ Audit they questioned why we did not have a procedure on how the fee for 'Code of Compliance bond (potentially refundable)' on page 12 of the Fees and Charges was collected and or managed. Upon further analysis the fee was found to be unused and obsolete. The outcome of the analysis on this fee is Council does not need the fee nor does it require a procedure in our Quality Manual due to Council not taking bonds for CCC work at all. The amendment can be seen on page 12 in red.

6.4 An amendment has been made to page 15 – to remove reference and charges for "restaurant, bakery and ancillary" type licences, an update to the Food Act means these are no longer used, instead they have all transitioned to either Food Control Plans or National Programmes 1, 2 or 3, and the fees for these are already included in the schedule.

Attachments

1. Schedule of Fees and Charges 2021/22

Recommendation 1

That the report 'Deliberation on draft Schedule of Fees and Charges 2021/22' be received.

Recommendation 2

That the revised Schedule of Fees and Charges for 2021/22 be adopted.

Ngā Utu Kaunihera

Schedule of Fees and Charges

1 July 2021 to 30 June 2022

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



making this place home



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Contents

Explanatory note.....	5
Cemetery Charges.....	6
Parks and Reserves	7
Hall Charges	8
Library Charges	10
Building Consent Fees.....	11
Fees Applying to Specific Licences	15
Liquor Licensing Fees	16
Food Act Fees.....	17
Resource Management Act Administrative Charges	18
Dog Registration Fees	20
Stock Impounding	21
Sustenance Charges	21
Driving Charges	21
Animal Control Miscellaneous Fees.....	21
Storage of Hazardous Substances.....	22
Noise Control	22
Miscellaneous Permits/Authorities/Fees	22
Water Charges – Urban Areas	23
Stormwater Charges – Urban Areas	24
Wastewater Charges.....	25
Solid Waste	26
Roading	28
Miscellaneous Charges	28
Community Housing.....	29
Requests for Official Information	29

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Explanatory note

Setting of some fees require the use of the special consultative procedure in the Local Government Act 2002.

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

Marton Swim Centre.....	Nicholls Swim Academy
Taihape Swim Centre	Nicholls Swim Academy
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

Some fees are prescribed by regulation. The date of giving effect to such changes is observed by the Council, and the Schedule will be amended accordingly.

Cemetery Charges

Charges for the cemeteries under the administrative control of the Rangitikei District Council (except at Ratana):

	2021/2022
Plot	
Adult – over 12 years	\$920.00
Child – up to and including 12 years of age	\$352.00
Ashes – all sections	\$204.00
Memorial wall plaque – Mt View	\$111.00
Rose berm – Mt View	\$111.00
Interment Fees	
Wall niche – Bulls	\$204.00
Adult – over 12 years	\$920.00
Child – up to and including 12 years of age	Free
Stillborn	Free
Ashes	\$241.00
Ashes – placed by family	\$44.00
Extra depth – extra charge	\$184.00
Saturdays & Public Holiday Sexton fees – extra charge	\$540.00
Extra charge for all out of district interments – does not apply to ashes, stillborn or child interments	\$907.00
Disinterment/re-interment charges	\$1,990.00
Disinterment of ashes	\$223.00
Monumental permit - fee will be waived if an image of the headstone is supplied	\$35.00
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 the Council or Ratana Communal Board). The fee of \$476.00 paid for a plot includes ongoing plot maintenance (e.g. sinkage top-up) by the Ratana Communal Board. Allocation of plots outside business hours is managed by Ratana Community Board.

	2021/2022
Adult – over 12 years (including plot reinstatement/maintenance)	\$491.00
Child – up to and including 12 years of age	Free
Stillborn	Free
Ash plot	\$142.00

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 027 441 8859.

	2021/2022*
Memorial Park – Taihape	
Annual users per annum**	
No 1, 2 and 3 fields (each)	\$634.00
Taihape Area School – for a maximum of 5 days exclusive use of all three fields (with the exception of any equestrian event)	\$1,927.00
Casual one-off exclusive users per use (1 day)	
No 1, 2 and 3 fields (each)	\$217.00
Hunterville Domain	
Annual users per annum**	\$361.00
Casual one-off exclusive users per use (1 day)	\$217.00
Bulls Domain, Marton Park, Centennial Park and Wilson Park	
Annual users per annum (per ground)**	\$634.00
Casual one-off exclusive users per use (1 day)	\$217.00
All Parks	
Special event users (per day) to include circus, equestrian events, festivals and tournaments	\$762.00
Refundable Damages Bond***	
Refundable key deposit	\$155.00
Village Green – mobile traders (per day)	\$26.00
After-hours staff call out	\$155.00
Annual ground rental for community facilities on Council land	\$206.00

