

**MEETING OF THE**

**Clutha District Council**

**20 March 2025**

**Commencing at the conclusion of Standing Committees**

**At the Council Chambers**

**1 Rosebank Terrace**

**BALCLUTHA**

# CLUTHA DISTRICT COUNCIL

Notice is hereby given that a Meeting of the Clutha District Council will be held in the Council Chambers, 1 Rosebank Terrace Balclutha on Thursday 20 March 2025, commencing at the conclusion of the Standing Committees meetings.

Steve Hill  
**CHIEF EXECUTIVE OFFICER**

## Committee Members

Mayor: Bryan Cadogan

Councillor Dane Catherwood  
Councillor Wayne Felts  
Councillor Gaynor Finch  
Councillor Bruce Graham  
Councillor John Herbert  
Councillor Michele Kennedy  
Councillor Alison Ludemann

Councillor Simon McAtamney  
Councillor Dean McCrostie  
Councillor Brent Mackie  
Councillor Jock Martin  
Councillor Ken Payne  
Councillor Bruce Vollweiler

# CLUTHA DISTRICT COUNCIL

## Thursday 20 March 2025

---

### APOLOGIES

There were no apologies received at the time of printing this agenda.

### DECLARATIONS OF INTEREST

None advised at the time of printing this agenda.

Item	Page #	Title
1	4	<b>Annual Plan 2025-26 Update</b> <i>(For Council's Decision)</i> Report seeks decisions from Council regarding the 2025/26 Annual Plan.
2	12	<b>Proposed Schedule of Fees &amp; Charges 2025/26</b> <i>(For Council's Decision)</i> Report recommends Council adopt the Statement of Proposal for the Schedule of Fees & Charges 2025/26.
3	43	<b>Reasons to move into Public Excluded</b> <i>(For Council's Decision)</i> The Council may upon resolution or upon motion being made, exclude the public from the whole or any part of the proceedings of any meeting.

---

# Clutha District Council

## Item for DECISION

<b>Report</b>	Annual Plan 2025/26 Update
<b>Meeting Date</b>	20 March 2025
<b>Item Number</b>	1
<b>Prepared By</b>	Peter Stafford – Strategic Planning Manager Ye Miao – Senior Policy Analyst
<b>File Reference</b>	934240

---

### REPORT SUMMARY

This report seeks decisions from Council regarding the 2025/26 Annual Plan update, including the consultation document and approach, taking into consideration work programme and budget variances.

**Note: The Annual Plan 2025/26 Update Consultation Document, Draft Financial Information 2025/26 and Draft Rates Information 2025/26 will be attached under a separate cover.**

### RECOMMENDATIONS

That Council:

1. **Receives the 'Annual Plan 2025/26 Update report.**
2. **Adopts the Annual Plan 2025/26 Update Consultation Document, or as amended.**
3. **Adopts the Draft Financial Information 2025/26 and Draft Rates Information 2025/26, as supporting information for the Annual Plan 2025/26 Update, or as amended.**
4. **Endorses, in accordance with the principles and requirements set out in the Local Government Act 2002 and with the Significance & Engagement Policy 2024 the following engagement plan:**
  - a. **Public notices in Clutha Leader, Otago Daily Times, Genesis, Tuapeka Times, Blue Mountain Express, Taieri Herald (Star), Ensign.**
  - b. **Information available on Council's website through the use of Council's Social Pinpoint site Clutha Connect.**
  - c. **Facebook posts, Antenno.**
  - d. **Distribution of information to Council offices including community libraries.**
  - e. **Opportunity to provide written and verbal feedback.**
5. **Approves the following timetable relating to the Annual Plan 2025/26:**
  - a. **31 March to 14 April – Period for feedback**
  - b. **30 April – Meeting for verbal feedback to Council**
  - c. **15 May – Meeting to decide changes for final Annual Plan 2025/26**

- d. **26 June – Council meeting to adopt Annual Plan 2025/26 and set rates.**
6. **That Council delegates to the Acting Chief Executive the authority to approve any edits required to finalise the Annual Plan 2025/26 Update Consultation Document, and Draft Rates Information 2025/26 and Draft Financial Information 2025/26 as supporting documents for public release.**

## REPORT

### 1. Background

The Annual Plan process provides an opportunity to review intended work programmes and associated budgets, taking into consideration any new information and/or changing circumstances.

According to section 95(5) of the Local Government 2002 (the Act), the purpose of the Annual Plan is to:

- Contain the proposed annual budgets and Funding Impact Statement
- Identify any variations from the Financial Statements and Funding Impact Statement included in the LTP in respect of that year
- Provide integrated decision-making and co-ordination of resources of the local authority and
- Contribute to the accountability of the local community.

The upcoming Annual Plan 2025/26 (AP 2025/26) will provide an update to the second year of the Long-Term Plan 2024/34 (LTP 2024) with updated draft budgets.

At workshops on 5 December 2024 and 20 February 2025 elected members reviewed the proposed budgets and rates.

### 2. 2025/26 Work Programme

The 2025/26 financial year is Year 2 of the 2024-34 LTP. The work programme was developed and consulted on as part of the LTP process in 2024. The Year 2 work programme has been reviewed as part of the 2025/26 Annual Plan process. An outline of major projects and variations is outlined in the proposed Annual Plan 2025/26 Update consultation document.

### 3. 2025/26 Levels of Service

Levels of service define what Council has agreed to deliver for our community, and what our community can expect, across the range of activities and services that Council provides. This includes things like:

- Opening hours for the Library, Pools, Transfer Stations etc.
- Standards for footpaths and roads.
- Maintenance levels for our parks, recreation spaces and public facilities.
- How frequently we do things such as collecting rubbish and recycling.
- Response times for different types of service requests etc.

The 2025/26 Annual Plan maintains the levels of service that Council committed to in the 2024 LTP with the exception of footpath renewals as a result of NZTA funding reductions.

Levels of service were last reviewed and confirmed as part of the 2024 LTP process. They are next scheduled for review as part of the development of the 2027-37 LTP.

#### 4. Update to Budgets and Financial Benchmarks in 2025/26

The points below summarise updates applied to budgets as follows:

- Adjust the financially assisted roading programme to align with the post 1 July 2025 information from Waka Kotahi.
- Approval of staff salary and IT budget changes.
- Decrease of the Nikko investment portfolio estimated return from the existing 5.25% to 4.1% in FY25/26.
- Decrease in forecast borrowing rate from the existing 5.25% to 4.1% in FY25/26.
- Application of October 2024 BERL inflators for 2025/26 Annual Plan budgets.

These directives have been translated into the consultation material and the supporting financial and rates information.

#### 5. 3 Waters and Local Water Done Well

Whilst the Annual Plan 2025/26 is required to include 3 Waters related costs at this time, Council is also required to identify the best options for delivering water services in the future as part of the Government's Local Water Done Well programme, talk to their communities about them, and produce a Water Services Delivery Plan by September 2025.

Council is collaborating with Gore District Council, Central Otago District Council, Waitaki District Council, and Timaru District Council with a view to including the possible option of a combined Council Controlled Organisation.

This will be the subject of a report to Council meeting on 3 April 2025 and then a comprehensive consultation process with our community.

#### 6. Financial Impact

Following the updates outlined in this report the table below provides updated disclosure in relation to Council's Financial Strategy and the Local Government (Financial Reporting & Prudence) Regulations 2014.

Benchmark	Limit	Planned AP 25/26 Update	Met
Rates affordability benchmark			
• income (\$000)	\$42,500	\$41,200	Yes
• increase	20.0%	16.61%	Yes
Debt affordability benchmarks	280%	252.0%	Yes
Balanced budget benchmark	100%	98.4%	No

Essential services benchmark	100%	176.0%	Yes
Debt servicing benchmark	10%	8.6%	Yes

The proposed AP 2025/26 year contains an overall rates increase of 16.61% (compared with 19.64% initially proposed in the 2025/26 year of the LTP 2024). This is below Council's self-imposed 20% annual limit in the 2024/34 Financial Strategy.

## 7. Legal Considerations

Process and materials have been designed to meet the requirements of sections 82, 82A, 95 and 95A of the Local Government Act 2002. The annual plan process and consultation document has been prepared in accordance with Council's Significance and Engagement Policy 2024. Detailed considerations of LGA section 82 is provided in Table 2 appended below.

## 8. Consultation

In 2014 amendments to the Local Government Act aimed to reduce annual plan costs by removing unnecessary duplication in consultation processes and in the preparation of information. The changes to the Act did this by:

- Removing the requirement to prepare information that duplicates LTP content, if that content is unchanged from the LTP (i.e., an annual plan is now an exceptions document – it contains only differences from the LTP)
- Removing the requirement to consult on an annual plan – unless the differences from the LTP are significant or material, or if the local authority chooses to.

Consultation is not required if the plan does not include significant or material differences from the content of the long-term plan for the financial year to which the proposed annual plan relates.

There is a two-stage test. Firstly, is there a difference, and secondly is it significant or material. While the Act doesn't define what is material, the standard dictionary definition is "*being different or unlike*". Sector guidance on 'materiality' indicates that this can relate to variations or departures from the financial statement and funding impact statement; new spending; and/or delays to or abandonment of projects.

It is proposed Council release the Annual Plan 2025/26 Update Consultation Document along with supporting information in the Draft Financial Information 2025/26 and Draft Rates Information 2025/26, to seek feedback prior to adopting the Annual Plan 2025/26. It is noted there are no specific consultation questions to ask as part of this process.

## 9. Level of Engagement

### Annual Plan 2025/26 Consultation

Consistent with the principles in section 82 of the Local Government Act 2002 and Council's Significance & Engagement Policy (SEP) page 7, the level of engagement identified for the AP 2025/26 is at the 'inform' level of engagement over a 15 day period, providing an update about the annual plan and ability for the community to provide feedback.

The following communications plan is recommended:

- Public notices in Clutha Leader, Otago Daily Times, Genesis, Tuapeka Times, Blue Mountain Express, Taieri Herald (Star), Ensign.
- Information available on Council's website through the use of Council's Social Pinpoint site Clutha Connect.
- Facebook posts, Antenno.
- Distribution of information to Council offices including community libraries.
- Opportunity to provide written (via Council's Social Pinpoint website link & in hardcopy) and verbal feedback.

Consistent with Council's workshop directions on 20 February 2025, this report seeks Council's approval to a **15 day consultation period** commencing on 31 March 2025.

