



Te Kaunihera o  
**Te Awa Kairangi ki Uta**  
**Upper Hutt City Council**

Schedule of

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# Fees and Charges

1 JULY 2022 – 30 JUNE 2023



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**Note:** If a fee or charge for a Council service is not specifically listed in this schedule the charge or fee will be the total of the actual cost of materials, and officer time incurred to provide the service and GST.

# Administration/miscellaneous

## Cost recovery rates

|   | 2022/23  |
|---|----------|
| 1 Internal Technical Officer/expert (e.g., Building Officer/engineer cost per hour) | \$140.00 |
| 2 Administration Officer (cost per hour)  | \$100.00 |

## Photocopying

|   | 2022/23 |
|---|---------|
| 3 Black and white copying up to 10 pages (per side)   | \$0     |
| 4 Black and white copying 11 pages or more (per side) | \$0.10  |
| 5 Colour copying A4 (per side)                        | \$0.20  |
| 6 Colour copying A3 (per side)                        | \$0.40  |

## Building packet data

(Historical building records) The charges below relate to standard residential properties. Requests for records for commercial, industrial, and complex residential buildings may incur extra administration fees. Please phone Upper Hutt City Council's Customer Services Team for an estimate of costs.

|                                   | 2022/23 |
|-----------------------------------|---------|
| 7 On a USB stick (per stick)      | \$11.95 |
| 8 Delivered electronically (each) | \$10.00 |

## Street naming and numbering

|                             | 2022/23 |
|-----------------------------|---------|
| 9 New rural rapid number    | \$62.00 |
| 10 Replacement rural number | \$31.00 |

## Power charge - Main Street power outlets

|   | 2022/23 |
|---|---------|
| 11 Commercial hire per day or part day (plus power if applicable) | \$20.00 |
| 12 Community organisations (fundraising)                          | \$0     |

## Other

|                               | 2022/23  |
|-------------------------------|----------|
| 13 Rainwater tanks (per tank) | \$115.00 |

Debt collection fees to be fully reimbursed. All costs incurred in Council initiated debt collection action may be recovered from the debtor involved.

# Akatārawa Cemetery

## Plots

|  | 2022/23    |
|--|------------|
| 14 Adults (plaque and monumental)  | \$1021.70  |
| 15 Stillborn only (but where a child's plot is requested, children's charge applies) | \$0        |
| 16 Children up to 12 years (plaque and monumental)                                   | \$437.40   |
| 17 Ashes (plaque and memorial)   | \$365.80   |
| 18 Ashes – memorial garden   | \$645.00   |
| 19 Service personnel in service sections   | \$0        |
| 20 Issue of duplicate grant  | \$0        |
| 21 Transfer of grant per plot  | \$0        |
| 22 Monumental trees  | \$1,082.40 |

## Interment (includes 2nd interments)

|  | 2022/23  |
|--|----------|
| 23 Adults (plaque and monumental)                | \$937.00 |
| 24 Children under one year and stillborn         | \$159.50 |
| 25 Children 1-12 years                           | \$377.34 |
| 26 Ashes   | \$121.12 |
| 27 Indigents (certified)                         | \$107.32 |
| 28 Memorial permits                              | \$31.50  |
| 29 Service personnel in service sections (ashes) | \$121.12 |
| 30 RSA interment                                 | \$937.00 |



## Maintenance in perpetuity

|  | 2022/23  |
|--|----------|
| 31 Adults (plaque and monumental)        | \$750.00 |
| 32 Children under 12 years               | \$302.30 |
| 33 Service personnel in service sections | \$0      |
| 34 Ashes                                 | \$300.00 |
| 35 Memorial gardens                      | \$433.30 |

## Out of district fee

|  | 2022/23    |
|--|------------|
| 36 Adults                                | \$1,310.70 |
| 37 Children under 12 years               | \$1,061.60 |
| 38 Service personnel in service sections | \$1,205.83 |
| 39 Ashes                                 | \$872.40   |

## Extra charges included under interment

|  | 2022/23  |
|--|----------|
| 40 Oversized caskets (adults only)                           | \$266.56 |
| 41 Double depth (usually 45cm)                               | \$136.20 |
| 42 Triple depth (usually 90cm)                               | \$219.25 |
| 43 Lowering device and burial mats                           | \$88.00  |
| 44 Weekend or holiday grave digging, including RSA personnel | \$247.56 |

## Saturday interments (8am to 1pm)

|            | 2022/23  |
|------------|----------|
| 45 Burials | \$240.00 |
| 46 Ashes   | \$110.20 |

## Disinterment

|    |       | 2022/23  |
|----|-------|----------|
| 47 | Body  | \$679.65 |
| 48 | Ashes | \$84.30  |

## Re-interment

|    |          | 2022/23  |
|----|----------|----------|
| 49 | Adults   | \$505.40 |
| 50 | Children | \$242.30 |

## Book of Remembrance

|    |   | 2022/23  |
|----|---|----------|
| 51 | Two line entry  | \$121.12 |
| 52 | Additional four lines (per line)                            | \$45.00  |
| 53 | Next four lines (per line) (maximum eight additional lines) | \$112.00 |

## HAPAI Building

The HAPAI Building is currently not available for hire as it is being refurbished to provide additional office space for Council Services. The building may return as a hire facility in the future.

## H<sub>2</sub>O Xtream

|                  |                                 | <b>PER HOUR</b> | <b>HALF DAY<br/>(4 PLUS<br/>HOURS)</b> | <b>DAY HIRE<br/>(6 HOURS OR<br/>MORE)</b> |
|------------------|---------------------------------|-----------------|--|---|
| <b>Admission</b> |                                 |                 |  |   |
| <b>Child</b>     |                                 |                 |  |   |
| 2022/23          |                                 |                 |  |   |
|                  |                                 |                 | Single Pass                            | 10 Trip Pass                              |
| 54               | Child under one                 |                 | \$2.00                                 | \$16.00                                   |
| 55               | Child under five                |                 | \$3.10                                 | \$24.80                                   |
| 56               | Children (5 - 14 years)         |                 | \$4.10                                 | \$33.00                                   |
| 57               | Group of 10 or more – per child |                 | \$3.30                                 | NA  |
| <b>Adult</b>     |                                 |                 |  |   |
| 2022/23          |                                 |                 |  |   |
|                  |                                 |                 | Single Pass                            | 10 Trip Pass                              |
| 58               | Adult – single                  |                 | \$5.10                                 | \$41.60<br>(\$68.00 20<br>Trip Pass)      |
| 59               | Group of 10 or more – per adult |                 | \$4.10                                 | NA  |
| 60               | Adult over 60                   |                 | \$4.10                                 | \$33.00                                   |

**NOTE:** Adult and over 60s admission allows access to the sauna, steam room, and spa pool during hours of availability, in addition to the normal access to both pools and the cafeteria.

### Disability rate

|    |                     | 2022/23     |              |
|----|---------------------|-------------|--------------|
|    |                     | Single Pass | 10 Trip Pass |
| 61 | Disability – single | \$3.10      | \$31.00      |

## Family passes

### SINGLE PASS

|    |   | 2022/23 |
|----|---|---------|
| 62 | Four people, minimum one adult, maximum two adults            | \$15.00 |
| 63 | Family plus slide pass, minimum one adult, maximum two adults | \$28.00 |
| 64 | Extra family members  | \$3.60  |
| 65 | Extra slide pass  | \$3.00  |

## Slides (unlimited use)

|    |                                    | 2022/23     |              |
|----|------------------------------------|-------------|--------------|
|    |                                    | Single Pass | 10 Trip Pass |
| 66 | Child/Adult                        | \$4.00      | \$30.00      |
| 67 | Group discount (10 people or more) | \$3.00      | NA           |

## Hydrorobics

|    |               | 2022/23     |              |
|----|---------------|-------------|--------------|
|    |               | Single Pass | 10 Trip Pass |
| 68 | Adult         | \$6.10      | \$53.00      |
| 69 | Adult over 60 | \$5.10      | \$43.00      |
|    | Disability    | \$4.10      | \$31.00      |

## Corporate and Government

|    |       | 2022/23     |              |
|----|-------|-------------|--------------|
|    |       | Single Pass | 10 Trip Pass |
| 70 | Adult | \$3.10      | \$31.00      |

**Note:** Applies to organisations that have negotiated this concessional rate with Council and paid the \$150 annual subscription.

