



Rangitikei District Council

Schedule of Fees and Charges

1 July 2011 to 30 June 2012

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

Adopted by Council resolution 26 May 2011

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Explanatory Note

All fees over \$3.50 have generally been increased from their 2010/11 level by 3%, and then to nearest dollar (or depending on the scale) five or ten dollars.¹ This is the same adjustment used in setting baseline budgets. However, the rural water supply schemes set their own charges.

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

Several fees charged by Council are set by act or regulation, and these have not changed since the adjustment from 1 October 2010 to reflect the change in GST from 12.5% to 15%. The relevant provisions (and the relevant page in the Schedule of Fees and Charges) are:

- Building Levy Order (under Building Act 2004) (p.7)
- Building Research Levy Act 1969 (p.7)
- Amusement Devices Regulations 1978 (p.11)
- Sale of Liquor Regulations 1990 (p.11)

The Ministry of Justice, which issues guidelines on charging for official information, acknowledged that the charge out rate for staff time could increase to \$38.80 per half hour to fully recover the rise in GST. Council has retained the lower charge of \$38.50 set in 2010/11.

¹¹ Metered water charges (m³) have all been increased by 3% rounded to nearest cent.

Cemetery Charges

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

Plot	
Adult – over 12 years	660.00
Child – up to and including 12 years of age	275.00
Ashes – all sections	162.00
Memorial Wall Plaque – Mt View	84.00
Rose Berm – Mt View	84.00
Interment Fees	
Wall Niche – Bulls	162.00
Adult – over 12 years	660.00
Child – up to and including 12 years of age	275.00
Stillborn	167.00
Ashes	172.00
Ashes – placed by family	31.50
Extra Depth – extra charge	132.00
Weekends and Public Holidays Sexton fees – extra charge	385.00
Extra charge for all out of District interments - does not apply to ashes, stillborn, or child interments	650.00
Disinterment/Re-interment charges	650.00
Disinterment of ashes	162.00
RSA Burials at Marton and Taihape - Interment Fees only apply	

Ratana Cemetery Separate Charges

For all interments arranged and carried out by the Ratana Community

Plot	
Standard size plot (over 12 years of age)	243.00
Child (12 years and under)	122.00
Ash plot	122.00
If Council labour or input is required, then the appropriate charges for other District cemeteries are to apply	

Parks and Reserves

Use of all Parks and Reserves by non-profit community organisations and regular local users qualifies for a 50% discount on fees (but not refundable deposits against damage). .

Memorial Park – Taihape	
Annual Users*	
No 1 Field	810.00
No 2 and 3 Fields (each)	650.00
Taihape Area School – for a maximum of 5 days exclusive use of all three fields (with the exception of any equestrian event)	1518.00
Casual Users per use	
No 1 Field	162.00
No 2 and 3 Fields (each)	132.00
Huntermere Domain	
Annual Users*	275.00
Casual users per use	58.00
Bulls Domain and Marton Parks	
Annual Users (per ground)*	485.00
Casual users per use (per ground)	162.00
<i>Weighting of fees specified below at each park:</i>	
Rugby (including league), soccer	100% of fee
Hockey, cricket, softball	50% of fee
Athletics, marching other contact sports	25% of fee
Non-contact recreational users	10% of fee
All Parks	
Special Event Users (per day) to include circus, equestrian events, festivals and tournaments	435.00
Refundable deposit against damage – to be charged per activity (e.g. A&P show – separate bond each for equestrian, wood-chopping, etc.)	536.00
Refundable key deposit where applicable	10.00
<i>Weighting of fees specified below at all parks</i>	
Horse trials	200% of fee
Other animals outside defined enclosures	150% of fee
Rugby (including league), soccer	100% of fee
Hockey, cricket, softball	50% of fee
Athletics, marching other contact sports	25% of fee
Non-contact recreational users	10% of fee

* Note: Seasonal 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

Hall Charges

Use of all Halls by non-profit community organisations and regular local users qualifies for a 50% discount on fees (but not refundable deposits for damage).

Refundable deposit against damage	223.00
Bulls Town Hall and Mangaweka Town Hall	
Hourly charge (limited to three hours)	16.50
Half day/evening	111.00
Full day	228.00
Dedicated meeting room only	
Half day/evening	50.00
Full day	91.00
Taihape Town Hall and Marton Memorial Hall	
Hourly charge (limited to three hours)*	32.50
Half day	228.00
Full day	445.00
Dedicated meeting room only	
Half day/evening	71.00
Full day	137.00
No furniture hireage – furniture not to be removed from the building	
Cancellation Fee for all Halls	
Payable if cancelled later than 14 days prior to booked event	111.00
If Hall not used when booked and cancellation not advised and Hall could have been used by another, then full price of ordinary use will apply	
Key deposit for all Halls	
Refundable when key returned	10.00

* Excludes use of kitchen in Marton Memorial Hall. Half or full day bookings are needed for the use of the kitchen.

