

Notice of Meeting:

I hereby give notice that an extraordinary Meeting of the Council will be held on:

Date: Tuesday 7 March 2017
Time: 9.30am
Meeting Room: Council Chamber
Venue: Municipal Building, Garden Place, Hamilton

Richard Briggs
Chief Executive

Council (Annual Plan) OPEN AGENDA

Membership

Chairperson	Mayor A King
Deputy Chairperson	Deputy Mayor M Gallagher
Members	Cr M Bunting
	Cr J R Casson
	Cr S Henry
	Cr D Macpherson
	Cr G Mallett
	Cr A O'Leary
	Cr R Pascoe
	Cr P Southgate
	Cr G Taylor
	Cr L Tooman
	Cr P Yeung

Quorum: A majority of members (including vacancies)

Meeting Frequency: Monthly – or as required

Lee-Ann Jordan
Governance Manager

28 February 2017

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Purpose

The Council is responsible for:

1. Providing leadership to, and advocacy on behalf of, the people of Hamilton.
2. Ensuring that all functions and powers required of a local authority under legislation, and all decisions required by legislation to be made by local authority resolution, are carried out effectively and efficiently, either by the Council or through delegation.

Terms of Reference

1. To exercise those powers and responsibilities which cannot legally be delegated by Council:
 - a) The power to make a rate.
 - b) The power to make a bylaw.
 - c) The power to borrow money, or purchase or dispose of assets, other than in accordance with the Long Term Plan.
 - d) The power to adopt a Long Term Plan or Annual Plan, or Annual Report.
 - e) The power to appoint a Chief Executive.
 - f) The power to adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the Long Term Plan, or developed for the purpose of the Council's governance statement, including the 30-Year Infrastructure Strategy.
 - g) The power to adopt a remuneration and employment policy.
 - h) The power to approve or change the District Plan, or any part of that Plan, in accordance with the Resource Management Act 1991.
 - i) The power to approve or amend the Council's Standing Orders.
 - j) The power to approve or amend the Code of Conduct for Elected Members.
 - k) The power to appoint and discharge members of committees.
 - l) The power to establish a joint committee with another local authority or other public body.
 - m) The power to make the final decision on a recommendation from the Parliamentary Ombudsman, where it is proposed that Council not accept the recommendation.
 - n) The power to amend or replace the delegations in Council's *Delegations to Positions Policy*.
2. To exercise the following powers and responsibilities of Council, which the Council chooses to retain:
 - a) Resolutions required to be made by a local authority under the Local Electoral Act 2001, including the appointment of an electoral officer and reviewing representation arrangements.
 - b) Approval of any changes to Council's vision, and oversight of that vision by providing direction on strategic priorities and receiving regular reports on its overall achievement.
 - c) Approval of any changes to city boundaries under the Resource Management Act.
 - d) Adoption of governance level strategies, plans and policies which advance Council's vision and strategic goals.
 - e) Approval of the Triennial Agreement.

- f) Approval of the local governance statement required under the Local Government Act 2002.
- g) Approval of a proposal to the Remuneration Authority for the remuneration of Elected Members.
- h) Approval of any changes to the nature and delegations of the Committees.

Oversight of Policies:

- *Corporate Hospitality and Entertainment Policy*
- *Delegations to Positions Policy*
- *Elected Members Support Policy*
- *Significance and Engagement Policy*

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1 Apologies

2 Confirmation of Agenda

The Council to confirm the agenda.

3 Declaration of Interest

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

4 Public Forum

As per Hamilton City Council's Standing Orders, a period of up to 30 minutes has been set aside for a public forum. Each speaker during the public forum section of this meeting may speak for three minutes or longer at the discretion of the Mayor.

Please note that the public forum is to be confined to those items falling within the terms of the reference of this meeting.

Speakers will be put on a Public Forum speaking list on a first come first served basis in the Council Chamber prior to the start of the Meeting. A member of the Democracy Team will be available to co-ordinate this. As many speakers as possible will be heard within the allocated time.

If you have any questions regarding Public Forum please contact Democracy by telephoning 07 838 6439.

Committee: Council

Date: 07 March 2017

Report Name: Strategic Financial Outlook

Author: Sean Hickey

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>2018-28 10-Year Plan</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Council's Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

1. Purpose of the Report

2. To inform Council on the key financial challenges in preparation for 2018-28 10-Year Plan discussions.

3. Key Issues

4. The Chief Executive will make a verbal presentation at the meeting to outline the key financial challenges facing Council as it prepares for the 2018-28 10-Year Plan discussions.

Recommendations from Management

That:

- a) the report is received; and
- b) Council request the Chief Executive to undertake a full review of key components of the financial strategy, including:
 - (i) the rating basis;
 - (ii) debt levels; and
 - (iii) levels of service (and associated costs)

5. Attachments

6. There are no attachments for this report.

Signatory

Authoriser	Richard Briggs, Chief Executive
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Committee: Council

Date: 07 March 2017

Report Name: Fees and Charges 2017/18

Author: Tracey Musty

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>2017/18 Annual Plan</i>
Financial status	<i>N/A</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Council's Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

1. Purpose of the Report

2. To inform Council about the proposed fees and charges schedule for the 2017/18 Annual Plan.
3. To approve specific fees and charges that requires early approval.

4. Executive Summary

5. Each year fees and charges are reviewed as part of the Annual Plan process.
6. This year's review referred to the inflation assumptions captured in the 10-Year Plan, which was 2.43% for 2017/18.
7. 48% of the proposed 2017/18 fees and charges remain unchanged from the approved 2016/17 fees and charges.
8. A further 45% of the proposed 2017/18 fees and charges have increased by inflation (and rounding).
9. We are proposing 15 new fees and charges and discontinuing 13 fees and charges.
10. 4% of the proposed 2017/18 fees and charges have increased or decreased by more than 5% and these have been explained in the significant changes section below.
11. Attachment 5 lists Council's proposed 2017/18 fees and charges.
12. Further consultation is not required as the proposed regulated fees and charges are below the approved 10 Year Plan guidance.
13. Council is required to approve the 2017/18 fees and charges schedule by 30 June 2017 in order to comply with the Local Government Act 2002.

Recommendations from Management

That:

- a) the report is received;
- b) the fees and charges as per attachment 1 are approved; and
- c) the remaining fees and charges are approved at the meeting of Council on 29 June 2017 without community consultation.

14. Attachments

15. Attachment 1 – 2017/18 Fees and Charges (including GST) For approval on 7 March 2017
16. Attachment 2 – Fees and Charges (including GST) Proposed new fees for 2017/18
17. Attachment 3 – Fees and Charges (including GST) Proposed discontinued fees for 2017/18
18. Attachment 4 – Fees and Charges (including GST) Significant changes for 2017/18
19. Attachment 5 – Fees and Charges (including GST) Proposed for the 2017/18 Annual Plan

20. Discussion

21. The Schedule of Fees and Charges is part of Council's Revenue and Financing Policy. These are reviewed annually and any changes are done so in conjunction with the Annual Plan.
22. Staff are recommending the Annual Plan is not consulted on.
23. Under s150 LGA there is no requirement to consult annually on fees and charges.
24. We did not consult on fees and charges in 2016/17 and we have no record of receiving any complaints about those fees and charges.
25. This year's review referred to the inflation assumptions captured in the 10-Year Plan, which was 2.43% for 2017/18.
26. Council's 10-Year Plan 2015-2025 was consulted in 2015 using the special consultative procedure. On page 105 a reference was made to the rates of inflation applied to operating expenditure and revenue modelling and shown in the Funding Impact Statement (page 145). Council has effectively already applied a cost-of-living increase to fees and charges and consulted accordingly.
27. 48% of the proposed 2017/18 fees and charges remain unchanged from the approved 2016/17 fees and charges.
28. A further 45% of the proposed 2017/18 fees and charges have increased by inflation (and rounding).
29. Therefore, 93% of the proposed 2017/18 fees and charges either remain unchanged from 2016/17 or have increased by the rate of inflation, which was previously consulted on in 2015 as part of the 10-Year Plan 2015-2025.
30. We are proposing to introduce 15 new fees and charges, which have arisen due to new or changed legislation, or to provide new or improved services to customers. These fees and charges have been detailed in Attachment 2.

- 31. We are proposing to discontinue 13 fees and charges, where the fee is no longer valid, or the fee is not used, or the fee is covered by other fees and charges. These fees and charges have been detailed in Attachment 3.
- 32. 4% of the proposed 2017/18 fees and charges have increased or decreased by more than 5%. Fees and charges have either increased or decreased to be more reflective of the actual cost incurred as a cost recovery fee and charge. These fees and charges have been detailed in Attachment 4.

33. Fees for early approval

- 34. We will request approval of the 2017/18 fees and charges at the meeting of Council on 29 June 2017.
- 35. However, we have identified specific fees and charges relating to the following areas that need to be approved early:
 - Animal Education and Control
 - Bylaws
 - Cemeteries and crematorium
 - Environmental Health
 - Hamilton Zoo zoo encounters
- 36. These fees and charges require early approval to ensure:
 - Customers can meet re-registration timelines.
 - Customers can be invoiced in a timely manner.
 - Relevant signage can be updated and in place for customers in time for 1 July 2017.
 - Liaison with external parties, such as funeral directors, can be based on approved fees and charges and ensure a more customer focused service.
- 37. Details of these fees and charges required to be approved at this meeting have been identified in Attachment 1.

Signatory

Authoriser	David Bryant, General Manager Corporate
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**2017/18 Fees and Charges (including GST)
For approval on 7 March 2017**

ANIMAL EDUCATION AND CONTROL

Dog registration fees up to 30 June

Category 1
Category 2

Dog registration fees after 30 June

Category 1
Category 2

50% Penalty - Applies to registrations after 31 July.

Category 1
Category 2

Miscellaneous Fees Dogs

First impoundment
Second impoundment
Third impoundment
Sustenance
Collars
Tag replacement
Dog sign over
Puppy parvo vaccination

Dog Adoption

Seizure
Second seizure
Third seizure

Dog micro chipping

De-sexing

Males
Females

Cat Trap Hireage

Inspection Fee for Keeping More than 2 Dogs

First application fee
Annual renewal fee

Stock Impounding Related Fees

Cattle
Pig
Weaners
Horse, mule & deer
Sheep, goats
Sustenance
Stock-driving and rangers charge stock

BYLAWS

Fee for new applications in relation to any of:-

- signs on footpaths
- merchandise display
- tables and chairs on footpaths
- mobile shops

The stated administration fee plus the applicable annual fee portioned on a monthly basis

Signs on Footpaths

a. Central zone-
Central core
Hamilton East
Commercial large suburban
Commercial Hamilton East Office
b. All other zones

Merchandise Display

FEE FOR USE OF GARDEN PLACE
Commercial Stalls

Seized Signs Release Fee (excluding seized election signs)

Seized Skateboard Release Fee

Newspaper Boxes and Similar

Tables & Chairs on Footpath

	2016-17	Proposed charge 2017-18
	\$75.00	\$75.00
	\$143.00	\$143.00
	\$90.00	\$90.00
	\$158.00	\$158.00
	\$135.00	\$135.00
	\$237.00	\$237.00
	\$79.00	\$79.00
	\$143.00	\$143.00
	\$235.00	\$235.00
	\$19.00	\$19.00
	\$5.00	\$5.00
	\$31.00	\$62.00
	\$225.00	\$225.00
	\$83.00	\$85.00
	\$153.00	\$155.00
	\$250.00	\$250.00
	\$25.00	\$25.00
	\$13.00	\$13.00
	\$79.00	\$79.00
	\$39.00	\$39.00
	\$46.50	\$46.50
	\$32.50	\$32.50
	\$13.50	\$13.50
	\$27.50	\$27.50
	\$13.50	\$13.50
	\$6.10	\$10.00
	\$66.00	\$70.00
	\$85.00	\$85.00
	\$225.00	\$230.00
	\$110.00	\$110.00
	\$110.00	\$110.00
	\$240.00	\$245.00
	\$47.00	\$47.00
	\$22.00	\$22.00
	\$110.00	\$110.00
	\$23.00	\$25.00

2017/18 Fees and Charges (including GST) For approval on 7 March 2017

		2016-17	Proposed charge 2017-18
Other use of Footpaths	per event	\$20.00	\$20.00
Mobile Shops			
Food vendors (food safety fees & charges also apply)	annual fee	\$120.00	\$125.00
Vendors not requiring food license	annual fee	\$120.00	\$125.00
Hawkers	annual permit	\$100.00	\$100.00
Markets			
Small (up to 15 4x4 stalls)	annual license	\$155.00	\$155.00
Large (15 4x4 stalls or more)	annual license	\$370.00	\$370.00
Admin Fees			
Re-issue of permit on request of holder.		\$34.00	\$34.00
CEMETERIES AND CREMATORIUM			
BURIAL LAWNS			
Kowhai plot - Garden Berm Area			
Plot purchase including plaque		\$210.00	\$215.00
Digging fee		\$100.00	\$100.00
Total		\$310.00	\$315.00
Kowhai Plot - Lawn Area			
Plot purchase - does not include a plaque		\$105.00	\$110.00
Digging fee		\$100.00	\$100.00
Total		\$205.00	\$210.00
Totara Services Lawn			
Maintenance in Perpetuity		\$740.00	\$760.00
Digging fee		\$675.00	\$690.00
Total		\$1,415.00	\$1,450.00
Adult - Oak, Olive, Chestnut or Forest Grove			
Plot purchase		\$3,655.00	\$3,655.00
Digging fee		\$675.00	\$690.00
Total		\$4,330.00	\$4,345.00
Child - Apple Blossom (child only - 1 ash urn)			
Plot purchase - ashes		\$985.00	\$1,010.00
Interment fee - ashes		\$115.00	\$120.00
Total		\$1,100.00	\$1,130.00
Child - Oak, Olive, Chestnut, Forest Grove or Apple Blossom			
Plot purchase		\$1,980.00	\$2,030.00
Digging fee		\$310.00	\$320.00
Total		\$2,290.00	\$2,350.00
Second Casket Burial			
Digging fee		\$675.00	\$690.00
Total		\$675.00	\$690.00
Ash Interment			
Ash Interment		\$115.00	\$120.00
Total		\$115.00	\$120.00
Casket Disinterment			
Digging fee		\$4,185.00	\$4,285.00
Total		\$4,185.00	\$4,185.00
ASH INTERMENT AREAS			
Web of Memories (4 sets)			
Plot purchase		\$1,005.00	\$1,030.00
Interment		\$115.00	\$120.00
Total		\$1,120.00	\$1,150.00
Sunken Garden 2 (180mm x 150mm plaque only, no ashes)			
Berm purchase		\$245.00	\$250.00
Total		\$245.00	\$250.00
Sunken Garden 2 ext (250mm x 150mm plaque only, no ashes)			
Berm purchase		\$285.00	\$290.00
Total		\$285.00	\$290.00
Sunken Garden 3 (250mm x 150mm plaque only, no ashes)			
Berm purchase		\$285.00	\$290.00
Total		\$285.00	\$290.00

**2017/18 Fees and Charges (including GST)
For approval on 7 March 2017**

RSA Berm (2 sets)
Maintenance in Perpetuity
Interment
Total

Garden of Memories Tree (1 set, no plaque)
Plot purchase
Interment
Total

Garden of Remembrance - Tui, Bellbird, Kea & Fantail gardens (2 ash urns per plot)
Plot purchase
Interment
Total

Granite Wall (1 ash urn per plot)
Plot purchase
Interment
Total

Ash Spread only
Interment
Total

Disinterment of ashes
Ash disinterment
Total

MEMORIAL ONLY**
Outdoor Book plaque
Book of Remembrance Inscription
**** supplier fees may increase from time to time - contact cemetery for current price**

MEMORIAL INSTALLATION PERMIT
Kowhai Berm & Pedestal Permit Fee

CREMATIONS
Adult
Child under 15 years
Stillborn or under 1 year

SERVICE FACILITIES
Chapel or Lounge - 1 hour service
Chapel or Lounge - 1/2 hour service
Chapel or Lounge - 15 minute service
Service DVD/CD
Viewing
Miscellaneous administration costs
Courier Fees

AFTER HOURS (applicable when staff are required to work outside normal working hours)
Burials: Monday - Friday after 4:00 pm; all day Saturday
Cremations & Ash Burials: Monday to Saturday after 4:30 pm

