

6 NGĀ PŪRONGO / REPORTS

6.1 ADOPTION OF STATEMENT OF PROPOSAL FOR FEES & CHARGES FOR 2026/27

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TAKE PŪRONGO / PURPOSE OF THE REPORT

This is a republished version of the report, issued to include the Proposed Fees and Charges attachment.

WHAKARĀPOPOTO MATUA / EXECUTIVE SUMMARY

- Under the Local Government Act 2002 (the LGA), Council is required to review fees and charges annually.
- The adoption of fees and charges must occur prior to the start of the financial year to which they apply.
- In most cases, increases are limited to the Local Government Cost Index (LGCI) inflation factor which is forecast at 2.4% for 2026/27. Exceptions are discussed in this report.

TŪTOHUNGA / RECOMMENDATION

That Council adopts the Statement of Proposal to consult on the Schedule of Fees and Charges for 2026/27.

1) TĀHUHU KŌRERO / BACKGROUND

Council reviews and adjusts its fees and charges on an annual basis.

Although many of our fees and charges may be set by Council resolution under section 150 of the Local Government Act 2002, some must follow a formal process with public consultation in accordance with section 83 (the Special Consultative Procedure or SCP).

We therefore carry out the annual review of fees and charges as follows:

1. A review of fees and charges is conducted and an inflationary adjustment applied to allow for any increases that may affect the goods or service. This review also allows any other fees or charges to be altered, amended or renewed if required. A Statement of Proposal (SOP) is prepared for consultation alongside the proposed schedule of fees and charges. A consultation period of four weeks for written submissions is followed by hearing of verbal submissions (if required) and deliberations. The council will then consider any further changes and adoption of the schedule in June with an enactment date of 1 July 2026.

All adjustments are consistent with Council's decision as part of the Annual Plan 2026/27 to adjust fees annually in line with changing circumstances and specifically in line with inflation. They ensure consistency with the Council's Revenue and Financing Policy.

2) MATAPAKI ME NGĀ KŌWHIRINGA / DISCUSSION AND OPTIONS

In general, fees have been adjusted by inflation (LGCI) which is forecast at 2.4% for the 2026/27 year).

Exceptions are:

- Some fees and infringements are set by statute (e.g. Sale and Supply of Alcohol Act 2012) and are therefore not adjustable.

Inflationary adjustments are proposed for the following (refer to the Schedule of Fees and Charges attachment):

- Dog registrations, other fees, impounding fees
- Building consents
- Vehicle crossing application and inspection fees
- Bylaw enforcement
- Cemeteries
- Environmental health licences
- Fire prevention
- Food act
- Gambling venue fees
- Mobile shop, street stall and hawkers licences
- Alfresco dining
- Leases and licenses of Reserves
- Legal services
- Libraries (organisation borrower)
- Official information – operative District Plan
- Property information - staff time, physical map requests, postponement fees
- Resource consents
- Transport network
- Applications and inspections relating to works on Council infrastructure (stormwater, wastewater and water)

No changes are proposed for the following:

- Hokianga Ferry charges
- Official information - LGOIMA requests, supply of publications, agendas, minutes, photocopying and scanning charges)
- Property information – digital data supply
- Rubbish disposal at transfer stations
- Venues for hire

No change for legislated fees:

- Amusement devices
- Alcohol licencing

The fees and charges recommended for adjustments are detailed below:

Application for resource consent, designation or heritage orders	Current	Proposed	Reasoning
Simple s127 change (minor changes, no parties affected, no engineering assessment)	\$704.00	\$1,000.00	Fee increase. Aligns the deposit with the average cost of processing these applications over the last five years.
Variation/cancellation of consent condition (s127) with engineering	\$1,264.00	\$2,800.00	Fee increase. Word change from Change to variation. Reflects the additional engineering time required for these applications.
Simple Land Use. Single zone rule breach or no Engineering assessment required	\$1,575.00	\$2,500.00	Fee increase. Aligns the deposit with the average cost of processing these