## Other

|  | 2022/23 |
|--|---------|
| 71 Adult supervising under five year old                     | \$0     |
| 72 Non-swimming supervising adult of child aged 5 - 14 years | \$0     |
| 73 Caregiver of person with disability                       | \$0     |
| 74 Spectators  | \$0     |

## Additional charges

Seasonal programmes and activities may attract charges. Please ask at H<sub>2</sub>O Xstream Reception for more information.

## Lockers

|                                | 2022/23 |        |
|--------------------------------|---------|--------|
|                                | Small   | Large  |
| 74 Price per four hours of use | \$2.00  | \$3.00 |

## Private facility hire – payment is advance is required

|                                   | 2022/23  |
|-----------------------------------|----------|
| 74 Full facility                  | \$600.00 |
| 75 Full facility with inflatables | \$650.00 |
| 76 BBQ facility hire              | \$20.00  |

## Lane hire

|                                     | 2022/23 |
|-------------------------------------|---------|
| 77 General hire                     | \$12.00 |
| 78 Schools and community group hire | \$8.20  |

|    |                 |      |
|----|-----------------|------|
| 79 | Commercial hire | \$25 |
|----|-----------------|------|

## Upper Hutt Schools

### Lane Pool

|   | 2022/23 |
|---|---------|
| 80 Lane Pool (per lane, per hour)                 | \$8.20  |
| 81 School term 1 to 4 (per child (plus lane hire) | \$1.50  |

### Leisure Pool

|                                   | 2022/23 |
|-----------------------------------|---------|
| 82 School term 1 to 4 (per child) | \$3.10  |

**NOTE:** For classes with an external instructor, admission allows access to the lane or leisure pool.

## Upper Hutt Swimming Club

|                                   | 2022/23 |
|-----------------------------------|---------|
| 83 Lane Pool (per lane, per hour) | \$8.20  |
| 84 Per swim (per child)           | \$3.00  |

**Note:** Club admissions allow access to the facility as per other charges for specific age groups, in addition to normal club attendance.

## Learn to swim

|  | 2022/23 |
|--|---------|
| 85 Pre-school                            | \$12.00 |
| 86 School age                            | \$13.00 |
| 87 Adults                                | \$13.00 |
| 88 Squad                                 | \$13.00 |
| 89 Private one-on-one lessons (all ages) | \$32.00 |
| 99 Assisted lessons (child)              | \$16.00 |

**NOTE:** Assisted lessons are one-on-one lessons designed to support children with additional needs i.e. where a group class may be a barrier to participation. H<sub>2</sub>O staff can advise on eligibility.

## Flipperball

|                                    | 2022/23  |
|------------------------------------|----------|
| 100 Per season per team (13 games) | \$400.00 |

## Floorball

|                                    | 2022/23  |
|------------------------------------|----------|
| 101 Per season per team (15 games) | \$270.00 |

## Holiday programme

At the time of producing this schedule, the prices had not been confirmed for the Holidays because activities had not been secured this far from the new financial year.

|   | 2022/23 |
|---|---------|
| 102 On-site per day (8.00am – 5.00pm)                           | \$36.00 |
| 103 Off-site day trips per day (8.00am – 5.00pm)                | \$48.00 |
| 104 On-site after hours per day (before hours: 7.00am - 8.00am) | \$9.00  |
| 105 On-site after hours per day (after hours 5.00pm – 6.00pm)   | \$9.00  |
| 106 On-site after hours per day (before and after hours)        | \$16.00 |

# Land Information Memorandum (LIM)

Requests for a Land Information Memorandum (LIM) is a report issued by Council which provides a summary of all the information that local authority has on file about that property, in particular, all works on the property that council has had involvement in.

|                                       | 2022/23  |
|---------------------------------------|----------|
| 107 Residential/rural minimum fee     | \$370.00 |
| 108 Non-residential/rural minimum fee | \$580.00 |

## Additional charges

|  | 2022/23  |
|--|----------|
| 109 Technical officer time per hour (beyond 3 hours for residential/rural and 4.5 hours for non-residential/rural) | \$120.00 |

## Cancellation fee

If a request is made to cancel a LIM application within 3 working days of the application being lodged, 75% of the lodgement fee will be refunded.



# Land transport

## Street works - Corridor Access Request (CAR) fees

Corridor access request fees cover the costs of administering the CAR process and undertaking the verification inspections of the work.

They have been set to a lump sum for each of the work categories contained within the “National Code of Practice for Utilities’ Access to Transport Corridors” and have been set at a level that reflects the expected work load applicable to each work category.

All CAR’s will attract a fee.

The definitions of each work category are as per the National Code.

|                   | 2022/23    |
|-------------------|------------|
| 110 Minor works   | \$100.00   |
| 111 Major works   | \$200.00   |
| 112 Project works | \$1,250.00 |

Where the inspector is advised that the work is ready for the completion inspection but the reinstatement has not been completed, a further fee will be charged for each additional inspection.

|                                   | 2022/23  |
|-----------------------------------|----------|
| 113 Re-inspection fee (per visit) | \$150.00 |

Council is prepared to carry out compaction testing using a soils impact tester on request, the fee will be per visit to site as follows:

|                                     | 2022/23      |
|-------------------------------------|--------------|
| 114 up to 10 tests (per site visit) | \$100.00     |
| 115 10 to 20 tests (per site visit) | \$150.00     |
| 116 over 20 tests (per site visit)  | By agreement |

# Corridor access request (CAR) for subdivision developments

|   | 2022/23  |
|---|----------|
| 117 Treated as a major work   | \$200.00 |
| 118 Additional unforeseen inspections would incur an additional charge (per inspection) | \$150.00 |

To be charged for each re-inspection required where a works completion notice is lodged and when inspected, the works are not completed to Council’s requirements and further inspection is required.

## Unauthorised excavation fee

To be charged where an excavation is commenced without proper notification or a Work Access Permit is being issued. This charge is an addition to the normal CAR fees.

|  | 2022/23  |
|--|----------|
| 119 Unauthorised excavation fee (per excavation) | \$200.00 |

## Non-conformance fee

To be charged when the work is carried out in a way that fails to comply with the Work Access Permit conditions, and a non-conformance notice is issued as a result. This charge is an addition to the normal CAR fees.

|                                     | 2022/23  |
|-------------------------------------|----------|
| 120 Non-conformance fee (per event) | \$200.00 |

## Registration of delegated authority

To cover the administration costs of registering the delegation of a Site Traffic Management Supervisor (STMS) for Traffic Management Plan (TMP) approvals.

|  | 2022/23  |
|--|----------|
| 121 Registration fee (per STMS)  | \$125.00 |
| 122 Registration fee for an application for two or more STMS made at the same time (first STMS)                | \$125.00 |
| 123 Registration fee for an application for two or more STMS made at the same time (each subsequent STMS)      | \$90.00  |
| 124 Registration fee to transfer a current STMS holder's delegation from one company to another (per STMS)     | \$55.00  |
| 125 Renewal of delegation (per STMS)   | \$70.00  |
| 126 Renewal of delegation for an application for two or more STMS made at the same time (first STMS)           | \$70.00  |
| 127 Renewal of delegation for an application for two or more STMS made at the same time (each subsequent STMS) | \$55.00  |

**NOTE:** Delegations are specific to the individual STMS certificate holder and to the company they are employed by at the time of the application.