PUBLIC HOLIDAYS/SUNDAYS
Burials or ash interments on Sundays and public holidays

	2016-17	Proposed charge 2017-18
	\$115.00	\$120.00
	\$115.00	\$120.00
Total	\$230.00	\$240.00
	\$135.00	\$140.00
	\$115.00	\$120.00
Total	\$250.00	\$260.00
	\$970.00	\$995.00
	\$115.00	\$120.00
Total	\$1,085.00	\$1,115.00
	\$765.00	\$785.00
	\$80.00	\$82.00
Total	\$845.00	\$867.00
	\$51.00	\$52.00
Total	\$51.00	\$52.00
	\$115.00	\$120.00
Total	\$115.00	\$120.00
	\$55.00	\$57.00
	\$83.50	\$86.00
	\$105.00	\$110.00
	\$50.00	\$51.00
	\$605.00	\$620.00
	\$300.00	\$305.00
	\$120.00	\$125.00
	\$185.00	\$190.00
	\$94.00	\$97.00
	\$46.00	\$47.00
	\$54.00	\$56.00
	\$160.00	\$165.00
	\$105.00	\$110.00
	\$35.00	\$36.00
	\$255.00	\$260.00
	\$255.00	\$260.00
	\$500.00	\$510.00

2017/18 Fees and Charges (including GST) For approval on 7 March 2017

		2016-17	Proposed charge 2017-18
ENVIRONMENTAL HEALTH			
Registration of a Food Control Plan [under Section 56 of the Food Act 2014]			
1. Processing an application for registration in relation to a new food business.	<i>Includes assessing the food business, workshop, mentoring (2hrs), processing the application, and issuing registration.</i>	\$545.00	\$560.00
2. Processing an application for a new registration in relation to an existing food business transitioning from the Food Hygiene Regulations 1974.	<i>Includes workshop, mentoring (2hrs), processing the application, and issuing registration.</i>	\$450.00	\$460.00
3. Processing an application for a new registration in relation to an existing food business with a pre-March 2016 food control plan.	<i>Includes processing the application and issuing registration.</i>	\$180.00	\$185.00
4. Processing an application for a new registration in relation to a change in the operator.	<i>Includes mentoring (2hrs), processing the application, and issuing registration.</i>	\$360.00	\$370.00
5. Processing an application of an amended food control plan due to a significant amendment.	<i>As defined in Section 45(3) of the Act</i>	\$180.00	\$185.00
6. Processing an application for a new registration in relation to an existing food business that failed to renew a now expired registration.		\$360.00	\$370.00
7. Renewal of registration in accordance with Part 2 of Schedule 4 of the Food Act 2014 <u>before the expiry of the current registration.</u>		\$85.00	\$87.00
8. Renewal of registration in accordance with Part 2 of Schedule 4 of the Food Act 2014 <u>after the expiry of the current registration.</u>		\$180.00	\$185.00
Registration of Food Businesses subject to a National Programme [under Section 86(b) of the Food Act 2014]			
		<i>These fees apply to all levels of national programmes.</i>	
1. Processing an application, assessment of, and registration in relation to a new food business.		\$135.00	\$138.00
2. Processing an application, assessment of, and registration in relation to an existing food business transitioning from the Food Hygiene Regulations 1974.		\$135.00	\$138.00
3. Processing an application for a new registration in relation to a change in the operator.		\$135.00	\$138.00
4. Processing an application for a new registration in relation to an existing food business that failed to renew a now expired registration.		\$270.00	\$275.00
5. Renewal of registration in accordance with Part 2 of Schedule 4 of the Food Act 2014 <u>before the expiry of the current registration.</u>		\$85.00	\$87.00
6. Renewal of registration in accordance with Part 2 of Schedule 4 of the Food Act 2014 <u>after the expiry of the current registration.</u>		\$135.00	\$138.00
Other Registration Fees [these apply to both food control plans and national programmes]			
1. Adding additional food businesses to a current registration.	per business	\$34.00	\$35.00
2. Providing mentoring services in relation to preparing and implementing a food control plan.	per hour (15-min units)	\$150.00	\$153.00
Auditing (including site visit, reporting and general administration)			
1. Scheduled audit (including reporting)	per hour (15-min units)	\$180.00	\$184.00
2. Follow-up visits (including reporting)	per hour (15-min units)	\$180.00	\$184.00
3. Unscheduled audit (including reporting)	per hour (15-min units)	\$180.00	\$184.00
4. Termination due to failure of the operator to facilitate the audit		\$100.00	\$102.00

**2017/18 Fees and Charges (including GST)
For approval on 7 March 2017**

Compliance Monitoring

1. Exercising any power referenced by and for the purposes expressed in Section 298 of the Act (except for Sections 302 and 303), where a sanction(s) has been imposed by the Food Safety Officer and/or where some form of corrective action is required by the operator.
2. Issue of improvement notice in accordance with Section 302 of the Act, including development of the notice.
3. Application for review of issue of improvement notice under Section 303 of the Act.
4. Compliance monitoring activity associated with a market.

*by Food Safety Officers
per hour (15-min units)*

- per notice plus per hour spent developing and issuing the notice after the first hour
- per application plus per hour spent processing the application after the first hour
- per hour (15-min units)

Other Fees

1. Providing mentoring services in relation to preparing and implementing a food control plan.

per hour (15-min units)

Premises Registration Fees (Food Hygiene Regulations 1974)

Upon renewal of registration or approval

If paid by 30 June:-

Risk Factor Band

1.0 - 3.9

4.0 - 5.3

5.4 - 10.0

10.1 - 15.0

15.1 - 20.0

20.1 - 25.0

2016-17	Proposed charge 2017-18
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\$180.00	\$184.00
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\$180.00	\$184.00
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\$180.00	\$184.00
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\$150.00	\$153.00
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\$150.00	\$153.00
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\$305.00	\$310.00
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\$610.00	\$625.00
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\$915.00	\$935.00
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\$1,225.00	\$1,255.00
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\$1,835.00	\$1,880.00
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\$3,670.00	\$3,760.00
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Late payment penalty (for applications made after 30 June):-

add 20%

The renewal registration fees are to be modified in accordance with the following factors:-

- (i) Where the sale of food is ancillary to the main line of business; or where the business is a bottle store; or where the business operates on a part time or seasonal basis; or

0.5 factor

is a vending machine:-

- (ii) Standard (one food processing/ handling operation) -

1.0 factor

- (iii) Multiple and separate food processing / handling areas/ units -

1.5 factor

Upon noting of certificate after any change in occupation of the premises

\$34.00	\$35.00
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Other Food Related Fees

Occasional food premises

per stall holder

\$96.00	\$98.00
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Re-inspection of food premises following a primary inspection.

per hour (15-min units)

\$150.00	\$154.00
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Re-issue of registration and approval certificates on request of holder.

\$34.00	\$35.00
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REGULATED BUSINESSES

[hairdressers, offensive trades, camping-grounds, mortuaries]

These fees apply to all regulated businesses under the Health Act 1956.

Premises Registration Fees

(a) July to December

January to June

\$150.00	\$154.00
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\$73.00	\$75.00
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(b) Upon renewal of registration-

\$150.00	\$154.00
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Late payment penalty in relation to hairdressing shops only (for applications made after 30 June):-

add 20%

(c) Upon noting of certificate after any change in occupation of the premises

\$34.00	\$35.00
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FUNERAL DIRECTORS (with no mortuary)

Registration Fees

a) Upon application for initial registration

b) Upon renewal of registration

\$34.00	\$35.00
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\$34.00	\$35.00
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**2017/18 Fees and Charges (including GST)
For approval on 7 March 2017**

		2016-17	Proposed charge 2017-18
RESOURCE MANAGEMENT ACT			
Actual and reasonable costs associated with processing and the monitoring conditions of an application for resource consent which may include but not limited to;	per hour	\$165.00	\$169.00
- Noise emissions			
- Hazardous contaminants in soil			
- Hazardous facility screening procedure			
- Radio frequency radiation			
BUILDING ACT			
Actual and reasonable costs associated with processing consents, which may include but not be limited to:-	per hour	\$165.00	\$165.00
-noise emission			
-hazardous contaminants in soil;			
-hazardous substances.			
INFORMATION REQUESTS			
On application for an extract from any record or register (per application)		\$62.00	\$62.00
Photocopying and printing			
A4	per page	\$1.12	\$1.10
A3	per page	\$2.24	\$2.20
Where staff time exceeds 30-mins this additional charge shall apply. Chargeable in 15 minute units.	per hour	\$100.00	\$100.00
NOISE CONTROL			
a) Recovery of seized property		\$245.00	\$245.00
b) Recovery of costs for disabling building and car alarms:-	as invoiced	as invoiced	as invoiced
HAMILTON ZOO			
Zoo Encounters			
Face2Face (per person)		\$15.00	\$20.00
Animal Encounter (up to 5 persons)		\$75.00	\$100.00

Fees and Charges (including GST) Proposed new fees for 2017/18

		Proposed charge 2017-18	Comments
BUILDING CONTROL			
Swimming Pool & Fencing Compliance			
Audit inspection of Swimming Pool and Fencing Compliance	per 60 mins	\$240.00	As per swimming pool legislation effective 1 January 2017.
Plus additional hourly rate where applicable	per 30 mins	\$120.00	As per swimming pool legislation effective 1 January 2017.
HAMILTON ZOO			
Education Encounter		\$5.00	New product for schools.
PLANNING GUIDANCE			
Subdivision Related Approval Applications			
Amend or Delete Consent Notice (section 221 RMA)		\$1,130.00	
Minor non-notified land use consent applications			
Earthworks and creation of new roads as part of a subdivision application		\$1,200.00	New fee to deal with specified land use under the District Plan.
WASTEWATER, STORMWATER AND WATER			
Water Connections			
Single service connection, 20 mm (installed in vehicle access way)		\$788.00	To allow more robust connection box and lid to ensure robust enough for installation in vehicle accessway.
Single service connection, 25 mm (installed in vehicle access way)		\$977.00	As above.
Multi, 2*20 mm		\$1,257.00	More robust stainless steel manifold to reduce ongoing maintenance requirements, and alignment of tech specs with Waikato and Waipa District Councils.
Multi, 3*20 mm		\$2,468.00	As above.
Multi, 4*20 mm		\$2,554.00	As above.
WATER SUPPLY			
Water Drawn from Water Take Points			
c) additional key		\$10.00	For water abstractors that request more than one key.
Non-Domestic Water Supply Charges			
Rateable city			
3 monthly minimum charge (based on 60 m3)		\$110.00	To allow transition to quarterly invoicing for some customers.
Non-rateable city			
3 monthly minimum charge (based on 60 m3)		\$110.00	As above.
Outside city			
3 monthly minimum charge (based on 60 m3)		\$110.00	As above.
Rural restricted supply			
3 monthly minimum charge (based on 60 m3)		\$80.00	As above.

Fees and Charges (including GST)

Proposed discontinued fees for 2017/18

		2016-17	Proposed charge 2017-18	Comments
BYLAWS				
FEE FOR USE OF GARDEN PLACE Event Booking	per event		\$47.00	
GOVERNANCE				
Council Chambers hire				
Per hour			\$45.50	Council chambers are not for hire.
Max per day			\$280.00	As above.
Committee Room No 1 hire				
Per hour			\$22.50	Committee Room is not for hire.
Max per day			\$143.00	As above.
FINANCE				
Rating & Rating information				
Cost per property where: Staff assistance is required			\$11.00	Customers can search for this themselves and it is also available online.
Formal record of information produced per property			\$11.00	As above.
HAMILTON CITY LIBRARIES				
Library Facility Hire				
Cleaning	per hour		\$57.00	Charge has never been used.
Security			\$52.00	Charge has never been used.
HAMILTON ZOO				
Eye2Eye extra person			\$15.00	
PARKS AND OPEN SPACES ADMINISTRATION				
Stage Area - Hamilton Lake Domain				
Per Day or part of			\$100.00	Stage bookings covered by hire of parks.
PLANNING GUIDANCE				
Minor non-notified land use consent applications				
Minor non-notified controlled activity applications for single dwellings and / or accessory buildings under rule 4.1A.1b of the Operative District Plan (Consents issued within 10 working days)			\$1,200.00	Changes to the District Plan mean that this category of activity no longer exists.
SWIMMING FACILITIES				
Learn to Swim (effective from 1 January 2017 to 31 December 2017)				
Junior coaching			\$135.00	Included in other swimming fees and charges.

Fees and Charges (including GST)

Significant changes for 2017/18

	2016-17	Proposed charge 2017-18	Comments
ANIMAL EDUCATION AND CONTROL			
Miscellaneous Fees Dogs			
Dog sign over	\$31.00	\$62.00	100% increase sought, covers 45% of total cost.
Stock Impounding Related Fees			
Sustenance per stock/day	\$6.10	\$10.00	To be more reflective of actual costs incurred.
BUILDING CONTROL			
Project Information Memorandum			
Residential			
Minor Works	\$33.00	\$50.00	Increased staffing costs.
Commercial			
Commercial Minor Works	\$105.00	\$150.00	Increased staffing costs.
Additional Building Consent Related Fees			
Inspection of Building to be Shifted in to Hamilton City plus Mileage Outside of City per km	\$1.80	\$0.72	Decrease to align with IRD mileage rate. Minimal impact on revenue received.
HAMILTON ZOO			
Zoo Encounters			
Face2Face (per person)	\$15.00	\$20.00	Increase to cover shortfall in LEOTC contract.
Animal Encounter (up to 5 persons)	\$75.00	\$100.00	Change to animal encounter structure.
PLANNING GUIDANCE			
Non-Notified Land Use Consent Applications			
Discretionary Activity	\$3,615.00	\$3,000.00	Fee adjusted downwards to reflect average processing time taken.
Land Use Certificates			
Planning Verification (fixed fee)	\$430.00	\$330.00	Fee adjusted downwards and made a one-off cost to reflect average amount of time taken.
Subdivision Related Approval Applications			
Revocation of Building Line Restriction (charge include E-Dealing)	\$625.00	\$995.00	Now includes the cost of E-dealing which the applicant previously had to pay their own solicitor to undertake.
Subdivision Certificates			
s.224(f) RMA (fixed fee)	\$465.00	\$100.00	The amount of work involved did not justify the fee previously charged.
32 (2)A Unit Title Act (fixed fee)	\$465.00	\$100.00	As above.
SWIMMING FACILITIES			
Casual 60's Forward Fit			
10 card concession	\$46.00	\$67.50	Buy 9 get 1 free or take out membership option.
WASTEWATER, STORMWATER AND WATER			
Closed Circuit TV Inspection fixed fee	\$428.00	Quote	The cost will vary depending on site specifics.

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

Building Consents

Building Consent fees are excluding document management fees.

Additional fees may also apply - see additional building consent related fees.