Note

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.

Library Charges

All borrowing , for first three weeks (DVD/CD's one week)	Free
Borrowing limit (per borrower)	10 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
Use of computer for word processing	
First hour per month	Free
Each subsequent hour	11.50
Interloans (interloan libraries)	5.50
Replacement cards	1.00
Internet	
Each 15 minutes	1.00
Photocopying and printing (per page)	0.20
Fax: New Zealand	
First page	1.70
Following pages (per page)	0.65
Fax: International	
First page	4.25
Following pages (per page)	0.65
Fax: Receiving (per page)	0.65
Out of District Membership	No charge

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

Work Type	Fixed Building Consent Fee
*Exempt Building Work	
The Building Act allows some building work to be exempt as of right (specified in Schedule 1(a) to (j)), and no consent is needed for that.	No charge (unless an application for exemption is made so that the project is documented in Council's records)
The Act also allows discretion to Council to exempt other building work using its discretion (specified in Schedule 1(k)). A formal application is required for this.	\$122.00
Details of Schedule 1 are provided on pp.8-10.	
Domestic/Residential Small Projects	
Install Freestanding Fire	\$255.00
Install Inbuilt Fire	\$355.00
If installation includes a wet back	+\$50.00
Residential Demolition	\$355.00
Garage, Carport, Pergola, Garden Shed, Un-plumbed sleep out	\$610.00*
Temporary/Freestanding Signs	\$405.00*
Conservatory placed on existing deck	\$590.00*
Grease Trap installation	\$335.00
Remove an interior wall	\$355.00
Install external window/door	\$355.00
Install storm water drain	\$335.00
Install WC/Shower	\$335.00
Install hot water cylinder	\$172.00
Install on-site effluent disposal system and field	\$395.00
Variable Building Consent Fee	
Larger Domestic/Residential Projects	
Swimming Pools & Fencing	Deposit \$405.00
New Dwellings & Alterations/Additions	Deposit \$810.00
Code of Compliance Bond (Potentially Refundable)	\$510.00

Kerb & Footpath Bond (Potentially refundable)	\$610.00
Agricultural/Rural Buildings	
Pole Sheds less than 75m ² and no higher than 3.6m average	\$610.00*
Pole Sheds Over 75m ² or higher than 3.6m average.	Deposit \$610.00
Wool sheds, Dairy Sheds, Silos, Intensive Agriculture	Deposit \$610.00
Commercial, Government, Educational Building Work	
\$0.00 to \$10,000.00 Project Value	Deposit \$510.00
\$10,001.00 to \$100,000.00 Project Value	Deposit \$1,012.00
\$100,000.00 to \$250,000.00 Project Value	Deposit \$2,024.00
Code of Compliance Bond (potentially refundable)	10% of Consent Fee
Kerb & Footpath Bond (potentially refundable)	\$2,530.00
Other Fees	
Compliance Schedule (New)	\$106.00
Compliance Schedule (Alteration)	\$63.00
Inspections (BWO, Swimming Pool, Building Consent, General Compliance)	\$172.00
Certificate of Acceptance (for unconsented work)	\$255.00 + Staff time.
Certificate of Public Use	\$101.00 + Staff time
Extension to Consent Timeframes (Maximum 12 months)	\$101.00
Application for Waiver or Modification	\$101.00 + Staff Time
Consent Endorsements (Sec.37, 75 Certificates etc.)	\$255.00
Independently Qualified Person – Registration	\$305.00
Independently Qualified Person – Renewal	\$75.00
LIM Report – Residential (within 10 working days)	\$305.00
LIM Report – Commercial (within 10 working days)	\$455.00
Urgent LIM Surcharge (within 2 working days)	additional \$127.00
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	\$610.00
Building Control staff time (per hour or part thereof)	
Consents Administrator	\$90.00
Building Officer	\$167.00
Manager	\$197.00
BRANZ and DBH Levies on projects over \$20,000.00	\$3.01 per \$1000.00

Notes:

*The Building Act 2004, Schedule 1, allows for some works to be undertaken without a Building Consent. An application for exemption is available on-line and from Council offices.

Fixed fee consents will be charged at stated rate. 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.