## Bonds

Contractors who have been excluded from having the right to work within the city as described in *clause 4.6.2 of schedule c, attachment 1 – ‘Local Conditions – Hutt City and Upper Hutt City’*, shall be required to pay a bond to Council prior to the CAR being issued.

The bond shall be an amount as calculated by Council as the possible reinstatement of any work which may be left uncompleted by the contractor or may not be completed to standard by the contractor. The bond shall take into account the previous track record of the contractor concerned.

## Chip sealing fee

|   | 2022/23 |
|---|---------|
| 128 A fee to cover the resurfacing of the seals less than four years of age in place of the existing requirement under clause 5.6.4 of the “National Code of Practice for Utilities’ Access to Transport Corridors” – Hutt Valley Local Conditions (per square metre) | \$7.00  |

## Overweight permit fees

To cover vetting, issuing, and where appropriate, the bridge supervision for an overweight load that starts and finishes its journey in Upper Hutt City or for a load traversing that for some reason has not had a permit issued by Transit NZ.

|  | 2022/23  |
|--|----------|
| 129 Single permit - no bridges involved                    | \$120.00 |
| 130 Single permit - fee where structural checking required | \$245.00 |
| 131 Additional fee where bridge supervision required       | \$310.00 |
| 132 Continuous permit                                      | \$245.00 |
| 133 Re-issue of identical single permit                    | \$90.00  |
| 134 Re-issue of identical continuous permit                | \$90.00  |

**NOTE:** The above fees for overweight permits are minimum fees. Actual costs will be charged where the time to process or supervise exceeds the allowed time.

# Encroachment licence fee

2022/23

|     |  |          |
|-----|--|----------|
| 129 | To assess, process, and issue an encroachment licence for work carried out within the legal road including: <ul style="list-style-type: none"><li>• The construction of a structure (e.g. garage, carport, or retaining wall)</li><li>• Erecting a fence outside the property boundary</li><li>• The allocation of an outdoor dining area on a footpath or parking area</li><li>• The erection of permanent or long-term signs and advertising hoardings</li></ul> | \$250.00 |
|-----|--|----------|

**NOTE:** An encroachment is not required for a driveway or standard vehicle crossing. The fee is based on evaluation and processing time, and the associated overheads. No annual fee is currently charged for encroachments.

# Library

|   | 2022/23           |
|---|-------------------|
| 117 Replacement membership cards  | \$0               |
| 118 Compact disc rental   | \$0               |
| 119 DVD rental – single DVD   | \$2.00            |
| 120 DVD rental – TV series DVDs   | \$4.00            |
| 121 DVD rental – children’s DVDs  | \$0               |
| 122 Ukulele rental per item (for 4 weeks)   | \$2.00            |
| 123 Reproduction of archival photographs  | Actual costs      |
| 124 Requests for adult material   | \$0               |
| 125 Requests for children’s and teen’s material   | \$0               |
| 126 Non pick-up holds fee   | \$0               |
| 127 Interloans (per item)   | \$12.00           |
| 128 Black and white printing and/or copying (per page)  | \$0.20            |
| 129 Colour printing and/or copying (per page)   | \$1.00            |
| 130 Overdue adult books, magazines, and all audio visual material (per day, per item)           | \$0               |
| 131 Overdue children’s and teen’s books, audio books, and magazines (per day, per item)         | \$0               |
| 132 Lost or damaged library material (adults)   | Replacement costs |
| 133 Lost or damaged library material (children’s DVD’s)   | Replacement costs |
| 134 Board Game Lending (per book)   | \$5.00            |
| 135 Removal of book covering and disc cleaning service due to risk of damage to personal items. |                   |

# Official information (Local Government Official Information and Meetings Act 1987)

Requests for official information may be made to the:

Chief Executive  
Upper Hutt City Council  
Private Bag 907  
UPPER HUTT, 5140

If the request is made by an identifiable natural person seeking access to any personal information about that person, then such requests are not subject to any charge.

Where repeated requests are made in respect of a common subject, in any period of up to 8 weeks, requests after the first shall be aggregated for charging purposes.

|  | 2022/23 |
|--|---------|
| 136 Subject to paragraph 6, staff time will be charged, where the total time involved is in excess of one hour, after the first hour, for each half hour or part thereof at a rate of                  | \$38.00 |
| 137 Photocopying or printing, on standard A4 or foolscap paper, where the total number of pages is in excess of 20 pages, will be charged for each page after the first 20 pages at a rate per page of | \$0.20  |

All other charges incurred shall be fixed at an amount that recovers up to the actual costs involved. This will include:

- the provision of documents on computer disks
- the retrieval of information off-site
- reproducing a film, video, or audio recording
- arranging for the applicant to hear or view an audio or visual recording
- providing a copy of any map, plan, or other document larger than foolscap size

A charge may be modified or waived at the discretion of the Chief Executive.

The charge may not include any allowance for:

- locating and retrieving information which is not where it ought to be
- time spent deciding whether or not access should be allowed and in what form

A deposit may be required where the charge is likely to exceed \$67.56 (GST exclusive) or where some assurance of payment is required to avoid waste of resources. Any unused portion of a deposit will be refunded forthwith to the applicant.

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

Council will refer to the Ministry of Justice Charging Guidelines for Official Information Act 1982 Requests (issued 18 March 2002) for guidance in addressing any issues not covered above.



# Parks and Reserves

## Seasons

**WINTER PERIOD:** 1 April to 31 August

**SUMMER PERIOD:** October (Labour Weekend) to March 31

(Subject to grounds maintenance requirements, a transition period between seasons may impact availability during seasonal changeover). Sportsfield fees commence 1<sup>st</sup> September each year.

## Fees and charges for artificial turfs at Maidstone Park

Charges relating to the use of the artificial turfs at Maidstone Park will be set by the respective Trusts.

## Cancellation Policy

Should Council close any facility because of inclement conditions, the hirer shall be entitled to a full refund for casual use only.

Should the hirer cancel or postpone when ground conditions are acceptable with less than 24 hours' notice, they shall forfeit 50% of their fee. Where they give three days' notice, they shall forfeit 20% of their fees and where more than one week notice is given they shall be entitled to a full refund.

## Winter codes

### Winter codes – seasonal

#### Maidstone Park sand field

|                 | 2022/23      |
|-----------------|--------------|
| 138 Rugby Union | \$7,774.80   |
| 139 Other users | By quotation |

#### Other fields

|   | 2022/23    |
|---|------------|
| 140 Rugby Union                                       | \$1,560.00 |
| 141 Rugby League                                      | \$1,560.00 |
| 142 Soccer  | \$1,560.00 |
| 143 Junior grounds (under 16) (25% of the senior fee) | \$390.00   |

## Winter codes casual – charge per game\*

### Maidstone Park sand field

|                             | 2022/23      |
|-----------------------------|--------------|
| 144 Community organisations | By quotation |
| 145 Commercial operations   | By quotation |

### Other sports fields

|                    | 2022/23      |
|--------------------|--------------|
| 146 Senior         | \$97.20      |
| 147 Under 16       | \$27.10      |
| 148 Training areas | By quotation |
| 149 Tournament     | By quotation |

*\*Sundays and Public Holidays*

If preparation of any sports field is required outside normal working hours, an additional charge of 20% on top of the normal charge will apply.