### Community Funding Submissions

Community funding submissions are expected to be received as part of the Annual Plan consultation ending on 14 April 2025.

### Fees and Charges 2025/26 Consultation

**This is a separate consultation and is the subject of a separate report.**

This report note for Schedule of Fees and Charges 2025/26 a separate special consultative procedure is required including a **one calendar month consultation period** which is proposed to commence on **21 March 2025**.

This special consultative procedure required is because of the Food Act 2014 (s205(2)) and Resource Management Act 1991 (s36(3)(b)).

The earlier consultation start will allow the consultation period to finish in time for submission hearings to occur for Fees and Charges on the same day as for the Annual Plan.

### Summary of Consultation Timelines

A summary timetable of proposed consultations is provided is appended as Table 2 below.

This also includes indicative Local Water Done Well consultation refer to in section 5 above.

## **10. References – Tabled/Agenda Attachments**

The Annual Plan 2025/26 Update Consultation Document and associated supporting information are provided under a separate cover.

These are listed as follows:

- Attachment 1 - Annual Plan 2025/26 Update Consultation Document
- Attachment 2 - Draft Rates Information 2025/26
- Attachment 3 - Draft Financial Information 2025/26



**Table 1: Proposed Timetable for the Annual Plan 2025/26 & Schedule of Fees & Charges 2025/26 with indicative dates for possible 3 Water consultation.**

Wk Start	Actual Date	Annual Plan	Fees & Charges	Local Water Done Well (Indicative - subject to change)	Council Meeting Schedule
17-Feb-25	Thu 20 Feb	Workshop 2 - Budgets			Scheduled Council Mtg Day
24-Feb-25					
3-Mar-25					
10-Mar-25	Thu 13 Mar	Papers out			
17-Mar-25	Thu 20 Mar	<b>Council Mtg - Approve A/Plan CD Doc</b>	<b>Council Mtg - Approve Fees &amp; Charge CD Doc</b>		<b>Scheduled Council Committee Day (Add Council Mtg)</b>
	Fri 21 Mar		<b>Consultation begins (1 Month)</b>		
24-Mar-25					
31-Mar-25	Mon 31 Mar	<b>Consultation begins (2 wks)</b>			
7-Apr-25					
14-Apr-25	Mon 14 Apr	<b>Consultation ends (2 wks)</b>			
	Thu 17 Apr	Submission Books Out (Easter- Anzac Week)			
21-Apr-25	Wed 23 Apr		<b>Consultation ends (1 Month)</b>		
	Thu 24 Apr	A/Plan Hearing Agenda Papers out	Fees & Charges Hearing Agenda Papers out		
28-Apr-25	Wed 30 Apr	<b>Hearings (Annual Plan)</b>	<b>Hearings (Fees and Charges)</b>		<b>Additional Council Mtg Day (Day before Committees)</b>
	Thu 1 May			<b>Consultation begins (1 Month) - Indicative</b>	
5-May-25	Thu 8 May	A/Plan Papers out	Fees and Papers out		
12-May-25	Thu 15 May	<b>Council Meeting (A/P Decisions)</b>	<b>Council Hearings (Fees and Charges only)</b>		<b>Scheduled Council Mtg Day (Add Morning Session)</b>
19-May-25					
26-May-25					
2-Jun-25	Mon 2 Jun			<b>Consultation ends (1 Month) - indicative</b>	
	Thu 5 Jun			Hearing Papers out - indicative	
9-Jun-25	Wed 4 Jun			Hearings - indicative	<b>Additional Council Mtg Day (Day before Committees)</b>
16-Jun-25	Thu 19 Jun	Papers out		Agenda Papers out	
23-Jun-25	Thu 26 Jun	<b>Council Meeting - Approval Annual Plan</b>		Council Mtg - Decision LWDW Options	<b>Scheduled Council Mtg Day</b>
30-Jun-25					

**Table 2: Assessment against s82 LGA 2002 and Council’s significance criteria (Significance and Engagement Policy)**

Requirement	Policy Consultation Assessment
That persons who will or may be affected by, or have an interest in, the decision or matter should be provided by the local authority with reasonable access to relevant information in a manner and format that is appropriate to the preferences and needs of those persons.	Information contained within the Annual Plan Update 2025/26.
That persons who will or may be affected by, or have an interest in, the decision or matter should be encouraged by the local authority to present their views to the local authority.	Gather submissions (written) and invite verbal (before the Council on a set date) – 15 May 2023.
That persons who are invited or encouraged to present their views to the local authority should be given 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.	Noted.
That persons who wish to have their views on the decision or matter considered by the local authority should be provided by the local authority with a reasonable opportunity to present those views to the local authority in a manner and format that is appropriate to the preferences and needs of those persons.	Both written and verbal feedback recommended.
That the views presented to the local authority should be received by the local authority with an open mind and should be given by the local authority, in making a decision, due consideration.	Noted.
That persons who present views to the local authority should have access to a clear record or description of relevant decisions made by the local authority and explanatory material relating to the decisions, which may include, for example, reports relating to the matter that were considered before the decisions were made	As contained in the proposed Annual Plan 2025/26 update and supporting Draft Financial Information 2025/26 and Draft Rates Information 2025/26
A local authority must ensure that it has in place processes for consulting with Māori in accordance with subsection.	Noted. Staff will look to follow up in accordance with Council’s Statement of Participation in Decision Making by Māori.
The potential level of financial consequence, in particular rates impact.	Rates impact overall is a 16.61% increase compared to 19.64% forecast in the Long Term Plan. There are variations at a sub level disclosed in the proposed Annual Plan 2025/26 Update document.
The degree of impact on or change to levels of service, positive or negative.	Not applicable
How many residents and ratepayers might be affected by the proposal or decision.	See above for information about ratepayers affected.

Requirement	Policy Consultation Assessment
The likely degree of community interest in the proposal or decision.	The variations to the LTP are consequential to earlier decisions and factors outside of Council's control. There are no specific projects or consultation questions proposed in this Annual Plan 2025/26 Update.
The extent to which the consequences of the decision might be controversial.	See above.
The degree to which the decision or proposal deviates from community outcomes or Long Term Plan, Annual Plan or policy.	Not applicable.
The potential impact on current and future well-being of the community.	Not applicable.
Whether there is a legal requirement to engage with the community.	Yes, as per s95 and 95A of the LGA 2002.
The degree of impact on a strategic asset, particularly if it involves transferring ownership or control.	Not applicable.

---

# Clutha District Council

## Item for DECISION

<b>Report</b>	Proposed Schedule of Fees & Charges 2025/26
<b>Meeting Date</b>	20 March 2025
<b>Item Number</b>	2
<b>Prepared By</b>	Trey Willis Croft – Financial Support Accountant Peter Stafford – Strategic Planning Manager
<b>File Reference</b>	934244

---

### REPORT SUMMARY

This report recommends Council adopt the Statement of Proposal for the Schedule of Fees & Charges 2025/26.

### RECOMMENDATIONS

1. That Council receives the ‘Proposed Schedule of Fees & Charges 2025/26’ report.
2. That Council carries out a special consultative procedure in accordance with section 83 of the Local Government Act 2002 prior to confirming the Schedule of Fees & Charges 2025/26.
3. That Council adopts the following dates and process for the Schedule of Fees & Charges 2025/26:
  - a. 21 March to 23 April – Period for feedback
  - b. 30 April – Meeting for verbal feedback to Council
  - c. 15 May – Council adopts Schedule of Fees & Charges 2025/26
  - d. 1 July – Schedule of Fees & Charges 2025/26 takes effect.
4. That Council adopts the Statement of Proposal for the Proposed Schedule of Fees & Charges 2025/26 for submissions from 21 March to 23 April 2025.
5. That Council approves the communication and engagement methods for the Proposed Schedule of Fees & Charges 2025/26, in accordance with the principles and requirements set out in section 82 of the Local Government Act 2002 as follows:
  - a. Public notices in Clutha Leader, Otago Daily Times, Genesis, Tuapeka Times, Blue Mountain Express, Taieri Herald (Star), Ensign.
  - b. Information available on Council’s website through the use of Council’s Social Pinpoint site Clutha Connect.
  - c. Facebook posts, Antenno.
  - d. Distribution of information to Council offices including community libraries.

- e. **Opportunity to provide written and verbal feedback.**
6. **That Council delegates to the Acting Chief Executive approval of final edits, if required, to finalise the ‘Statement of Proposal for the Schedule of Fees & Charges 2025/26’ document for distribution.**

## REPORT

### 1. Background

Council’s Schedule of Fees and Charges contains an amalgamation of the various fees and charges across Council activities and services. Fees and charges for most areas have been increased from the previous year by an inflationary adjustment. However, as noted in the Proposed Schedule of Fees & Charges 2025/26 and as discussed at the Annual Plan workshops on 5 December 2024 and 20 February 2025, there are some reasons for outliers. Further information on these is contained in the attached Statement of Proposal for the Schedule of Fees & Charges 2025/26.

### 2. Strategic Goals and Outcomes

The Schedule of Fees & Charges 2025/26 helps set the funding mix aiming to meet Council’s Revenue and Financing Policy 2024.

### 3. Outline of Additional Change

#### **Food Business Levies**

This is a new fee imposed by MPI and required to be collected by council to be forwarded on to MPI for food business levies

#### **Issue of an abatement notice**

This a fee that we can impose from under the RMA for breaching s9. The addition of this fee is for transparency

#### **National Environmental Standards for Commercial Forestry (NES-CF): Afforestation and Harvesting**

Our team has been working on a project to ensure that a more detailed check of forestry notifications is completed, as well as this we are also considering which areas that we can cost recover time. Under s106 of the NES-CF we are able to charge a fee for monitoring notifications. This fee is not fixed by the NES-CF and therefore it was deemed that a minimum fee of \$205, equivalent to one hour, is reasonable with on charging of anything above this as required.

### 4. Consultation

Some of the fees and charges contained within the Schedule are set under the Food Act 2014 and Resource Management Act 1991 which requires them to be fixed using a special consultative procedure<sup>1</sup> (SCP) set out in section 83 of the Local Government Act. This will require a calendar month consultation period.

---

<sup>1</sup> Food Act 2014 (s205(2)) and Resource Management Act 1991 (s36(3)(b)) refers

**The calendar month consultation period proposed is from 21 March to 23 April 2025.** It is proposed that a verbal hearing will follow on 30 April 2025 if required.

There are also proposed increases that are greater than inflationary adjustments that have been noted and are contained in the attached Statement of Proposal for the Schedule of Fees & Charges 2025/26.