Schedule 1

Exempt building work [s 41\(1\)\(b\)](#)

A building consent is not required for the following building work:

- (a) any lawful repair and maintenance using comparable materials, or replacement with a comparable component or assembly in the same position, of any component or assembly incorporated or associated with a building, including all lawful repair and maintenance of that nature that is carried out in accordance with the [Plumbers, Gasfitters, and Drainlayers Act 1976](#), except—
 - (i) complete or substantial replacement of a specified system; or
 - (ii) complete or substantial replacement of any component or assembly contributing to the building's structural behaviour or fire-safety properties; or
 - (iii) repair or replacement (other than maintenance) of any component or assembly that has failed to satisfy the provisions of the building code for durability, for example, through a failure to comply with the external moisture requirements of the building code; or
 - (iv) repair or replacement of any water storage heater connected to a solid-fuel heater or other supplementary heat exchanger, except for the repair, or replacement with a comparable heater, of any open-vented water storage heater using the same pipework:
- (ab) the opening and reinstatement of any purpose-made access point within a drainage system that—
 - (i) is not a NUO system or part of a NUO system; and
 - (ii) is carried out in accordance with the [Plumbers, Gasfitters, and Drainlayers Act 1976](#):
- (ac) the alteration to drains for a dwelling, if the alteration—
 - (i) is of a minor nature (for example, shifting a gully trap); and
 - (ii) does not include making any new connection to a service provided by a network utility operator; and
 - (iii) is carried out in accordance with the [Plumbers, Gasfitters, and Drainlayers Act 1976](#):
- (ad) the alteration to existing sanitary plumbing (as defined in [section 3](#) of the Plumbers, Gasfitters, and Drainlayers Act 1976) in a dwelling (for example, replacing a bath with a shower or moving a toilet) carried out in accordance with the [Plumbers, Gasfitters, and Drainlayers Act 1976](#):
- (ae) the installation, replacement, or removal in any existing building of a window (including a roof window) or an exterior doorway if—

- (i) compliance with the provisions of the building code relating to structural stability is not reduced; and
- (ii) in the case of replacement, the window or doorway being replaced satisfied the provisions of the building code for durability:
- (af) the alteration to an entrance or an internal doorway of a dwelling to improve access for persons with disabilities, if compliance with the provisions of the building code relating to structural stability is not reduced:
- (ag) the alteration to the interior of any non-residential building (for example, a shop, office, library, factory, warehouse, church, or school), if the alteration does not—
 - (i) reduce compliance with the provisions of the building code that relate to means of escape from fire, protection of other property, sanitary facilities, structural stability, fire-rating performance, and access and facilities for persons with disabilities; or
 - (ii) modify or affect any specified system:
- (b) the construction or alteration of any motorway sign, stopbank, culvert for carrying water under or in association with a road, or other similar structure that is a simple structure and is owned or controlled by a network utility operator or other similar organisation:
- (c) the construction or alteration of any retaining wall that retains not more than 1.5 metres depth of ground and that does not support any surcharge or any load additional to the load of that ground (for example, the load of vehicles on a road):
- (ca) the construction, alteration, or removal of an internal wall (including the construction, alteration, or removal of an internal doorway) in any existing building if—
 - (i) compliance with the provisions of the building code relating to structural stability is not reduced; and
 - (ii) the means of escape from fire provided within the building are not detrimentally affected; and
 - (iii) the wall is not made of units of material (such as brick, burnt clay, concrete, or stone) laid to a bond in and joined together with mortar:
- (d) the construction or alteration of any wall (except a retaining wall or an internal wall), fence (except a fence as defined in [section 2](#) of the Fencing of Swimming Pools Act 1987), or hoarding, in each case of a height not exceeding 2 metres above the supporting ground:
- (da) the construction or alteration of any dam that is not a large dam:
- (e) the construction or alteration of any tank or pool and any structural support of the tank or pool (except a swimming pool as defined in [section 2](#) of the Fencing of Swimming Pools Act 1987), including any tank or pool that is part of any other building for which a building consent is required,—
 - (i) not exceeding 35 000 litres capacity and supported directly by the ground; or
 - (ii) not exceeding 2 000 litres capacity and supported not more than 2 metres above the supporting ground; or
 - (iii) not exceeding 500 litres capacity and supported not more than 4 metres above the supporting ground:
- (f) the construction, alteration, or removal of any tent or marquee that has a floor area not exceeding 50 square metres if that tent or marquee is to be, or has been, used for public assembly for a period of not more than 1 month:

- (fa) the construction, alteration, or removal of any tent or marquee that has a floor area not exceeding 100 square metres if that tent or marquee is, or has been, for private use for a period of not more than 1 month:
- (g) the construction or alteration of any platform, bridge, or the like from which it is not possible for a person to fall more than 1 metre even if it collapses:
- (h) the construction or alteration of any temporary storage stack of goods or materials:
- (i) building work in connection with any detached building (except a building that is required to be licensed in terms of the [Hazardous Substances and New Organisms Act 1996](#) or a building closer than its own height to any residential accommodation or to any legal boundary) that—
 - (i) houses fixed plant or machinery, the only normal visits to which are intermittent visits for routine inspection and maintenance of that plant or machinery; or
 - (ii) into which, or into the immediate vicinity of which, people cannot or do not normally go; or
 - (iii) is used only by people engaged in the construction or maintenance of another building for which a building consent is required; or
 - (iv) does not exceed 1 storey, does not exceed 10 square metres in floor area, and does not contain sanitary facilities or facilities for the storage of potable water, but may contain sleeping accommodation (without cooking facilities) if the detached building is used in connection with a dwelling:
- (j) building work in connection with the closing in of an existing veranda, patio, or the like so as to provide an enclosed porch, conservatory, or the like with a floor area not exceeding 5 square metres:
- (ja) the construction, alteration, or removal of any fabric, glass, or metal awning on any building that—
 - (i) is on the ground or first storey level; and
 - (ii) does not exceed 15 square metres in size:
- (jb) the construction, alteration, or removal of a pergola:
- (jc) the construction, alteration, or removal of a porch or verandah on any building where that porch or verandah—
 - (i) is on the ground or first storey level; and
 - (ii) is over a deck or a patio; and
 - (iii) does not exceed 15 square metres in size:
- (k) any other building work in respect of which the territorial authority (or, as the case requires, the regional authority) considers that a building consent is not necessary for the purposes of this Act because that building work—
 - (i) is unlikely to be carried out otherwise than in accordance with the building code; or
 - (ii) if carried out otherwise than in accordance with the building code, is unlikely to endanger people or any building, whether on the same land or on other property.

Fees applying to Specific Licences

Amusement Device Permit (prescribed by the Amusement Devices Regulations 1978)	
One device at one site:	
First seven days	10.00
Second and subsequent seven day period	1.00 per week
Additional device at one site:	
First seven days	2.00
Second and subsequent seven day period	1.00 per week
Liquor Licence Fees (prescribed by the Sale of Liquor Regulations 1990)	
Special Licence	64.40
Manager's Certificate – new and renewal	134.93
Club Licence – new and renewal	793.24
Off Licence – new and renewal	793.24
On Licence – new and renewal	793.24
Variation or cancellation of conditions	793.24
Temporary Authority (each)	134.93
Fees other than those set out above will be charged in accordance with the fees prescribed in the Sale of Liquor Regulations 1990	

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 – restaurants, bakeries (Where food is prepared)	592.00
Food Premises –dairies, petrol stations etc (Where pre-packaged food is reheated etc)	462.00
Food Premises – ancillary premises, coffee carts etc	335.00
Hairdressers	335.00
Funeral Director	335.00
Amusement Gallery	335.00
Camping Ground	335.00
Mobile Shop selling or supplying food	335.00
Offensive Trade*	335.00
Prompt Renewal Discount (within 10 working days)	33%
Any inspections or advisory visits requested by licence holders or other persons (per hour)	172.00
* 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.	

Resource Management Act Administrative Charges

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

Resource Consent applications – notified (land use and subdivision)	Deposit 1,600.00
Resource Consent applications – limited notification (land use and subdivision)	Deposit 750.00
Resource Consent applications – non-notified (land use)	Deposit 400.00
Subdivision consent applications:- with one additional allotment	Deposit 440.00
- with two or more additional allotments	Deposit 660.00
Resource Consent applications land use – signage	Deposit 210.00
Consultation with District Land Registrar – additional fee	116.00
Survey Plans approval – Section 223	170.00
Completion Certificates – Section 224	122.00
Right of Way application – Section 348	275.00
Compliance Certificates – Section 139	223.00
Requests for Plan Changes	Deposit 5,000.00
Application for alteration to designation – notified	Deposit 1,600.00
Application for alteration to designation – non-notified	Deposit 400.00
Cancellation/Change of Consent Conditions	255.00
Hard copy of District Plan (available free on RDC website)	197.00
Hearing Deposit	Deposit \$232.00
Charges for Council Staff (per hour or part thereof)	
Administration/Committee Administration Staff	\$91.50
Planning Officer/Consents Planner	\$132.00
Senior/Consultant Planner	\$167.00
Technical and Professional Staff from all other Council units	\$167.00
Manager	\$192.00
Commissioner	At cost +disbursements
All Advertising, Consultant's and Solicitors 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 + disbursements

Notes:

- 1 For Land Use Consent Applications, Subdivision Consent Applications, Applications for Alterations to Designations and Requests for Plan Changes the fee is deposit only.