			applications over the last five years.
Complex Land Use. May include 3waters (water, stormwater, wastewater), earthworks or traffic breaches. Development in Natural Hazard Zones or Flooding and Coastal erosion.	\$2,625.00	\$3,500.00	Fee increase. Aligns the fee with the actual average processing cost and reflects additional specialist review (3 waters, earthworks, hazards etc.) typically required.
Discharge to land (less than 3m ²)	\$2,834.00	\$1,200.00	Fee decrease. Previous fee was significantly higher than actual processing cost, so the fee is being reduced to better match real costs. Additional wording to include (less than 3m ²)
Combined Subdivision and Land Use	\$5,143.00	\$8,000.00	Fee increase. Aligns with average cost of processing these applications over the last five years and reflects the higher average processing time when both consent types are assessed together.
Combined Land Use and Discharge	-	\$3,700.00	New fee. Introduced to cover a common application type previously not specifically listed.
Subdivision 1–4 lots	\$3,044.00	\$5,000.00	Fee increase. Based on working the average cost of a 1-4 lot subdivision over the last five years.
Subdivision 5–8 lots	\$5,038.00	\$6,000.00	Fee increase. Based on working the average cost of a 5-8 lot subdivision over the last five years.
Subdivision 9+ lots	\$6,823.00	\$7,000.00	Fee increase. Based on working the average cost of a 9+ lot subdivision over the last five years.

Limited notification for resource consents, notices of requirement and heritage orders	Current	Proposed	
Land use and subdivision; combined land use and subdivision; notices of requirement; heritage orders; discharge to land	\$5,248.00	\$6,000.00	Fee increase. Aligns deposit with actual costs of preparing and managing notification processes and reduces reliance on additional invoicing.

Hearings	Current	Proposed	Reasoning
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Hearing for Limited or Public Notified application	\$2,028.00	\$10,000.00	New fee. Hearings are significantly more expensive than the current deposit, often involving commissioners, legal advice, and multiple staff. The higher deposit better reflects real costs and reduces the risk of unpaid invoices.
Hearing for Objections to Conditions	\$2,028.00	\$2,077.00	New fee. Updated to reflect current processing costs.

Monitoring	Current	Proposed	Reasoning
Monitoring of Resource Consent conditions. This may include site inspections and/or desktop checks to deem compliance.	\$403.00	Actual costs	Fee change to actual costs. Monitoring work varies widely depending on the consent. Charging actual costs ensures applicants only pay for the monitoring actually required.
Monitoring of Permitted Activities under s180 of the Planning Act 2026		Actual costs	New fee. Introduced to support new legislative requirements under the Planning Act.

Approvals and certificates – instalment	Current	Proposed	Reasoning
Sec 221 (consent notice), Sec 222 (completion), Sec 223 (survey plan)	\$274.00	\$281.00	Removal of Sec 221 (consent notice) wording. Fixes a technical error in the existing schedule.
224(c) Certificate – no engineering conditions (Includes s221 Consent Notice) <i>Note: Your certificate will not be issued until all previous invoices relating to the underlying consent have been paid (SUB, COM, EPA etc.)</i>	\$642.00	\$657.00	Fixes a technical error in the existing schedule. Additional wording of (Includes s221 Consent Notice). <i>Note: Your certificate will not be issued until all previous invoices relating to the underlying consent have been paid (SUB, COM, EPA etc.)</i>
224(c) Certificate – with engineering conditions (Includes s221 Consent Notice) <i>Note: Your certificate will not be issued until all previous invoices relating to the underlying consent have been paid (SUB, COM, EPA etc.)</i>	\$1,192.00	\$1,221.00	Fixes a technical error in the existing schedule. Additional wording of (Includes s221 Consent Notice). <i>Note: Your certificate will not be issued until all previous invoices relating to the underlying consent have been paid (SUB, COM, EPA etc.)</i>
Deemed permitted boundary activities and deemed permitted marginal or temporary activities	\$504.00	\$600.00	Fee increase. Based on the average cost of a Deemed permitted boundary/marginal/temporary application over the last five years.
Creation of right-of-way under Sec 348 Local Government Act	Actual costs	\$500.00	Fee change from Actual costs to \$500.