In accordance with SCP and Council's Significance & Engagement Policy, the following communications plan is recommended with respect to the proposed changes:

- Public notices in Clutha Leader, Otago Daily Times, Genesis, Tuapeka Times, Blue Mountain Express, Taieri Herald (Star), Ensign.
- Information available on Council's website through the use of Council's Social Pinpoint site Clutha Connect.
- Facebook posts, Antenno.
- Distribution of information to Council offices including community libraries.
- Opportunity to provide written (via Council's Social Pinpoint website link & in hardcopy) and verbal feedback.

## 5. Timetable

<b>Date</b>	<b>Schedule of Fees &amp; Charges 2025/26</b>
21 Mar 2025	Consultation/submission period begins
23 Apr 2025	Consultation/submission closes
30 Apr 2025	Meeting to hear any verbal submissions
15 May 2025	Council adopts Schedule of Fees & Charges 2025/26
1 Jul 2025	Schedule of Fees & Charges 2025/26 takes effect

## 6. Legal Considerations

Legal considerations are outlined under the above Consultation section.

## 7. Policy Considerations

The Schedule of Fees and Charges links with the Revenue & Financing Policy.

## 8. References – Tabled/Agenda Attachments

- Statement of Proposal for the Schedule of Fees and Charges 2025/26 (attached).

## Schedule of Fees & Charges 1 July 2025 to 30 June 2026

1.	AMUSEMENT DEVICE PERMIT (Set by Statute)	2
2.	BUILDING CONSENT FEES	2
3.	CAMPING GROUNDS	7
4.	CEMETERIES	7
5.	DOG CONTROL & REGISTRATION FEES	8
6.	COUNCIL COMMUNITY HOUSING	9
7.	EQUIPMENT HIRE	9
8.	FOOD PREMISES CHARGES	9
9.	FUNERAL DIRECTORS	10
10.	GAMBLING VENUES	10
11.	GIS MAPPING	10
12.	HAIRDRESSING	10
13.	COMMUNITY BILLBOARD CHARGES Cost is per week, or part thereof	10
14.	KERBSIDE RENTAL	10
15.	LAND INFORMATION MEMORANDUM (LIM)	10
16.	LIBRARY CHARGES	11
17.	NOISE CONTROL	11
18.	OFFENSIVE TRADES	11
19.	OFFICIAL INFORMATION	11
20.	PHOTOCOPYING/PRINTING (per page)	12
21.	RESERVE CONTRIBUTIONS	12
22.	RESOURCE CONSENT APPLICATION (All charges listed below are minimum fee/deposit)*	12
23.	ROADING PERMITS	14
24.	SALE AND SUPPLY OF ALCOHOL (FEES) REGULATIONS 2013 (Set by Statute)	14
25.	SEWERAGE	17
26.	SPORTSGROUNDS	19
27.	SUNDRY LICENCE FEE	20
28.	SWIMMING POOLS	20
29.	TRADE WASTE	20
30.	TRADING IN PUBLIC PLACES	22
31.	VEHICLE STANDS ON STREETS	22
32.	WASTE MANAGEMENT	23
33.	WATER ANALYSIS	25
34.	WATER SUPPLY (RURAL)	25
35.	WATER SUPPLY (URBAN)	27
36.	Inflow and Infiltration	28

## 1. AMUSEMENT DEVICE PERMIT (Set by Statute)

First device for up to 7 days	11.50
Each additional device for up to 7 days	2.30
For further period of up to 7 days	1.20

## 2. BUILDING CONSENT FEES

### 2.1 General Information

- i) All fee deposits must be paid upon application.
- ii) All deposits are based on expected officer involvement and are calculated relative to the estimated value of work.
- ii) In relation to deposits (minimum charges) paid, there shall be no obligation on the Council to perform any action until the appropriate charges are paid in full.
- iv) Charges may be reduced proportionally for consent elements certified by a building certifier
- v) Hourly rate for extra processing - \$205.00.

Estimated Value (\$)	Building without Plumbing & Drainage	Building with Plumbing & Drainage
0 – 25,000	<del>1,035.00</del> 1,070.00	<del>1,390.00</del> 1,441.00
25,001 – 50,000	<del>2,380.00</del> 2,460.00	<del>2,895.00</del> 2,990.00
50,001 – 75,000	<del>2,765.00</del> 2,856.00	<del>3,330.00</del> 3,440.00
75,001 – 100,000	<del>3,660.00</del> 3,782.00	<del>4,485.00</del> 4,630.00
100,001 – 200,000	<del>5,220.00</del> 5,397.00	<del>6,045.00</del> 6,245.00
200,001 – 400,000	<del>6,250.00</del> 6,457.00	<del>7,430.00</del> 7,676.00
400,001 – 700,000	<del>7,680.00</del> 7,941.00	<del>9,065.00</del> 9,372.00
700,001 – 1,200,000	<del>9,220.00</del> 9,531.00	<del>10,605.00</del> 10,962.00
Over 1,200,000	Deposit <del>\$13,065</del> 13,506, then actual costs calc \$205/hr 212/hr	

### 2.2 Miscellaneous

Minor Building Consent, Drainage, Septic Tank, etc, with one inspection	<del>675.00</del> 699.00
Relocation of Dwellings	<del>2,460.00</del> 2,530.00
Solid Fuel Heater – Freestanding *	<del>520.00</del> 540.00
Solid Fuel Heater – Inbuilt & Residential Boilers	<del>670.00</del> 699.00



Marquees *	<del>410.00</del> 424.00
New Prefabricated Dwellings	3,480.00
Swimming Pool Application *	<del>410.00</del> 424.00
Swimming Pool Renewal	<del>205.00</del> 212.00
Notice to Fix	650.00
Amendment - Minor Variation	<del>200.00</del> 212.00
Amendment - Major	Actual Costs
Unlined Shed/Accessory Building < 100,000	<del>1,972.50</del> 2,039.00
Unlined Shed/Accessory Building 100,000-\$800,000	<del>3,125.00</del> 3,230.00
Unlined Shed/Accessory Building > \$800,000	<del>4,457.50</del> 4,610.50
Property Inspection and Report	<del>205.00/hr</del> 212.00/hr
Demolition	350.00
Project Information Memorandum (PIM)	<del>280.00</del> 318.00
Compliance Schedule	<del>205.00/hr</del> 212.00/hr
Amendment to Compliance Schedule	<del>205.00/hr</del> 212.00/hr
Building Warrant of Fitness	<del>185.00</del> 195.00
Building Warrant of Fitness Audit (on-site) 3-5 yearly	<del>205.00/hr</del> 212.00/hr
Certificate of Acceptance (Plus Building Consent Fee and Levies where applicable)	<del>450.00</del> 465.00
Certificate of Public Use	<del>350.00</del> 365.00
Dangerous & Insanitary Building Inspection	<del>205.00/hr</del> 212.00/hr
Modification / Waiver of Building Code	<del>200.00</del> 212.00
Certificate of Title Record of Title	45.00
Exemption – Schedule 1.2 Lodgement	<del>205.00/hr</del> 212.00/hr
Exemption – Schedule 1 Owner Decided	90.00
Sec 73 or 75 Title Registration	<del>420.00</del> 480.00
Scanning of Documents (Per 50 Leaves)	80.00
Printing of Electronic Plans (including emailed information)	0.20
A4 black and white	0.40
A3 black and white	1.00
A4 colour	2.00
A3 colour	2.00
Cost to receive information in a non-digital format that requires digitisation	Actual cost

\* 1 Inspection only allowed for

Fees include the issuance of a Code Compliance Certificate upon satisfactory completion of work.

See following section for Additional Charges (i.e. BRANZ, BIA & Reserve Contributions)

## 2.3 Additional Charges

### 2.3.1 Reserve Contribution

A charge of \$560.00 GST (inclusive) will be payable for each dwelling house (with the exception of farm dwellings), or additional dwelling unit in multi-unit development, consented to under the Building Act in all cases where no charge has previously been levied.

These contributions will be used for the acquisition, improvement and development of recreational facilities throughout the District.

### 2.3.2 Building Research Levy

A compliance schedule is in place, but no amendment is necessary from any work resulting from this building consent.

Building Research Levy is payable on values of \$20,000 or more at a rate of \$1.00 per \$1,000 or part thereof, on the total value of the contract - GST inclusive. The Total Value includes Plumbing and Drainage Work and is always taken to the next \$1,000.

	<b>000</b>	<b>1,000</b>	<b>2,000</b>	<b>3,000</b>	<b>4,000</b>	<b>5,000</b>	<b>6,000</b>	<b>7,000</b>	<b>8,000</b>	<b>9,000</b>
20,000	20.00	21.00	22.00	23.00	24.00	25.00	26.00	27.00	28.00	29.00
30,000	30.00	31.00	32.00	33.00	34.00	35.00	36.00	37.00	38.00	39.00
40,000	40.00	41.00	42.00	43.00	44.00	45.00	46.00	47.00	48.00	49.00
50,000	50.00	51.00	52.00	53.00	54.00	55.00	56.00	57.00	58.00	59.00
60,000	60.00	61.00	62.00	63.00	64.00	65.00	66.00	67.00	68.00	69.00
70,000	70.00	71.00	72.00	73.00	74.00	75.00	76.00	77.00	78.00	79.00
80,000	80.00	81.00	82.00	83.00	84.00	85.00	86.00	87.00	88.00	89.00
90,000	90.00	91.00	92.00	93.00	94.00	95.00	96.00	97.00	98.00	99.00
100,000	100.00	101.00	102.00	103.00	104.00	105.00	106.00	107.00	108.00	109.00
110,000	110.00	111.00	112.00	113.00	114.00	115.00	116.00	117.00	118.00	119.00
120,000	120.00	121.00	122.00	123.00	124.00	125.00	126.00	127.00	128.00	129.00

### 2.3.3 Building Levy

Building Levy is payable on values of \$65,000 or more at a rate of \$1.75 per \$1,000 or part thereof, on the total value of the contract - GST inclusive. The Total Value includes Plumbing and Drainage Work and is always taken to the next \$1,000.