Notes:

- * Discounted fees and charges (excludes refundable key deposit)
 - Hockey, cricket, softball 50% of fee
 - Athletics, marching, other contact sports 25% of fee
 - Non-contact sport, non-profit recreational users 10% of fee
- ** 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.
- *** The fee to be decided on at the discretion of the Parks & Reserves Manager, time of year and type of event taken into consideration. This also applies to those outlined in note 1 with discounted fees and charges.

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.

	2021/2022	New Local non profit
Refundable deposit against damage to be charged to all users*	\$155.00	\$155.00
Refundable deposit against damage to be charged for 21st birthdays*	\$516.00	\$516.00
Taihape Town Hall, Marton Memorial Hall, Te Matapihi (Bulls Community Centre) Town Hall and Mangaweka Town Hall		
Half day (up to five hours)	\$114.00	\$27.50
Full day (key returned before 5.00 pm)	\$170.00	\$41.30 25
Evening (key returned by 10.00 am the following day)	\$170.00	\$41.30 25
Multiple days	One day at full cost, consecutive days at half the full day rate	
Full day and evening	\$256.00	\$62.00
Profit making/commercial use per day	\$625.00	
Marton Memorial Hall Supper room, and Meeting room; Taihape Town Hall Supper Room, and Meeting room; Te Matapihi (Bulls Community Centre) Ohakea, and Santoft Meeting rooms. (The fees below apply to these meeting spaces):		
Up to three hours	\$56.00	\$13.50
Half day (up to five hours)	\$73.00	\$17.80 75
Full day	\$114.00	\$27.50
Evening	\$114.00	\$27.50
Additional resources		
Banner system (Taihape Town Hall only)	Actual cost	Actual cost
Furniture is not to be removed from any of Council-owned buildings, except for trestle table hire – by arrangement	\$15 per trestle table	\$15 per trestle table
Cancellation Fee for all halls		
Payable if cancelled later than 14 days prior to booked event	Full fee	Full fee
Key deposit for all halls		
Refundable when key returned**	\$52.00	\$52.00

Commercial kitchen – Marton Memorial Hall***	\$17.00	\$17.00
<i>Weighting of fees specified below at all halls</i>		
Callouts – staff	\$52.00	\$52.00
Callouts – security	\$170.00	\$170.00

* 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 Jane Watson on 06 322 8360 for all bookings.

Fees for the Shelton Pavilion are set by Rangitikei Netball and Marton Saracens Cricket Club. Contact Fellix 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

	2021/2022
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	\$0.30
A3	\$0.60 1.00
A4 colour	\$2.50
A3 colour	\$3.50
Fax: New Zealand	
First page	\$2.00
Following pages (per page)	\$0.20
Fax: International	
First page	\$2.00
Following pages (per page)	\$1.00
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.

		2021/2022
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.		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 Regulatory Manager.	Deposit required +Staff time	\$308.00
Work Type: Fixed Building Consent Fee (Note 2)		
Domestic/Residential Small Projects		
Install freestanding fire		\$332.00
Install inbuilt fire		\$462.00
If installation includes a wet back	In addition	\$67.00
Residential demolition		\$462.00
Proprietary garage, carport, pole shed, garden shed, unplumbed sleep out		\$793.00
Temporary/freestanding signs		\$528.00
Conservatory placed on existing deck		\$766.00
Grease trap installation		\$453.00
Remove an interior wall		\$462.00
Install external window/door		\$462.00
Install storm water drain		\$453.00
Install WC/shower		\$453.00
Install hot water cylinder		\$224.00
Install on-site effluent disposal system and field		\$511.00
Any Marquee greater than 100m ²		\$231.00
Any Marquee erected for longer than a month		\$231.00
Property Information Memorandum – if requested prior to lodging a building consent application		\$115.00