			Provides an upfront deposit to reduce Council's exposure to unpaid processing costs.
Engineering Plan Approvals (RMAEPA)	\$385.00	\$500.00	Fee increase. Reflects the actual cost of engineering review and approval.

Approvals and certificates - instalment	Current	Proposed	Reasoning
Pre-lodgement, pre-application, concept development (first 30 min free)	\$345.00	\$353.00	Reflects the average staff time required to prepare and attend these meetings. Removal of, first 30 minutes no charge.

Other Approvals, Certificates & Fixed Fees	Current	Proposed	Reasoning
Section 139 Certificate of Compliance, Section 139(A) Existing Use Certificate	\$1,339.00	\$1,500.00	Fee increase. Reflects the average processing cost of these applications (s139 and 139A) over the last five years.
Certificate of Permitted Activity Under s180 of the Planning Act 2026. Actual processing costs will be calculated and invoiced once the certificate has been issued.		\$516.00	New fee. Introduced to support the new planning legislation replacing parts of the RMA.

Liquor Compliance Certificate	Current	Proposed	Reasoning
Certificate of Compliance Liquor application. Actual processing costs will be calculated and invoiced once the certificate has been issued.	\$490.00	\$502.00	Additional wording to reflect actual process. Actual processing costs will be calculated and invoiced once the certificate has been issued.

Hourly Processing Charges	Current	Proposed	Reasoning
Principal Planner, Team Leader Resource Consents Engineering and Manager Resource Consents	\$221.00	\$226.00	Provides clearer descriptions of staff roles associated with each hourly rate. Team Leader Resource Consents Engineering role added.
Team Leader Resource Consents	\$210.00	\$215.00	Provides clearer descriptions of staff roles associated with each hourly rate. Resource Consents title added to Team Leader.
Technology Fee (Per RMA Application)		\$120.00	New fee. Helps recover the cost of digital systems used to process and manage consent applications. New fee.

Vehicle crossings	Current	Proposed	Reasoning
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Vehicle crossing application and vehicle crossing inspection fee (Includes first initial site visit and application fee . A further two inspections are required (pre-pour and final inspections \$277 per inspection). Any additional inspections will be charged separately (\$277 per inspection))	\$308.00	\$450.00	Fee increase. Aligns with the average cost of processing and inspecting vehicle crossings. Removal of wording, (Includes first initial site visit and application fee. Change from \$205 to \$277. Moved from Building Consents to Resource Consents.
Vehicle crossing inspection fee	\$205.00 (per inspection)	\$277.00	Reflects actual inspection costs. Moved from Building Consents to Resource Consents.
Re-application fee for expired approvals	\$79.00	\$81.00	No longer required administratively. Moved from Building Consents to Resource Consents.

Other fees and charges 2026/27 amendments

The majority of fees and charges have been adjusted by a 2.4% inflationary increase, unless set by legislation etc:

Rubbish Disposal at Transfer Stations

Rubbish at transfer station	Current	Proposed	
Per bag (standard 65L)	\$3.00	\$4.00	To align with Government imposed charges, operational costs and compliance requirements.
Oversized bag (130L)	\$6.00	\$7.00	To align with Government imposed charges, operational costs and compliance requirements.
Wheelie bin (240L)	\$11.00	\$12.50	To align with Government imposed charges, operational costs and compliance requirements.
Loose material per m ³	\$46.00	\$52.00	To align with Government imposed charges, operational costs and compliance requirements.
Compacted material per m ³	\$74.50	\$84.00	To align with Government imposed charges, operational costs and compliance requirements.

Building Consents

This has been moved from Building Consents to Resource Consents.