Cost and time of travel by staff is included in the fees. 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.

- 2 Other charges for Certificates, monitoring of Resource Consents, processing various applications, providing information in respect of Plans and Consents and the supply of information to be charged at the applicable staff charge-out rate.

Dog Registration Fees

Set by Council in accordance with Section 37 and 68 of the Dog Control Act 1996

Working Dogs	\$35.50
Non-working dogs	\$162.00
Non-working de-sexed	\$142.00
After “approved good owner” discount for non-working dog of \$97.00	\$65 or \$45
Impounding First offence	\$76.00
Impounding second offence	\$127.00
Impounding third offence (within 12 months	\$177.00
Maintenance fee per day/per dog	\$30.50
Destruction fee – per dog	\$76.00
Late payment penalty fee	50%
Other Fees	
Replacement tags	No charge
Dog collar	12.50

Notes:

- 1 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. The additional Approved Good Owner Classification Application Fee is \$22.00 and the additional Approved Good Owner Classification Inspection or Monitoring Fee is \$6.00.
- 2 No provision has been made for reduced fees for young dogs/pups. The Act makes provision to fix reduced fees for dogs under a specified age (not exceeding 12 months).

Stock Impounding

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

Poundage Fees		
No of Animals	Sheep (per animal)	Other (per animal)
1-5	12.00	28.50
6-10	17.00	38.50
11-15	28.50	51.00
Over 15	33.50	61.00
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		
No of Animals	Cost (per animal, per day)	
1-5	3.55*	
6-10	5.60*	
11-15	7.60*	
Over 15	12.50*	
* or actual expenses, whichever is the higher		
Driving Charges		
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 \$152.00	

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

Cat cage hire

For capture of feral cats		
Refundable deposit		\$51.00

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

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)	172.00
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Miscellaneous Permits/Authorities/Fees

Stock Droving Permit Licensing Fee Set in accordance with Section 150 of the Local Government Act 2002 and the Stock Droving and Grazing Bylaw 2001	233.00
Stock Grazing Permit Licensing Fee Set in accordance with Section 150 of the Local Government Act 2002 and the Stock Droving and Grazing Bylaw 2001	120.00
Certificates under the Overseas Investment Act Set in accordance with Section 150 of the Local Government Act 2002	120.00
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	177.00
Gambling Venue Consent – Application Fee Set in accordance with Section 150 of the Local Government Act 2002	177.00

Water Charges – Urban areas

(Bulls, Marton, Hunterville, Mangaweka and Taihape reticulated areas)

Water by Meter	
Refer also to Rates Notice	
Marton	\$1.52 per m ³
Marton Consumers – out the urban area	Standard UAC for urban area plus 1.52 m ³ in excess of 250 m ³ per annum
Mangaweka (universal metering)	3.00 per m ³
Ratana	1.68 per m ³
Taihape – treated	2.05 per m ³
Taihape – untreated	1.00 per m ³
Hunterville (universal metering)	3.00 per m ³
Bulls (universal metering)	1.57 m ³
<p>Note: There is a minimum charge applicable, equal to any Uniform Annual Charge paid within the area for water supply in the financial year. The minimum charge in the universally metered town water supply areas is \$19.50 per reading. Readings will be three times per year.</p>	
Connection Fees	
<p><i>Ordinary supply – 15mm diameter – Domestic only, per single dwelling unit</i></p> <p>Application fee includes staff costs for evaluation of request, one inspection upon completion of installation, and road opening permit to undertake work within the road reserve</p> <p><u>Actual installation costs are additional</u> and paid by the applicant. Connections may be installed by any Rangitikei District Council Approved Water Service Connection Contractor</p>	<p>240.00</p> <p>plus proportionate share of the UAC due for the balance of the year</p>
<p><i>NOTE: Where a Water and Stormwater connection is applied for at the same time, for a single domestic dwelling, only one fee is payable</i></p>	
<p><i>Extra Ordinary supply – all other connections</i></p> <p>Application fee includes staff costs for evaluation of request and availability of reticulation, one inspection upon completion of installation, and road opening permit to undertake work within the road reserve</p> <p><u>Actual installation costs are additional</u> and paid by the applicant. 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.</p>	<p>240.00</p> <p>plus proportionate share of the UAC due for the balance of the year</p>
Disconnection Fees (including restrictors)	
<p><i>All types of supply</i></p> <p>Per disconnection</p> <p>Includes all work to disconnect service. Work shall be undertaken by Rangitikei District Council.</p>	120.00