Residential

Minor Works

(including install window or door, demolish a wall, install solid wall heater, erect a pergola, install a garden shed, install kitchen fittings)

Spa pools

Swimming Pools

Garages

Small Building Works

(including but not limited to minor additions or alterations up to 3m2)

Outbuilding Habitable

Alterations and Additions

Dwelling Single Storey

Dwelling 2 Storey

Dwelling 3 Storey or More

Attached Group of Residential Units

plus per unit charge after 1st unit

per unit

Demolition Residential

Commercial

Demolition Commercial

Commercial Minor Works

(including but not limited to installing a steel beam, installation of a sink, installation of a door)

Small Commercial building works

Internal Fit out < \$150,000

Up to 2 Storey <= \$1,000,000

More than 2 storeys and/or > \$1,000,000 (Large Commercial)

plus additional hourly rate where applicable

hourly rate

Photocopying - Document Management (Digitisation)

A4

per page

A3

per page

A2

per page

A0

per page

Additional Building Consent Related Fees

Building Accreditation Levy 20 cents per \$1,000 of building value

per \$1000

BRANZ Levy \$1.00 per \$1,000 on projects \$20,000 and over

per \$1000

DBH Levy \$2.01 per \$1,000 on projects \$20,000 and over

per \$1000

Street Crossing Application

Structural Audit Fee

per 30 mins

External consultancy fees

actual cost

Including but not limited to: Fire Service, Acoustic Testing

Water, Stormwater and Waste Services charges

Refer Wastewater, Stormwater and Water fees and charges

Including but not limited to: Service Connections/Disconnections,

CCTV Surveys, Tradewaste

Additional Inspections

per 30 mins

Inspection of Building to be Shifted in to Hamilton City

plus Mileage Outside of City

per km

plus Time for Inspector to Travel Outside of City

per 30 minutes

Inspection of Amusement Devices

Inspection of Circuses for Fire Safety

per 30 minutes

Amendments to a Building Consent Application (Whether Issued or

Not)

hourly rate

Application to Extend Time For Which a Building Consent is Valid

Urgent Code Compliance Certificate (CCC) - within 24 hours

Copy of Code Compliance Certificate

Building Warrant of Fitness and Compliance Schedule

Building Warrant of Fitness

Issue of a Compliance Schedule

plus charge per system or feature

per system or feature

Replacement Compliance Schedule and Warrant of Fitness

Statement

Inspection of Compliance Schedule Maintenance and Reporting

Procedures

Compliance Schedule Re-inspection

per 30 mins

Compliance Schedule Amendment

	2016-17	Proposed charge 2017-18
Minor Works	\$315.00	\$350.00
Spa pools	\$1,180.00	\$1,180.00
Swimming Pools	\$1,180.00	\$1,180.00
Garages	\$1,180.00	\$1,200.00
Small Building Works	\$1,180.00	\$1,200.00
Outbuilding Habitable	\$2,000.00	\$2,100.00
Alterations and Additions	\$2,250.00	\$2,350.00
Dwelling Single Storey	\$4,510.00	\$4,550.00
Dwelling 2 Storey	\$6,095.00	\$6,100.00
Dwelling 3 Storey or More	\$9,350.00	\$9,500.00
Attached Group of Residential Units	\$4,510.00	\$4,550.00
plus per unit charge after 1st unit	\$2,250.00	\$2,250.00
Demolition Residential	\$1,000.00	\$1,000.00
Demolition Commercial	\$1,245.00	\$1,250.00
Commercial Minor Works	\$485.00	\$500.00
Small Commercial building works	\$2,000.00	\$2,000.00
Internal Fit out < \$150,000	\$4,215.00	\$4,215.00
Up to 2 Storey <= \$1,000,000	\$7,685.00	\$7,685.00
More than 2 storeys and/or > \$1,000,000 (Large Commercial)	\$10,525.00	\$10,550.00
plus additional hourly rate where applicable	\$220.00	\$240.00
A4	\$2.00	\$2.00
A3	\$3.00	\$3.00
A2	\$3.00	\$3.00
A0	\$3.00	\$3.00
Building Accreditation Levy 20 cents per \$1,000 of building value	\$0.20	\$0.20
BRANZ Levy \$1.00 per \$1,000 on projects \$20,000 and over	\$1.00	\$1.00
DBH Levy \$2.01 per \$1,000 on projects \$20,000 and over	\$2.01	\$2.01
Street Crossing Application	\$190.00	\$240.00
Structural Audit Fee	\$115.00	\$120.00
Additional Inspections	\$115.00	\$120.00
Inspection of Building to be Shifted in to Hamilton City	\$240.00	\$250.00
plus Mileage Outside of City	\$1.80	\$0.72
plus Time for Inspector to Travel Outside of City	\$115.00	\$120.00
Inspection of Amusement Devices	\$11.50	\$11.50
Inspection of Circuses for Fire Safety	\$115.00	\$120.00
Amendments to a Building Consent Application (Whether Issued or Not)	\$220.00	\$240.00
Application to Extend Time For Which a Building Consent is Valid	\$130.00	\$130.00
Urgent Code Compliance Certificate (CCC) - within 24 hours	\$190.00	\$200.00
Copy of Code Compliance Certificate	\$60.00	\$60.00
Building Warrant of Fitness	\$60.00	\$60.00
Issue of a Compliance Schedule	\$60.00	\$60.00
plus charge per system or feature	\$60.00	\$60.00
Replacement Compliance Schedule and Warrant of Fitness Statement	\$60.00	\$60.00
Inspection of Compliance Schedule Maintenance and Reporting Procedures	\$180.00	\$200.00
Compliance Schedule Re-inspection	\$115.00	\$120.00
Compliance Schedule Amendment	\$60.00	\$60.00

Fees and Charges (including GST) Proposed for the 2017/18 Annual Plan

		2016-17	Proposed charge 2017-18
Swimming Pool & Fencing Compliance			
Audit inspection of Swimming Pool and Fencing Compliance	per 60 mins		\$240.00
Plus additional hourly rate where applicable	per 30 mins		\$120.00
Land Information Memorandum			
Residential		\$370.00	\$370.00
Commercial		\$535.00	\$535.00
plus additional hourly rate where over 3 hours	per hour	\$84.00	\$84.00
Express LIM - residential only (within 3 days)		\$485.00	\$485.00
Other Applications			
Application for Waiver or Modification to the Building Code.		\$525.00	\$550.00
Additional inspection charges may also apply.			
Request for exemption from building consent		\$220.00	\$240.00
Certificate of Acceptance Application (COA)		\$460.00	\$500.00
Relevant Building Consent fee will also apply.			
Change of Use Application		\$320.00	\$350.00
Certificate of Public Use (CPU)		\$600.00	\$600.00
Liquor Licence - Compliance with Building Code Certificate		\$180.00	\$200.00
Additional Inspection charges may apply			
Application for acceptance as an Independent Qualified Person (IQP)		\$640.00	\$650.00
IQP annual renewal		\$145.00	\$150.00
Application for Producer Statement Author approval		\$340.00	\$350.00
Producer Statement Author annual renewal		\$62.00	\$65.00
Home Star Rated Building Assessment			
		\$535.00	\$550.00
Information Requests			
Property Information Search Request		\$15.50	\$15.50
Including but not limited to: Microfilm, Service Logs, Property Search, Aerials, Scanned Images			
Additional photocopying and printing charges will apply where applicable			
Where staff search time exceeds 15 minutes, additional hourly rates will apply and be charged per 15 minutes.	per hour	\$84.00	\$84.00
Microfiche Plan Printer Charges			
A4	per page	\$4.00	\$4.00
A3	per page	\$5.00	\$5.00
Photocopying and printing			
A4	per page	\$1.10	\$1.10
A3	per page	\$2.20	\$2.20
CD Capture of Property File			
plus additional charges where time taken is over 1 hour	quoted	\$72.00	\$75.00
Building consent fees			
Building consent fees will be required to be paid in full upon application.			
No processing will commence until these fees are paid.			
BYLAWS			
Fee for new applications in relation to any of:-			
- signs on footpaths			
- merchandise display			
- tables and chairs on footpaths			
- mobile shops			
The stated administration fee plus the applicable annual fee portioned on a monthly basis		\$85.00	\$85.00
Signs on Footpaths			
a. Central zone-		\$225.00	\$230.00
Central core	annual fee		
Hamilton East	annual fee		
Commercial large suburban	annual fee		
Commercial Hamilton East Office	annual fee		
b. All other zones	annual fee	\$110.00	\$110.00
Merchandise Display	annual fee	\$110.00	\$110.00
FEE FOR USE OF GARDEN PLACE			
Event Booking	per event	\$47.00	
Administration costs associated with processing of an event application which may include but is not limited to an event that has:-			
more than three stalls			
Commercial Stalls	Weekly	\$240.00	\$245.00

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

		2016-17	Proposed charge 2017-18
Seized Signs Release Fee (excluding seized election signs)		\$47.00	\$47.00
Seized Skateboard Release Fee		\$22.00	\$22.00
Newspaper Boxes and Similar	annual fee	\$110.00	\$110.00
Tables & Chairs on Footpath	per table - annual fee	\$23.00	\$25.00
Other use of Footpaths	per event	\$20.00	\$20.00
Mobile Shops			
Food vendors (food safety fees & charges also apply)	annual fee	\$120.00	\$125.00
Vendors not requiring food license	annual fee	\$120.00	\$125.00
Hawkers	annual permit	\$100.00	\$100.00
Markets			
Small (up to 15 4x4 stalls)	annual license	\$155.00	\$155.00
Large (15 4x4 stalls or more)	annual license	\$370.00	\$370.00
Admin Fees			
Re-issue of permit on request of holder.		\$34.00	\$34.00
CEMETERIES AND CREMATORIUM			
BURIAL LAWNS			
Kowhai plot - Garden Berm Area			
Plot purchase including plaque		\$210.00	\$215.00
Digging fee		\$100.00	\$100.00
Total		\$310.00	\$315.00
Kowhai Plot - Lawn Area			
Plot purchase - does not include a plaque		\$105.00	\$110.00
Digging fee		\$100.00	\$100.00
Total		\$205.00	\$210.00
Totara Services Lawn			
Maintenance in Perpetuity		\$740.00	\$760.00
Digging fee		\$675.00	\$690.00
Total		\$1,415.00	\$1,450.00
Adult - Oak, Olive, Chestnut or Forest Grove			
Plot purchase		\$3,655.00	\$3,655.00
Digging fee		\$675.00	\$690.00
Total		\$4,330.00	\$4,345.00
Child - Apple Blossom (child only - 1 ash urn)			
Plot purchase - ashes		\$985.00	\$1,010.00
Internment fee - ashes		\$115.00	\$120.00
Total		\$1,100.00	\$1,130.00
Child - Oak, Olive, Chestnut, Forest Grove or Apple Blossom			
Plot purchase		\$1,980.00	\$2,030.00
Digging fee		\$310.00	\$320.00
Total		\$2,290.00	\$2,350.00
Second Casket Burial			
Digging fee		\$675.00	\$690.00
Total		\$675.00	\$690.00
Ash Interment			
Ash Interment		\$115.00	\$120.00
Total		\$115.00	\$120.00
Casket Disinterment			
Digging fee		\$4,185.00	\$4,285.00
Total		\$4,185.00	\$4,185.00
ASH INTERMENT AREAS			
Web of Memories (4 sets)			
Plot purchase		\$1,005.00	\$1,030.00
Interment		\$115.00	\$120.00
Total		\$1,120.00	\$1,150.00
Sunken Garden 2 (180mm x 150mm plaque only, no ashes)			
Berm purchase		\$245.00	\$250.00
Total		\$245.00	\$250.00

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

	2016-17	Proposed charge 2017-18
Sunken Garden 2 ext (250mm x 150mm plaque only, no ashes)		
Berm purchase	\$285.00	\$290.00
Total	\$285.00	\$290.00
Sunken Garden 3 (250mm x 150mm plaque only, no ashes)		
Berm purchase	\$285.00	\$290.00
Total	\$285.00	\$290.00
RSA Berm (2 sets)		
Maintenance in Perpetuity	\$115.00	\$120.00
Interment	\$115.00	\$120.00
Total	\$230.00	\$240.00
Garden of Memories Tree (1 set, no plaque)		
Plot purchase	\$135.00	\$140.00
Interment	\$115.00	\$120.00
Total	\$250.00	\$260.00
Garden of Remembrance - Tui, Bellbird, Kea & Fantail gardens (2 ash urns per plot)		
Plot purchase	\$970.00	\$995.00
Interment	\$115.00	\$120.00
Total	\$1,085.00	\$1,115.00
Granite Wall (1 ash urn per plot)		
Plot purchase	\$765.00	\$785.00
Interment	\$80.00	\$82.00
Total	\$845.00	\$867.00
Ash Spread only		
Interment	\$51.00	\$52.00
Total	\$51.00	\$52.00
Disinterment of ashes		
Ash disinterment	\$115.00	\$120.00
Total	\$115.00	\$120.00
MEMORIAL ONLY**		
Outdoor Book plaque	\$55.00	\$57.00
Book of Remembrance Inscription	\$83.50	\$86.00
** supplier fees may increase from time to time - contact cemetery for current price		
MEMORIAL INSTALLATION PERMIT		
Kowhai Berm & Pedestal Permit Fee	\$105.00	\$110.00
CREMATIONS	\$50.00	\$51.00
Adult	\$605.00	\$620.00
Child under 15 years	\$300.00	\$305.00
Stillborn or under 1 year	\$120.00	\$125.00
SERVICE FACILITIES		
Chapel or Lounge - 1 hour service	\$185.00	\$190.00
Chapel or Lounge - 1/2 hour service	\$94.00	\$97.00
Chapel or Lounge - 15 minute service	\$46.00	\$47.00
Service DVD/CD	\$54.00	\$56.00
Viewing	\$160.00	\$165.00
Miscellaneous administration costs	\$105.00	\$110.00
Courier Fees	\$35.00	\$36.00
AFTER HOURS (applicable when staff are required to work outside normal working hours)		
Burials: Monday - Friday after 4:00 pm; all day Saturday	\$255.00	\$260.00
Cremations & Ash Burials: Monday to Saturday after 4:30 pm	\$255.00	\$260.00
PUBLIC HOLIDAYS/SUNDAYS		
Burials or ash interments on Sundays and public holidays	\$500.00	\$510.00
CITY PLANNING		
DISTRICT PLAN		
District Plan Change Request		
1st deposit; consider request	non-refundable deposit	\$10,940.00
2nd deposit (processing charge) and balance at cost, invoiced monthly	non-refundable deposit	\$10,940.00
District Plan Requirement/Heritage Order		
Consideration and processing of notice and balance at cost, invoiced monthly	non-refundable deposit	\$8,075.00

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

		2016-17	Proposed charge 2017-18
Alteration of Designation	non-refundable deposit	\$2,315.00	\$2,315.00
Consideration and processing of notice and balance at cost, invoiced monthly			
Removal of designation	non-refundable deposit	\$575.00	\$575.00
Consideration and processing of notice and balance at cost, invoiced monthly			
DOCUMENT SALES			
District Plan			
Operative Plan - hard copy plan, text & maps (CD also included)			
		\$220.00	\$220.00
Proposed Plan - hard copy plan, text & maps (CD also included)			
		\$265.00	\$265.00
CD only (includes text & maps)			
		\$16.00	\$16.00
CD & hard copy of maps			
		\$70.00	\$70.00
Updates			
CD & hard copy maps			
	annually	\$115.00	\$115.00
Email notification			
	annually	\$5.40	\$5.40
Postage			
Post hard copy			
		\$10.50	\$10.50
Post CD and hard copy maps			
		\$7.60	\$7.60
Post CD			
		\$1.98	\$1.98
ADDITIONAL CHARGES			
Staff time - Administration			
	per hour	\$85.50	\$85.50
Staff time - Planner			
	per hour	\$179.00	\$179.00
Staff time - Senior Planner			
	per hour	\$194.00	\$194.00
staff time - team leader			
	per hour	\$209.00	\$209.00
Staff time - Manager			
	per hour	\$220.00	\$220.00
Photocopying and printing			
A4			
	per page	\$1.12	\$1.10
A3			
	per page	\$2.24	\$2.20
CITY SAFETY			
Request for CCTV Camera Footage			
		\$27.00	\$27.00
Litter Infringement Notices			
Depositing non-dangerous litter of less than 1 litre by volume other than on or in a Council park or reserve. Examples: a takeaway container, cigarette butt or drink can.			
		\$100.00	\$100.00
Depositing non-dangerous litter from 1 to 20 litres in volume other than on or in a Council park or reserve. Examples: 1.5 litre plastic container, a single disposable nappy, or placing household rubbish bags or accumulated car waste into public litter bins, soft drink bottle.			
		\$200.00	\$200.00
Depositing non-dangerous litter from 20 to 120 litres in volume other than on or in a Council park or reserve. Examples: roadside dumping of small volumes of household or green waste, fridge, mattress, sofa, or of any pest plant material, or depositing any waste in a park.			
		\$305.00	\$300.00
Depositing non-dangerous litter of up to 120 litres in volume on or in a Council park or reserve. Examples: roadside dumping of small volumes of household or green waste, fridge, mattress, sofa, or of any pest plant material, or depositing any waste in a park.			
		\$305.00	\$300.00
Depositing non-dangerous litter of more than 120 litres by volume in any place. Example: truck load of dirt/building waste.			
		\$405.00	\$400.00
Depositing dangerous litter of any quantity in any place. Examples: dumping commercial waste, multiple disposable nappies, car parts or glass, e-waste or animal remains.			
		\$405.00	\$400.00
LIQUOR LICENSING			
(Set by Statute)			
1. Application Fees for On Licence, Off Licence, Club Licence and Renewals			
Risk Factor Band:			
Very Low			
		\$368.00	\$368.00
Low			
		\$609.50	\$609.50
Medium			
		\$816.50	\$816.50
High			
		\$1,023.50	\$1,023.50
Very High			
		\$1,207.50	\$1,207.50

Fees and Charges (including GST) Proposed for the 2017/18 Annual Plan

2. Application for Special Licences

Risk Factor Band:

- Class 3
- Class 2
- Class 1

3. Application Fee for Manager's Certificate and Renewal

4. Application for Temporary Authority

5. Annual Fee (for licensed premises)

Risk Factor Band:

- Very Low
- Low
- Medium
- High
- Very High

6. Admin Fee - Publish Public Notices On Line

COMMUNITY FACILITIES

CELEBRATING AGE CENTRE

- Bond - Community & Commercial Use
- Bond - Private Functions

All private functions and one-off bookings must be paid in advance.