		2021/2022
Work Type: Variable Building Consent Fee (Note 3)		
Larger Domestic/Residential Projects		
Swimming pools and fencing	Deposit required (note 3)	\$528.00
New dwellings and alterations/additions	Deposit required (note 3)	
Project value up to \$10,000		\$638.00
Project value \$10,001 to \$100,000		\$1,010.00
Project value \$100,001 to \$250,000		\$1,276.00
Project value more than \$250,000		\$1,595.00
Code of Compliance bond (potentially refundable)		\$663.00
Kerb and footpath bond (potentially refundable)		\$781.00
Agricultural/Rural Buildings		
Wool sheds, dairy sheds, silos, intensive agriculture	Deposit required (note 3)	\$795.00
Commercial, Government, Educational Building Work		
Project value: \$0.00 to \$10,000.00	Deposit required (note 3)	\$663.00
Project value: \$10,001.00 to \$100,000.00	Deposit required (note 3)	\$1,313.00
Project value: \$100,001.00 to \$250,000.00	Deposit required (note 3)	\$2,633.00
Code of Compliance bond (potentially refundable)		10% of Consent Fee
Kerb and footpath bond (potentially refundable)		\$3,283.00
		2021/2022
PIM Fees		
Domestic/Residential Small Projects		
Install freestanding fire		\$16.00
Install inbuilt fire		\$16.00
Residential demolition		\$36.00
Proprietary garage, carport, pole shed, garden shed, un-plumbed sleep out		\$46.00
Conservatory placed on existing deck		\$46.00
Remove an interior wall		\$69.00
Install storm water drain		\$45.00
Install on-site effluent disposal system and field		\$45.00
Work Type: Variable Building Consent Fee (Note 3)		
Larger Domestic/Residential Projects		
Swimming pools and fencing		\$46.00
New dwellings and alterations/additions		\$167.00
Agricultural/Rural Buildings		
Wool sheds, dairy sheds, silos, intensive agriculture		\$99.00
Commercial, Government, Educational Building Work		
Project value: \$0.00 to \$10,000.00		\$69.00
Project value: \$10,001.00 to \$100,000.00		\$93.00
Project value: \$100,001.00 to \$250,000.00		\$121.00

		2021/2022
Other Fees		
Compliance Schedule (new)		\$139.00
Compliance Schedule (alteration)		\$81.00
Building Warrant of Fitness (renewal) ²		\$159.00
BWOF 1st late reminder 1 – 21 days		\$227.00
BWOF 2nd late reminder 22 - 43 days		\$342.00
BWOF 3rd late reminder 43 - 64 days		\$514.00
BWOF 4th late reminder 64 days or more ⁴		\$769.00
Inspections (swimming pool, building consent, general compliance) There will be no charge for the first inspection on pools, undertaken every three years, any subsequent inspection will incur the charge set out in this schedule of fees and charges. All inspections include travel time to the site.		\$218.00
Certificate for Acceptance for unconsented work done under urgency (Sec 42 and 96(1)(b) of the Building Act 2004)	+ Staff time	\$336.00
Certificate of Acceptance for unconsented work not done under urgency (Sec 96(1)(a) if the Building Act 2004)	+ Staff time	\$670.00
Certificate of Public Use	+ Staff time	\$131.00
Extension to consent timeframes (maximum 12 months)		\$125.00
Application for amendment	Deposit Required (note 2) + Staff time	\$308.00
Building and Town Planning certificate to meet liquor licensing requirements		\$359.00
Consent endorsements (Sec.72, 75 certificates etc.)		\$336.00
Independently Qualified Person – registration		\$397.00
Independently Qualified Person – renewal		\$99.00
LIM Report – residential (within 10 working days)	Fixed fee	\$154.00
LIM Report – commercial (within 10 working days)	Fixed fee	\$257.00
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		\$781.00

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

		2021/2022
Building Control staff time Any meeting with Building Staff chargeable after first 30 minutes (per hour or part thereof)		As per hourly Rate Below
Consents Administrator		\$115.00
Building Officer		\$218.00
Scanning fee		\$103.00
Manager		\$248.00
BRANZ and MBIE Levies on projects over \$20,444	per \$1,000	BRANZ \$1.00 MBIE \$1.75
A building consent accreditation fee is payable for projects:		Residential - \$1 per \$1000 of value (capped at \$200).
		Commercial - \$1 per \$1000 of value (capped at \$500).

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.
<https://www.rangitikei.govt.nz/services/building-consents-information/consents/exemptions>
- 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.