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.	
Reconnection Fees (including restrictors)	
Per reconnection – each (where service connection exists)	114.00
Per reconnection (all other cases)	relevant Connection fee
Marlon/Taihape/Bulls/Huntermville Water Bulk Sales	\$2.89 per m ³ plus \$5.70 per load

Rural Water Schemes

Refer also to Rates Notice	
Erehon – per unit, per annum	140.05
Omatane – per unit, per annum	57.25
Huntermville – per unit, per annum *	194.56

* 10% penalty will be incurred on late payment.

Stormwater Charges – Urban areas

(Bulls, Marlon, Huntermville, Mangaweka and Taihape reticulated areas)

Connection Fees	
<i>100mm diameter – Domestic consumers only, per single dwelling unit</i> Application fee includes staff costs for evaluation of request, one inspection upon completion of installation, and road opening permit to undertake work within the road reserve <u>Actual installation costs are additional</u> and paid by the applicant. Connections may be installed by any Rangitikei District Council Approved Storm water Connection Contractor	240.00 plus proportionate share of the UAC due for the balance of the year
<i>NOTE: Where a Water and Stormwater connection is applied for at the same time, for a single domestic dwelling, only one fee is payable</i>	
<i>All other connections</i> Application fee includes staff costs for evaluation of request and availability of reticulation, one inspection upon completion of installation, and road opening permit to undertake work within the road reserve <u>Actual installation costs are additional</u> and paid by the applicant. Connections shall be installed by Rangitikei District Council. An installation quotation will be provided to the applicant and installation will occur after payment in full is received by the Council.	240.00 plus proportionate share of the UAC due for the balance of the year
Disconnection Fees	
Per disconnection	114.00
All work in road by Council-approved contractor	


Wastewater Charges

Connection and Reconnection Fees	
Includes road opening application fee and staff costs	405.00 plus proportionate share of the UAC due for the balance of the year
Disconnection Fees	
Per disconnection	160.00
Septage Discharge Fee	
Per cubic meter	15.00 ²
All work in road by Council-approved contractor	

The Rangitikei District Council adopted the Trade Waste Bylaw on 24 April 2008, with charges made under it being effective from 1 July 2009. The bylaw is to safeguard the District's wastewater treatment plants by restricting the waste businesses can discharge into the system to "permitted waste". The charges for such discharges will depend on their classification, which take into account three factors: the amount of waste discharged (Volume), the amount of particles present in the discharge (Suspended Solids), and the colour and strength of the waste discharged (Biological Oxygen Demand).

² 11/RDC/183 Approved by Council – 27th October 2011 – Current as at 1 November 2011

Solid Waste

Waste Transfer Station Fees (All charges include Government waste levy, assessed at 15%, rounded)	Charges (Marton)	Charges (Taihape, Bulls, Ratana, Hunterville)
Rubbish bag	2.00	2.00
Wheelie bin	10.00	10.00
Car boot load	14.00	14.00
Van/Station-wagon	23.00	23.00
Trailers		
Small trailer (deck up to 1.8 m long) and Utes ³	 <p>All subject to the standard weigh bridge charge @ \$110 per tonne. Minimum trailer charge: Less than 100kg: \$14.00 100kg to 260 kg: \$29.00</p>	29.00
Medium (deck up to 2.4 m long)		37.00
Large (deck up to 3.0 m long)		54.00
Overloads (loads greater than 1,500 mm in height)		Plus \$11.50 on above
Oversize (deck over 3.0 m long)		106.50
Overloads (loads greater than 1,500 mm in height)		Plus \$36.00 on above
Trucks		Large trucks (3 tonne plus) are required to use the weighbridge at Marton. Smaller trucks determined as per trailer charges.
Tyre disposal		
Car tyre	7.50	7.50
Truck tyre	21.50	21.50
Tractor tyre	29.00	29.00
Recycling		
Glass	Nil	Nil
Metal	Nil	Nil
Paper / cardboard	Nil	Nil
Plastic bottles (grade 1 and grade 2)	Nil	Nil
Cans (tin and aluminium)	Nil	Nil
Oil & Hazardous waste (20 ltr or 20kg max)	Nil	Nil
Gas cylinders	Nil	Nil
Paint	Nil	Nil
Agrichemical containers	Nil	Nil

³ 10/SPP/151 Approved by Council - Strategic Planning and Policy – 2nd December 2010.