Private functions (evenings and weekends only)

5 hour minimum charge for private functions - costs as per commercial rate.

Lounge, River Lounge, Dining-Room, Board Room (per each room)

		2016-17	Proposed charge 2017-18
Community rate	per hour (or part thereof)	\$10.00	\$10.00
Commercial rate	per hour (or part thereof)	\$21.00	\$21.00
Main Hall			
Community rate	per hour (or part thereof)	\$15.00	\$15.00
Commercial rate	per hour (or part thereof)	\$39.00	\$39.00
Main Hall, Dining-Room, & Kitchen hired as one venue			
Community rate	per hour (or part thereof)	\$28.50	\$28.50
Commercial rate	per hour (or part thereof)	\$62.00	\$62.00
ENDERLEY PARK			
Conference Room			
Community rate	per hour (or part thereof)	\$6.60	\$6.60
Commercial rate	per hour (or part thereof)	\$13.50	\$13.50
Dining Room			
Community rate	per hour (or part thereof)	\$6.50	\$6.50
Commercial rate	per hour (or part thereof)	\$13.50	\$13.50
Main Hall			
Community rate	per hour (or part thereof)	\$7.40	\$7.40
Commercial rate	per hour (or part thereof)	\$21.00	\$21.00
Hall, Dining Room & Kitchen, hired as one venue			
Community rate	per hour (or part thereof)	\$20.50	\$20.50
Commercial rate	per hour (or part thereof)	\$51.00	\$51.00
Main Kitchen			
Community rate	per hour (or part thereof)	\$7.40	\$7.40
Commercial rate	per hour (or part thereof)	\$20.00	\$20.00
Private Functions main lounge & kitchen	(per 4 hours or part thereof) plus bond	\$260.00 \$305.00	\$260.00 \$305.00
Fairfield Hall			
Community	per hour (or part thereof)	\$7.40	\$7.40
Commercial	per hour (or part thereof)	\$21.00	\$21.00
Bond		\$150.00	\$150.00
Te Rapa Sportsdrome			
Lounge/Club House per hour (evening only)	per hour (or part thereof)	\$15.00	\$15.00
Sports Hall - Full	per hour (or part thereof)	\$51.00	\$51.00
Sports Hall - Half	per hour (or part thereof)	\$25.50	\$25.50

Fees and Charges (including GST) Proposed for the 2017/18 Annual Plan

10% discount for customers who have weekly block bookings
(minimum 30 weeks per year)

GOVERNANCE

Reception Lounge Hire - Maximum 180 people

There is no charge to use the venue for Hamilton City Council or other local government organisations. There is also no charge for Registered Community Groups.

For bookings that fall outside of these groups, venue costs are:

Per hour
Max per day

\$66.50
\$380.00

\$66.50
\$380.00

Use of the foyer is charged separately as follows:

Per hour
Max per day

\$25.00
\$150.00

\$25.00
\$150.00

Council Chambers hire

Per hour
Max per day

\$45.50
\$280.00

Committee Room No 1 hire

Per hour
Max per day

\$22.50
\$143.00

ENVIRONMENTAL HEALTH

Registration of a Food Control Plan [under Section 56 of the Food Act 2014]

1. Processing an application for registration in relation to a new food business.	<i>Includes assessing the food business, workshop, mentoring (2hrs), processing the application, and issuing registration.</i>	\$545.00	\$560.00
2. Processing an application for a new registration in relation to an existing food business transitioning from the Food Hygiene Regulations 1974.	<i>Includes workshop, mentoring (2hrs), processing the application, and issuing registration.</i>	\$450.00	\$460.00
3. Processing an application for a new registration in relation to an existing food business with a pre-March 2016 food control plan.	<i>Includes processing the application and issuing registration.</i>	\$180.00	\$185.00
4. Processing an application for a new registration in relation to a change in the operator.	<i>Includes mentoring (2hrs), processing the application, and issuing registration.</i>	\$360.00	\$370.00
5. Processing an application of an amended food control plan due to a significant amendment.	<i>As defined in Section 45(3) of the Act</i>	\$180.00	\$185.00
6. Processing an application for a new registration in relation to an existing food business that failed to renew a now expired registration.		\$360.00	\$370.00
7. Renewal of registration in accordance with Part 2 of Schedule 4 of the Food Act 2014 <u>before the expiry of the current registration.</u>		\$85.00	\$87.00
8. Renewal of registration in accordance with Part 2 of Schedule 4 of the Food Act 2014 <u>after the expiry of the current registration.</u>		\$180.00	\$185.00

Registration of Food Businesses subject to a National Programme [under Section 86(b) of the Food Act 2014]

These fees apply to all levels of national programmes.

1. Processing an application, assessment of, and registration in relation to a new food business.		\$135.00	\$138.00
2. Processing an application, assessment of, and registration in relation to an existing food business transitioning from the Food Hygiene Regulations 1974.		\$135.00	\$138.00
3. Processing an application for a new registration in relation to a change in the operator.		\$135.00	\$138.00
4. Processing an application for a new registration in relation to an existing food business that failed to renew a now expired registration.		\$270.00	\$275.00
5. Renewal of registration in accordance with Part 2 of Schedule 4 of the Food Act 2014 <u>before the expiry of the current registration.</u>		\$85.00	\$87.00

Fees and Charges (including GST) Proposed for the 2017/18 Annual Plan

6. Renewal of registration in accordance with Part 2 of Schedule 4 of the Food Act 2014 after the expiry of the current registration.

Other Registration Fees

[these apply to both food control plans and national programmes]

1. Adding additional food businesses to a current registration.

per business

\$34.00

\$35.00

2. Providing mentoring services in relation to preparing and implementing a food control plan.

per hour (15-min units)

\$150.00

\$153.00

Auditing (including site visit, reporting and general administration)

1. Scheduled audit (including reporting)

per hour (15-min units)

\$180.00

\$184.00

2. Follow-up visits (including reporting)

per hour (15-min units)

\$180.00

\$184.00

3. Unscheduled audit (including reporting)

per hour (15-min units)

\$180.00

\$184.00

4. Termination due to failure of the operator to facilitate the audit

\$100.00

\$102.00

Compliance Monitoring

by Food Safety Officers

1. Exercising any power referenced by and for the purposes expressed in Section 298 of the Act (except for Sections 302 and 303), where a sanction(s) has been imposed by the Food Safety Officer and/or where some form of corrective action is required by the operator.

per hour (15-min units)

\$180.00

\$184.00

2. Issue of improvement notice in accordance with Section 302 of the Act, including development of the notice.

per notice plus per hour spent developing and issuing the notice after the first hour

\$180.00

\$184.00

3. Application for review of issue of improvement notice under Section 303 of the Act.

per application plus per hour spent processing the application after the first hour

\$180.00

\$184.00

4. Compliance monitoring activity associated with a market.

per hour (15-min units)

\$150.00

\$153.00

Other Fees

1. Providing mentoring services in relation to preparing and implementing a food control plan.

per hour (15-min units)

\$150.00

\$153.00

Premises Registration Fees (Food Hygiene Regulations 1974)

Upon renewal of registration or approval

If paid by 30 June:-

Risk Factor Band

1.0 - 3.9

\$305.00

\$310.00

4.0 - 5.3

\$610.00

\$625.00

5.4 - 10.0

\$915.00

\$935.00

10.1 - 15.0

\$1,225.00

\$1,255.00

15.1 - 20.0

\$1,835.00

\$1,880.00

20.1 - 25.0

\$3,670.00

\$3,760.00

Late payment penalty (for applications made after 30 June):-

add 20%

The renewal registration fees are to be modified in accordance with the following factors:-

(i) Where the sale of food is ancillary to the main line of business;

0.5 factor

or

where the business is a bottle store; or

where the business operates on a part time or seasonal basis; or

is a vending machine:-

(ii) Standard (one food processing/ handling operation) -

1.0 factor

(iii) Multiple and separate food processing / handling areas/ units -

1.5 factor

Upon noting of certificate after

any change in occupation of the premises

\$34.00

\$35.00

Other Food Related Fees

Occasional food premises

per stall holder

\$96.00

\$98.00

Re-inspection of food premises following a primary inspection.

per hour (15-min units)

\$150.00

\$154.00

Re-issue of registration and approval certificates on request of holder.

\$34.00

\$35.00

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

		2016-17	Proposed charge 2017-18
REGULATED BUSINESSES [hairdressers, offensive trades, camping-grounds, mortuaries]	<i>These fees apply to all regulated businesses under the Health Act 1956.</i>		
Premises Registration Fees			
(a) July to December		\$150.00	\$154.00
January to June		\$73.00	\$75.00
(b) Upon renewal of registration-		\$150.00	\$154.00
Late payment penalty in relation to hairdressing shops only (for applications made after 30 June):-	add 20%		
(c) Upon noting of certificate after any change in occupation of the premises		\$34.00	\$35.00
FUNERAL DIRECTORS (with no mortuary)			
Registration Fees			
a) Upon application for initial registration		\$34.00	\$35.00
b) Upon renewal of registration		\$34.00	\$35.00
RESOURCE MANAGEMENT ACT			
Actual and reasonable costs associated with processing and the monitoring conditions of an application for resource consent which may include but not limited to;	per hour	\$165.00	\$169.00
- Noise emissions			
- Hazardous contaminants in soil			
- Hazardous facility screening procedure			
- Radio frequency radiation			
BUILDING ACT			
Actual and reasonable costs associated with processing consents, which may include but not be limited to:-	per hour	\$165.00	\$165.00
-noise emission			
-hazardous contaminants in soil;			
-hazardous substances.			
INFORMATION REQUESTS			
On application for an extract from any record or register (per application)		\$62.00	\$62.00
Photocopying and printing			
A4	per page	\$1.12	\$1.10
A3	per page	\$2.24	\$2.20
Where staff time exceeds 30-mins this additional charge shall apply. Chargeable in 15 minute units.	per hour	\$100.00	\$100.00
NOISE CONTROL			
a) Recovery of seized property		\$245.00	\$245.00
b) Recovery of costs for disabling building and car alarms:-	as invoiced	as invoiced	as invoiced
FINANCE			
Rating & Rating information			
Cost per property where:			
Staff assistance is required		\$11.00	\$11.00
Formal record of information produced per property		\$11.00	\$11.00
HAMILTON GARDENS			
Rotary Lounge			
Commercial Use (Saturday, Sunday and Public Holidays; 10% conditional commercial discount available on other days)			
7:30 am-noon		\$140.00	\$145.00
noon-5:30 pm		\$155.00	\$160.00
5:30 pm-midnight		\$180.00	\$185.00
7:30 am-midnight		\$405.00	\$410.00
Community Use (66% of commercial charges)			
Refundable bond		\$100.00	\$100.00
Cleaning charge		\$32.00	\$33.00
Plus Kitchen (see below)			
Chart well Square Room			
Commercial Use (Saturday, Sunday and Public Holidays; 10% conditional commercial discount available on other days)			
7:30 am-noon		\$155.00	\$160.00
noon-5:30 pm		\$195.00	\$200.00
5:30 pm-midnight		\$220.00	\$225.00
7:30 am-midnight		\$510.00	\$515.00

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

		2016-17	Proposed charge 2017-18
Community Use (66% of commercial charges)			
Refundable bond		\$210.00	\$215.00
Cleaning charge		\$48.50	\$49.00
Plus Kitchen (see below)			
Kitchen (Sole Use)			
7:30 am-noon		\$64.50	\$66.00
noon-5:30 pm		\$64.50	\$66.00
5:30 pm-midnight		\$64.50	\$66.00
7:30 am-midnight		\$190.00	\$195.00
Kitchen (66% discount if shared for community groups)			
7:30 am-noon		\$32.00	\$33.00
noon-5:30 pm		\$32.00	\$33.00
5:30 pm-midnight		\$32.00	\$33.00
7:30 am-midnight		\$97.00	\$99.00
Exhibition Hall			
Commercial Use (Saturday, Sunday and Public Holidays; 10% conditional commercial discount available on other days)			
7:30 am-noon		\$155.00	\$160.00
noon-5:30 pm		\$180.00	\$185.00
5:30 pm-midnight		\$215.00	\$220.00
7:30 am-midnight		\$485.00	\$490.00
Community Use (66% of commercial charges)			
Refundable bond		\$260.00	\$265.00
Cleaning charge		\$70.00	\$72.00
Central Court			
Commercial Use (Saturday, Sunday and Public Holidays; 10% conditional commercial discount available on other days)			
7:30 am-noon		\$215.00	\$220.00
noon-5:30 pm		\$245.00	\$250.00
5:30 pm-midnight		\$290.00	\$295.00
7:30 am-midnight		\$680.00	\$685.00
Community Use (66% of commercial charges)			
Refundable bond		\$310.00	\$315.00
Cleaning charge		\$115.00	\$120.00
Victorian Flower Garden Greenhouse			
Hireage (maximum 1 1/4hrs)		\$115.00	\$120.00
Refundable bond		\$210.00	\$215.00
Miscellaneous Fees/Conditions			
Schedule of equipment rates is available on request.			
Set up and Pack down rates (per 1/2 hour)		\$21.50	\$22.50
Additional Cleaning (carpet clean) per hour		\$34.00	\$34.50
Additional Cleaning (carpet clean including carpet shampoo) per hour		\$87.00	\$89.00
Wedding in Gardens			
		\$210.00	\$215.00
HAMILTON CITY LIBRARIES			
Rental Collection			
Best sellers	first week	\$5.00	\$5.00
Pay magazines	first week	\$2.00	\$2.10
CDs	first week	\$2.50	\$2.50
DVDs	first week	\$2.60	\$2.70
Kitset collections	14 days	\$1.00	\$1.00
Daily Overdue Charges			
Adult Collections:			
Books	per day	\$0.50	\$0.50
Talking Books	per day	\$0.50	\$0.50
Pay Magazines	per day	\$0.50	\$0.50
Free Magazines	per day	\$0.50	\$0.50
Pay CDs	per day	\$0.50	\$0.50
Free CDs	per day	\$0.50	\$0.50
DVDs	per day	\$0.50	\$0.50
Best sellers	per day	\$1.00	\$1.00
Children and Young Adult Collections:			
Books	per day	\$0.10	\$0.10
Talking Books	per day	\$0.10	\$0.10
Magazines	per day	\$0.10	\$0.10
CDs	per day	\$0.10	\$0.10
DVDs	per day	\$0.10	\$0.10
Kitset collections	per day	\$0.50	\$0.50