	000	1,000	2,000	3,000	4,000	5,000	6,000	7,000	8,000	9,000
65,000						113.75	115.50	117.25	119.00	120.75
70,000	122.50	124.25	126.00	127.75	129.50	131.25	133.00	134.75	136.50	138.25
80,000	140.00	141.75	143.50	145.25	147.00	148.75	150.50	152.25	154.00	155.75
90,000	157.50	159.25	161.00	162.75	164.50	166.25	168.00	169.75	171.50	173.25
100,000	175.00	176.75	178.50	180.25	182.00	183.75	185.50	187.25	189.00	190.75
110,000	192.50	194.25	196.00	197.75	199.50	201.25	203.00	204.75	206.50	208.25
120,000	210.00	211.75	213.50	215.25	217.00	218.75	220.50	222.25	224.00	225.75

### 2.3.4 Accreditation Levy

This levy is payable on values of \$20,000 or more at a rate of \$1.00 per \$1,000 or part thereof, on the total of the contract. The total value includes plumbing and drainage work and is always taken to the next \$1,000.

**Note:** Council reserves the right to make additional charges depending upon circumstances, i.e. construction variations and/or re-inspections, inspections for multiple buildings on one consent.

Vehicle Crossings

All building consents applicants are required to sign an undertaking they will make good any repairs necessary to a footpath, kerb or road which may be damaged as a result of their activities.

### 2.3.5 Building Reports

~~\$75.00~~ 80.00 per annum

### 2.3.6 Building Infringement Offences

Failing to comply with the requirement that building work must be carried out in accordance with a building consent (section 40)	1,000.00
Failing to apply for a certificate of acceptance for urgent building work as soon as after completion of building work (section 42)	500.00
Person who is not a licenced building practitioner carrying out restricted building work without supervision of licensed building practitioner with appropriate licence (section 85(1))	750.00
Licensed building practitioner carrying out restricted building work without appropriate licence section (section 85 (2)(a))	500.00
Licensed building practitioner supervising restricted building work without appropriate licence (section 85(2)(b))	500.00

Failing to comply with the requirement to obtain a compliance schedule (section 101)	250.00
Failing to supply territorial authority with a building warrant of fitness (section 108 (5)(aa))	1,000.00
Failing to display a building warrant of fitness required to be displayed (section 108(5)(a))	1,000.00
Displaying a false or misleading building warrant of fitness (section 108(5)(b))	1,000.00
Displaying a building warrant of fitness other than in accordance with section 108 (section 108(5)(c))	1,000.00
Using, or knowingly permitting the use of, a building for a use for which it is not safe or not sanitary (section 116B(1)(a))	1,500.00
Using, or knowingly permitting the use of, a building that has inadequate means of escape from fire (section 116B(1)(b))	2,000.00
Failing to comply with a notice, within the time stated in the notice, requiring work to be carried out on a dangerous, earthquake-prone, or insanitary building (section 124)	1,000.00
Using or occupying a building, or permitting another person to do so, contrary to a territorial authority's hoarding, fence, or notice (section 128)	2,000.00
Failing to comply with a notice to fix (section 168)	1,000.00
Person holding himself or herself out as being licensed to do or supervise building work or building inspection work while not being so licensed (section 314(1))	500.00
Using, or permitting use of building having no consent or code compliance certificate or certificate for public use for premises for public use (section 363)	1,500.00
Wilfully obstructing, hindering, or resisting a person executing powers conferred under the Act or its regulations (section 367)	500.00
Wilfully removing or defacing a notice published under the Act or inciting another person to do so (section 368)	500.00
Supervision of licensed building practitioner without appropriate licence (section 85(1))	750.00
Independent Qualified Persons who negligently issue a 12A form for a specified system where the inspection, maintenance, and reporting procedures of the compliance schedule have not been fully complied with in the last 12 months for that system;	50,000.00 for an individual 150,000 for a body corporate

### 2.3.7 Digitisation of Property Files Flat Charges: (new categories)

Category
----------

Building Consent	Already included in fees in section 2
Land Information Memorandum	20.00
Resource Consent	150.00
Property Searches	25.00

### 3. CAMPING GROUNDS

3.1 Annual Registration – Regulatory	250.00
3.2 Taylor Park – Milton Charges	
Non powered sites base rate + one person(\$12.50 extra per person for additional campers. Under 5 years old, free.)	19.00 per night
Powered Sites base rate + one person (\$16.50 extra per person or additional campers. Under 5 years old, free.)	23.00 per night
Camper on powered site up to 49 nights base rate + one person (95.00 extra per person per week)	145.00 per week
Caravan Storage (limited to 4 spaces)	10.00 per week

### 4. CEMETERIES

#### 4.1 Purchase of Plots

Single	<del>1,900.00</del> 1,960.00
Ashes	<del>660.00</del> 680.00
RSA Plot	No Charge
Exhumation	Actual Cost

#### 4.2 Burial Fees

Interment	<del>1,700.00</del> 1,755.00
Infant (up to 12 years)	50% of normal
Ashes	<del>645.00</del> 665.00
Breaking Concrete	Actual Cost
Muslim Burials – additional requirement (timber lining)	<del>675.00</del> 695.00

#### Note

- All interments at extra depth, apart from Romahapa and Port Molyneux due to hard rock.
- The pre-selling of plots is not permitted except that one adjacent plot may be purchased at time of interment.

## 5. DOG CONTROL & REGISTRATION FEES

### 5.1 Registration Fee (Dogs 3 months of age or over at 1 July 2025)

Rural – Non-Working	<del>70.00</del> 73.00
Rural – Working	<del>50.00</del> 52.00
Urban – Working and Non-Working	<del>99.00</del> 104.00
Responsible Dog Owner – per dog	<del>70.00</del> 73.00
Dangerous Dog	Base fee plus 50%

### 5.2 Penalty Charge (After 1 August) – *additional to Fees in 5.1 above*

Rural – Non-Working	<del>35.00</del> 36.50
Rural – Working	<del>25.00</del> 26.00
Urban – Working and Non-Working	<del>49.50</del> 51.00
Responsible Dog Owner – per dog	<del>35.00</del> 36.50

### 5.3 Application Fees

Responsible Dog Owner	<del>27.50</del> 29.50
Three or more Urban Dogs	<del>70.00</del> 73.00

All new registrations for pups and dogs under three months of age reduced proportionately by one twelfth (1/12) per month, according to the date registered.

### 5.4 Impounding Fees – Dogs

First Offence	<del>77.00</del> 80.00
Second Offence	<del>115.00</del> 117.00
Third Offence	<del>165.00</del> 168.00

### 5.5 Impounding Fees – Stock

Sheep/Goats (first animal, \$15.00 per head thereafter)	<del>40.00</del> 45.00
Horse/Cattle/Deer (first animal, and \$20.00 per head thereafter)	<del>125.00</del> 130.00

### 5.6 Plus

Sustenance	<del>18.50</del> 19.50 per day or part thereof
Euthanasia Fee (per animal)	Actual Cost
Advertising	Actual Cost
Microchipping	Actual Cost

## 6. COUNCIL COMMUNITY HOUSING

Category & Location	Weekly Rental
Category 1: Clinton, Lawrence & Owaka	<del>147.00</del> 156.00
Category 2: Elderlee St & Spenser St (Milton) & Toshvale (Balclutha)	<del>163.00</del> 173.00
Category 3: Argyle St & Naish Courts (Balclutha), Kaitangata, Tapanui & Waihola	<del>187.00</del> 198.00

### Notes:

- Effective for all new tenancies from 1 July 2025.
- Double units will be rented at an additional \$10 per week on top of the weekly charges listed above.
- Double units will be rented to a single tenant at the double rate.
- Carport – additional \$5.00 per week.

## 7. EQUIPMENT HIRE

Binding – Ring (per copy)	2.00
1 – 25 pages	2.30
26 – 50 pages	2.60
51 – 99 pages	3.00
100 + pages	3.50

## 8. FOOD PREMISES CHARGES

Food businesses with food control plans or national programmes approved from 1 March 2016 under Food Control Act 2014.

Application fee for:	
a) New registration of template food control plan or food business in a national programme for new or existing business	<del>185.00</del> 195.00
b) Multi-Site Business – in addition to above – additional fee per site	<del>95.00</del> 99.00
c) Renewal of registration for:	
• template food control plan (every 12 months from initial application)	<del>95.00</del> 99.00
• national programme (every 24 months from initial application)	<del>95.00</del> 99.00
Amendments and significant change in circumstances	<del>185.00</del> 195.00
Verification (hourly rate – invoiced following visit)	210.00/hr (Actual cost from food verification)

		contractor + CDC administration fee)
	CDC administration fee	40.00
	Food Control Plan documents (per pack)	45.00
<b>8.1</b>	<b>Compliance</b>	
	Issue of notice	<del>185.00</del> 195.00
	Application for review	<del>185.00</del> 195.00
	Statement of compliance	<del>95.00</del> 99.00
	Additional charges for time spent on site (per hour)	<del>185.00/hr</del> 215.00/hr
	Non-registration of a premises	<del>440.00</del> 455.00
	<b>Food business levies ( TBC )</b>	
	Matter for which levy payable 1 2 Operating a food business under a food control plan r 13(2) Levy \$57.50 per year Operating a food business that is subject to a national programme \$57.50 per year	
<b>9.</b>	<b>FUNERAL DIRECTORS</b>	
	Registrations	<del>185.00</del> 195.00
<b>10.</b>	<b>GAMBLING VENUES</b>	
	Application fee	400.00
<b>11.</b>	<b>GIS MAPPING</b>	
	Charges will vary depending on size and content of map required. A quote will be given on application.	
<b>12.</b>	<b>HAIRDRESSING</b>	
	Annual Registration	<del>185.00</del> 195.00
<b>13.</b>	<b>COMMUNITY BILLBOARD CHARGES Cost is per week, or part thereof</b>	
	Rosebank Triangle	27.00
	Water Tower Reserve	27.00
<b>14.</b>	<b>KERBSIDE RENTAL</b>	
	For each operator per annum	150.00
<b>15.</b>	<b>LAND INFORMATION MEMORANDUM (LIM)</b>	
	LIM	Up to 10 Working Urgent (Up to 5



	<b>Days</b>	<b>working days)</b>
Residential – Deposit	<del>320.00</del> <b>330.00</b>	<del>435.00</del> <b>450.00</b>
Commercial/Industrial - Deposit	<del>450.00</del> <b>465.00</b>	<del>575.00</del> <b>595.00</b>

Where search requirements are complex or extensive an additional charge at the rate of ~~\$200.00~~ **212.00** per hour may be charged.