## Summer codes

### Cricket - seasonal

|                              | 2022/23    |
|------------------------------|------------|
| 150 Barton Oval              | \$6,443.40 |
| 151 Senior                   | \$6,443.30 |
| 152 Club                     | \$3,652.00 |
| 153 Artificial               | \$948.50   |
| 154 Junior Strips (under 16) | \$214.80   |

### Cricket – casual\*

|   | 2022/23      |
|---|--------------|
| 155 Barton Oval senior (with approval of asset manager) | \$180.00     |
| 156 Barton Oval junior (with approval of asset manager) | By quotation |

|     |   |              |
|-----|---|--------------|
| 157 | Senior/club   | \$124.80     |
| 158 | Junior strips (under 16)                                  | \$31.20      |
| 159 | Junior rep game on senior strip (if preparation required) | \$52.70      |
| 160 | Artificial senior   | \$62.60      |
| 161 | Artificial junior   | \$17.80      |
| 162 | Tournament  | By quotation |

*\*Sundays and Public Holidays*

## **Kirikiti**

|     |                      |          |
|-----|----------------------|----------|
|     |                      | 2022/23  |
| 163 | Grass, per game      | \$135.70 |
| 164 | Artificial, per game | \$67.80  |

## **Softball - seasonal**

|     |                   |            |
|-----|-------------------|------------|
|     |                   | 2022/23    |
| 165 | Club skin diamond | \$1,300.00 |
| 166 | Senior grass      | \$838.80   |
| 167 | Junior grass      | \$209.70   |

## **Softball – casual \***

|     |                   |          |
|-----|-------------------|----------|
|     |                   | 2022/23  |
| 168 | Club skin diamond | \$144.60 |
| 169 | Senior grass      | \$90.30  |
| 170 | Junior grass      | \$23.50  |

*\*Sundays and Public Holidays*

If preparation of any sports field is required outside normal working hours, an additional charge of 20% on top of the normal charge will apply.

## Touch

### Seasonal - fields are not marked

|                   | 2022/23      |
|-------------------|--------------|
| 171 Senior        | \$434.00     |
| 172 Junior        | \$108.50     |
| 173 Field marking | By quotation |

### Casual – fields are not marked

|  | 2022/23      |
|--|--------------|
| 174 Senior                                 | \$37.00      |
| 175 Junior                                 | \$15.70      |
| 176 Field marking                          | By quotation |
| 177 Tournament per day, per pitch (marked) | \$271.30     |

### Athletics, harriers, orienteering etc.

|   | 2022/23    |
|---|------------|
| 178 Field markings on athletics track, per season | \$2,827.80 |
| 179 Casual use by clubs and schools, per day      | No charge  |

## Showers and changing rooms

|   | 2022/23  |
|---|----------|
| 180 Seasonal fee  | \$870.00 |
| 181 Casual use of showers and changing room hire per facility and per day | \$73.50  |

## Community leagues

|         | 2022/23      |
|---------|--------------|
| 182 Fee | By quotation |

## Tournaments

|         | 2022/23      |
|---------|--------------|
| 183 Fee | By quotation |

## Schools

|   | 2022/23      |
|---|--------------|
| 184 Casual games; except cricket strips | No charge    |
| 185 Tournaments                         | By quotation |

## Casual bookings

|                                   | 2022/23                            |
|-----------------------------------|------------------------------------|
| 186 Marching day                  | \$72.50                            |
| 187 Circus, fair, per day on site | \$165.00                           |
| 188 Concerts                      | By quotation                       |
| 189 Other events                  | By quotation                       |
| 190 Commercial use of a park*     | 3% of gross revenue (ticket sales) |

*\* Where Council provides the facility only and would make available any toilets situated in the park, and access to power (if applicable). Any other services provided will be charged at cost.*

## **Encroachment licence**

|         | 2022/23  |
|---------|----------|
| 191 Fee | \$996.50 |

## **Organised booked picnics (exclusive areas of the parks)**

|                                     | 2022/23 |
|-------------------------------------|---------|
| 192 Up to 50 persons                | \$25.50 |
| 193 50 persons plus                 | \$98.50 |
| 194 No charge for casual picnickers | \$0     |

# Regulatory/Compliance Services

## Alcohol licensing

### Default fees as set under regulation by the Ministry of Justice

The Sale and Supply of Alcohol (Fees) Regulations 2013, mandate the fees payable for alcohol licensing. The Regulations outline a cost/risk rating system to be utilised to determine the appropriate licensing fees. The appropriate cost/risk rating of a premises is the sum of the highest applicable weighting in tables 1, 2, and 3.

**TABLE 1: TYPE OF PREMISES.**

| Licence held or sought | Type of premises  | Weighting |
|------------------------|---|-----------|
| On-licence             | Class 1 restaurant, night club, tavern, adult premises                        | 15        |
| On-licence             | Class 2 restaurant, hotel, function centre                                    | 10        |
| On-licence             | Class 3 restaurant, other premises not otherwise specified                    | 5         |
| On-licence             | BYO restaurants, theatres, cinemas, winery cellar doors                       | 2         |
| Off-licence            | Supermarket, grocery store, bottle store                                      | 15        |
| Off-licence            | Hotel, tavern   | 10        |
| Off-licence            | Class 1, 2, or 3 club, remote sale premises, premises not otherwise specified | 5         |
| Off-licence            | Winery cellar doors   | 2         |
| Club licence           | Class 1 club  | 10        |
| Club licence           | Class 2 club  | 5         |
| Club licence           | Class 3 club  | 2         |

**TABLE 2: LATEST LICENSED HOURS.**

| Type of premises   | Latest trading time allowed by licence (during 24-hour period from 6 am to 6 am) | Weighting |
|--|--|-----------|
| Premises for which an on-licence or club licence is held or sought                     | 2 am or earlier  | 0         |
|  | Between 2.01 am and 3 am   | 3         |
|  | Any time after 3 am  | 5         |
| Premises for which an off-licence is held or sought (other than remote sales premises) | 10 pm or earlier   | 0         |
|  | Any time after 10 pm   | 3         |
| Remote sales premises  | Not applicable   | 0         |

**TABLE 3: NUMBER OF ENFORCEMENTS IN LAST 18 MONTHS.**

| Number of enforcement holdings in last 18 months (applies to all types of premises) | Weighting |
|---|-----------|
| None  | 0         |
| 1   | 10        |
| 2 or more   | 20        |

## Definitions

|   |   |
|---|---|
| <p><b>Class 1 restaurants</b> – restaurants with a significant separate bar area which, in the opinion of the relevant Territorial Authority (TA), operate 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</p> | <p><b>Class 1 clubs</b> – clubs which, in the opinion of the TA, are large clubs (with 1,000 or more members of purchase age) and which, in the opinion of the relevant TA, operate in the nature of a tavern (for example a large working men's club, combined clubs, or large 'cossie' clubs)</p> |
| <p><b>Class 2 restaurants</b> – restaurants that have a separate bar (which may include a small bar area) but which, in the opinion of the relevant TA, do not operate that area in the nature of tavern at any time</p>  | <p><b>Class 2 clubs</b> – clubs which do not fit class 1 or class 3 definitions (for example larger sports clubs, medium sized RSAs, many provincial social clubs)</p>  |
| <p><b>Class 3 restaurants</b> – restaurants that only serve alcohol to the table and do not have a separate bar area</p>  | <p><b>Class 3 clubs</b> - clubs which, in the opinion of the TA, are small clubs (with fewer than 250 members of purchase age) and which operate a bar for 40 hours or less per week (for example small sports clubs like bowling clubs, golf clubs, bridge clubs, and small RSAs)</p>              |

## Fee category, rating and corresponding costs

The table below shows the application fee and annual fee for the relevant cost/risk rating for a premises.