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

		2016-17	Proposed charge 2017-18
Subscriptions (non-residents only)			
Group Subscription	per annum	\$170.00	\$175.00
Individual Subscription (4 item loan limit)	per annum	\$78.00	\$80.00
Replacement Card			
		\$3.50	\$3.70
Photocopying & Printing			
A4 (b&w)	per side	\$0.20	\$0.20
A4 (colour)	per side	\$1.00	\$1.00
A3 (b&w)	per side	\$0.40	\$0.40
A3 (colour)	per side	\$2.10	\$2.10
Photocopying card		\$2.50	\$2.50
Heritage Collection Reproduction and use fees (supply within 10 working days)			
Corporate - High resolution	Per image	\$90.00	\$90.00
Corporate - Low resolution	Per image	\$40.00	\$40.00
Local Business / Not for profit organisation - High resolution	Per image	\$45.00	\$45.00
Local Business / Not for profit organisation - low resolution	Per image	\$25.00	\$25.00
Personal Use- High resolution	Per image	\$25.00	\$25.00
Personal Use- low use resolution	Per image	\$10.00	\$10.00
Promotional use	per image	\$100.00	\$100.00
Image print- standard paper	per image, reproduction up to A4	\$2.00	\$2.00
	per image, reproduction A3	\$4.00	\$4.00
Image print - photo quality paper	per image, reproduction up to A4	\$5.00	\$5.00
Fee for urgent delivery (3-5 day delivery)	per order	\$40.00	\$40.00
Reservations / Same Day Holds			
e-resources reservations		\$1.50	\$1.50
		\$1.00	\$1.00
Contract Research			
	per half hour	\$35.00	\$35.00
Interloans			
Standard interloan fee		\$10.00	\$10.00
Urgent NZ interloan		\$40.00	\$40.00
Standard international interloan		\$35.00	\$35.00
Urgent standard international interloan		\$55.00	\$55.00
Library Facility Hire			
Branch Community Rooms (not-for-profit organisation)	flat fee	\$17.00	\$17.00
Branch Community Rooms (for profit organisation)	flat fee	\$55.00	\$55.00
Cleaning	per hour	\$57.00	\$57.00
Security		\$52.00	\$52.00
HAMILTON ZOO			
Adult		\$23.00	\$23.00
Child (3-15)		\$11.00	\$11.00
Senior citizen		\$17.00	\$17.00
Beneficiary, student		\$17.00	\$17.00
Group concession (adult)		\$16.50	\$16.50
Group concession (child)		\$8.00	\$8.00
Group concession; senior citizen, beneficiary, student.		\$12.50	\$12.50
Family (2 adults & up to 4 children)		\$66.00	\$66.00
Education Rate (adult or child)		\$6.50	\$6.50
Zoo Annual Membership Fees			
Annual Member: adult (unlimited day-time visits)		\$88.00	\$88.00
Annual Member: child (unlimited day-time visits)		\$43.00	\$43.00
Annual Member: senior citizen, beneficiary, student (unlimited d/t visits)		\$64.00	\$64.00
Annual Member: child flexipass (unlimited d/t visits - named child + any adult)		\$128.00	\$128.00
Annual Member: family (unlimited day-time visits)		\$250.00	\$250.00
Friends of Hamilton Zoo Members			
Adult		\$11.50	\$11.50
Child		\$5.50	\$5.50
Family (2 adults & 4 children)		\$33.00	\$33.00
Zoo Encounters			
Face2Face (per person)		\$15.00	\$20.00
Animal Encounter (up to 5 persons)		\$75.00	\$100.00
Eye2Eye extra person		\$15.00	
Premier Tour		\$500.00	\$500.00
School Sleepover (per person)		\$46.00	\$46.00
Education Encounter			\$5.00

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

Hire

Day-time function: reserved area
After hours function: venue hire
Mobility scooter
BBQ
Education room

MUSEUM

Hire Charges

Museum Foyer

Floor hire per 3 hours

additional hour

Lecture Theatre

Floor hire per 3 hours

Upper Gallery

Floor hire per 3 hours

No deposit

ArtsPost

Floor hire per 3 hour

ArtsPost

Gallery hire

Commission on sales will be charged in addition to gallery hire

Chartwell Gallery per week

Ida Carey Gallery per week

Margot Philips Gallery per week

Admission Fees for Special Exhibitions

Fees for special exhibitions will vary depending on the cost of presenting the exhibition.

Admission fees for beneficiaries, students and senior citizens will be adult fees discounted by approximately 15%

Science Galleries

Adult

Children

Families (1 adult; 2 children)

Beneficiaries (Large family - 2 adults and up to 4 Children)

Education Classes

School Student

one class (change class to programme)

two classes

three classes

Public Programme

Full day school holiday programme plus booking fee

Museum Collection Reproduction Fees

Digital imaging

High Res RGB Digital File

Low Res JPEG Emailed

Photography and filming in gallery which requires staff supervision

per hour

Photocopying

per sheet

Research Fee

per 15 minutes

	2016-17	Proposed charge 2017-18
	\$40.00	\$40.00
	\$165.00	\$165.00
	\$13.00	\$13.00
	\$13.00	\$13.00
	\$40.00	\$40.00
	\$305.00	\$305.00
	\$61.00	\$61.00
	\$305.00	\$305.00
	\$305.00	\$305.00
	\$305.00	\$305.00
	\$175.00	\$175.00
	\$65.00	\$65.00
	\$65.00	\$65.00
	\$5.00	\$5.00
	\$8.00	\$8.00
	\$18.00	\$18.00
	\$35.00	\$35.00
	\$4.00	\$4.00
	\$6.00	\$6.00
	\$8.00	\$8.00
	\$10.00	\$10.00
	\$38.00	\$38.00
	\$61.00	\$61.00
	\$25.50	\$25.50
	\$315.00	\$315.00
	\$0.30	\$0.20
	\$15.00	\$15.00

Fees and Charges (including GST) Proposed for the 2017/18 Annual Plan

		2016-17	Proposed charge 2017-18
Publication Fee (per collection image)			
Books, periodicals, magazines, e-books	New Zealand rights: per image: 1 - 2 images	\$56.00	\$56.00
Books, periodicals, magazines, e-books	New Zealand rights: per image: 3 - 5 images	\$46.00	\$46.00
Books, periodicals, magazines, e-books	New Zealand rights: per image: 6+2 images	\$41.00	\$41.00
Book covers/jackets	New Zealand rights: per image	\$255.00	\$255.00
Decoration and display in public areas	New Zealand rights: per image	\$145.00	\$145.00
Television and commercial motion pictures	New Zealand rights: per image	\$285.00	\$285.00
Calendars and prints	New Zealand rights: per image	\$285.00	\$285.00
Postcards, greeting cards, Christmas cards	New Zealand rights: per image	\$145.00	\$145.00
Advertising and decoration (includes CD covers, labels, packaging, posters, television advertisements)	New Zealand rights: per image	\$570.00	\$570.00
Corporate (annual reports, in-house publications etc)	New Zealand rights: per image	\$285.00	\$285.00
Internet use (low-res files only)	New Zealand rights: per image	\$25.50	\$25.50
Books, periodicals, magazines, e-books	World rights: per image: 1 - 2 images	\$255.00	\$255.00
Books, periodicals, magazines, e-books	World rights: per image: 3 - 5 images	\$205.00	\$205.00
Books, periodicals, magazines, e-books	World rights: per image: 6+ images	\$155.00	\$155.00
Book covers/jackets	World rights: per image	\$510.00	\$510.00
Decoration and display in public areas	World rights: per image	\$255.00	\$255.00
Television and commercial motion pictures	World rights: per image	\$570.00	\$570.00
Calendars and prints	World rights: per image	\$715.00	\$715.00
Postcards, greeting cards, Christmas cards	World rights: per image	\$305.00	\$305.00
Advertising and decoration (includes CD covers, labels, packaging, posters, television advertisements)	World rights: per image	\$1,140.00	\$1,140.00
Corporate (annual reports, in-house publications etc)	World rights: per image	\$1,140.00	\$1,140.00
Internet use (low-res files only)	World rights: per image	\$41.00	\$41.00
Presentation/lecture use (low-res files only)	Up to 9 images	\$41.00	\$41.00
Private Use or Study Reproduction Fee	first image	\$15.50	\$15.50
Private Use or Study Reproduction Fee	additional images	\$5.10	\$5.10
PARKING			
Off Street Car Park Facilities	Fees set and adjusted to reflect market demand. Current fees and conditions displayed at each facility and shown on Council website - Parking page .		
Founders Theatre Car			
Meteor Theatre Car Park			
Museum Car Park			
Caro Street Car Park			
Riverbank Car Park			
Sonning Car Park			
Garden Place Car Park Building			
On Street Meter Parking	In accordance with time specified by signage	\$2.00	\$2.00
Parking Meter Hoods (Short-term reservation)			
Parking Meter Hoods (Reservation period > 2 weeks)	per day negotiated rate	\$27.50	\$27.50
PARKS AND OPEN SPACES ADMINISTRATION			
Hire of Parks by a Commercial Interest for an Event			
Any other sporting or non-sporting activity hosted on a park by a commercial interest.			
- Events Using Over 500m2 (per day)		\$255.00	\$260.00
- Events using under 500m2 (per day)		\$45.00	\$46.00
(\$5.00 per booking discount will be given for advance booking payments of 10 or more bookings for an area of 500m2 or less).			
Hire of Parks for a Charge Event		\$640.00	\$655.00
Any sporting and non-sporting activity hosted on a park where an entry fee is charged at the gate. The fee for use of a park for a charge event is the greater of the HCC published fee or 15% of the gross gate takings			
Community Hire of Parks			
Up to one hectare for non-sporting event			
Half Day (up to 5 hours)		\$33.00	\$34.00
Full Day (over 5 hours)		\$50.00	\$51.00
Wedding		\$210.00	\$215.00
Mobile Trader			
Administration fee for new applications in relation to mobile traders		\$86.50	\$85.00
The stated administration fee plus the applicable annual fee below, portioned on a monthly basis (\$10 per month)			
Mobile traders (food safety fee's & charges also apply if applicable)	annual fee	\$120.00	\$125.00
Stage Area – Hamilton Lake Domain			
Per Day or part of		\$100.00	

Fees and Charges (including GST) Proposed for the 2017/18 Annual Plan

Dog Obedience Lawns (Melville & Bristol Parks)

Per Day of the Week
1 year

2016-17	Proposed charge 2017-18
\$285.00	\$285.00

Bonds (refundable if no damage occurs)

Park Use/Event
Dependent on scale and nature of the Activity. Park Manager's discretion to set bond

\$100 - \$5,000	\$100 - \$5,000
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Key Deposit
Pest Trap

\$30.00	\$30.00
\$20.00	\$20.00

PLANNING GUIDANCE

Planning Guidance fees and charges are based upon actual and reasonable costs incurred by the Council in staff time and overheads to provide the service.

Council may require payment of additional charges when these fees and charges are in any particular case inadequate to enable the Council to recover its actual and reasonable costs in respect of the matter concerned.

These fees and charges also apply to all applications processed under the Housing Accords and Special Housing Act 2013

LAND USE

Land use resource consent applications, land use certificates and other land use-related applications are subject to minimum non-refundable deposits unless stated otherwise. Land use resource consent application deposits include a fixed monitoring fee of \$310.00 and a fixed scanning fee of \$15.00. Any assessment and administration time spent beyond that covered by those deposits will be charged at the relevant hourly rates. In cases where applications are withdrawn before a decision is reached, Council will refund any application deposit balance remaining less processing costs incurred.

These deposits do not include engineering assessment and processing fees. Land use resource consent applications which require engineering assessment and processing will be charged a minimum non-refundable deposit of \$780.00 for up to 4hrs work. Any additional engineering time spent beyond that covered by this deposit will be charged at the engineer hourly rate. Land use certificate applications and other land-use related applications which require engineering assessment and processing will be charged at the engineer hourly rate. Where engineering assessment and processing is outsourced to a consultant or specialist the fee will be actual cost.

Other additional fees may also apply. See Additional Planning Related Charges below.

Notified and Limited Notified Land Use Consent Applications

\$7,135.00	\$7,300.00
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Non-Notified Land Use Consent Applications

Controlled Activity
Restricted Discretionary
Discretionary Activity
Non-Complying Activity

\$2,320.00	\$2,320.00
\$2,320.00	\$2,320.00
\$3,615.00	\$3,000.00
\$3,615.00	\$3,615.00

Fast Tracked Consents and Minor Non-notified Land Use Consent Applications

Refer Additional Planning Related Charges Section.

Land Use Certificates

Certificate of Compliance
Existing Use Right
Planning Verification (fixed fee)
Outline Plan

\$885.00	\$885.00
\$1,910.00	\$1,950.00
\$430.00	\$330.00
\$1,275.00	\$1,275.00

Other Land-Use Related Applications

Extension of Time Limit
Change or Cancellation of Consent Condition
Surrender of Consent (whole or part)

\$1,055.00	\$1,080.00
\$1,130.00	\$1,150.00
\$885.00	\$900.00

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

SUBDIVISION

Subdivision resource consent applications, subdivision related applications, and subdivision certificate applications are subject to minimum non-refundable deposits unless stated otherwise. Any assessment and administration time spent beyond that covered by those deposits will be charged at the relevant hourly rates. In cases where applications are withdrawn before a decision is reached, Council will refund any application deposit balance remaining less processing costs incurred.

These deposits do not include engineering assessment and processing fees. Subdivision resource consent applications which require engineering assessment and processing will be charged a minimum non-refundable deposit of \$780.00 for up to 4 hrs work. Any additional engineering time spent beyond that covered by this deposit will be charged at the engineer hourly rate. Subdivision-related approval applications, other subdivision-related applications, and subdivision certificate applications which require engineering assessment and processing will be charged at the engineer hourly rate. Where engineering assessment and processing is outsourced to a consultant or specialist the fee will be actual cost.

Other additional fees may also apply. See Additional Planning Related Charges below.

Notified and Limited Notified Subdivision Consent Applications

Non-Notified Subdivision Consent Applications

Includes subdivision related works requiring Land Use Consent for earthworks, roads, retaining walls and 3 waters infrastructure e.g. pump stations.

Discretionary Activity, Restricted Discretionary Activity, Non-Complying Activity

plus per lot/unit/flat charge

3-50 lots

51-100 lots

101 lots and greater

per lot/unit/flat

per lot/unit/flat

per lot/unit/flat

Joint subdivision consent application (i.e. where a land use and subdivision on the same site are lodged concurrently). Note land use application is charged as per land use fees.

plus per lot/unit/flat charge

3-50 lots

51-100 lots

101 lots and greater

per lot/unit/flat

per lot/unit/flat

per lot/unit/flat

Permitted Activity - Certificate of Compliance, Amendment to Flats Plans, Boundary Adjustments

Fast Tracked Consents

Refer Additional Planning Related Charges Section.

Subdivision Related Approval Applications

Section 75-83 - Building Act 1994

Proposed Unit Development Plan

Revocation of Building Line Restriction (charge include E-Dealing)

Right of Way Approval (section 348 LGA)

Revocation of Easement (section 243 RMA)

Road Naming

Amend or Delete Consent Notice (section 221 RMA)

Other Subdivision Related Applications

Extension of Time Limit

Change or Cancellation of Consent Condition

Surrender of Consent (whole or part)

Subdivision Certificates

s.223 RMA

s.224c RMA

s.224(f) RMA (fixed fee)

32 (2)A Unit Title Act (fixed fee)

s.221 RMA

s.226 RMA

Re-issue of Certificate and Other Certificates

Other Subdivision Certificates

Re-issue of Subdivision Certificate

	2016-17	Proposed charge 2017-18
	\$775.00	\$780.00
Notified and Limited Notified Subdivision Consent Applications	\$5,740.00	\$5,880.00
Non-Notified Subdivision Consent Applications		
Includes subdivision related works requiring Land Use Consent for earthworks, roads, retaining walls and 3 waters infrastructure e.g. pump stations.		
Discretionary Activity, Restricted Discretionary Activity, Non-Complying Activity	\$3,720.00	\$3,800.00
plus per lot/unit/flat charge		
3-50 lots	per lot/unit/flat \$64.00	\$64.00
51-100 lots	per lot/unit/flat \$22.00	\$22.00
101 lots and greater	per lot/unit/flat \$11.00	\$11.00
Joint subdivision consent application (i.e. where a land use and subdivision on the same site are lodged concurrently). Note land use application is charged as per land use fees.	\$2,000.00	\$2,000.00
plus per lot/unit/flat charge		
3-50 lots	per lot/unit/flat \$63.00	\$64.00
51-100 lots	per lot/unit/flat \$21.50	\$22.00
101 lots and greater	per lot/unit/flat \$11.00	\$11.00
Permitted Activity - Certificate of Compliance, Amendment to Flats Plans, Boundary Adjustments	\$885.00	\$900.00
Fast Tracked Consents		
Refer Additional Planning Related Charges Section.		
Subdivision Related Approval Applications		
Section 75-83 - Building Act 1994	\$625.00	\$625.00
Proposed Unit Development Plan	\$770.00	\$790.00
Revocation of Building Line Restriction (charge include E-Dealing)	\$625.00	\$995.00
Right of Way Approval (section 348 LGA)	\$770.00	\$790.00
Revocation of Easement (section 243 RMA)	\$465.00	\$475.00
Road Naming	\$885.00	\$885.00
Amend or Delete Consent Notice (section 221 RMA)		\$1,130.00
Other Subdivision Related Applications		
Extension of Time Limit	\$1,055.00	\$1,080.00
Change or Cancellation of Consent Condition	\$1,130.00	\$1,150.00
Surrender of Consent (whole or part)	\$885.00	\$900.00
Subdivision Certificates		
s.223 RMA	\$465.00	\$475.00
s.224c RMA	\$465.00	\$475.00
s.224(f) RMA (fixed fee)	\$465.00	\$100.00
32 (2)A Unit Title Act (fixed fee)	\$465.00	\$100.00
s.221 RMA	\$580.00	\$595.00
s.226 RMA	\$885.00	\$920.00
Re-issue of Certificate and Other Certificates	\$465.00	\$475.00
Other Subdivision Certificates	\$465.00	\$475.00
Re-issue of Subdivision Certificate	\$465.00	\$475.00