Fees Applying to Specific Licences

	2021/2022
Amusement Device Permit (prescribed by the Amusement Devices Regulations 1978)	
One device at one site:	
First seven days	\$11.00
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	
Food Premises – dairies, petrol stations etc. (where pre-packaged food is reheated etc.)	\$602.00
Food Premises – ancillary premises, coffee carts, etc.	\$435.00
Hairdressers	\$435.00
Funeral Director	\$435.00
Amusement Gallery	\$435.00
Camping Ground	\$435.00
Mobile Shop selling goods	\$435.00
Offensive Trade*	\$435.00
Prompt Renewal Discount (within 10 working days)	33%
Any inspections or advisory visits requested by licence holders or other persons (per hour)	\$206.00

* 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	2021/2022	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 extracted 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	\$62.30 25	

Clause 9 of the Regulations provides the following definitions:

Large event = more than 400 people

Medium event = 100 to 400 people³

Small event = fewer than 100 people

³ Alcohol Regulatory and Licensing Authority

Food Act Fees

	2021/2022
Hourly charge out rate – up to one hour	\$205.00
Additional fee per hour – 15 minute blocks	\$205.00
FCP registration fee - up to one hour	\$205.00
Additional FCP registration fee per hour – 15 minute blocks	\$205.00
NP registration fee - up to one hour	\$205.00
Additional NP registration fee per hour – 15 minute blocks	\$205.00
FCP renewal fee	\$205.00
NP renewal fee	\$205.00
Verification fees FCP – up to one hour	\$205.00
Additional verification fees FCP per hour – 15 minute blocks	\$205.00
Verification fees NP – up to 30 minutes	\$103.00
Additional verification fees NP per hour – 15 minute blocks	\$205.00

Resource Management Act Administrative Charges

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

		2021/2022
Resource Consent applications – notified (land use and subdivision)	Deposit required (note 1)	\$2,830.00
Resource Consent applications – limited notification (land use and subdivision)	Deposit required (note 1)	\$1,699.00
Resource Consent applications – non-notified (Conjoint application)	New - Deposit required (note 1)	\$1,335.00 plus staff time
Resource Consent applications – non-notified (land use)	Deposit required (note 1)	\$904.00
Resource Consent applications – non-notified (subdivision) 1-3 lots	Deposit required (note 1)	\$1,063.00
Resource Consent applications – non-notified (subdivision) 4-10 lots	Deposit required (note 1)	\$1,329.00
Resource Consent applications – non-notified (subdivision) 11+ lots	Deposit required (note 1)	\$1,595.00
Boundary activities as permitted activities	Deposit required (note 1)	\$340.00
Marginal or temporary non-compliance permitted activities	Deposit required (note 1)	\$340.00
Resource Consent applications - controlled activity signage	Fixed fee ²	\$368.00
RMA certification 1 – 3 lots (e.g. s223, s224 etc.)	Deposit required (note 1)	\$340.00
RMA certification 4+ lots (e.g. s223, s224 etc.)	Deposit required (note 1)	\$532.00
Section 226 applications (separation of title)	Deposit required (note 1)	\$340.00
RMA certification (section 241, 139, 139A, 243) outside of a s223/224 certification process	Deposit required (note 1)	\$340.00
Site visit	Fixed fee	\$211.00
Requests for Plan Changes	Deposit required (note 1)	\$6,384.00
Application for alteration to designation – notified	Deposit required (note 1)	\$2,264.00
Application for alteration to designation – non-notified	Deposit required (note 1)	\$735.00
Cancellation/change of consent conditions (s127)	Deposit required (note 1)	\$797.00
Resource consent extension (s125)	Deposit required (note 1)	\$340.00
Right of Way application (s348 LGA)	Deposit required (note 1)	\$340.00
Outline plans for designations	Deposit required (note 1)	\$567.00
Waiver for requirement for Outline Plan	Deposit required (note 1)	\$283.00
Hard copy of District Plan (available free on RDC website)		\$372.00
RMA hearing deposit	Deposit required (note 1)	\$2,490.00

	2021/2022
Charges for Council Staff Pre-Application Charges, Pre-application discussion with staff on feasibility of a proposal. First half hour – no charge. Additional time charged on an hourly basis at the Council charge out rate as below. (per hour or part thereof)	As below
Administration/Committee Administration Staff	\$119.00
Planning Officer/Consents Planner	\$169.00
Senior/Consultant Planner	\$216.00
Technical and professional staff from all other Council units	\$216.00
Manager	\$249.00
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.