|     |   |  | 2022/23         |            |
|-----|---|--|-----------------|------------|
|     | Fee Category and Cost/Risk Rating Score |  | Application Fee | Annual Fee |
| 195 | Very low 0-2                            |  | \$368.00        | \$161.00   |
| 196 | Low 3-5                                 |  | \$609.50        | \$391.00   |
| 197 | Medium 6-15                             |  | \$816.50        | \$632.50   |
| 198 | High 16-25                              |  | \$1,023.50      | \$1,035.00 |
| 199 | Very high 26 plus                       |  | \$1,207.50      | \$1,437.50 |

## Other licence applications

|     |  | 2022/23  |
|-----|--|----------|
| 200 | Manager's certificate – new or renewal application         | \$316.25 |
| 201 | Temporary authority or temporary licence                   | \$296.70 |
| 202 | Extract of register for district licensing committee (DLC) | \$57.50  |



## Special licenses

|   | 2022/23  |
|---|----------|
| 203 Class 1<br>Large size events (400+ attendees), or<br>more than 3 medium events (100 – 400 attendees), or<br>more than 12 small events (less than 100 attendees) | \$575.00 |
| 204 Class 2<br>1 – 3 medium size events (100 – 400 attendees), or<br>3 – 12 small events (less than 100 attendees)  | \$207.00 |
| 205 Class 3<br>1 – 2 small events (less than 100 attendees))  | \$63.25  |

## Other

|  | 2022/23  |
|--|----------|
| 206 Proposed Use Approval: Resource Management Act 1991 and<br>Building Code | \$190.00 |

## Amusement devices and shooting galleries

|   | 2022/23 |
|---|---------|
| 207 Regulation 11(6)(a) (first device for first seven days or part<br>thereof)                          | \$11.50 |
| 208 Regulation 11(6)(b) ((each additional device<br>for a further period of seven days or part thereof) | \$2.30  |
| 209 Regulation 11(6)(c) (for each device<br>for a further period of seven days or part thereof)         | \$1.15  |

**Note:** Permit fee fixed by Regulation 1978/294

## Dog fees

- The fee for a ‘responsible owner’ represents a significant saving on the general registration fee. ‘Responsible owner’ status cannot be claimed if paying after 31 July, 2022\*. Fee classes SO and SN will change to J or N at that time
- A classified dangerous dog is one that has been declared “dangerous”
- Dogs must be registered before they reach three [3] months of age
- From the age of three [3] months, fee rates are calculated proportionally for the year
- A National Dog Database Levy (per dog) is included in all dog registration invoices

## Dog registration

|     |  | 2022/23                           |                                      |
|-----|--|-----------------------------------|--------------------------------------|
|     |  | Fee if paid<br>by 31 July<br>2022 | Fee if paid<br>after 31 July<br>2022 |
| 210 | Disability assistance dog (GD)             | \$0                               | \$0                                  |
| 211 | Police dog (PD)                            | \$44.00                           | \$66.00                              |
| 212 | Responsible owner (SO)                     | \$88.00                           | *N/A                                 |
| 213 | Responsible owner, with desexed dog (SN)   | \$79.00                           | *N/A                                 |
| 214 | Rural dog (RD)                             | \$79.00                           | \$118.00                             |
| 215 | General registration (J)                   | \$132.00                          | \$198.00                             |
| 216 | General registration, with desexed dog (N) | \$119.00                          | \$178.00                             |
| 217 | Classified Dangerous Dog (section 31) (K)  | \$178.00                          | \$267.00                             |

## Dog impounding

|     |   | 2022/23  |
|-----|---|----------|
| 218 | First impounding during the year (first during a 12 month period)   | \$88.00  |
| 219 | Second impounding during the year (second during a 12 month period) | \$176.00 |
| 220 | Third impounding during the year (third during a 12 month period)   | \$264.00 |
| 221 | Seizure fee   | \$102.00 |
| 222 | Pound sustenance and care fee (per day)                             | \$25.00  |
| 223 | Replacement discs   | \$4.00   |

|     |  |         |
|-----|--|---------|
| 224 | Administration fee for a permit to keep more than two dogs on a property | \$50.00 |
| 225 | Transport to pound   | \$25.00 |

# Building Services

## Base fee

The base fee is calculated on the estimated building costs (labour + materials) inclusive of GST.

|   | 2022/23    |
|---|------------|
| 226 \$0.00 - \$5,000 of estimated building costs                    | \$244.48   |
| 227 \$5,001 - \$15,000 of estimated building costs (4.63% plus)     | \$13.73    |
| 228 \$15,001 - \$200,000 of estimated building costs (0.462% plus)  | \$645.26   |
| 229 \$200,001 and greater of estimated building costs (0.153% plus) | \$1,412.55 |

Exceptions to the base fee are amendments, fire units, and alternative solutions.

|  | 2022/23  |
|--|----------|
| 230 Amendments (includes one hour processing and the audit fee) (additional time charged at cost recovery rates) | \$230.45 |
| 231 Fire units (Freestanding - one inspection)   | \$420.00 |
| 232 Fire units (In-built - two inspections)  | \$620.00 |

**NOTE:** Fire unit fees cover; one hour processing, the audit fee, the inspections listed above and certification

|   | 2022/23       |
|---|---------------|
| 233 Alternative solutions and bespoke design  | cost recovery |
| 234 External review of specific design reports, fire reports, and alternative solutions | at cost       |

**NOTE:** In most cases fire reports are sent to our consultant reviewer and costs recovered. In the event that fire reports are reviewed in house, the time spent will be charged at cost recovery rates as an additional building consent fee that will be charged once the work has been completed.

## Activity fee (where applicable)

|   | 2022/23  |
|---|----------|
| 235 Audit fee applies to all applications   | \$30.45  |
| 236 Online portal application fee/hardcopy scanning fee (applies to all applications)   | \$55.00  |
| 237 Completeness check fee applies to all applications for consents and certificates (includes half hour administration fee) additional time charged at cost recovery rates | \$60.00  |
| 238 Application scanning and data entry fees  | At cost  |
| 239 Certification fee applies to all applications for building work   | \$147.00 |

|     |  |          |
|-----|--|----------|
| 240 | Site inspections fees (per inspection)   | \$200.00 |
| 241 | Commercial inspection charge (additional to final inspection when specified systems are included in scope of works) (per hour)           | \$200.00 |
| 242 | Review of old consent files for certification decisions (includes 1 hour of processing) (additional time charged at cost recovery rates) | \$200.00 |

Depending on the type of building project the number of inspections will vary. The estimated number of inspections is charged at the application stage, additional fees will be recovered if extra inspections are required.

### Levy fee applies only to consents \$20,000 or more in value

|     |   |                                       |
|-----|---|---------------------------------------|
|     |   | 2022/23                               |
| 243 | BRANZ Levy (this levy is not subject to GST)                  | 0.1% value of work                    |
| 244 | Building Levy (applies to consents \$20,444 or more in value) | \$1.75 per \$1,000.00 or part thereof |
| 245 | District Plan/Resource Consent Check (30 minutes)             | - \$100.00                            |

### Project Information Memorandum (PIM)

The following fees apply for a PIM application

|     |                                     |          |
|-----|-------------------------------------|----------|
|     |                                     | 2022/23  |
| 246 | Under \$100,000 value of work       | \$260.00 |
| 247 | \$100,001 - \$300,000 value of work | \$360.00 |
| 248 | \$300,001 and greater value of work | \$460.00 |

### Fees for other applications

|     |  |          |
|-----|--|----------|
|     |  | 2022/23  |
| 249 | Certificate of Acceptance application (plus base fees) | \$399.00 |
| 250 | Certificate of Public Use application                  | \$357.00 |
| 251 | National multiple-use application                      | \$600.00 |

|     |  |          |
|-----|--|----------|
| 252 | Schedule 1 Territorial Authority discretionary exemption – (includes 4 hours of processing) (additional time charged at cost recovery rates) | \$585.00 |
| 253 | Owner supplied information – (includes 1 hour of processing) (additional time charged at cost recovery rates)                                | \$175.00 |
| 254 | Receipt and filing of records from another authority   | \$52.50  |

