

Fees and Charges 2020/2021

Meeting: Kaipara District Council
Date of meeting: 24 June 2020
Reporting officer: Sue Davidson, General Manager Sustainable Growth & Investment

Purpose/Ngā whāinga

To adopt the Fees and Charges for financial year 2020/21.

Executive summary/Whakarāpopototanga

Council needs to approve Fees and Charges annually for the ensuing year. The Fees and Charges 2020/21 have been published. Council received one submission during the consultation period to 10 June 2020.

Recommendation/Ngā tūtohunga

That the Kaipara District Council:

- a) Approves the proposed Fees and Charges for 2020/2021 as outlined in the draft schedule, appended to the report as **Attachment A**.
- b) Delegates the Mayor and Chief Executive the authority to approve minor editorial changes the Fees and Charges 2020/2021.

Context/Horopaki

Council received one submission during the consultation period to 10 June 2020, and changes have been made as a result. Officers recommend the adoption of these fees and charges.

Discussion/Ngā kōrerorero

Each year fees are assessed and adjusted with implementation dates of any changes in fees being 01 July of the ensuing financial year.

This year our ratepayers have been affected by the consequential impacts of Covid-19. One of the Councils responses to the community has been a review of the proposed fees and charges, resulting in no annual inflationary increases except for some minor changes explained below.

This summary of the suggested changes has resulted in a review of wording or changes in process. See Attachment A.

Health Licence Fees

No significant changes to the Fees and Charges for the next financial year. However, some clarity on definitions has been added. Certificate of Inspection for Community Kitchens has been removed as this is no longer required under the Food Act.

Sale of Alcohol

Fees are set by statute under the Sale and Supply of Alcohol (Fees) Regulations 2013 and exclude GST. In line with all other Fees and Charges (and other Councils) it is proposed published fees now include GST.

Building

No increases to fees. The MBIE levy has reduced from \$2.01 to \$1.75 per \$1,000 of building work.

Resource Management

No increases to fees.

However, through our continuous improvement policy a review of the Pre-Application process has resulted in a proposed pre-paid Package of \$250. The Package includes up to two experts (e.g. Planner and an engineer) for a meeting up to an hour with minutes from the meeting being provided within two working days thereby improving the customer experience. General enquiries are still free of charge and covered by the rostered Duty Planners.

A proposed change from Application fee to Instalment Fee. This gives the applicant an indication that additional charges may apply where the instalment fee does not cover the actual and reasonable costs associated with processing the application. This to manage the cost expectation and reduce the number of objections over fees. This is in line with Far North District Council and Whangarei District Council's fees for Resource Consent fees.

We received one submission recommending separating the Notified consent fee to distinguish between a Public or Limited Notification. The submitter felt a Limited Notified consent may only be limited to 1 or 2 persons in which case the fee was disproportionate compared to a Publicly Notified consent process.

As a result, the proposed new fees are:

	Current	Proposed
Land Use Limited Notified	Two times the application fee	\$3000
Subdivision Limited Notified	Two times the application fee	\$5000
Land Use Publicly Notified	Two times the application fee	Two times the application fee
Subdivision Publicly Notified	Two times the application fee	Two times the application fee

Dogs

It is recommended no changes to Dog registration fees. Now that animal management is inhouse we can offer additional services such as microchipping of animals which has resulted in a new fee. We are also now offering hireage of dog training collars.

Dargaville Library Charges and General Fees

The fee for borrowers living outside the Kaipara District has been removed as it is prohibitive to community members living on the District fringes.

Parking Fees

These fees are set by government legislation. As we do not have metered parking in Kaipara it is recommended to remove the hourly fees. Any parking infringement would then be covered by "All parking offences" \$40.

Cemeteries

The contractor has increased their charges and it is recommended to pass these increases on to the user rather than Council to absorb the shortfall.

Factors to consider

Community views

The community has been engaged for feedback.

Policy implications

There are no obvious policy implications however the adoption of the Annual Plan has a consequence on the Fees and Charges required to recover enough revenue to operate the user pays sections of the Council business. These have been factored into the Fees & Charges herein.

Financial implications

Sufficient revenue must be obtained through the Fees and Charges to recover a certain percentage of the costs to operate that part of the business as proposed in the revenue and financing policies. Changes to legislations; additional requirements on Council by central government; increasing customer demands for service; changes in technology; as well as general inflation, all put pressure on the organisations provision of service.

Options

There are two options below to assist Council's decision-making. The current fees and charges cease on 30 June 2020.

- Option A** Status quo. Do not increase the Fees and Charges, apart from minor alterations in the discussion above. This is the recommended option.
- Option B** Make changes to the amounts/percentage increases to some or all of the Fees & Charges in the circulated schedule for Fees and Charges 2020/2021. Unless changes were minor this would then mean going back to the community for feedback before being formally adopted.

Significance and engagement/Hirahira me ngā whakapapa

Fees and charges are normally consulted under section 150 of the Local Government Act 2002. Council decided on minimal changes (recommend Option A). Staff undertook a reduced method of engagement this year.

Next steps/E whaiake nei

Implementation of the new fees and charges by 01 July 2020.

Attachments/Ngā tapiritanga

	Title
A	Fees and Charges 2020/2021