Roading

Road Opening Application Fee	
Excavations in road, footpath, berm or road reserve – including Network Utility Operators and trenchless technology	223.00
Licence fee	111.00
Road Encroachments Survey and Documentation	Actual cost
Kerb Opening/Vehicle Crossing Inspection Fee (private works)	223.00
Stock Underpass Street Opening Inspection Fee	223.00
All work in road to be done by Council-approved contractor	

Miscellaneous Charges

Council publications , (draft Annual Plan, Annual Plan, Annual Report, Long Term Council Community plan, Activity Management Plans)	
To District residents and ratepayers	Free
To non ratepayers and non residents (reproduction costs)	Actual cost
Community Housing	
Marton Flats	
Single	85.20
Double (Russell and Cuba Streets Only)	138.10
Taihape – Matua Flats	85.20
Taihape – Weka Street	85.20
Bulls	85.20
Ratana	85.20
Customer Services	
Photocopying charges	
Black and white A4	0.20
Black and white A3	0.50
Black and white A2	3.10
Black and white A1	4.15
Colour A4	8.30
Colour A3	11.40
Electronic GIS copies	No charge
District Electoral Roll	
Full District listing	72.50
Turakina Ward	36.50
Bulls Ward	36.50
Marton Ward	36.50
Huntermville Ward	36.50
Taihape Ward	36.50
Rural Numbers	
Application and placement of rural numbers	52.00
Replacement rural number plates	21.50
Valuation Rolls/Rating Information Database	
One booklet for the whole District	232.00
Electronic version	120.00
Rural Fire	
Burn-off supervision by the Rural Fire Officer – per hour	83.50

Requests for Official Information

(These charges are drawn from guidelines issued by the Ministry of Justice)

- Staff time (after the first hour) \$38.50 for each half-hour or part thereof.
- Photocopying charges after the first 20 pages, at 20¢ per A4 page.
- Other actual and reasonable costs.

Charges for services under the Official Information and Meetings Act 1982 are charged according to the guidelines set out in the Memorandum from the Department of Justice dated 18 March 2002, parts of which are reproduced below.

Fixing the Amount of Charge

The amount of charge should be determined by:

(a) Establishing what type of information has been requested:

- *If an identifiable natural person seeks access to personal information about that person then the request is governed by the Privacy Act 1993. These guidelines do not apply.*
- *These guidelines apply to all requests for official information, and requests by bodies corporate for personal information about that body corporate.*

(b) The aggregate amount of staff time exceeding one hour spent in actioning the request.

This will include search and retrieval of information, the provision of transcripts and the supervision of access.

(c) The number of A4 sized or foolscap photocopy or printed pages to be provided exceeding 20. Non-standard sized photocopy or printed paper such as that used for reproducing maps and plans will be charged on an actual and reasonable basis.

(d) For any other cost, the amount actually incurred in responding to the request.

This will cover the provision of copies of video, audio and film tapes, the provision of documents on computer disc, the retrieval of information off-site, or other situations where a direct charge is incurred.

Where repeated requests from the same source are made in respect of a common subject over intervals up to eight weeks, requests after the first should be aggregated for charging purposes.

The charge should represent a reasonable fee for access given. It may include time spent:

- *In searching an index to establish the location of the information;*
- *In locating (physically) and extracting the information from the place where it is held;*

- *In reading or reviewing the information; and - in supervising the access to the information.*

The charge should not include any allowance for:

- *Extra time spent locating and retrieving information when it is not where it ought to be; or*
- *Time spent deciding whether or not access should be allowed and in what form. Note, however that the actual, physical editing of protected information is chargeable.*

Where the free threshold is only exceeded by a small margin it is a matter of discretion whether any fee should be paid, and if so, how much.

Staff Time

Time spent by staff searching for relevant material, abstracting and collating, copying, transcribing and supervising access where the total time involved is in excess of one hour should be charged out as follows, after that first hour:

- *An initial charge of \$38.50 for the first chargeable half hour or part thereof; and;*
- *Then \$38.50 for each additional half hour or part thereof.*

The rate of charge applies irrespective of the seniority or grading of the staff member who deals with the request, except where staff with specialist expertise who are not on salary are required to process the request, in which case a higher rate not above their actual rate of pay may be charged.

Time spent by staff in deciding whether or not to approve access and in what form to provide information should not be charged. While the decision to delete protected information is not chargeable, the physical editing is part of making the information available and is subject to charges.