## Building Warrant of Fitness

|     |  | 2022/23    |
|-----|--|------------|
| 249 | Building Warrant of Fitness Renewal  | \$199.50   |
| 250 | Building Warrant of Fitness additional charges, per hour (second and subsequent reminder letters, time related to notice to fix) (additional time charged at cost recovery rates), per hour. | \$175.00   |
| 251 | Inspection of building warrant of fitness, per hour (Audits)(additional time charged at cost recovery rates), per hour   | \$175.00   |
| 252 | Amendment to a compliance schedule (additional time charged at cost recovery rates)  | \$199.50   |
| 253 | New Compliance Schedule (additional time charged at cost recovery rates)   | \$199.50   |
| 254 | Earthquake prone building report/status review, per hour   | - \$175.00 |

## Swimming pools

|     |                                   | 2022/23  |
|-----|-----------------------------------|----------|
| 255 | Pool safety audit inspection      | \$175.00 |
| 256 | Pool reinspection (30 minutes)    | \$87.50  |
| 257 | Technical Officer (per hour)      | \$175.00 |
| 258 | Administration Officer (per hour) | \$120.00 |

## Perusal fee

|     |  | 2022/23       |
|-----|--|---------------|
| 259 | Building packet research and/or related tasks, on behalf of others | Cost recovery |

## Building consent list

|   | 2022/23 |
|---|---------|
| 260 List of building consent applicants for the year to date (per year) | \$70.00 |

## Cost recovery rates

|  | 2022/23  |
|--|----------|
| 261 Internal Technical Officer/expert (e.g. Building Officer/engineer)<br>(per hour) | \$200.00 |
| 262 Administration Officer (per hour)  | \$120.00 |

# Food premises licences

## Food premises licensed under the Food Act 2014:

**NOTE:** additional time spent on any activity listed below over and above the base time identified will be charged at the rate of \$160 per hour.

### Registration activities

|  | 2022/23  |
|--|----------|
| 263 Application for registration of Food Control Plan (FCP) based on a template or model issued by MPI (includes two hours of processing of application) | \$255.00 |
| 264 Application for registration of a business subject to a national programme template (includes one hour of processing of application)                 | \$140.00 |
| 265 Application for renewal of registration (includes one hour of processing of application)   | \$140.00 |
| 266 Application for amendment to registration (includes one hour for processing of application)  | \$140.00 |

### Verification activities

|   | 2022/23  |
|---|----------|
| 267 Verification of a food control plan based on a template or model issued by MPI (includes three and half hours of verification activity) (per hour)            | \$140.00 |
| 268 Verification of a food control plan based on a National Programme Three (NP3) template (includes two and half hours of verification activity) (per hour)      | \$140.00 |
| 269 Verification of a food control plan based on a National Programme Two or One (NP2 or NP1) template (includes two hours of verification activities) (per hour) | \$140.00 |
| 270 Additional inspection fee or Food Control Plan re-audit fee (per inspections)   | \$140.00 |
| 271 Food Control Plan Template, Record Blanks and Thermometer   | \$27.00  |

### Compliance activities

|   | 2022/23  |
|---|----------|
| 272 Issue of improvement notice (includes one hour of improvement notice activity) (per notice) | \$140.00 |



|     |  |          |
|-----|--|----------|
| 273 | Application for review of issue of improvement notice (includes one hour of review activity) (per application) | \$140.00 |
| 274 | All other services for which a fee may be set under the Food Act (per hour)                                    | \$140.00 |

## Gambling

|     |   | 2022/23  |
|-----|---|----------|
| 275 | Class 4 Gambling Venue Consent  | \$250.00 |
| 276 | New Zealand Racing Board (including TAB) Venues Consent*                              | \$250.00 |
| 277 | New Zealand Racing Industries Venues Consent including Class 4 Gambling Venue Consent | \$405.00 |

\* New Zealand Racing Board (including TAB) venues will also be required to pay a \$155.00 application fee (over and above the consent fee) if they wish to host gaming machines at new or relocating venues.

## Licence fees

These licence categories relate to commercial premises and activities  
– no change as a measure to support businesses

|     |   | 2022/23  |
|-----|---|----------|
| 278 | Camping grounds licence                 | \$314.00 |
| 279 | Duplicate licence                       | \$114.00 |
| 280 | Funeral directors (mortuaries) licence  | \$314.00 |
| 281 | Hairdressers licence                    | \$234.00 |
| 282 | Mobile and travelling shop              | \$165.00 |
| 283 | Other traders*                          | \$114.00 |
| 284 | Transfer of licence                     | \$114.00 |
| 285 | Environmental Health Officer (per hour) | \$140.00 |
| 286 | Administration Officer (per hour)       | \$114.00 |

\*This includes hawkers, itinerant traders, and all other traders that do not come under the category of food trader or mobile and travelling shop.

## Parking fees

The amount for fines is set at a national level ((infringement fee):

|   | 2022/23 |
|---|---------|
| 287 Not more than 30 minutes                      | \$12.00 |
| 288 More than 30 minutes but not more than 1 hour | \$15.00 |
| 289 More than 1 hour but not more than 2 hours    | \$21.00 |
| 290 More than 2 hours but not more than 4 hours   | \$30.00 |
| 291 More than 4 hours but not more than 6 hours   | \$42.00 |
| 292 More than 6 hours                             | \$57.00 |

## Skateboarding impounding fees

|  | 2022/23 |
|--|---------|
| 293 First impounding                   | \$32.00 |
| 294 Second impounding                  | \$64.00 |
| 295 Third or any subsequent impounding | \$96.00 |

## Towing fees

|                                  | 2022/23     |
|----------------------------------|-------------|
| 296 Removal of vehicle by towing | Actual cost |

## Storage

|   | 2022/23 |
|---|---------|
| 297 Storage of vehicle at Council depot (per day) | \$5.00  |

**NOTE:** Where the actual fees incurred by Council are higher than the fees shown, actual costs will be charged.

## Litter infringement fees

The following fees apply for the first offence of leaving litter in a public space, or on private land, without the occupier's consent, or as stated in the Solid Waste Management and Minimisation Bylaw 2020.

|     | 2022/23  |          |
|-----|--|----------|
| 298 | Minor littering offence - A single bag of refuse, or small items.<br>Includes, but not limited to the following types of waste items:<br>Cigarette butts, confectionary wrappers/paper, chewing gum,<br>take-away food containers/wrappers, Fish & Chip papers,<br>aluminium can(s), or plastic drink bottle(s).   | \$100.00 |
| 299 | Medium littering offence - Up to four shopping bags, or two<br>refuse bags, or large items.<br>Includes, but not limited to the following types of waste: Single-<br>use disposable personal hygiene and health products such as<br>nappies, sanitary items and condoms - due to their health risk;<br>Domestic or commercial waste in, or by, public litter bins,<br>clothing bins, or recycling stations; Use of unofficial (non-<br>Council) refuse bags, small amounts of debris from an unsecure<br>load (truck or trailer) – e.g. paper, a single small item, grass<br>clippings, and dust.  | \$200.00 |
| 300 | Major littering offence - Any large volume of waste, green waste,<br>or car parts. Four or more refuse bags, or multiple large items,<br>or piles of rubbish covering an area over 1.5m <sup>2</sup> .<br><br>Includes, but not limited the following types of waste: Items that<br>pose a serious health risk; Any other litter as defined in the Litter<br>Act 1979, or not defined as minor or medium littering above.<br><br>The Litter Act 1979 defines the depositing of glass or glass bottles<br>(or broken glass or bottles) as a dangerous form of litter and thus<br>it is considered by Council as a major littering offence.<br><br>NOTE: The decision whether to issue an infringement notice for<br>major littering, or to refer the matter to the District Court, will be<br>determined on a case-by-case basis, based on the severity and<br>malicious intent of the alleged offence. | \$400.00 |
| 301 | Subsequent offence within a 365 day period   | \$400.00 |

**NOTE:** Any infringement notice cannot exceed \$400. For cases taken to Court the maximum fine is \$5,000 for an individual, or \$20,000 for a body corporate. For litter considered to be dangerous, toxic and/or infectious the maximum fine is \$7,500 and/or imprisonment for a term not exceeding one month. In the case of a body corporate, the maximum fine is \$30,000.