## 16. LIBRARY CHARGES

Interlibrary Loans – minimum fee	7.00
Replacement membership cards	2.00
Laminating	A4 – 3.00 / A3 – 4.00
Book Covering	10.00
Lost or Damaged material	Replacement Cost

## 17. NOISE CONTROL

### 17.1 Recovery of Seized Equipment

Contractors Charges and Travelling	Actual
Council Administration	<del>190.00</del> <b>205.00</b>
<b>Issue of Excessive Noise Direction</b>	<b>300.00</b>
<b>Breach of Excessive Noise Direction</b>	<b>500.00</b>

## 18. OFFENSIVE TRADES

Tankered Waste Operators	500.00
Others	<del>185.00</del> <b>195.00</b>

## 19. OFFICIAL INFORMATION

Schedule of Charges for the Provision of Information Under the Local Government Official Information and Meetings Act 1987

- If the request is made by an identifiable person seeking access to any personal information about that person, then such requests are not subject to any charge.
- If the amount of staff time spent in actioning a request exceeds one hour, then the basis of charging is as follows:

An initial charge for the first chargeable half hour or part thereof	38.00
Then for each additional half hour or part thereof	38.00

- A charge may be modified or waived at the discretion of a Chief Executive where payment might cause the applicant financial hardship, or where remission or reduction of the charge would facilitate good relations with the public, or assist the applicant in its work.
- Photocopying charges for official information are 20 cents per A4 page, where the total number

of pages is in excess of 20 pages.

## 20. PHOTOCOPYING/PRINTING (per page)

A4	0.20
A3	0.40
Colour A4	1.00
Colour A3	2.00
(There is no multiple-copy discount)	
Scanning	No charge

## 21. RESERVE CONTRIBUTIONS

(See Rule FIN 7 District Plan)

Subdivision (per residential, commercial or industrial allotment created)	<del>560.00</del> 580.00
Building (per dwelling house – where no charge has previously been levied)	<del>560.00</del> 580.00

## 22. RESOURCE CONSENT APPLICATION (All charges listed below are minimum fee/deposit)\*

<b>Subdivision/Land Use (Minimum Fee/Deposit)*</b>	
Non-Notified Resource Consents	<del>1,320.00</del> 1,400.00
Notified Resource Consents	<del>3,850.00</del> 4,000.00
Pre-application meetings	First hour free, at cost thereafter**
<b>Other Resource Consents (Minimum Fee/Deposit)*</b>	
Section 226 Subdivision	825.00
Section 128 Review of existing Resource Consent	190.00
Section 127 Variation of a Resource Consent	825.00
Section 221 Variation to a Consent Notice	190.00
Section 125 Lapse Date Extension	<del>370.00</del> 450.00
Section 139 Certificate of Compliance	825.00
Section 87AB Deemed Permitted Boundary Activity	440.00
Section 87BB Marginal/Temporary Permitted Activity	440.00
Section 223 – Depositing Survey Plan	275.00
Section 224I Confirmation all subdivision conditions have been met. Rural/Urban Subdivisions over 10 Lots shall be charged an additional fee of \$170.00 per hour.	330.00
Section 223 and 224 combined	<del>540.00</del> 600.00
<b>Other Applications and Certificates (Minimum Fee/Deposit)*</b>	
Section 348 Local Government Act 1974 Right of Way	825.00

Easement	
Section 243I Cancellation of Easement	190.00
Section 241(3) Cancellation of Amalgamation Conditions	190.00
Overseas Investment Regulations Certificates	190.00
<b>Issue of an abatement notice</b>	<b>\$300.00</b>
<b>National Environmental Standards for Commercial Forestry:</b>	
<b>Afforestation</b>	<b>Minimum of \$205.00***</b>
<b>Harvesting</b>	<b>Minimum of \$205.00***</b>
<b>Notice of Requirements or Alterations to Designations, Heritage Orders (Minimum Fee/Deposit)*</b>	
Minor – Section 181(3), no research required	660.00
Minor – No research (public notice additional cost)	1,100.00
Moderate – Standard Research (public notice additional cost)	3,300.00
Major – Effect on large area of district (public notice additional cost)	16,500.00
<b>Outline Plan Approvals and Waivers (Minimum Fee/Deposit)*</b>	
Section 176A Outline Plan Approval	825.00
Outline Plan Waiver Approval	825.00
<b>Plan Change Application (Deposit)</b>	
Minor Effect – Not requiring research	1,100.00
Moderate Effect – Standard Research (public notice additional cost)	3,300.00
Major Effect – Effect on large area of district (public notice additional cost)	16,500.00
<b>Bonds (Deposit)</b>	
Bond Establishment Application	370.00
Release of Bond	190.00
<b>Monitoring Resource Consents and Monitoring</b>	
Planners (per hour)	<del>190.00</del> 205.00
Development Engineer (per hour)	<del>190.00</del> 205.00
Compliance Officer (per hour)	205.00
Other Council Staff (per hour)	<del>190.00</del> 205.00
Consultants (internal or External, per hour)	Minimum of \$205.00 or actual Costs if higher

\*Note that deposits are a minimum charge and are non-refundable. At the completion of the service actual costs are calculated and any remaining balance owing will be charged.

\*\*Please refer to the pre-application webpage for more specific information on this service. Where pre-application meetings are sought and agreed to by the council for large or complex projects a deposit of 500.00 will be applicable.

\*\*\* The minimum fee is equivalent to one hour of staff time, and time spent over one hour will be cost recovered according to our standard rates (\$205 per hour).

## 23. ROADING PERMITS

New Vehicle Crossing Permits	<del>105.00</del> 108.00
Dust Suppression Permit – where dust suppressant carried out by applicant – Note oil is not allowed to be used as per ORC Rules	No charge
Roadside Planting Permits	<del>105.00</del> 108.00
Stock Crossing on Road Reserve	<del>105.00</del> 108.00
<del>Street or Road Opening</del>	No charge
Temporary Fencing Permits	<del>105.00</del> 108.00
Temporary Road Closure	Actual Cost of Advertising Plus cost of <b>Traffic Management Plan</b> and road inspection if necessary
Commercial Traffic Management Plan	<del>105.00</del> 108.00
Traffic Management Plan Amendment Fee – extension or alteration/addition	<del>55.00</del> 57.00
Traffic Management Plan Priority Processing Fee – where approval is required in less than that the statutory timeframe (i.e. less than 5 days for a standard TMP)	<del>210.00</del> 217.00
Non-Profit Group – Traffic Management Plan	No charge
License to Occupy Road Reserve	<del>105.00</del> 108.00
CAR Inspection Fee – if adequate photos and/or information have not been supplied by the applicant	<del>170.00</del> 175.00
Unauthorised Roadside Planting Inspection Fee	<del>170.00</del> 175.00
Danger & Damage to Roads Inspection Fee	<del>280.00</del> 290.00
<b>Note:</b> this is in addition to any costs associated with clean-up or removal of material or dangerous items	
Unauthorised Corridor Access Works Inspection – where no CAR has been applied for	355.00 Plus actual costs to make safe where required
Global Traffic Management Plans	<del>660.00</del> 680.00

## 24. SALE AND SUPPLY OF ALCOHOL (FEES) REGULATIONS 2013 (Set by Statute)

Following the introduction of the Sale and Supply of Alcohol Act 2012 National risk-based fees apply for all applications received from 18 December 2013. All fees include GST.

Type	Fees are set out in the Sale and Supply of Alcohol (Fees) Regulations 2013	Application / Renew / Variation Fee inc GST*	Annual Fee inc GST**
<b>On / Off / Club new, renewal or variation</b>			
Very Low	The fee will be calculated using an assessment of factors: Type of premises Latest opening hour you operate Number of enforcements you have had (Please see Table 1 and 2 to help calculate your fees)	368.00	161.00
Low		609.50	391.00
Medium		816.50	632.50
High		1,023.50	1,035.00
Very High		1,207.50	1,437.50
<b>Special</b>			
Application fees will be calculated according to the size and frequency of the event or events			
Class 3 (Small)	1-2 events of less than 100 persons	63.25	N/A
Class 2 (Medium)	1-3 events of 100-400 persons; or 3-12 Class 3 events	207.00	N/A
Class 1 (Large)	1 event with over 401 persons; or 4+ Class 2 events; or 13+ Class 3 events	575.00	N/A
<b>Managers New or Renewal</b>	All	316.25	N/A
<b>Other</b>			
Temporary Authority	Section 136(2)	296.70	N/A
Temporary Licence	Section 74	296.70	N/A
Permanent Club Charter	Section 414	632.50	N/A
Extract from Register	Section 66)2)	57.50	N/A

\* All fees are payable on application.

\*\* All Annual fees on existing licences are payable on or prior to the anniversary of the most recent of the following:

- The date on which the licence was issued
- The date on which the licence was renewed
- The date on which a variation of the licence was granted

#### 24.1 To Calculate your Premises Risk Rating and Fee

**Step 1** – select your premises type from Table 1 – record the weighting in the box below

**Step 2** – select your latest closing time (based on what is on your licence) from Table 1 – record the weighting in the box below

**Step 3** – select the number of enforcements for your premises in the last 18 months from Table 1 – record the weighting in the box below.

**Step 4** – add all the recorded weightings together to get your final risk rating score

**Step 5** – select your total weighting in Table 2 – this line in the table shows your risk category and fees applicable

Premises Weighting Score	Hours Weighting Score	Enforcement Weighting Score	Total Weighting Score	My Risk Category
	+	+	=	

**24.2 Table 1: Determining a Premises Risk Rating and Fees**

Type of Licensed Premises		Latest Alcohol Sales Time	
Bottle Store, Supermarket, Grocery Store	15	<del>On-licences and clubs before 2:01am;</del> Off-licences before 10:01pm; Remote sales premises (at any time)	0
Night Clubs, Taverns, Adult premises, "Class 1" Restaurants	15	On-licences and clubs 2:01am 3:01am; Off-licences 10:01pm and later	3
Off-licence in a Tavern, Hotel	10	On-licences and clubs – all other closing times	5
Hotels, Function Centres, "Class 1" Clubs (on) "Class 2" restaurants	10		
Remote sales, "Class 2" clubs (on), "Class 3" Restaurants, "Class 1,2,3" Clubs (off), Other	5		
Theatres/Cinemas, Wine Cellar Doors, BYO Restaurants, "Class 3" clubs (on)	2		

PLUS	Number of Enforcements	Weighting
	None	0
	1	10
	2 or more	20

**24.3 Table 2: Fee Category**

Total Weighting	Risk Category	Application Fee (Incl. GST)	Annual Fee (Incl. GST)
0-2	Very Low	368.00	161.00
3-5	Low	609.50	391.00

6-15	Medium	816.50	632.50
16-26	High	1,023.50	1,035.00
26 plus	Very High	1,027.50	1,437.50

#### 24.4 Definitions: Restaurants:

**Class 1** – restaurants with a significant separate bar area which operates that bar at least one night a week in the nature of a tavern, such as serving alcohol without meals to tables situated in the bar area.