Vehicle crossings	Current
Vehicle crossing application and vehicle crossing inspection fee (Includes first initial site visit and application fee). A further two inspections are required (pre-pour and final inspections \$205 per inspection). Any additional inspections will be charged separately (\$205 per inspection)	\$308.00

Vehicle crossing inspection fee	\$205.00 (per inspection)
Re-application fee for expired approvals.	\$79.00

Libraries

Borrowing	Current	Proposed	
Organisation borrower (limited users)	\$33.00	\$0.00	To be removed as this fee has not been used in 5 years
Replacement borrower card	\$2.20	\$2.00	Minor change
Inter-loan search	From \$6	From \$10.00	Due to increased postage charges
Book repairs	From \$5.30	From \$5.50	Minor change

Monitoring and Compliance

Monitoring and Compliance fees	Current	Proposed	
Monitoring fee – monitoring of resource consents, this may include site visit(s) and/or desktop assessment.		Actual Costs where site visits are required.	New fee. This is now separated into actual costs, where a site visit is required to monitor the conditions. Previously applicants were paying a flat fee of \$403 for up to 2 site visits. Several elements of the Resource consent may only require the customer to send things to Council, or can be confirmed via a desktop assessment.
The cost of staff time and expense associated with investigation, remediation (if necessary), and complaints can be recovered for significant non-compliance with the District Plan, Resource Consents or other legislation, or for repeat offending where environmental impacts are considered to be more than minor.		Actual and reasonable costs based on officers' hourly charge out rate.	New fee. The actual and reasonable costs of significant or complex investigations can be recovered as administrative costs under Section 36 of the Resource Management Act where significant Council Officer time is required to remedy breaches and ensure compliance with the RMA and/or District Plan or other legislative requirements. The purpose is to disincentivise people from committing breaches of their Resource Consent or, when they do, quickly remedying them and not requiring Council staff to spend significant amounts

			of time investigating and ensuring compliance.
Compliance Manager - per hour	\$236.00	\$242.00	Moved from Building Consents hourly rates.
Monitoring and Compliance Officer - per hour	\$163.00	\$167.00	Moved from Resource Consents Planning Technician and Monitoring Officer Hourly processing changes.

Certificates, license and permits

Environmental health licenses	Current	Proposed	
Health (mortuaries and septic tank cleaners) This fee covers the cost of processing the application. New applications are reviewed by building, planning, and environmental health teams to ensure all requirements are met. If requirements are not met, additional fees may apply for planning and building teams additional processing time.	\$366.00	\$375.00	Removed wording Campgrounds

Food Act	Current	Proposed	
Food Control Plan (FCP)			
Template FCP registration <i>Application for new registration of FCP (fee includes up to 2.75 hours of processing time, supply of thermometer and printed food safety plan).</i>	\$325.00	\$350.00	Change aligns with inflation and in line with other Council's (WDC and KDC) fees. Additional wording to reflect actual process. <i>Application for new registration of FCP (fee includes up to 2.75 hours of processing time, supply of thermometer and printed food safety plan).</i>
Thermometer	\$32.00	\$35.00	Aligns with other Council's (WDC and KDC) fees.
Additional food control plan document <i>and record blanks</i>	\$30.00	\$45.00	Additional wording <i>and record blanks.</i>
Additional processing time <i>Fee for additional time for processing the application.</i>	\$163.00	\$168.00	Description added. Fee for additional time for processing the application.

FCP verification fixed fee <i>Verification including site visits and compliance checks with FCP (includes up to 3.5hrs of processing and travelling time).</i>	\$569.00	\$595.00	Change aligns with inflation and in line with other Council's (WDC and KDC) fees. Description added. Verification including site visits and compliance checks with FCP (includes up to 3.5hrs of processing and travelling time).
Failure to attend scheduled verification	\$163.00	\$249.50	Many operators do not show up onsite for their verification which results in loss of time and impacts the officers work plan. This fee would act as a deterrent for operators and prevent them from doing this.
Proposed New Fees	Current	Proposed	
Corrective action follow up		\$249.50	To cover actual time to follow up on a CAR. Aligns with other Council's (WDC and KDC) fees. Where the verification results in the issue of a Corrective Action Request (CAR) that requires a return visit, this is follow-up visit to check remedial actions and every additional visit is subject to additional compliance and monitoring fees.
Cancellation of scheduled verification less than 24 hours notice		\$168.00	To cover actual time where a verification has been cancelled at short notice. Many operators cancel the verification within 24 hours' notice which impacts the officers work plan for the week, this would act as a deterrent for operators and prevent them from doing this.
Replacement laminated certificate		\$20.00	New fee – covers actual costs involved with providing a replacement certificate. Many operators request another copy of their registration certificate because they have misplaced their original one or damaged it.