**Litter Infringement Terms, and late payment:** If the first infringement notice remains unpaid after 28 days, or has not been appealed, a 28-day reminder is issued under the Summary Proceedings Act 1957. If this remains unpaid, and has not been appealed, the matter is referred to the Ministry of Justice for collection, and costs will be incurred.

## Other fees

|   | 2022/23   |
|---|-----------|
| 302 Seizure of noise equipment              | \$186.00  |
| 303 Security alarm – daytime attendance     | \$ 124.00 |
| 304 Security alarm – after hours attendance | \$160.00  |

# Resource management

The fees and charges structure is designed to enable the recovery of Council's actual and reasonable costs of providing the particular service. Where the costs incurred by Council are less than the deposit paid then it will provide a refund of the remaining deposit. Where the actual and reasonable costs incurred exceed the deposit paid Council will require that an additional charge be paid. Council is empowered to impose an additional charge in such circumstances by section 36(3) of the Resource Management Act. In these instances Council will charge for the actual time and costs involved.

## Subdivision

|   | 2022/23    |
|---|------------|
| 305 Controlled Activity Subdivision (includes six hours processing and half hour administration) (Deposit)  | \$1,080.00 |
| 306 All subdivision applications excluding controlled activity subdivisions (includes 10 hours processing and half hour administration) (Deposit) | \$1,760.00 |
| 307 Additional deposit fee for land use infringements associated with a subdivision application (includes two hours processing time) (Deposit)    | \$340.00   |
| 308 Updating existing cross lease flats plans (includes three hours processing time and half hour administration costs) (Deposit)                 | \$570.00   |

## Subdivision certification fees

|   | 2022/23    |
|---|------------|
| 309 Section 223 Certification (includes three hours processing time and half hour administration costs) (deposit)   | \$570.00   |
| 310 Section 224(c) and/or S224(f) Certification (includes two hours processing time and half hour administration costs) (deposit)   | \$1,080.00 |
| 311 Combined s223/224 Certifications where applied for at the same time (includes nine hours processing time and half hour administration costs) (deposit)                | \$1,590.00 |
| 312 Section 223 and 224(c) and (f) Certification for updates to cross leased flats plan (includes two hours processing time and half hour administration costs) (deposit) | \$400.00   |

## Land use consents and other requirements

|   | 2022/23    |
|---|------------|
| 313 All land use consent applications excluding tree trimming/removal (includes six hours processing and half hour administration time). A charge for one hour of consent monitoring is also included in the fee. Additional charges will be applicable should additional monitoring be required. (deposit) | \$1,250.00 |
| 314 Tree removal or trimming, including Notable trees (non-notified only) (fixed)   | \$330.00   |
| 315 Consent monitoring (additional charges) (per hour)  | \$170.00   |
| 316 Application for Resource Consent Exemption for boundary activities (s87BA of the RMA). This fee includes three hours administration costs (fixed)   | \$360.00   |
| 317 Application for Resource Consent Exemption for marginal or temporary rule breaches (s87BB or the RMA). This fee includes three hours administration costs (fixed)   | \$360.00   |

## Notification fees

|  | 2022/23    |
|--|------------|
| 318 Limited notification applications (includes 15 hours processing and two hours administration. Additional time will be charged where appropriate). A charge for three hours of consent monitoring is also included in the fee. Additional charges will be applicable should additional monitoring be required (deposit) | \$3,300.00 |
| 319 Notified applications (includes 30 hours processing time and two hours administration. Additional time will be charged where appropriate). A charge for three hours of consent monitoring is also included in the fee. Additional charges will be applicable should additional monitoring be required (deposit)        | \$5,850.00 |

## Hearings fees

|  | 2022/23     |
|--|-------------|
| 320 Per Councillor (prevailing hourly rate as set by the Remuneration Authority) (per hour)                    | \$80.00     |
| 321 Councillor sitting as chairperson (prevailing hourly rate as set by the Remuneration Authority) (per hour) | \$100.00    |
| 322 Per Commissioner*  | Actual cost |
| 323 Hearings Committee Advisor (per hour)  | \$120.00    |

*\*The actual and reasonable costs of Commissioner(s) time in preparing for and sitting at hearings, and writing up of hearings decisions will be recovered.*

## Other consent fees

|   | 2022/23    |
|---|------------|
| 324 S127 Variation to Consent Condition or s221 Variation to Consent Notice Condition (includes four hours processing and half hour administration) (deposit)   | \$740.00   |
| 325 Uplifting building line restrictions (fixed)  | \$260.00   |
| 326 Changes to easements (includes two hours processing and half hour administration. Additional time will be charged where appropriate) (deposit)  | \$400.00   |
| 327 Outline Plan of Works (includes six hours processing and half hour administration). A charge for one hour of consent monitoring is also included in the fee. Additional charges will be applicable should additional monitoring be required (deposit) | \$1,250.00 |
| 328 Outline plan waiver. This fee includes two hours processing and half hour administration costs (deposit)  | \$400.00   |
| 329 Certificate of Compliance or Existing Use Rights Certificate (includes four hours processing and half hour administration) (deposit)  | \$740.00   |
| 330 All other certification under the Resource Management Act (includes five hours processing and half hour administration) (deposit)   | \$1,080.00 |
| 331 Right of way applications (includes three hours processing and half hour administration) (deposit)  | \$570.00   |
| 332 Preparation and execution of a bond(s) (deposit)  | \$400.00   |
| 333 Registration of variation of consent notice (includes \$176.00 LINZ fee, one hour processing and half hour administration) (deposit)  | \$381.00   |
| 334 Monitoring charge for permitted forestry activities under the National Environmental Standards (based on two hours officer time) (fixed)  | \$340.00   |
| 335 S72 Natural Hazard Certificate and s75 Building Over Two Lots Certificate, fee plus disbursements (fixed)   | \$230.00   |
| 324 Document signing/sealing fee (fixed)  | \$130.00   |
| 336 Urgency fee for urgent requests for document signing or registration of instruments. Fee is per document (fixed)  | \$200.00   |
| 337 Complex matters for bonds, easements or other matter requiring more than 2 hours (fixed)  | \$200.00   |



## District plan

|   | 2022/23    |
|---|------------|
| 338 Application for changes or variations to district plan (actual charge is based on time and cost involved) (deposit) | \$7,500.00 |

## Designations

|  | 2022/23    |
|--|------------|
| 339 Notice of Requirement for new designation or alteration of existing designation (actual charge is based on time and cost involved) (deposit) | \$3,000.00 |

NOTE: Council will provide an estimate of costs at the time an application is received

|   | 2022/23    |
|---|------------|
| 340 Removal of existing designation - deposit | \$1,020.00 |

## Cost recovery rates

|   | 2022/23     |
|---|-------------|
| 341 Planner and Advisers (per hour)             | \$170.00    |
| 342 Technical administration Officer (per hour) | \$120.00    |
| 343 External expert, including a commissioner   | Actual cost |
| 344 Disbursements (e.g. photocopying, postage)  | Actual cost |

# Solid Waste - recycling

## Clothing recycling bins

|  | 2022/23  |
|--|----------|
| 345 Application fee for Encroachment Licence to locate clothing bin on Council property (each application) | \$69.00  |
| 346 Annual charge for having a clothing bin on Council property (each bin)                                 | \$230.00 |

# Trade waste

## Administration of trade waste consents

The management of the Trade Waste Consents is undertaken by the Hutt City Council who, as the Wastewater Authority, administers the Hutt Valley Trade Waste Bylaw 2006 on behalf of both councils.

