

Adoption of Fees and Charges 2024-2025

Meeting: Kaipara District Council
Date of meeting: 29 May 2024
Reporting officer: Joy Hewlett, Quality Assurance Manager

Purpose | Ngā whāinga

To adopt the Fees and Charges for the financial year 2024/25.

Executive summary | Whakarāpopototanga

Council needs to approve Fees and Charges annually for the ensuing year. The Fees and Charges 2024/25 have been consulted on. Council received 9 submissions for deliberation during the consultation period to 9 May 2024. Council deliberated on 22 May 2024, made some changes which have been incorporated into the final document for approval.

Recommendation | Ngā tūtohunga

That the Kaipara District Council

- a) Approves the proposed Fees and Charges for 2024/2025 as outlined in the final schedule, at Attachment A.
- b) Delegates the Mayor and Chief Executive the authority to approve minor editorial changes to the Fees and Charge 2024/2025.

Context | Horopaki

Council received 9 submissions on the proposed Fees and Charges 2024/2025 schedule for deliberation during the consultation period to 9 May 2024. Submitters wishing to be heard were contacted but opted out of the hearing.

The following resolution was made at the deliberations meeting 22 May 2024 and the adjustments to the Fees and Charges have now been made.

That the Kaipara District Council:

- a) Receives the submission for the Draft Fees and Charges 2024/25.
- b) Agrees that no changes made the following issues, as detailed in Attachment B
 1. Dog Control
 2. Events on Public Land
- c) Agrees to set the minimum litter fee to \$400.
- d) Agrees to stall holders' verification fee that is 10% less than the verification fee for the food control plan – ready to eat foods.
- e) Agrees the change to Community Housing Dargaville/Ruawai, as detailed in Attachment B.
- f) Notes that the finalised Fees and Charges 202/2025 will be presented to Council for adoption as its May Meeting.

The Fees and Charges process to date:

6 March 2024	Council Briefing	introduction and discussion Fees and charges
29 March 2024	Council Meeting	Approves the draft Fees and Charges for community consultation.
9 April – 9 May 2024	Newspapers, KDC website, Kaipara Korero	Community consultation – submission period
22 May 2024	Deliberation Meeting	Deliberate submissions, council resolution
29 May 2024	Council Meeting	Adopt Fees & Charges 2024/25
1 July 2024		Fees & Charges 2024/25 implemented

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 the council received 9 submissions on proposed fees. The submissions proposed changes to Dog Registration Fees, Litter fees, Events of Public Land, Food Stall Holder fees, Community Housing fees.

The Deliberation meeting was held on the 22 May 2025 and following Council's direction adjustment to the Fees & Charges 2024/25 have now been made. These include setting Litter Infringement fees at \$400 regardless of the amount of litter dumped, providing a 10% discount on verification fees for Food Control Plan Food Stall holders.

Adopting the recommendation for no changes to Dog Control fees, Events on Public Land.

Adopting the recommended rent increase of \$15 per week for Community Housing in Ruawai to align with Dargaville Community housing rents to be all set at \$160 per week.

Options

There are two options provided below to assist Council's decision making on 29 May 2024. Even if Council does not want to increase the Fees and Charges, there is still the need to adopt the current fees for the 2024/2025 financial year as the current charges cease on 30 June 2024.

Option A: Approve the final Fees and Charges schedule for the 2024/2025 year, following the Deliberation meeting 22 May 2024 (Attachment A). This is the recommended option as otherwise changes would need to be made to the Long Term Budgets for 254/25.

Option B: Status quo. Do not increase the Fees and Charges and approve the 2023/2024 fees for the 2024/2025 financial year.

Option B would require only minor changes where statutory fees had changed and would not meet the revenue required for the first year of the Long Term Plan.

Policy and planning implications

There are no obvious policy implications however the adoption of the Long Term Plan has a consequence on the Fees & Charges to recover enough revenue to operate the user pays section of the Council Business.

Financial implications

Sufficient revenue must be obtained through the Fees and Charges to recover a certain percentage of costs to operate that part of the business as proposed in the revenue and financing policies and budgets being set by the Long Term Plan. These fees have considered changes to legislations, additional requirements on Council by central government, increasing customer demands for service; changes in technology; as well as general inflation which all put pressure on the organisation's provision of service. The changes being proposed have minimal financial impact.

Significance and engagement | Hirahira me ngā whakapāpā

The community has had the opportunity to provide feedback. Fees and Charges were consulted on under section 82 of the Local Government Act 2002. Many of these were required to be consulted on annually as they are prescribed by bylaws (section 150).

Next steps | E whaiake nei

Implementation of the new fees and charges by 01 July 2024.

Attachments | Ngā tapiritanga

	Title
A	Final Fees and Charges 2024/2025 schedule