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

ADDITIONAL PLANNING RELATED CHARGES

Minimum Non-Refundable Engineering Deposit

		2016-17	Proposed charge 2017-18
Engineer hourly charge	per hour	\$775.00	\$780.00
Engineering construction Inspection as required by the HCC infrastructure technical specification and scheduled with developer.	per site visit	\$190.00	\$195.00
Inspections taking more than the allocated 2 hrs including travel will be charged at the engineer hourly rate for all participants		\$385.00	\$390.00
Repeated Engineering construction inspection due to non-compliance will be charged at Engineer hourly rate for all participants			
Engineering Works completion inspection/approval as scheduled with developer	per site visit	\$775.00	\$795.00
Inspections taking more than the allocated 2 hrs including travel will be charged at the engineer hourly rate for all participants			
Repeated Works completion inspection/approval due to non-compliance will be charged at Engineer hourly rate for all participants			
Planner hourly charge	per hour	\$175.00	\$175.00
Principal/Senior Planner hourly charge	per hour	\$190.00	\$190.00
Planning Team Leader hourly rate	per hour	\$205.00	\$205.00
Planning Manager Hourly rate	per hour	\$220.00	\$220.00
Administration hourly charge	per hour	\$86.00	\$86.00
Subdivision Officer	per hour	\$175.00	\$175.00
Additional Monitoring	per hour	\$165.00	\$165.00
Consultant and specialist fees	actual cost		
including but not limited to: Expert evidence/advice, external consultants, provision of external legal advice, external peer reviews			
Hearing Administration Charge		\$1,930.00	\$1,975.00
Independent Hearing Commissioner actual cost (estimated \$150 - \$175 per hour)	per hour	\$175.00	\$200.00
Fast Tracked Consents			
Non-notified consents only - issued within 10 working days (conditions apply, and applications will only be accepted on a case-by-case basis at the Planning Guidance Unit Manager's discretion.	twice normal fee		
Minor non-notified land use consent applications			
Minor non-notified land use consent applications for listed permitted activities falling no more than two standards in the Proposed District Plan (10 working day target)		\$1,200.00	\$1,200.00
Earthworks and creation of new roads as part of a subdivision application			\$1,200.00
Minor non-notified controlled activity applications for single-dwellings and / or accessory buildings under rule 4.1A.1b of the Operative District Plan (Consents issued within 10 working days)		\$1,200.00	
INFORMATION REQUESTS			
Staff Search Time Cost	Per half hour or part thereof	\$39.50	\$39.50
Property Enquiry		\$54.00	\$54.00
Plus hourly rate after 1 hour	per hour	\$179.00	\$179.00
Photocopying and printing			
A4	per page up to 20 pages	\$1.10	\$1.10
A4	per page in excess of 20 pages	\$0.20	\$0.20
A3	per page	\$2.25	\$2.20
Document Management - Digitisation			
A4	per page	\$2.00	\$2.00
A3	per page	\$3.00	\$3.00
A2	per page	\$3.00	\$3.00
A0	per page	\$3.00	\$3.00

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

SPORTS AREAS

SPORTS AREA - SUMMER

PORRITT STADIUM

Casual Use (Entire Complex)

Half Day (up to 5 hours)

Full Day (over 5 hours)

Seasonal Use (Entire Complex) Per Half Day of the week (up to 5 hours)

3 months

6 months

Seasonal Use (Entire Complex) Per Full Day of the week (over 5 hours)

3 months

6 months

CRICKET

Senior Grass

Casual Use (per wicket)

Half Day (up to 5 hours)

Full Day (over 5 hours)

Seasonal Use (per wicket, per day of the week)

3 months

6 months

Senior Artificial

Casual Use (per wicket)

Half Day (up to 5 hours)

Full Day (over 5 hours)

Seasonal Use (per wicket, per day of the week)

3 months

6 months

Junior Grass

Casual Use (per wicket)

Half Day (up to 5 hours)

Full Day (over 5 hours)

Seasonal Use (per wicket, per day of the week)

3 months

6 months

Junior Artificial

Casual Use (per wicket)

Half Day (up to 5 hours)

Full Day (over 5 hours)

Seasonal Use (per wicket, per day of the week)

3 months

6 months

SOFTBALL

Senior Grass

Casual Use (per diamond)

Half Day (up to 5 hours)

Full Day (over 5 hours)

Seasonal Use (per diamond, per day of the week)

3 months

6 months

Senior Skin

Casual Use (per diamond)

Half Day (up to 5 hours)

Full Day (over 5 hours)

Seasonal Use (per diamond, per day of the week)

3 months

6 months

Junior Grass

Casual Use (per diamond)

Half Day (up to 5 hours)

Full Day (over 5 hours)

	2016-17	Proposed charge 2017-18
	\$175.00	\$180.00
	\$320.00	\$330.00
	\$1,200.00	\$1,230.00
	\$2,385.00	\$2,445.00
	\$2,385.00	\$2,445.00
	\$4,775.00	\$4,890.00
	\$45.00	\$46.00
	\$83.00	\$85.00
	\$640.00	\$655.00
	\$1,275.00	\$1,305.00
	\$24.00	\$25.00
	\$35.00	\$36.00
	\$320.00	\$330.00
	\$640.00	\$655.00
	\$24.00	\$25.00
	\$35.00	\$36.00
	\$165.00	\$170.00
	\$320.00	\$330.00
	\$24.00	\$25.00
	\$35.00	\$36.00
	\$83.00	\$85.00
	\$165.00	\$170.00
	\$45.00	\$46.00
	\$67.00	\$69.00
	\$320.00	\$330.00
	\$640.00	\$655.00
	\$24.00	\$25.00
	\$35.00	\$36.00
	\$165.00	\$170.00
	\$320.00	\$330.00
	\$24.00	\$25.00
	\$35.00	\$36.00

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

Seasonal Use (per diamond, per day of the week)
3 months
6 months

Junior Skin

Casual Use (per diamond)
Half Day (up to 5 hours)
Full Day (over 5 hours)

Seasonal Use (per diamond, per day of the week)
3 months
6 months

CYCLING

Hillcrest Velodrome

Casual Use
Half Day (up to 5 hours)
Full Day (over 5 hours)

Seasonal Use

3 months
6 months

SUMMER SPORTS

TOUCH, 6 ASIDE SOCCER) CODES USING EQUIVALENT OF WINTER

SPORTS FIELD SIZE

Casual (per equivalent field size)
Half Day (up to 5 hours)
Full Day (over 5 hours)

Seasonal Use (per equivalent field size, per day of the week)

3 months
6 months

WINTER SPORTS

RUGBY UNION, LEAGUE & FOOTBALL (SOCCER)

Senior Use

Casual Use (per field)
Half Day (up to 5 hours)
Full Day (over 5 hours)

Training Use (per week, per day of the week)

3 months
6 months

Competition Use (per field, per day of the week)

3 months
6 months

Junior Use

Casual Use (per field)
Half Day (up to 5 hours)
Full Day (over 5 hours)

Training Use (per week, per day of the week)

3 months
6 months

Competition Use (per field, per day of the week)

3 months
6 months

NETBALL

Minogue Park

Seasonal (entire netball complex)
3 months
6 months

	2016-17	Proposed charge 2017-18
Seasonal Use (per diamond, per day of the week)		
3 months	\$83.00	\$85.00
6 months	\$165.00	\$170.00
Junior Skin		
Casual Use (per diamond)		
Half Day (up to 5 hours)	\$24.00	\$25.00
Full Day (over 5 hours)	\$35.00	\$36.00
Seasonal Use (per diamond, per day of the week)		
3 months	\$45.00	\$46.00
6 months	\$83.00	\$85.00
CYCLING		
Hillcrest Velodrome		
Casual Use		
Half Day (up to 5 hours)	\$33.00	\$34.00
Full Day (over 5 hours)	\$50.00	\$51.00
Seasonal Use		
3 months	\$320.00	\$330.00
6 months	\$640.00	\$655.00
SUMMER SPORTS		
TOUCH, 6 ASIDE SOCCER) CODES USING EQUIVALENT OF WINTER		
SPORTS FIELD SIZE		
Casual (per equivalent field size)		
Half Day (up to 5 hours)	\$33.00	\$34.00
Full Day (over 5 hours)	\$50.00	\$51.00
Seasonal Use (per equivalent field size, per day of the week)		
3 months	\$320.00	\$330.00
6 months	\$640.00	\$655.00
WINTER SPORTS		
RUGBY UNION, LEAGUE & FOOTBALL (SOCCER)		
Senior Use		
Casual Use (per field)		
Half Day (up to 5 hours)	\$77.50	\$80.00
Full Day (over 5 hours)	\$135.00	\$140.00
Training Use (per week, per day of the week)		
3 months	\$320.00	\$330.00
6 months	\$640.00	\$655.00
Competition Use (per field, per day of the week)		
3 months	\$645.00	\$660.00
6 months	\$1,275.00	\$1,305.00
Junior Use		
Casual Use (per field)		
Half Day (up to 5 hours)	\$38.50	\$40.00
Full Day (over 5 hours)	\$67.00	\$69.00
Training Use (per week, per day of the week)		
3 months	\$83.00	\$85.00
6 months	\$165.00	\$170.00
Competition Use (per field, per day of the week)		
3 months	\$165.00	\$170.00
6 months	\$320.00	\$330.00
NETBALL		
Minogue Park		
Seasonal (entire netball complex)		
3 months	\$8,390.00	\$8,595.00
6 months	\$16,790.00	\$17,200.00

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

SWIMMING FACILITIES

From the 1 July 2014 entry into the Swimming facilities for children under 5 years of age will be free

Entry Fees

		2016-17	Proposed charge 2017-18
Adult		\$6.00	\$6.00
Child		\$3.00	\$3.00
Spectator		\$2.00	\$2.00
Senior citizen		\$3.00	\$3.00
Disabled		\$3.00	\$3.00
Hydrotherapy	1 hour	\$6.00	\$6.50
School concession		\$2.50	\$2.50
Family day concession		\$20.00	\$20.00
Super Family One Day Pass Includes Hydrosides	Per visit	\$40.00	\$40.00

Swim Concession Cards

Adult			
10 Swims		\$54.00	\$54.00

Child

10 Swims		\$28.00	\$28.00
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Senior

10 Swims		\$28.00	\$28.00
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Disabled

10 Swims		\$28.00	\$28.00
20 Swims		\$49.00	\$49.00
30 Swims		\$71.00	\$71.00

Hydrotherapy

10 Swims		\$58.00	\$60.00
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Swim Memberships

Main Pools - 1 Month		\$85.00	\$85.00
Main Pools - 3 Months		\$200.00	\$240.00
Main Pools - 6 Months		\$440.00	\$440.00
Main Pools - 12 Months		\$650.00	\$650.00

Hydrotherapy Pool - 1 Month		\$85.00	\$85.00
Hydrotherapy Pool - 3 Months		\$220.00	\$240.00
Hydrotherapy Pool - 6 Months		\$430.00	\$440.00
Hydrotherapy Pool - 12 Months		\$700.00	\$650.00

Hydro slide

Single	1 hour	\$5.00	\$5.00
Day Pass (Sat & Sun/School Holidays) 10 -5	All Day	\$8.00	\$8.00

BBQ

(\$10.00 deposit)		\$13.00	\$15.00
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Learn to Swim (effective from 1 January 2017 to 31 December 2017)

per 10 week term

Babies		\$150.00	\$150.00
Pre-schoolers		\$150.00	\$150.00
School children		\$150.00	\$150.00
Adults		\$150.00	\$150.00
Private lessons	25 minutes	\$45.00	\$45.00
Junior coaching		\$135.00	

Waterworld Gym

Joining fee		\$44.00	\$44.00
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Platinum Fit Membership

One Month On-going	weekly	\$20.00	\$20.00
Six Months	weekly	\$19.00	\$19.00
Twelve Months	weekly	\$18.00	\$18.00

Gym only membership

	weekly	\$13.50	\$13.50
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Six Month Membership Cancellation Fee		\$150.00	\$150.00
Twelve Month Membership Cancellation Fee		\$150.00	\$150.00

Off Peak Fit

One Month On-going	weekly	\$18.00	\$18.00
Six Months	weekly	\$17.00	\$17.00
Twelve Months	weekly	\$13.50	\$13.50

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

		2016-17	Proposed charge 2017-18
Community Fit			
One Month on-going	<i>weekly</i>	\$19.00	\$19.00
Six Months	<i>weekly</i>	\$18.00	\$18.00
Twelve Months	<i>weekly</i>	\$15.50	\$15.50
Casual Gym			
Per session		\$17.50	\$17.50
10 card concession		\$165.00	\$165.00
Casual Aqua Fit			
Per class		\$9.50	\$9.50
10 card concession		\$85.00	\$85.00
Casual 60's Forward Fit			
Per class		\$7.50	\$7.50
10 card concession		\$46.00	\$67.50
Personal Training Weekly Rental	per week	\$150.00	\$150.00
Small Group Training session	per session	\$12.00	\$12.00
Sauna and Steam Room			
Single		\$6.50	\$7.50
Concession (10 sessions)		\$57.00	\$67.50
Water world Educare			
Joining fee		\$11.50	\$12.00
Hourly Fee (on and off site)	per hour	\$5.00	\$5.00
Drop in Fee (no booking)	Per hour	\$7.00	\$7.00
Holding Fee	Per hour	\$2.50	\$2.50
Clubs Lane Hire Charge			
25m Off Peak	per hour	\$10.00	\$10.00
25m Peak	per hour	\$12.00	\$12.00
50m Off Peak	per hour	\$19.00	\$19.00
50m Peak	per hour	\$23.00	\$23.00
Hireage of 6 lanes at Gallagher Pools			
Full Facility Hire	per hour per hour (Min 2 hrs)	\$71.00 \$145.00	\$80.00 \$145.00
Dive Pool Charges			
Clubs Diving Boards (Spring boards 5m and 7m) - Off peak	per hour	\$14.00	\$14.00
Clubs Diving Boards (Spring boards 5m and 7m) - Peak	per hour	\$23.50	\$23.50
Clubs Diving Boards (10m tower or Whole Pool) - Off peak	per hour	\$34.00	\$34.00
Clubs Diving Boards (Spring boards 5m and 7m) - Peak	per hour	\$45.50	\$45.50
Dive Pool Meets (swim, water polo, diving)	per hour (half)	\$60.00	\$60.00
Dive Pool Meets (swim, water polo, diving)	per hour (whole)	\$100.00	\$100.00
Facility Hire			
Bulkhead shift (one off payment when hiring 50m pool)	per hour	\$215.00	\$215.00
25m pool hire (includes grandstand and control room)	per hour	\$110.00	\$110.00
50m pool hire (includes grandstand and control room)	per hour	\$220.00	\$220.00
Dive pool hire (includes grandstand and control rooms)	per hour	\$95.00	\$95.00
Refundable bond		\$220.00	\$220.00
Kitchen and Studio 2 Hire	per hour	\$55.00	\$30.00
TRANSPORTATION			
Corridor Access Requests (CAR)			
Access to carry out any work within road corridor - Refer to Utility Code of Practice for definitions			
Application fee - Project	Lump sum per application. Negotiated rate for multiple applications may apply for CARs	\$940.00	\$940.00
Application fee - Major	Lump sum per application. Negotiated rate for multiple applications may apply for CARs	\$600.00	\$600.00
Application fee - Minor	Lump sum per application. Negotiated rate for multiple applications may apply for CARs	\$300.00	\$300.00
Non Notification Penalty Fee (in addition to application fee)	per hour	\$120.00	\$120.00
Site Inspections (for inspections in addition to the minimum set with the application)	per hour	\$120.00	\$120.00
Traffic Management Plan only (not with CAR)		nil	nil

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

WASTEWATER, STORMWATER AND WATER

WASTEWATER, STORMWATER AND WATER CONNECTIONS

Wastewater, Stormwater and Water Connection application fee

Please note, connections that require access to the Transport Corridor will require a Corridor Access Request (CAR) and applicable fee to be completed - detailed under Transportation

Reinstatement Fees

Reinstatement of sealed roadways, footways and light vehicle entrances:

- a) less than 2 Sq.m
- b) over 2 Sq.m

Reinstatement of concrete footways and light vehicle entrances

Removal and reinstatement of cobbles

Reinstatement of kerb and channel

Damage to services. All internal and external costs associated with locating, repairing and reinstatement of water, wastewater and stormwater assets will be recovered from the parties responsible for the damage.