Trade waste consent charges are payable by all businesses with consents to discharge trade wastes into the Hutt Valley wastewater system. The scale of consent charges has been set to provide for the recovery of trade waste administration, monitoring, and inspection costs. Some dischargers may generate sufficient wastes to also merit paying trade waste user charges.

The following table sets out the consent fee and user charges rates. The trade waste user charges may vary annually due to variations in plant operational cost indices such as gas prices or electricity.

To check on the rates applicable contact the Trade Waste Officers at:

Hutt City Council  
30 Laings Road  
Lower Hutt

Phone: (04) 570 6666

## Discharge type

|     |   | 2022/23      |   |
|-----|---|--------------|---|
|     |   | Consent Fees | Consent Plus \$165 if conditional consent is required |
| 347 | Class 1 - High risk                                   | \$1,660.00   | \$1,825.00  |
| 348 | Class 2 - Medium risk                                 | \$840.00     | \$1005.00   |
| 349 | Class 3 - Low risk                                    | \$470.00     | \$635.00  |
| 350 | Class 4 - Minimal risk                                | \$250.00     | \$415.00  |
| 351 | Class 5 - Food premises (Minimal Risk with Low Flows) | \$125.00     | N/A   |
| 352 | Application fees                                      | \$95.00      |   |
| 353 | Re-inspection fee                                     | \$115.00     |   |
| 354 | Late payment additional fee                           | \$100.00     |   |

355 Transfer additional fee \$47.50

**NOTE:** May include laundries, dry cleaners, restaurants, small wash pads, supermarkets with delicatessens and/or bakery, caterers, canteens, cafes, and take away food premises.

## Trade waste user charges

|  | 2022/23 |
|--|---------|
| 356 Payment based on the volume discharged \$/m <sup>3</sup> (per m <sup>3</sup> ) | \$0.537 |
| 357 Payment based on the mass of Suspended Solids (SS) \$/Kg (per kg)              | \$1.165 |
| 358 Payment based on the Chemical Oxygen Demand (COD) \$/Kg (per kg)               | \$0.408 |

COD = Chemical Oxygen Demand, the measure of oxygen required for treatment.

Trade waste user charges above have been updated following the calculation methodology as agreed by Hutt City Council (HCC) and Upper Hutt City Council, based on the HCC officer report dated 17 August 2000.

# Water supply

## Connection fee

|  | 2022/23  |
|--|----------|
| 359 Water connection application fee (Fee to administer new water connection application). | \$100.00 |

## Water shutoff fee

|   | 2022/23  |
|---|----------|
| 360 The actual cost of the water shut off to allow installation or disconnect for a service pipe will be charged for. (Actual cost with a minimum charge of)  | \$633.50 |
| 361 The cost will vary significantly from site to site. The customer will be provided with the approval and supervision necessary to effect the connection from the main or rider main to the toby at the boundaries. (An additional charge of \$123.00 will be levied if the details of the water shutoff are changed with less than 48 hours' notice (actual cost + \$98.00)) | \$123.00 |

## Water service fee for new development

|   | 2022/23  |
|---|----------|
| 362 The actual cost of the water shut off to allow installation for a service pipe and the approval and supervision necessary to effect the connection from the main or rider main to the toby at the boundaries (Actual cost with a minimum charge of) | \$633.50 |
| 363 If the connection does not require a water shutoff, a fee for the approval and supervision necessary to effect the connection from the main or rider main to the toby at the boundaries (Actual cost with a minimum charge of)                      | \$633.50 |

## Termination fee for water supply

|   | 2022/23   |
|---|---|
| 364 The customer shall engage a Council-approved plumber or contractor to excavate the stopcock at the customer's boundary, cap off the service pipe at the main or rider main, and reinstate the footpath, berm, and carriageway<br><br>The water shut off fee will also be applicable | \$869.00<br>plus an<br>additional<br>shut off fee |

## Connection fee (without having a shutoff)

|   | 2022/23  |
|---|----------|
| 365 The customer shall engage a Council-approved plumber or contractor to supply, install and make the connection to the water supply to the satisfaction of Council (Actual cost with a minimum charge of) | \$145.00 |

## Water meters

|  | 2022/23                      |
|--|------------------------------|
| 366 Where a water meter is installed the following shall apply:<br><br>The customer shall engage a Council-approved plumber or contractor to supply, install, maintain and replace the meter and its ancillary fittings, including the meter box<br><br>For meters up to and including 50mm diameter the customer may arrange to have the work carried out by a Council-approved plumber and for meters larger than 50mm diameter the customer shall arrange for the work to be carried out by an approved contractor<br><br>In each case, an independent test certificate for the meter is to be provided by the customer.<br><br>If wet tapping is done the shut off fee will not be applicable. | \$57.00 plus<br>shut off fee |

## Water meter reading

|   | 2022/23 |
|---|---------|
| 367 Where the customer has requested that the Council undertakes a water meter reading the following shall apply:<br><br>Council shall engage a Water Service Inspector or a meter reading contractor to read the meter on behalf of the customer.<br><br>(per reading) | \$98.00 |

## Extraordinary supply

|  | 2022/23 |
|--|---------|
| 368 There is no charge for the first supplied 228 m3   | \$2.70  |
| Consumption over 228m3 is charged for at the following rate:   |         |
| For the applied charge, the customer will receive a supply of water that meets the requirements of the Drinking Water Standards for New Zealand 2005 (Revised 2018). The water supplied will comply with the Upper Hutt City Water Bylaw (per m3 ) |         |

## Temporary water supply to industrial and commercial properties

|   | 2022/23   |
|---|---|
| 369 The customer shall engage a Council-approved plumber or contractor to connect onto the main or rider main as approved by council.   | A refundable deposit of \$881.00 will be payable. |
| 370 The connection shall be installed with an approved water meter, stopcock and backflow prevention if so required by Council.   | The water shutoff fee will also be applicable     |
| 371 The customer shall be required to employ the services of a Council-approved plumber or contractor to disconnect the service once the activity is discontinued.<br><br>A disconnection deposit will be applicable. This deposit will be refundable upon the successful completion of the disconnection of the service.<br><br>Water shut off fees will also be applicable. | \$296.00  |



## Fire protection fee

|  | 2022/23  |
|--|----------|
| 372 A fixed fee is charged for all fire protection connections from 50mm to 250mm diameter Council is responsible for the maintenance of the connection up to and including the Town Supply Value (TSV)<br><br>This will include an annual ultrasonic check for leakage, repacking of the TSV as needed, maintenance of the connection to the TSV, replacement of the valve on an 80-100 year cycle, and repainting of the valve box every two years | \$234.00 |

## Water from hydrant

|   | 2022/23 |
|---|---------|
| 373 This service includes the consent process, the reading of the meter and the inspection of the hydrant to ensure that it has been shut off fully and periodic replacement of the cup washer as needed<br><br>A consent is issued for a three month period (per m3) | \$4.30  |
| 374 Plus a consent fee for each consent period  | \$65.00 |

## Waste water connection

|  | 2022/23  |
|--|----------|
| 376 Waste water connection application fee. Fee to administer new waste water connection application | \$100.00 |

**Te Kaunihera o Te Awa Kairangi ki Uta**

**Upper Hutt City Council**

838-842 Fergusson Drive

Private Bag 907

Upper Hutt, 5140

T (04) 527 2169

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