**Class 2** – restaurants that have a separate bar (which may include a small bar area) but which do not operate that area in the nature of a tavern at any time.

**Class 3** – restaurants that only serve alcohol to the table and do not have a separate bar area.

#### 24.5 Clubs:

**Class 1** – large clubs (with 1,000 or more members of drinking age) and which, operate in the nature of a tavern (e.g. a large working men’s club, combined clubs, or large ‘cossie’ clubs).

**Class 2** – clubs which do not fit Class 1 or Class 3 definitions (e.g. larger sports clubs, medium sized RSA’s, many provincial social clubs).

**Class 3** – small clubs (with up to 250 members of drinking age) and which operate a bar for 40 hours or less per week (e.g. small sports clubs like bowling clubs, golf clubs, bridge clubs, and small RSA’s).

**Enforcement** – has the same meaning as a “Holding” under Section 288 of the Sale and Supply of Alcohol Act 2012, or a previous offence for which a holding has been issued if the offence occurred before 18 December 2013.

Local Authority Compliance Certificate (not set by statute) \$350.00

- Licensees are required to obtain this as supporting documentation, demonstrating that the activity they are seeking a licence for complies with the provisions of the District Plan.

## 25. SEWERAGE

### 25.1 Sewerage connection fees

Financial Contribution	(see formula below)
Administration Charge – Application Fee	<del>250.00</del> 260.00
Engineering and Installation Costs (plant, labour, materials)	Actual Cost
Basic Development Engineering Inspection Fee	<del>200.00</del> 205.00

For a **new single connection inside** the Scheme area, where the property has paid a previous financial contribution, or has been paying a half rate charge for more than the five previous years, the Financial Contribution is not required but the other costs shown are payable. Where the property has been paying a half rate charge for less than the five previous years, the Financial Contribution shown shall be reduced pro-rata i.e. discounted 20% per year of half rate payment.

The Financial Contribution and other costs shown are payable for **new connections outside** the Scheme area, and **additional connections** inside the Scheme area, where no previous financial contribution or

half rate charge has been paid. Where intensification occurs, each self-contained habitable unit is deemed to be a separate connection for fees and rating purposes.

Where extensions have been made to existing schemes, the Financial Contribution for properties served by the extension includes the Financial Contribution for the existing scheme plus a contribution calculated on the basis of the value of the extension itself.

The Basic Development Engineering Inspection Fee is for inspections outside of the property boundary undertaken by Service Delivery Staff that are not covered under a building consent. The inspection can cover both sewerage and water supply inspections and is for developments up to three additional lots per inspection. Large developments will be charged on a time basis at the consent monitoring staff hourly rate.

## 25.2 Notes:

All properties connecting to or about to discharge to a public sewer shall complete the application form.

All costs associated with laying and making the connection, reinstating surfaces etc. shall be the responsibility of the applicant. This includes the costs associated with any required system upgrade.

Scheme	Financial Contribution per unit
Balclutha	<del>2,825.00</del> 2,915.00
Benhar	<del>11,940.00</del> 12,325.00
Clinton	<del>5,856.00</del> 6,045.00
Heriot	<del>9,139.00</del> 9,430.00
Kaitangata	<del>5,639.00</del> 5,820.00
Kaka Point	<del>5,066.00</del> 5,230.00
Lawrence	<del>4,934.00</del> 5,090.00
Lawrence – eastern extension	<del>9,764.00</del> 10,075.00
Milton town	<del>3,987.00</del> 4,115.00
Milton – OCF	<del>5,155.00</del> 5,320.00
Owaka	<del>3,338.00</del> 3,445.00
Pounawea – Gravity (includes Owaka contribution)	<del>9,708.00</del> 10,020.00
Pounawea – Pumped (includes Owaka contribution)	<del>5,808.00</del> 5,995.00
Stirling	<del>5,283.00</del> 5,450.00
Tapanui	<del>4,236.00</del> 4,370.00
Tokoiti Area A	<del>19,089.00</del> 19,700.00
Waiholā	<del>7,213.00</del> 7,445.00



Scheme	Financial Contribution per unit
--------	------------------------------------

$$\text{Formula for FC (excluding Benhar and Tokoiti Area A)} = \frac{(\text{BV-OL}) \times 0.6 \times 2}{(\text{NC} \times 2) + \text{NN} + \text{GST}}$$

Financial Contributions for Benhar and Tokoiti are calculated according to the following formula:

$$\text{FC} = \frac{\text{BV} \times 0.9 \times 2}{(\text{NC} \times 2) + \text{NN}} + \text{GST} + \text{FC for Milton} - \text{OCF or Balclutha as appropriate}$$

BV = Book Value

NN = Number Not Connected

OL = Outstanding Loans

FC = Financial Contribution

NC = Number Connected

### 25.3 Bulk sewage disposal fees

#### 25.3.1 Pre-treated Bulk Sewage Disposal Fee

This fee is for disposal of bulk treated sewerage effluent, from oxidation ponds or similar standard treatment system, into Council sewers.

Scheme	Fee
All Schemes	1.22/m <sup>3</sup>
All Schemes – annual admin fee	<del>388.00</del> 400.00

#### 25.3.2 Untreated Bulk Sewage Disposal Fee

This fee is for disposal of bulk untreated sewage effluent, including septic tank cleanings, into Council sewers. At present, untreated bulk sewage will only be accepted by prior arrangement and only at the approved site at Balclutha.

Scheme	Fee
All Schemes (but limited to Balclutha at present)	34.00 /m <sup>3</sup>
All Schemes – Tankered waste annual registration	<del>489.00</del> 505.00

## 26. SPORTSGROUNDS

Local club ground hire – Administration fee per club per season	<del>455.00</del> 470.00
---	--------------------------

This does not include line marking, goals, wicket preparation or other services to set up playing fields. Clubs must register and pay the fee before the start of each playing season (i.e. summer and winter).

### 26.1 Special Charges

#### Balclutha A & P Showgrounds/Riverside Reserve Grounds

Major sports tournament	<del>225.00</del> 230.00 per day
Circus & similar type activities	<del>455.00</del> 470.00 per day

Refundable bond payable on booking	<del>700.00</del> <b>720.00</b>
------------------------------------	---------------------------------

Individual clubs will be charged directly for usage of grounds where maintained by Council.

Casual Sport Hire	<del>80.00</del> <b>82.00</b> per day
Event Hire	<del>115.00</del> <b>120.00</b> per day

#### Milton A & P Showgrounds

Event Hire	<del>115.00</del> <b>120.00</b> per day
------------	---

### 27. SUNDRY LICENCE FEE

Where licence not otherwise covered	<del>185.00</del> <b>195.00</b>
-------------------------------------	---------------------------------

### 28. SWIMMING POOLS

#### 28.1 Balclutha/Milton

Swim	Adult	Snr Citizen	Child	Family
Casual	<del>4.50</del> <b>5.00</b>	<del>4.00</del> <b>4.50</b>	<del>3.50</del> <b>4.00</b>	<del>16.00</del> <b>18.00</b>
10 Swim Concession	<del>36.00</del> <b>40.00</b>	<del>32.00</del> <b>36.00</b>	<del>28.00</del> <b>32.00</b>	
25 Swim Concession	<del>78.70</del> <b>87.50</b>	<del>70.00</del> <b>78.70</b>	<del>61.20</del> <b>70.00</b>	
50 Swim Concession	<del>135.00</del> <b>150.00</b>	<del>120.00</del> <b>135.00</b>	<del>105.00</del> <b>120.00</b>	
<b>Hire</b>				
Peak Pool Hire (per hour)	<del>185.00</del> <b>220.00</b>			
Off Peak Pool Hire (per hour)	<del>155.00</del> <b>190.00</b>			
Lane Hire (per hour)	<del>30.00</del> <b>32.00</b>			
Meeting Room Hire (per hour) (Balclutha only)	20.00			
Meeting Room Day Hire	130.00			

Note:

Adult free if accompanying a pre-schooler. All hires are for a minimum of 1 hour

### 29. TRADE WASTE

Council adopted a Trade Waste Bylaw in 2019. Trade Waste discharges are classified as one of the following types:

**Permitted Trade Waste;** (in which case an Approval Notice must be obtained).

**Conditional Trade Waste,** (in which case a Consent must be obtained or a Trade Waste Agreement be entered into); or

**Prohibited Trade Waste,** (in which case no Consent will be granted and no Trade Waste Agreement will be entered into, will be required to pre-treatment or additional treatment if allowed to be connected at all).

Charges for 2025/26:

Type of Consent	Category	Application fee for New or Change in Activity	Consent Period (Years)	Annual Inspection Fee	Annual Consent Maintenance Fee	Volumetric flow charge
Permitted	1	<del>140.00</del> 145.00	5	0	0	Not applicable
Permitted	2	<del>140.00</del> 145.00	5	0	0	Excess volume x 0.8 x <del>\$1.60</del> \$1.65
Conditional	3	<del>280.00</del> 290.00	5	<del>280.00</del> 290.00	<del>140.00</del> 145.00	Excess volume x 0.8 x <del>\$1.60</del> \$1.65
Conditional	4	<del>280.00</del> 290.00	5	<del>560.00</del> 580.00	<del>140.00</del> 145.00	Excess volume x 0.8 x <del>\$1.60</del> \$1.65

Note:

- All properties will be charged 1 x urban sewer rate
- Volumetric charges will be invoiced Quarterly based on the water meter readings.
- Annual charges will be invoiced in the first quarter.
- Excess volume = usage – 366 m<sup>3</sup>/year.
- There will be no application charges for the existing customers. If the activity of the existing customer has changed, customer is required to complete and submit an application.

**Examples:** The table below shows the categories for the Trade Waste Bylaw with industry examples and examples of likely costs. The different type of consent and categories are volumetric based.