	2021/2022
Registration fees	
Working dogs <i>Fee capped at \$215 for owners with five or more working dogs</i>	\$44.00
Working dogs (late payment) <i>Capped fee does not apply</i>	\$67.00
Non working dogs	\$136.00
Non working dogs (late payment)	\$203.00
Non working dogs de-sexed	\$91.00
Non working dogs de-sexed (late payment)	\$137.00
Good owner dog	\$64.00
Good owner dog (late payment) ⁴	\$203.00
Multi Dog Permit - New	\$30.00
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)	\$141.00
Impounding second offence (within 12 month period)	\$198.00
Impounding third offence (within 12 month period)	\$255.00
Sustenance - per day	\$13.00
Destruction fee – per dog	\$39.00
Other fees	
Replacement tags	\$2.00
Micro-chipping and registration onto National Dog Database	\$44.00

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.

⁴ 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

	2021/2022
Poundage Fees	
Sheep, goats (per animal)	\$23.00
Cattle, horses, deer, pigs	\$50.00
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

	2021/2022
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

	2021/2022
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 \$169.00

Animal Control Miscellaneous Fees

	2021/2022
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.

	2021/2022
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)	\$218.00

Noise Control

	2021/2022
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	\$80.00
Charge to complainant for unsubstantiated complaint where the complainant has lodged three previous unsubstantiated complaints within the preceding 12 months	\$80.00

Miscellaneous Permits/Authorities/Fees

	2021/2022
Certificates under the Overseas Investment Act	
Set in accordance with Section 150 of the Local Government Act 2002	\$148.00
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	\$217.00
Gambling Venue Consent – Application Fee	
Set in accordance with Section 150 of the Local Government Act 2002	\$217.00
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

	2021/2022
Extraordinary⁵ Users (Water by Meter)	
Marton, Taihape, Ratana, Bulls and Mangaweka	\$2.15 per m ³
ANZCO (Bulls)	\$1.39 per m ³
Taihape untreated water per m ³	\$1.57
Ordinary supply – 20mm diameter – domestic only, per single dwelling unit to property boundary, maximum overall length 5m, unmetered, manifold.	\$1,461.00
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 - per disconnection</i>	
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	\$321.00
Reconnection Fees (including restrictors)	
Per reconnection	Quote based on investigation
Bulk Water Sales	
Marton – located in King Street	
Taihape – located behind Town Hall	
One free tanker load per year for each unconnected property in the District (freight not covered) <i>The cost of the water is reimbursed by Council on presentation of an invoice from the cartage company.</i> [Access is via PIN for pre-approved contractors]	\$3.10 per m ³ plus \$6.20 per load

Extraordinary use includes:

- (a) Domestic – spa or swimming pool in excess of 10 m³ capacity, fixed garden irrigation systems, and/or
- (b) Commercial and business;
- (c) Industrial;
- (d) Agriculture;
- (e) Horticulture;

- (f) Viticulture;
- (g) Fire protection systems other than sprinkler systems installed to comply with NZS 4517;
- (h) Out of district (supply to, or within another local authority);
- (i) Temporary supply.

Rural Water Schemes

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

	2021/2022
Connection Fees	
100mm diameter – Domestic consumers only, per single dwelling unit to property boundary, total length up to 10m, galvanised kerb outlet	\$672.00
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

	2021/2022
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	\$792.00
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	\$3.00
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	\$293.00
Septage Discharge Fee	
Per cubic metre	\$27.00
Trade Waste Charges	
Flow per cubic metre	\$1.10 1
BOD per kg	\$0.70 66
COD per kg	\$0.70 66
TSS per kg	\$0.70 1
Phosphorous charge per kg	\$36.00
Ammoniacal nitrogen per kg	\$36.00
Other Trade Waste Charges	
Trade Waste Consent (includes first 2 hours of processing)	\$234.00
Consent processing fee (cost per hour)	\$117.00
Annual compliance monitoring	\$444.00
Re-inspection fees (per inspections)	\$117.00
Oil or Grease trap inspection and annual monitoring (cost per visit)	\$75.00

Solid Waste

Waste Transfer Station		Refuse	Greenwaste Marton, Bulls, Taihape
Rubbish bag		\$3.00	\$1.30
Wheelie bin		\$14.00	\$7.00
Car boot		\$20.00	\$10.00
Van/station-wagon		\$33.00	\$16.00
Trucks	per tonne	\$159.00	\$75.00
Small trailer (deck)	All subject to standard weighbridge charge \$150.00/tonne where this service is available. Where a weighbridge is not available, these prices will be used.	\$42.00	\$20.00
Medium (deck up to 2.4 m long)		\$52.00	\$26.00
Large (deck up to 3.0 m long)		\$77.00	\$37.00
- Overloads (loads greater than 1.5m in height) – extra \$6.00		\$92.00	\$45.00
Oversize (deck over 3.0m long)		\$148.00	\$75.00
- Overloads (loads greater than 1.5m in height) – extra \$21.00		\$192.00	\$99.00