Actual costs recovered including but not limited to plumbers, consultant or legal fees

100mm Diameter Connections

Stormwater and Wastewater on Private Property

- a) Main already exposed
- b) 0-2m deep

Establishment fee (lump sum)
plus cost per metre length of connection

- c) 2-3.5m deep

Establishment fee (lump sum)
plus cost per metre length of connection

updated to 3.5 not 4m

100mm Diameter Connections

Stormwater and Wastewater in the Transport Corridor

- a) 0-2m deep

Establishment fee (lump sum)
plus cost per metre length of connection

- b) 2-3.5m deep

Establishment fee (lump sum)
plus cost per metre length of connection

updated to 3.5 not 4m

150mm Diameter Connections

Stormwater and Wastewater on Private Property

- a) Main already exposed
- b) 0-2m deep

Establishment fee (lump sum)
plus cost per metre length of connection

- c) 2-3.5m deep

Establishment fee (lump sum)
plus cost per metre length of connection

updated to 3.5 not 4m

150mm Diameter Connections

Stormwater and Wastewater in the Transport Corridor

- a) 0-2m deep

Establishment fee (lump sum)
plus cost per metre length of connection

- b) 2-3.5m deep

Establishment fee (lump sum)
plus cost per metre length of connection

updated to 3.5 not 4m

Water connections

Single service connection, 20 mm (not installed in vehicle access way)

Single service connection, 20 mm (installed in vehicle access way)

Single service connection, 25 mm (not installed in vehicle access way)

Single service connection, 25 mm (installed in vehicle access way)

Service connection, 50mm (multi unit residential only)

Single metered, 20 mm

Single metered, 25 mm

Single metered, 50 mm

Multi, 2*20 mm

Multi, 2*20 mm

Multi, 3*20 mm

Multi, 3*20 mm

Multi, 4*20 mm

Multi, 4*20 mm

	2016-17	Proposed charge 2017-18
Wastewater, Stormwater and Water Connection application fee	\$220.00	\$225.00
Reinstatement Fees		
Reinstatement of sealed roadways, footways and light vehicle entrances:		
a) less than 2 Sq.m	\$153.00	\$156.00
b) over 2 Sq.m	per Sq/m \$50.50	\$51.50
Reinstatement of concrete footways and light vehicle entrances	per Sq/m \$148.00	\$151.00
Removal and reinstatement of cobbles	per Sq/m \$56.50	\$57.50
Reinstatement of kerb and channel	per Lin/m \$132.50	\$135.00
Damage to services. All internal and external costs associated with locating, repairing and reinstatement of water, wastewater and stormwater assets will be recovered from the parties responsible for the damage.		
100mm Diameter Connections		
Stormwater and Wastewater on Private Property		
a) Main already exposed	\$1,015.00	\$1,035.00
b) 0-2m deep		
Establishment fee (lump sum)	\$1,150.00	\$1,172.00
plus cost per metre length of connection	\$168.00	\$171.00
c) 2-3.5m deep	updated to 3.5 not 4m	
Establishment fee (lump sum)	\$1,150.00	\$1,170.00
plus cost per metre length of connection	\$183.00	\$187.00
100mm Diameter Connections		
Stormwater and Wastewater in the Transport Corridor		
a) 0-2m deep		
Establishment fee (lump sum)	\$2,805.00	\$2,858.00
plus cost per metre length of connection	\$245.00	\$250.00
b) 2-3.5m deep	updated to 3.5 not 4m	
Establishment fee (lump sum)	\$2,805.00	\$2,858.00
plus cost per metre length of connection	\$295.00	\$300.00
150mm Diameter Connections		
Stormwater and Wastewater on Private Property		
a) Main already exposed	\$1,120.00	\$1,140.00
b) 0-2m deep		
Establishment fee (lump sum)	\$1,150.00	\$1,170.00
plus cost per metre length of connection	\$265.00	\$270.00
c) 2-3.5m deep	updated to 3.5 not 4m	
Establishment fee (lump sum)	\$1,175.00	\$1,197.00
plus cost per metre length of connection	\$320.00	\$326.00
150mm Diameter Connections		
Stormwater and Wastewater in the Transport Corridor		
a) 0-2m deep		
Establishment fee (lump sum)	\$2,870.00	\$2,925.00
plus cost per metre length of connection	\$325.00	\$331.00
b) 2-3.5m deep	updated to 3.5 not 4m	
Establishment fee (lump sum)	\$2,870.00	\$2,925.00
plus cost per metre length of connection	\$454.00	\$463.00
Water connections		
Single service connection, 20 mm (not installed in vehicle access way)	\$575.00	\$586.00
Single service connection, 20 mm (installed in vehicle access way)		\$788.00
Single service connection, 25 mm (not installed in vehicle access way)	\$595.00	\$606.00
Single service connection, 25 mm (installed in vehicle access way)		\$977.00
Service connection, 50mm (multi unit residential only)	\$1,170.00	\$1,192.00
Single metered, 20 mm	\$945.00	\$963.00
Single metered, 25 mm	\$1,080.00	\$1,100.00
Single metered, 50 mm	\$2,515.00	\$2,563.00
Multi, 2*20 mm	\$915.00	\$933.00
Multi, 2*20 mm		\$1,257.00
Multi, 3*20 mm	\$1,580.00	\$1,610.00
Multi, 3*20 mm		\$2,468.00
Multi, 4*20 mm	\$1,640.00	\$1,672.00
Multi, 4*20 mm		\$2,554.00

Fees and Charges (including GST) Proposed for the 2017/18 Annual Plan

		2016-17	Proposed charge 2017-18
Water connections 50mm or greater - additional charges			
Bacteria testing		\$355.00	\$362.00
Pressure testing		\$290.00	\$295.00
Stormwater Bubble Up Connections			
		Quote	Quote
Catch pit connections			
a) 300 diameter		Quote	Quote
b) full size catch pit for 2 or more properties		Quote	Quote
Larger Diameter Connections (>150mm)			
		Quote	Quote
Manhole Installation Required			
		Quote	Quote
Closed Circuit TV Inspection	fixed fee	\$428.00	Quote
On site pipe location		\$387.00	\$394.00
Stormwater Pipes to Kerb and Channel (domestic only)			
1 pipe in trench \$/m	\$/m	\$260.00	\$265.00
Consent to Enter			
Basic processing of consent to enter		\$290.00	\$290.00
Work effort required beyond initial written request to affected parties, charged for on a time cost recovery basis	per hour	\$92.00	\$92.00
Wastewater and Water			
WASTEWATER, STORMWATER AND WATER DISCONNECTIONS			
Wastewater Disconnection			
Disconnection		\$890.00	\$907.00
Water service Disconnection			
20 - 50 mm diameter		\$204.00	\$208.00
Above 50 mm diameter		Quote	Quote
Fire mains		Quote	Quote
TRADE WASTE			
Trade waste Application Fees			
Permitted/Controlled Discharge (including final inspection)		\$165.00	\$170.00
Conditional Consent (covering 5 hours work including final inspection, including tanker disposal)		\$310.00	\$315.00
Hourly rate for applications	per hour	\$88.00	\$89.50
Temporary Discharge (including final inspection)		\$165.00	\$170.00
Renewal Fee for permitted or conditional Trade Waste Consents (plus additional hourly rate for more than 30 minute time noting that site inspection charges may also apply)		\$81.50	\$83.50
Variation / Change of Details Request for permitted or conditional consents (plus additional hourly rate for more than 30 minute time noting that site inspection charges may also apply)		\$44.00	\$45.00
Special tradewaste agreements, variations or renewals. Actual costs recovered including but not limited to consultant or legal fees			
Site Inspection Fees			
Permitted/Controlled Discharge - Final Inspection (Approval to Discharge) - additional inspection		\$115.00	\$120.00
Conditional Consent - Final Inspection (Approval to Discharge) - additional inspection		\$185.00	\$190.00
Temporary Discharge - Final Inspection (Approval to Discharge) - additional inspection		\$185.00	\$190.00
Site Inspection - Non Compliance		\$185.00	\$190.00
Quantity charge rates for Conditional Consent Holders			
a) Flow Volume	\$/m ³	\$1.18	\$1.20
b) Suspended solids	\$/kg	\$0.69	\$0.70
c) cBOD ⁵ (Organic loading)	\$/kg	\$1.06	\$1.08
d) Total Kjeldahl Nitrogen	\$/kg	\$1.65	\$1.68
e) Total Phosphorous	\$/kg	\$4.64	\$4.73
f) Arsenic	\$/kg	\$212.00	\$216.00
Annual Charge			
Permitted/Controlled/Special/Tankered Discharge	annual fee	\$165.00	\$170.00
Conditional/Special/Tankered Discharge - Risk Class 3	annual fee	\$1,305.00	\$1,330.00
Conditional/Special/Tankered Discharge - Risk Class 2		\$745.00	\$760.00
Any temporary Discharge		\$165.00	\$170.00

**Fees and Charges (including GST)
Proposed for the 2017/18 Annual Plan**

		2016-17	Proposed charge 2017-18
Tanker Waste Disposal			
Tanker Waste disposal to Wastewater Treatment Plant or reticulation in accordance with Tradewaste Bylaw schedule 1A and 1B	\$/m3	\$66.50	\$68.00
Note:			
1) Tankered waste may not be accepted at the City Waters Manager's sole discretion and,			
2) Tankered Waste disposal to Wastewater Treatment Plant or reticulation <u>not</u> in accordance with Tradewaste Bylaw schedule 1A and 1B will require a conditional or special agreement in accordance with the Tradewaste Bylaw,			
3) For addresses in Hamilton City associated with an existing tradewaste consent, the consent's charging provisions will supersede the tankered waste volumetric rate			
Solid Waste Management			
Licensing of waste facilities, collectors and transporters operating within the City		\$190.00	\$194.00
WATER SUPPLY			
Backflow			
Backflow prevention device registration		\$83.50	\$85.00
Water Drawn from Water Take Points			
a) Permit to draw from a water take point (mandatory)		\$107.00	\$110.00
b) per kilolitre		\$4.16	\$4.24
c) additional key			\$10.00
Special Meter Readings		\$47.50	\$48.50
Add water meter to existing connection			
Install 20mm meter on existing service line		Quote	Quote
Install 25mm meter on existing service line		Quote	Quote
Testing Meters			
As per prices provided by certified independent service provider		Quote	Quote
Non-Domestic Water Supply Charges			
Greater than 15 m3 per day application fee	per application	\$652.00	\$665.00
Rateable city	\$/m3	\$1.79	\$1.82
6 monthly minimum charge (based on 120 m3)		\$215.00	\$220.00
3 monthly minimum charge (based on 60 m3)			\$110.00
Non-rateable city	\$/m3	\$1.79	\$1.82
6 monthly minimum charge (based on 120 m3)		\$215.00	\$220.00
3 monthly minimum charge (based on 60 m3)			\$110.00
Outside city	\$/m3	\$1.79	\$1.82
6 monthly minimum charge (based on 120 m3)		\$215.00	\$220.00
3 monthly minimum charge (based on 60 m3)			\$110.00
Rural restricted supply	per kilolitre	\$1.32	\$1.34
6 monthly minimum charge (based on 120 m3)		\$159.00	\$160.00
3 monthly minimum charge (based on 60 m3)			\$80.00
Waikato District Council - Rural Supply Agreement	\$/m3	\$1.32	\$1.34
CUSTOMER SERVICES			
Photocopying and printing			
A4	per page	\$1.10	\$1.10
A3	per page	\$2.20	\$2.20
Information Requests			
Property Information Search Request		\$16.00	\$16.00
Including but not limited to: Microfilm, Service Logs, Property Search, Aerials, Scanned Images			
Additional photocopying and printing charges will apply where applicable			
Where staff search time exceeds 15 minutes, additional hourly rates will apply and be charged per 15 minutes.	per hour	\$84.00	\$84.00

Committee: Council

Date: 07 March 2017

Report Name: 2017/18 Budget Review

Author: Graham Pollard

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>Year 3 of Council's 2015-25 10-Year Plan</i>
Financial status	<i>There is budget allocated</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Council's Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

1. Purpose of the Report

2. To approve changes recommended by management to Hamilton City Council's 2017/18 budget proposed in the 2015-25 10-Year Plan. The 2017/18 budget will form the basis of the draft 2017/18 Annual Plan which Council will be asked to approve in June 2017.
3. To inform Council on other matters Council requested to be considered as part of the Annual Plan process.

4. Executive Summary

5. Mayor King has established the strategic direction for the 2017/18 Annual Plan based on Council's existing Financial Strategy parameters. Council management has prepared the draft budget to reflect this direction.
6. Council approved the 2015-25 10-Year Plan in June 2015 and in doing so approved detailed budgets for the first three years of the plan. This report recommends changes to the 2017/18 budget, to be contained in the 2017/18 Annual Plan.
7. This report has been prepared using an exception-based approach – i.e. concerned only with those matters requiring a change to the 2017/18 budget previously approved as part of the 10-Year Plan.
8. The proposed budget changes are structured in the report as:
 - Adjustments to budgets
 - Updated budget assumptions
 - Decisions made by Council in 2016/17
 - Chief Executive 'imperatives'
 - Proposals recommended to Council for consideration
9. The changes recommended in this report fit within Council's financial strategy.

10. The report also contains information on other matters that staff have been requested to consider as part of the Annual Plan process but which are not recommended for inclusion in the 2017/18 budget.
11. Staff will prepare the budget, making fiscally neutral housekeeping changes and updating fees and charges to reflect budgets.
12. 2014 amendments to The Local Government Act 2002 (LGA) mean that Council is no longer required to consult on the Annual Plan as a matter of course. The legislation now encourages councils to focus only on changes to the budget and to only consult only on those changes that are significant and material.
13. Council is required to approve the 2017/18 Annual Plan and rates resolutions by 30 June 2017 in order to comply with the Local Government Act 2002.

Recommendations from Management

1) Budget Adjustments

That Council approves an increase of \$132,000 of operating funding and a reduction of \$705,000 of capital funding in 2017/18 to reflect Budget Adjustments.

2) Updated Assumptions

That Council approves a reduction of \$1,105,000 of operating funding in 2017/18 to reflect Updated Assumptions.

3) Decisions made by Council

That Council approves an increase of \$1,268,000 of operating funding and \$746,000 of capital funding in 2017/18 to reflect Decisions made by Council during 2016/17

4) Chief Executive “Imperatives”

That Council:

- a) approves an increase of \$1,159,000 of capital funding and a reduction of \$150,000 of operating funding in 2017/18 to enable vehicles, plant and machinery to be replaced in line with their useful lives;
- b) approves an increase of \$876,000 of operating funding in 2017/18 to address remuneration shortfalls in employee salaries;
- c) approves an increase of \$150,000 of operating funding in 2017/18 for relocation of City Safe operations to the Genesis Building;
- d) approves an increase of \$600,000 of capital funding in 2017/18 for Crematorium remedial work at Hamilton Park Cemetery;
- e) approves the deferral of \$2,923,000 of operating funding from 2017/18 to future years for implementing rubbish and recycling changes;
- f) approves an increase of \$450,000 of operational funding in 2017/18 for the corporate programme of seismic and building condition assessments; and
- g) approves an increase of \$958,000 of operational funding in 2017/18 for Information Technology licence and support costs.

5) Proposal - Rotokauri Stage One Water Supply

That Council:

- a) approves the acceleration of strategic water supply infrastructure in Rotokauri Stage 1 by:
 - i) advancing \$562,000 of capital funding from 2018/19 to 2017/18;
 - ii) advancing \$2,193,000 of capital funding from 2019/20 to 2017/18;
 - iii) advancing \$56,000 of capital funding from 2020/21 to 2017/18;
 - iv) approving an increase of \$4,589,000 of capital funding in 2017/18; and
- b) notes the financial impact of accelerating strategic water supply infrastructure in Rotokauri stage 1 can be mitigated by the deferral of \$6,193,236 for other infrastructure growth projects from 2017/18 to 2018/19.