Photocopying

Photocopying or printing on standard A4 or foolscap paper where the total number of pages is in excess of 25 pages should be charged out as follows:

- *20¢ for each page after the first 20 pages.*

Other Costs

All other charges incurred should be fixed at an amount, which recovers up to the actual costs involved. This would include:

- *The provision of documents on computer discs;*
- *The retrieval of information off-site;*
- *Reproducing a film, video or audio recording;*
- *Arranging for the applicant to hear or view an audio or visual recording; and*

- *Providing a copy of any map, plan or other document larger than foolscap size.*

Remission of Charges

The liability to pay any charge may be modified or waived at the discretion of the department or organisation receiving the request. Such decisions should have regard to the circumstances of each request. However, it would be appropriate to consider inter alia:

- *Whether payment might cause the applicant hardship;*
- *Whether remission or reduction of the charge would facilitate good relations with the public or assist the department or organisation in its work; and*
- *Whether remission or reduction of the charge would be in the public interest because it is likely to contribute significantly to public understanding of, or effective participation in, the operations or activities of the Council, and the disclosure of the information is not primarily in the commercial interest of the requester.*

Questions, which could be asked by decision makers in order to establish the level of public interest, are:

- Is the use of the information by the requester likely to make a significant contribution to operations and activities of Council?
- Has the Government requested submissions from the public on a particular subject and is the information necessary to enable informed comment?
- Is the use of information likely to contribute significantly to the understanding of the subject by the public at large as opposed to the individual understanding of the requester or a narrow segment of interested people?
- Is the information already in the public domain in either the same or similar form, which the requested could acquire without substantial cost?
- Is the public at large the primary beneficiary of the expenditure of public funds necessary to release the information or is it for the requester or a narrow segment of interested people?
 - Is the information primarily in the commercial interest of the requester rather than the public interest?

While it might appear on initial consideration that requests for information for, say, research purposes or to write a book or to have available in a library, might be considered in the “public interest” and so answer some of the criteria, this may not necessarily be so. There should still be reasonable evidence to show that wider public benefit will accrue as a result of that research, or book or library depository. In the case of the media, however, it can be reasonably assumed that they do have access to means of public dissemination. Each request should be considered on a case-by-case basis in light of all relevant information.

Members of Parliament may be exempted from charges for official information provided for their own use. This discretion may be extended to cover political party parliamentary research units when the request for official information has the endorsement of a Member of Parliament. In exercising this need to provide more open access to official information for Members of Parliament in terms of the reasonable exercise of their democratic responsibilities. The overall scheme of the legislation recognises that there is a balance between promoting readier access to official information and the administrative cost in time, labour and materials of that access. Accordingly, one of the factors to be taken into account when deciding whether a part or full charge may be appropriate is the amount of time and resources taken to provide the information requested.

Deposits

A deposit may be required where the charge is likely to exceed \$76.00 (an hour of chargeable staff time) or where some assurance of payment is required to avoid waste of resources. A deposit may only be requested after a decision has been made to make the information available.

The applicant should be notified of the amount of deposit required, the method of calculating the charge and the likely final amount to be paid. Work on the request may be suspended pending receipt of the deposit.

The unused portion of any deposit should be refunded forthwith to the applicant together with a statement detailing how the balance was expended.

Cost Control

Photocopying or printing on standard A4 or foolscap paper where the total number of pages is in excess of 20 pages should be charged out as follows:

- (a) Sections 12(2) and 13 which enable the holder of the information to ask the requester to specify the request with due particularity in order to narrow down the scope of the request and thereby reduce staff time and effort in responding. Note, that section 13 places a duty on the holder to give reasonable assistance to a person to make their request in a manner that is in accordance with section 12;*
- (b) Section 14(b)(ii) which enables the holder to transfer the request where the request relates more closely to the functions of another department, Minister or organisation and where that other department, Minister or organisation is therefore able to deal with the request more efficiently;*
- (c) Section 18(f) which enables the holder to refuse requests which require substantial collation or research; and*
- (d) Section 16, which enable the holder to provide information in a manner other than that requested where compliance with the requester's preferred method of disclosure would "impair efficient administration".*

Review of Decisions on Charges

Section 28(1)(b) of the Official Information Act 1982 provides that the Ombudsman may investigate and review any decision on the charge to be paid in respect of a request for access to official information. When informing applicants of charges to be paid, organisations should point out this right of appeal to the Ombudsman.

A record should be kept of all costs incurred. Wherever a liability to pay is incurred the applicant should be notified of the method of calculating the charge and this fact noted on the record.