Complaint driven investigation resulting in enforcement <i>Justified complaint requiring investigation by FSO.</i>		\$250.00	Aligns with other Council's (WDC and KDC) fees. Additional description: Justified complaint requiring investigation by FSO.
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National Programme (NP)	Current	Proposed	
NP registration	\$263.00	\$300.00	Aligns with other Council's re: same processing time. Actual costs.
NP renewal (renewal required every 2 years)	\$150.00	\$197.00	Aligns with other Council's re: same processing time. Actual costs.
Failure to attend scheduled verification	\$163.00	\$249.50	Many operators do not show up onsite for their verification which results in loss of time and impacts the officers work plan. This fee would act as a deterrent for operators and prevent them from doing this.
Proposed new fees	Current	Proposed	
NP verification fixed fee - NP1 (2.5 hours of processing and travelling time)		\$406.00	Change aligns with inflation and in line with other Council's (WDC and KDC) fees.
NP verification fixed fee - NP2 (3.5 hours of processing and travelling time)		\$525.00	Change aligns with inflation and in line with other Council's (WDC and KDC) fees. NP2 and 3 take longer processing time so actual costs is more.
NP verification fixed fee - NP3 (3.5 hours of processing and travelling time)		\$525.00	Change aligns with inflation and in line with other Council's (WDC and KDC) fees. NP2 and 3 take longer processing time so actual costs is more.
Cancellation of scheduled verification less than 24 hours notice		\$168.00	Many operators cancel the verification less than 24 hours' notice which impacts the officers work plan for the week, this would act as a deterrent for operators and prevent them from doing this.
Corrective action follow up		\$249.50	Aligns with other Council's (WDC and KDC) fees. Where the verification results in the issue of a Corrective Action Request (CAR) that requires a return visit, this is follow-up visit to check remedial actions and every additional visit is subject to additional

			compliance and monitoring fees.
Complaint driven investigation resulting in enforcement <i>Justified complaint requiring investigation by FSO.</i>		\$250.00	Aligns with other Council's (WDC and KDC) fees. Additional description: Justified complaint requiring investigation by FSO.

Licensed Fish Receivers

As per clause 8 of The Maritime Facilities Bylaw regarding Commercial Operators:

Clause 8(2) All Commercial Operators must pay any applicable Fees for the use of Maritime Facilities, including moorings, as set out in the Council's Fees and Charges Schedule. This may include fees for specific types of activities or operations that may be carried out by Commercial Operators.

Clause 8(3) No Commercial Operator may use any Maritime Facilities unless they have paid the required Fees under clause 8(2) of this Bylaw.

Clause 8(4) The above clauses shall have no effect if the Council has not included Fees for the use of Maritime Facilities by Commercial Operators within the Council's Fees and Charges Schedule.

This bylaw came into force on 13 February 2025.

TAKE TŪTOHUNGA / REASON FOR THE RECOMMENDATION

The reason for the recommendation is to ensure an adopted schedule of fees and charges is in place prior to the start of the 2026/27 financial year.

3) PĀNGA PŪTEA ME NGĀ WĀHANGA TAHUA / FINANCIAL IMPLICATIONS AND BUDGETARY PROVISION

Forecast revenue from the Schedule of Fees and Charges for 2026/27 is recognised in the budget adopted as part of the Annual Plan for 2026/27.

ĀPITIHINGA / ATTACHMENTS

1. **Licensed Fish Receivers - A5643724** [↓](#) 
2. **Proposed Fees & Charges Schedule - A5655665** [↓](#) 