Category	Description	Examples	Charging regime	Example annual charges for existing commercial properties
1	Equivalent to a domestic demand for water use and load	Small office, banks	<ul style="list-style-type: none"> <li>• Wastewater UAC</li> <li>• Application fee for new activities of change of activity or discharge conditions</li> </ul>	<ul style="list-style-type: none"> <li>• Covered by UAC</li> </ul>
2	Has higher water use than a domestic demand but with a similar load	Motels, camp-grounds	<ul style="list-style-type: none"> <li>• Wastewater UAC</li> <li>• Application fee for new activities of change of activity or discharge conditions</li> <li>• Wastewater flow charge</li> </ul>	<ul style="list-style-type: none"> <li>• Water use = 1,000m<sup>3</sup>/yr</li> <li>• Wastewater flow charge = (1000-366) x 0.8 x <del>\$1.60</del> \$1.65 = <del>\$811.50</del> \$836.88</li> </ul>

Category	Description	Examples	Charging regime	Example annual charges for existing commercial properties
3	Equivalent to a domestic demand for water use but with a higher load concentration	Hairdresser, takeaways, restaurant, bars, schools	<ul style="list-style-type: none"> <li>Wastewater UAC</li> <li>Application fee for new activities of change of activity or discharge conditions</li> <li>Wastewater flow charge</li> <li>Inspection fee</li> <li>Annual consent maintenance fee</li> </ul>	<ul style="list-style-type: none"> <li>Water use = 650m<sup>3</sup>/yr</li> <li>Wastewater flow charge = (650-366) x 0.8 x <del>\$1.60</del> <b>\$1.65</b> = <del>\$363.50</del> <b>\$374.88</b></li> <li>Inspection fee = <del>\$280</del> <b>\$290.00</b></li> <li>Annual account maintenance fee = <del>\$140</del> <b>\$145</b></li> <li>Total Annual Charge = <del>\$783.50</del> <b>\$809.88</b></li> </ul>
4	Higher water use and increased load	Factories, Truck stops	<ul style="list-style-type: none"> <li>Wastewater UAC</li> <li>Application fee for new activities of change of activity or discharge conditions</li> <li>Wastewater flow charge</li> <li>Inspection fee</li> <li>Annual consent maintenance fee</li> </ul>	<ul style="list-style-type: none"> <li>Water use = 6,000m<sup>3</sup>/yr</li> <li>Wastewater flow charge = (6000-366) x 0.8 x <del>\$1.60</del> <b>\$1.65</b> = <del>\$7,211.50</del> <b>7,436.88</b></li> <li>Inspection fee = <del>\$560</del> <b>\$580.00</b></li> <li>Annual account maintenance fee = <del>\$140</del> <b>\$145.00</b></li> <li>Total Annual Charge = <del>\$7,911.5</del> <b>\$8,161.88</b></li> </ul>

The examples above are dependent on the activity and on the number of inspections required per year. The costs for sampling and flow monitoring are not included in the charges above as these are site specific. Any costs incurred for sampling or flow monitoring will be passed onto the commercial business.

Site inspection – actual cost	<del>150.00</del> <b>155.00</b> per hour
Tankered waste annual registration	<del>557.90</del> <b>575.00</b>
Tankered waste discharge	<del>34.00</del> <b>35.00</b> per cubic metre

### 30. TRADING IN PUBLIC PLACES

(i.e. mobile shop, hawkers, itinerant traders)

Per day (non-charitable)	<del>35.00</del> <b>35.00</b>
Per annum	<del>185.00</del> <b>195.00</b>

### 31. VEHICLE STANDS ON STREETS

Per Stand	<del>119.00</del> <b>123.00</b>
Per Operator Maximum	<del>238.00</del> <b>246.00</b>
Per Day	<del>33.00</del> <b>34.00</b>

## 32. WASTE MANAGEMENT

### 32.1 Wheelie Bins

Bins damaged by consumer	<del>180.00</del> 185.00
Bins damaged on day while out for collection	No Cost

### 32.2 Mt Cooe Landfill

	Disposal Charges
General Refuse	<del>320.00/tonne</del> 380.00/tonne (420.00/tonne for transfer station)
Green Waste Discount *	50%
Household Recycling (as specified)	Free
Vehicle Batteries	Free
Scrap Metal (excluding fridges, air conditioning units and heat pumps)	Free
Fridges	<del>35.00</del> 36.00 each
Air conditioning units and heat pumps	<del>58.00</del> 60.00 each
Fridge, heat pump or air conditioning unit with approved degassing certificate	Free
VENM (virgin excavated natural materials – soil, clary, gravel, rock) (by prior arrangement)	Free
LPG Cylinders	<del>13.00</del> 13.50 each
Disposal of Tyres: Car/4WD	<del>15.00</del> 15.50 each
Disposal of Tyres: - Truck	<del>51.00</del> 53.00 each
Disposal of Tyres: - Bulk	<del>1,310.00</del> 1,350.00/tonne

**Notes:** \*This discount will apply to all loads of green waste as defined below and assessed by landfill staff. Any loads that are found to be contaminated as they are unloaded will be charged at the full refuse rate as estimated by the landfill staff.

Approved green waste includes: lawn clippings, hedge clippings, tree trimmings with branches less than 150mm diameter, and garden weeds. Small amounts of soil associated with plant roots, etc. is acceptable.

#### 33.2.1 Special Waste

Application for registering Special Waste	<del>80.00</del> 83.00
Deposit for special waste requiring further assessment	<del>890.00</del> 920.00
Special Waste Charge	<del>488.00</del> 505.00/tonne

Note: Any special burial costs will be additional to the above rate, e.g. the cost of a separate disposal hole.

### 33.2.2 Car Bodies

Complying	<del>44.00</del> 45.00
-----------	------------------------

Note: Fuel tank shall be emptied and cap removed, LPG and CNH tanks shall be removed, Batteries shall be removed, Engine and transmission shall be drained of all oil, seats, upholstery, glass and tyres shall be removed).

Waste or organic material shall not be present.

### 32.3 Transfer Stations & Skip Sites

Refuse Bag (max 120L)	<del>8.00</del> 8.50/bag
-----------------------	--------------------------

Notes: Charging will be based on estimated refuse volume.  
Large volumes of waste in excess of 2.0m<sup>3</sup> will not be accepted.  
Special waste will not be accepted.

### 32.4 E Waste Recycling Price List

Computer (desktop or laptop)	<del>9.00</del> 9.50
Computer server	<del>21.00</del> 22.00
LCD/LED Screen less than 24"	<del>18.00</del> 18.50
LCD/LED Screen 24" - 40"	<del>24.00</del> 25.00
LCD/LED Screen 40" – 60"	<del>36.00</del> 37.00
CRT TV Old style TV	<del>51.00</del> 53.00
Data Projector	<del>9.00</del> 9.50
Printer/Fax/Typewriter/Photocopier	
Small	<del>9.00</del> 9.50
Medium	<del>12.00</del> 12.50
Large	<del>24.00</del> 25.00
Microwave, VHS, DVD, vacuum cleaner, laminator, shredder, telephone, grooming devices, dehumidifier, keyboard, kitchen appliances, camera	
Small	<del>3.00</del> 3.50
Medium	<del>6.00</del> 6.50
Large	<del>9.00</del> 9.50
Oversized	<del>12.00</del> 12.50
Batteries (UPS, Jumpstarters, Household Batteries)	<del>6.00</del> 6.50/kg
Power cords, data cables, toner and inkjet cartridges (sealed), cell phones, batteries within a device, sundry wires	Free

## 33. WATER ANALYSIS

Bacteriological, chemical	Actual Cost
---------------------------	-------------

## 34. WATER SUPPLY (RURAL)

Financial Contribution	(See formula below)
Administration Charge – Application Fee, non-refundable	<del>250.00</del> 260.00
Rural Water Scheme Modelling (Deposit)*	<del>600.00</del> 620.00

\* Please note that \$600 deposit is required for work to get underway – Actual Charge will be confirmed with applicant before proceeding, and the difference will be refunded if applicable.

**Financial Contribution for new consumers and additional over-design supplies**, to apply where a property is not connected to the scheme and has a design capacity allocated to it but no corresponding financial contribution has been paid. The contribution to be levied is to be for no less than the design capacity allocated to the property, or a property that has previously paid a financial contribution and has been given a corresponding allocation now seeks an increased supply in excess of that allocation. Provided it is possible to supply the additional water, the contribution is to be levied on each unit approved above the allocation.

The base financial contribution shall be calculated by multiplying the Property Area by the Scheme Factor except where otherwise indicated (see below). Residential/lifestyle properties may attract an increased charge. **The minimum charge shall be for a 2-unit supply.** Financial Contributions levied will be in addition to any cost of additional capital works required to make the connection or provide the supply. Payment of the financial contribution is required prior to the supply being made. In each case the contribution and any entitlement created by it is to attach to the land.

In particular cases, financial contributions may be amended by resolution of the Rural Water Scheme Committee.

Notes:

All properties connecting to a public water main shall complete the application form.

All costs associated with laying and making the connection, reinstating surfaces etc. shall be the responsibility of the applicant. This includes the costs associated with any required system upgrade.

Scheme	Scheme Factor \$	Cost/Unit \$
Balmoral One	<del>34.26</del> 35.36	<del>585.00</del> 605.00
Balmoral Two	<del>35.26</del> 36.39	<del>599.00</del> 620.00
Clydevale – Pomahaka	2	<del>1,070.00</del> 1,105.00
Glenkenich	<del>24.68</del> 24.47	<del>394.00</del> 405.00
Moa Flat	<del>21.04</del> 21.71	<del>336.00</del> 345.00

Scheme	Scheme Factor \$		Cost/Unit \$
North Bruce	<del>39.70</del> 40.97	farm connection (base charge)	<del>887.00</del> 915.00
North Bruce		residential / lifestyle <sup>1</sup>	<del>3,548.00</del> 3,660.00
Richardson	<sup>2</sup>	farm connection (base charge)	<del>1,357.00</del> 1,400.00
Richardson		residential / lifestyle <sup>1</sup>	<del>3,252.00</del> 3,355.00
South Bruce	<del>22.44</del> 23.16	farm connection (base charge)	<del>380.00</del> 390.00
South Bruce		Residential / lifestyle <sup>1</sup>	<del>1,518.00</del> 1,565.00
Tuapeka	<del>22.65</del> 23.37		<del>371.00</del> 380.00
Wangaloa	<del>32.50</del> 33.54		<del>604.00</del> 625.00
Waipahi			<del>426.00</del> 440.00

Scheme Factor = (((BV-OL) x 0.25) / SC) x 0.065 + GST

Where: BV = Book Value. OL = outstanding loans and SC = scheme capacity.