	2021/2022
Other chargeable items	
Hazardous waste (household quantities – max 20 litres/kilos (Marton, Bulls, Taihape WTSs only)	\$0.00
Fridges and freezers – degassing fee	\$18.00
Whiteware – except refrigeration (each)	\$0.00
Microwave/small appliances	\$0.00
TVs	\$28.00
Monitors - LCD/Plasma models	\$17.00
E-waste desktop/VCRs/Fax/Scanners/Printers/UPS	\$6.00
Tyres – car	\$8.00
Tyres – 4x4	\$10.00
Tyres – light truck less than 50 kg	\$15.00
Tyres – long-haul vehicle	\$24.00
Tyres – tractor	\$100.00
Automotive oil (per litre in excess of 20 litres)	\$.30/litre
Gas bottles (each)	\$6.00
Fluorescent tubes (each)	\$0.00
Eco bulbs (each)	\$0.00
PCBs per kg (fluorescent light ballasts)	\$73.00
Paint 4 litre pail (each)	\$3.00
Paint 10 litre pail (each)	\$6.00

	2021/2022
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 1-5 - rinsed clean	\$0.00
Metals (charges may apply if scrap incurs handling charges)	

	2021/2022
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

	2021/2022
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	\$112.00
Road Encroachments Survey and Documentation	Actual cost
Vehicle Crossing Application Fee (private works)	\$292.00
Stock Crossing Application Fee	\$292.00
All work in road to be done by Council-approved contractor	

Miscellaneous Charges

	2021/2022
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. 30 25
Black and white A3	\$0. 60 55
Black and white A2	\$3.50
Black and white A1	\$4.50
Colour A4	\$2.50
Colour A3	\$3.50
Electronic GIS copies	No charge
District Electoral Roll	
Full District listing	\$94.00
Full Ward Listing (each)	\$48.00
Rural Numbers	
Application and placement of rural numbers	No charge
Replacement rural number plates	\$28.00
Valuation Rolls/Rating Information Database	
One booklet for the whole district	\$294.00
Electronic version	\$153.00

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 external agencies to support elderly residents to remain independent in their housing.

	2021/2022
Single	\$155.00
Couple	\$186.00

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:

	2021/2022
Official Information Request	
Staff time – first hour	Free
Staff time – each subsequent half hour (after the first hour)	\$45.00
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



RANGITIKEI
DISTRICT COUNCIL

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Making this place home.

6.6 Deliberations Report - Consultation on the Long Term Plan for 2021-31

Author: George Forster, Policy Advisor

Authoriser: Carol Gordon, Group Manager - Democracy & Planning

1. Reason for Report

- 1.1 To provide an analysis of submissions received on Framing Our Future, Council's Consultation Document for the draft Long Term Plan 2021-31 for Council's deliberation.

2. Context

- 2.1 Deliberating on submissions made to the Long Term Plan is a part of the formal process towards the adoption of a final Long Term Plan for 2021-2031.

3. Discussion and Options Considered

- 3.1 Attached is the analysis of submissions report for discussion and decision making (see Attachment 1 – provided under separate cover). The report contains a summary from each of the submissions and oral submissions; any specific requests received as part of the submissions; and any proposed actions and recommendations from officers for Council to consider as part of their deliberations.

4. Financial Implications

- 4.1 Decisions made during deliberations may have a potential impact on rates, this is dependent on what is resolved at this meeting.

5. Statutory Implications

- 5.1 Council is required to adopt a Long Term Plan every three years and part of this process is deliberating on submissions received during consultation.

6. Next Steps

- 6.1 Following Council's deliberations, the Long Term Plan will be subject to a further Audit undertaken by Audit NZ. The Long Term Plan proper will be presented to Council for formal adoption at the meeting on 24 June 2021.

Attachments

- 1. LTP 2021-31 Deliberations Report (under separate cover)**

Recommendation

That the Deliberations Report – Consultation on the Long Term Plan for 2021-31 be received.