<sup>1</sup>For properties less than 30 ha

<sup>2</sup>For the Richardson and Clydevale-Pomahaka Schemes the following contribution will respectively apply: The contribution shall be five times the current unit rate for the Richardson scheme and three times the current unit rate for the Clydevale-Pomahaka scheme per unit of additional supply.

### 34.1 Unauthorised Water Use

Under provisions of the CDC Water Supply Bylaw, unauthorised use of water on rural schemes will be charged for at the estimated maximum unauthorised usage rate multiplied by the annual scheme unit charge, multiplied by the estimated period in years of unauthorised use (minimum 1 year). Additional to the estimated charge for water used, an administration charge of ~~\$281.25~~ \$290.00, plus the actual costs to remedy unauthorised fittings and of follow-up re-inspection, will also be payable by the offender.

Example: If a 2-unit restrictor is found drilled out to supply 18 units, typical charges will be:

16 (units stolen) x ~~\$166.40~~ \$172.00 (scheme unit charge) + ~~\$250~~ \$260.00 (admin) + GST = ~~\$3,349.26~~ \$3,463.80 + actual remedial and re- inspection costs.

### 34.2 Subdivision

The property owner at the time of subdivision shall be liable for all costs required to provide the minimum water allocation to each lot.

### 34.3 Out of District Water Rates

Charge per unit for the sale of water supplied to out of district customers, from the following Rural Water Schemes:



Glenkenich	480.60
Moa Flat	317.30

### 35. WATER SUPPLY (URBAN)

#### 35.1 Urban Water Connection Fees

Financial Contribution	(See formula below)
Administration Charge – Application Fee, non-refundable	<del>250.00</del> 260.00
Engineering and Installation Costs (plant, labour, materials)	Actual Cost
	<del>200.00</del>
Basic Development Engineering Inspection Fee	205.00

For a **new single connection inside** the scheme area, where the property has paid a previous financial contribution, or has been paying a half rate charge for more than the five previous years, the Financial Contribution is not required but the other costs shown are payable. Where the property has been paying a half rate charge for less than the five previous years, the Financial Contribution shown shall be reduced pro-rata i.e. discounted 20% per year of half rate payment.

The Financial Contribution and other costs shown are payable for **new connections outside** the Scheme area, and **additional connections** inside the Scheme area, where no previous financial contribution or half rate charge has been paid. Where intensification occurs, each self-contained habitable unit is deemed to be a separate connection for fees and rating purposes.

For commercial premises (including residential premises converting to commercial) and for extraordinary connections (outside the Scheme area) a metered connection will be installed, for which the applicant shall be charged Actual Cost additional to all other relevant fees and charges.

The Basic Development Engineering Inspection Fee is for inspections outside of the property boundary undertaken by Service Delivery Staff that are not covered under a building consent. The inspection can cover both sewerage and water supply inspections and is for developments up to three additional lots per inspection. Large developments will be charged on a time basis at the consent monitoring staff hourly rate.

Notes:

All properties connecting to a public water main shall complete the application form.

All costs associated with laying and making the connection, reinstating surfaces etc shall be the responsibility of the applicant. This includes the costs associated with any required system upgrade.

Scheme	Financial Contributions \$ / Unit
Balclutha	<del>1,624.00</del> 1,675.00
Benhar	<del>6,377.00</del> 6,580.00
Clinton (incl. Clydevale-Pomahaka Contribution)	<del>2,502.00</del> 2,580.00
Kaitangata	<del>2,472.00</del> 2,550.00
Kaka Point (incl. Richardson Contribution)	<del>5,263.00</del> 5,430.00
Lawrence	<del>2,671.00</del> 2,755.00
Milton town	<del>4,275.00</del> 4,410.00
Milton – OCF	<del>5,094.00</del> 5,255.00
Owaka	<del>2,964.00</del> 3,060.00

Scheme	Financial Contributions \$ / Unit
Stirling & Cherry Lane	<del>2,036.00</del> <b>2,100.00</b>
Tapanui	<del>1,799.00</del> <b>1,855.00</b>
Waihola (incl. North Bruce Contribution)	<del>5,658.00</del> <b>5,840.00</b>

Formula for FC =  $\frac{(BV-OL) \times 0.6 \times 2}{(NC \times 2) + NN} + GST$

BV = Book Value

NN = Number Not Connected

OL = Outstanding Loans

FC = Financial Contribution

NC = Number Connected

### 35.2 Metered Water Connection Charges

Water used below 366 m <sup>3</sup> /year	0.00 (incorporated in annual water rate)
Water used over 366 m <sup>3</sup> /year	1.94/m <sup>3</sup>
Water used Commercial/industry penalty – in excess of agreed maximum	3.90/m <sup>3</sup>
Water meter reading fee – on demand	<del>50.00</del> <b>52.00</b>
Annual admin fee (bulk water carriers only)	<del>326.00</del> <b>335.00</b>

Metered water charges will apply as per section 25 of the Clutha District Council Water Supply Bylaw as above for all metered commercial and residential connections and will be charged once the base allocation (usually 366 cubic metres per annum) has been used.

## 36. Inflow and Infiltration

### 36.1 Inflow and Infiltration Reinspection

	Hours	Rate	Total Cost \$
Inspection costs including travel and vehicle	2	<del>150.00</del> <b>155.00</b>	<del>300.00</del> <b>310.00</b>
Admin and follow up	1	<del>80.00</del> <b>82.50</b>	<del>80.00</del> <b>82.50</b>
			<b>380.00</b>
			<b>392.50</b>

# Clutha District Council

## Item for DECISION

<b>Report</b>	Reasons to Move to Public Excluded Session
<b>Meeting Date</b>	20 March 2025
<b>Item Number</b>	3
<b>Prepared By</b>	Jules Witt – Acting Chief Executive
<b>File Reference</b>	934608

### REPORT SUMMARY

The Council may upon resolution or upon motion being made, exclude the public from the whole or any part of the proceedings of any meeting.

Grounds to exclude the public under the Local Government Official Information and Meetings Act 1987 are contained in Appendix 1 of the Clutha District Council's Standing Orders as attached.

### RECOMMENDATIONS

1. That Council receives the 'Reasons to Move to Public Excluded Session' report.
2. That if required, Council excludes the public from the following part of the proceedings of this meeting pursuant to the provisions of the Local Government Official Information and Meetings Act 1987 namely:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Potential Property Purchases.	To enable Council to consider options regarding strategic property purchases.	A2(a) Protect the privacy of natural persons, including that of deceased natural persons.  A2(i) Enable any Council holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).

		A2(j) Prevent the disclosure or use of official information for improper gain or improper advantage.
--	--	---

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by Section 6 or Section 7 of that Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as shown after each item.

### Appendix 1: Grounds to exclude the public

A local authority may, by resolution, exclude the public from the whole or any part of the proceedings of any meeting only on one or more of the following grounds:

- A1** That good reason exists for excluding the public from the whole or any part of the proceedings of any meeting as the public disclosure of information would be likely:
- (a) To prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial; or
  - (b) To endanger the safety of any person.
- A2** That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information where the withholding of the information is necessary to:
- (a) Protect the privacy of natural persons, including that of deceased natural persons; or
  - (b) Protect information where the making available of the information would:
    - i. Disclose a trade secret; or
    - ii. Be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
  - (ba) In the case only of an application for a resource consent, or water conservation order, or a requirement for a designation or heritage order, under the Resource Management Act 1991, to avoid serious offence to tikanga Māori, or to avoid the disclosure of the location of waahi tapu; or
  - (c) Protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would:
    - i. Be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied; or
    - ii. Be likely otherwise to damage the public interest.

- (d) Avoid prejudice to measures protecting the health or safety of members of the public; or
- (e) Avoid prejudice to measures that prevent or mitigate material loss to members of the public; or
- (f) Maintain the effective conduct of public affairs through –the protection of such members, officers, employees, and persons from improper pressure or harassment; or
- (g) Maintain legal professional privilege; or
- (h) Enable any Council holding the information to carry out, without prejudice or disadvantage, commercial activities; or
- (i) Enable any Council holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or
- (j) Prevent the disclosure or use of official information for improper gain or improper advantage.

*See s.7 LGOIMA 1987.*

*Where A2 of this Appendix applies the public may be excluded unless, in the circumstances of a particular case, the exclusion of the public is outweighed by other considerations which render it desirable and in the public interest, that the public is not excluded.*

- A3** That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information, the public disclosure of which would:
  - (a) Be contrary to the provisions of a specified enactment; or
  - (b) Constitute contempt of Court or of the House of Representatives.
- A4** That the purpose of the whole or the relevant part of the proceedings of the meeting is to consider a recommendation made to that Council by an Ombudsman under section 30(1) or section 38(3) of this Act (in the case of a Council named or specified in Schedule 1 to this Act).
- A5** That the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the Council to deliberate in private on its decision or recommendation in:
  - (a) Any proceedings before a Council where:
    - i. A right of appeal lies to any Court or tribunal against the final decision of the Council in those proceedings.
    - ii. The Council is required, by any enactment, to make a recommendation in respect of the matter that is the subject of those proceedings; and
    - iii. Proceedings of a local authority exist in relation to any application or objection under the Marine Farming Act 1971.

*See s. 48 LGOIMA.*

#### **48 Right of local authorities to exclude public**

- (1) Subject to subsection (3), a local authority may by resolution exclude the public from the whole or any part of the proceedings of any meeting only on 1 or more of the following grounds:

- (a) that the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist,—
- (i) where the local authority is named or specified in [Schedule 1](#), under [section 6](#) or [section 7](#) (except section 7(2)(f)(i)):
  - (ii) where the local authority is named or specified in [Schedule 2](#) of this Act, under [section 6](#) or [section 7](#) or [section 9](#) (except section 9(2)(g)(i)) of the Official Information Act 1982:
- (b) that the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information the public disclosure of which would—
- (i) be contrary to the provisions of a specified enactment; or
  - (ii) constitute contempt of court or of the House of Representatives:
- (c) that the purpose of the whole or the relevant part of the proceedings of the meeting is to consider a recommendation made to that local authority by an Ombudsman under [section 30\(1\)](#) or [section 38\(3\)](#) of this Act (in the case of a local authority named or specified in [Schedule 1](#)) or under [section 30\(1\)](#) or [section 35\(2\)](#) of the Official Information Act 1982 (in the case of a local authority named or specified in [Schedule 2](#) of this Act):
- (c) that the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation in any proceedings to which this paragraph applies.

*See s. 48 LGOIMA.*