6) Proposal - Rototuna Sports Park development

That Council:

- a) approves advancing \$745,000 of capital funding from 2024/25 to 2017/18 to enable initial construction of Rototuna Sports Park to commence; and
- b) notes that \$47,000 of consequential operational funding will need to be allocated annually in the 2018-28 10-Year Plan for commencement of the sports park development.

7) Proposal - Te Huia Destination Playground

That Council:

- a) approves advancing \$287,000 of capital funding from 2018/19 to 2017/18 to develop public toilets at the Te Huia Destination Playground;
- b) approves an increase of \$100,000 of capital funding in 2017/18 to install lighting and CCTV systems at the Te Huia Destination Playground; and
- c) notes that consequential operational funding of \$13,000 in 2018/19 and \$10,000 in subsequent years will need to be allocated in the 2018-28 10-Year Plan for Te Huia Park.

8) Proposal - Customer Services Improvements

That Council:

- a) approves an increase of \$100,000 of capital funding in 2017/18 to complete the following customer service improvement projects:
 - i) eftpos point of sale integration;
 - ii) developing an online hub in the Customer Service Centre; and
 - iii) call recording in our contact centre.

9) Proposal - Mobility implementation for asset management

That Council approves advancing a total of \$350,000 of capital funding from 2018 – 2021 to 2016/17 to enable implementation of mobility solutions for asset management.

10) River Plan

That Council approves a reduction of \$250,000 of operating funding for the River Plan in 2017/18.

11) Other Matters

That Council notes the Other Matters raised by staff in this report

12) Overall Recommendations

That Council:

- a) approves the changes to the 2017/18 budget without community consultation; and
- b) requests the Chief Executive to prepare the 2017/18 Annual Plan, based on the 2015-25 10-Year Plan and as amended by the changes resolved by Council, for approval at the meeting of Council on 29 June 2017.

14. Attachments

- 15. Attachment 1 - Budget Adjustments
- 16. Attachment 2 - Updated Assumptions
- 17. Attachment 3 - Decisions made by Council
- 18. Attachment 4 - Chief Executive "Imperatives"
- 19. Attachment 5 - Proposal - Rotokauri Stage 1 Water Supply
- 20. Attachment 6 - Proposal - Rototuna Sports Park Development
- 21. Attachment 7 - Proposal - Te Huia Destination Playground
- 22. Attachment 8 - Proposal - Customer Services Improvements
- 23. Attachment 9 - Proposal - Mobility Implementation for Asset Management
- 24. Attachment 10 - Proposal - River Plan
- 25. Attachment 11 - Other Matters
- 26. Attachment 12 - Financial Strategy

27. Financial Summary

- 28. The 2017/18 budget changes are summarised below:

2017/18 Annual Plan Budget changes - Summary

As at February 2017	Operating	Capital Expenditure
	\$000	\$000
Approved budget LTP 2015/25 Year 3	(10,190)	79,336
Changes Approved by Council from the from 2016-17 Annual Plan	2,054	9,849
Revised Base year for 2017-18	<u>(8,135)</u>	<u>89,185</u>
Less Vested Assets	(8,581)	
Balancing the Books	<u>446</u>	

Proposed Changes for the 2017-18 Annual Plan

Revised Base year for 2017-18	<u>(8,135)</u>	<u>89,185</u>
Budget Adjustments	<u>132</u> (8,003)	<u>(705)</u> 88,480
Updated Assumptions		
Inflation assumptions (1.9% Opex, 2.0% Capex)	(350)	(450)
Interest Savings	(1,500)	
Development Contributions	(2,000)	
Depreciation	3,036	
Rating Growth - From 0.8% to 1.0%	(291)	
Updated Assumptions	<u>(1,105)</u> (8,329)	<u>0</u> 90,985
Council decisions made during 2016-17		
Civil Defence	450	
Hamilton Zoo Resourcing (Staff)	692	
Project Watershed	126	
Victoria on the River		746
Council decisions made 2016-17	<u>1,268</u> (6,735)	<u>746</u> 89,226
Chief Executive Imperatives		
Additional Fleet Replacements		1,159
Addressing Remuneration Gaps	876	
City Safe Relocation	150	
Crematorium Remedial Works		600
Deferral of Rubbish & Recycling investment	(2,923)	
Seismic and building condition assessments	450	
IT License and support costs	958	
Chief Executive Imperatives	<u>(489)</u> (7,224)	<u>1,759</u> 90,985
Recommended Proposals		
Rotokauri Stage One Water Supply		7,400
Rototuna Park Development		745
Playground Development (Te Huia Playground)		387
Customers Services		100
Information Sevices Mobility Project		399
River Plan	(250)	
Recommended Proposals	<u>(250)</u> (8,579)	<u>9,031</u> 100,016
Less Vested Asset	<u>(8,581)</u>	
Balancing the Books	<u>2</u>	

29. As noted in the 10-Year Plan, the financial strategy is the cornerstone to the Council achieving the goal of managing growth while living within its means. The key elements of the financial strategy are:
 - Balancing the books – i.e. running an operating surplus each year
 - Reducing debt to revenue ratio to 200% or below by 2020
 - Providing rates certainty – keeping rates growth at 3.8% per annum
30. By adopting the 2017/18 budget changes recommended in this report, Council would:
 - Balance the books in 2017/18, noting that this is effectively a 0 balance budget (compared to a \$2million operating surplus budgeted in the 10-Year Plan budget for 2017/18)
 - Increase the 2017/18 debt-to-revenue ratio to 207% (compared to 203% in the 10-Year Plan) and increase the forecast 2020 debt-to-revenue ratio to 202% (compared to 198% in the 10-Year Plan)
 - Make no change to the 3.8% rates growth budgeted in the 10-Year Plan.
31. By adopting any other spending proposals above those recommended Council would not balance its books. The debt to revenue ratio may also be negatively impacted.
32. The financial strategy impacts are represented graphically in Attachment 12.

33. Community Consultation

34. The Local Government Act requires Council to determine whether individual changes to the budget are significant or material and whether the cumulative impact of changes are significant or material. If changes are deemed to be significant and/or material, then Council is required to consult the public on those changes.
35. The guidance provided by the government is that “...the aim is to make the consultation process more efficient and flexible, by minimising ‘re-consultation’ on matters that have already been addressed and decided as part of the long-term plan In some circumstances there will be no need for consultation on the proposed plan”.
36. Council regularly receives feedback from the community and stakeholders on a range of matters. Each of the recommend changes made to the budget outlined in this report has considered feedback received as part of the 10-Year plan consultation process as well as feedback through various other engagement channels (such as Citizen Space, community surveys, issue-specific consultations, public information sessions and open days).
37. Staff have evaluated the recommended changes in this report against the criteria of the legislation and are recommending that the effects on the Financial Strategy and/or adopted levels of service are not sufficiently significant/material to require community consultation.
38. While it is difficult to determine the extent of work required to undertake a consultation using the more targeted approach allowed by the Local Government Act, staff have estimated, based on previous Draft Annual Plan consultation processes, staff time, communication and engagement costs of between \$50,000 and \$75,000.

39. Risk

40. The proposed changes to the 2017/18 budget are proposed to mitigate the impact of higher than anticipated growth on the city's core infrastructure, and to address matters the CEO has determined require priority resources to address.
41. Council did not undertake community consultation during the development of the 2016/17 Annual Plan. Although some elected members challenged this, there was a relatively low level of concern expressed publicly by the community.
42. There is a risk that two years on from the 10-Year Plan consultation some members of the community may question the absence of significant differences and may not be as accepting of Council's decision not to consult.
43. Council will not be asked to approve the 2017/18 Annual Plan until 29 June 2017. Events may occur between the approval of these budgets and the approval of the Annual Plan that require a change to the budget. These changes will need to be assessed against the criteria for significance and materiality to determine whether consultation is required and to what extent that may be required.

Signatory

Authoriser	Sean Hickey, General Manager Strategy and Communications
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Attachment 1 - Budget Adjustments

Operating			
	\$000	\$000	\$000
	Revenue - (Increase)/ Decrease	Expenditure - Increase/ (Decrease)	Operating Surplus - (Increase)/ Decrease
City Growth Revenue (offset by additional costs)	(1,636)		
Additional Costs in Growth (offset by revenue)		1,642	6
Change in City Safe Contract (Remuneration)		648	
Change in City Safe Contract (Contracts)		(648)	0
H3 Revenue	640		640
Waterworld Revenue	779		779
Strategic Property Revenue	740		740
Community Revenue	(186)		(186)
Consequential OPEX - Playgrounds		157	157
Growth model		100	100
Consultants and Legal		(534)	(534)
Electricity		(285)	(285)
Other Operating and Contract costs		(1,285)	(1,285)
Total Operating adjustments			132

Capital Expenditure	
	\$000
	Expenditure - Increase/ (Decrease)
Pipeline Projects	(133)
Corporate Buildings	(48)
Transportation	22
Roading Upgrades in Ruakura	(1,046)
IS Network and Infrastructure	500
Total Capital adjustments	(705)

Attachment 2 – Updated Assumptions

Summary

The main financial assumptions used in the 10-Year Plan and Proposed Annual Plan modelling are:

Assumption	2018 10-Year Plan	2018 Annual Plan Recommended
Development contributions revenue	\$9,141,000	\$11,141,000
Ratepayer growth	0.8%	1.0%
Rates increases	3.8%	No change
Targeted rates	No new targeted rates	No change
Cost growth due to growth	\$250,000	No change
Inflation	Opex 2.43% Capex 2.64%	Opex 1.90% Capex 2.00%
Interest rate	6.0% in 2018 increasing to 6.1% over the 10 years	No change
Asset sales	No asset sales	No change

Detailed 2017/18 Annual Plan assumptions

1. REVENUE

2. Development contributions revenue

Assumed revenue has been estimated using the Development Contributions (DC) Policy. The DC revenue assumption also considers current payment patterns, the number of DCs still to be paid and when those assessments would expire and new assessments likely to be collected.

Development contributions revenue expected to be collected in 2017/18 is \$11,141,000, \$2,000,000 than originally forecast in the 2015-25 10-Year Plan.

3. Ratepayer growth

Hamilton's population is projected by National Institute of Demographic and Economic Analysis 2014 (University of Waikato) to grow at over 1.3% per annum over the 10 year period (2015-25). Employment growth forecasts by Market Economics are lower than this, at around 1% for the 10 year period.

The actual growth of rating revenue due to new ratepayers has averaged 0.8% per annum over the last eight years.

Ratepayer growth for 2016/17 was increased to 1.2% through the 2016/17 Annual Plan process.

The assumption used in preparing the 2017/18 budget is 1.0%.

4. Rates increases

Council has included annual rates increases in the 10-Year Plan 2015-25 that do not exceed the Financial Strategy limit of 3.8% for existing rate payers, excluding the Hamilton Gardens Targeted rate.

The assumption used in preparing the 2017/18 budget is a rates increase of 3.8%

5. Targeted rates

Council currently has the following targeted rates:

- Hamilton Gardens rate (finishes in 2017/18)
- Access Hamilton rate
- Community use rate
- Business improvement district rate

The assumption used in preparing the 2017/18 budget is that there are no new targeted rates.

6. Third party funding

New Zealand Transport Agency (NZTA) subsidies

Council has assumed that operating and capital expenditure programmes which have in the past received NZTA subsidies and/or satisfy the criteria that NZTA require in order to provide subsidy will continue to receive subsidy funding over the course of the 10-Year Plan. The subsidy rates that have generally been applied have been at the subsidy rate of 51%.

Waste minimisation levy

Council has assumed that levy contributions from central government under the relevant provisions of the Waste Minimisation Act 2008 will still be received over the full term of the 10-Year Plan. Council will apply these funds to projects that meet the criteria set out in the Act.

Project Watershed funding

Over the full term of the 10-Year Plan Council has assumed that contributions will be received from Waikato Regional Council for Project Watershed projects. These contributions are sourced from the Waikato Regional Council targeted rate for Project Watershed. Council will apply these funds to projects that meet the criteria set out in the Project Watershed agreement between Council and Waikato Regional Council.

7. EXPENDITURE

8. Cost growth due to growth

As Hamilton grows costs increase on some services. The 10-Year Plan 2015-25 allows for increases of \$250,000 per annum for contract escalations relating to the growing number of households. This occurs only where the supplier agreement includes a set number of households and a contracted escalation if the number of households increase (an example is the household refuse collection contract). Many contracts do not include a contracted escalation clause.

The assumption used in preparing the 2017/18 budget is that there will be cost increases of \$250,000.

9. Inflation treatment

Separate inflation rates have been used for the operational and capital budgets due to the different cost drivers that impact these types of cost.

Business and Economic Research Limited (BERL) have been contracted on behalf of the local government sector to provide inflation forecasts for the period of the 10-Year Plan.

The 2016/17 Annual Plan reduced the 2016/17 inflation rates as follows:

	10-Year Plan 2017	Annual Plan 2017	Adjustment 2017
Opex	2.33%	1.90%	(0.43%)
Capex	2.61%	1.90%	(0.71%)

Year 3 of the 10-Year Plan base budgets have been adjusted by the above inflation adjustments to reflect the impact of the change to inflation in year 2 as inflation is cumulative. This adjustment has reduced operational budgets by \$260,000 and reduced capital budgets by \$563,000.

	10-Year Plan 2018	Annual Plan 2018	Recommended Annual Plan 2018	Recommended Adjustment 2018
Opex	2.43%	2.43%	1.90%	(0.53%)
Capex	2.64%	2.64%	2.00%	(0.64%)

The Annual Plan budget has assumed the 10-Year Plan inflation rates but based on the most recent BERL rates, we recommend the inflation rates be amended to 1.90% for opex and 2.00% for capex. This adjustment would have the following impact on proposed 2017/18 budgets:

- Operating result would reduce by approximately \$350,000 (favourable)
- Capital expenditure would reduce by approximately \$450,000 (favourable)

LGCI vs CPI

LGCI stands for Local Government Cost Index and it examines the main cost drivers for local government activity and measures the degree to which these have changed year on year, creating a local government cost index to parallel the household price index.

Each year SOLGM (New Zealand Society of Local Government Managers) commissions BERL to produce forecast of movements in key local government input costs and an overall cost index (LGCI) for local authorities to use in their planning.

An important point to note is the distinction between the LGCI and the Consumers Price Index (CPI). The main distinction is the composition of the basket of goods and services that each measures. The basket of goods and services in the CPI represents the overall expenditure pattern of New Zealand households, which include items such as food, health, clothing and footwear. Such items are not directly relevant to, and do not reflect the expenditure of local authorities; hence the construction of the LGCI.

The LGCI is intended to reflect the selection and relative importance of the goods and services which represent broadly the expenditure pattern of local authorities in New Zealand. Therefore, this basket of goods and services includes more directly relevant items including capital expenditure on pipelines, earthmoving and site works, and operating expenditure such as local government sector salary and wage rates.

10. DEBT AND INTEREST

11. Interest Rates

Council uses PWC Treasury Division for the provision of advice for all aspects of Council's treasury management.

Interest rates applying to debt are estimated based on current fixed rate contracts, forward looking market rates and expected credit margins.

Recommend 10-Year Plan assumption of 6.0% for 2017/18.

Interest expense is calculated using projected net debt (debt less the average cash balance) and then making adjustments for the timing of capital expenditure (a lag in spending and debt drawdown) and adding back interest received. The 2015-25 10-Year Plan assumed a timing difference impact on interest expense of \$500k, which has been increased to \$1.5m in the proposed 2017/18 Annual Plan based on historic timing of capital expenditure and historic interest savings.

12. ASSETS

13. Asset sales

The assumption used in preparing the 2017/18 budget is that there will be no new asset sales.

The Foodtown site will be sold in 2016/17, which will impact on the opening debt position for 2017/18.

Pensioner Housing was sold in March 2016 with 80% of the sale proceeds to be received in 2019. This will have no impact on 2017/18.

14. Depreciation

Revaluations have been calculated on Property, Plant and Equipment on the preceding years balance as disclosed in the Statement of Financial Position with an inflation allowance based on LGCI.

Assets are depreciated on a straight-line basis over their useful lives. The Council has made a number of assumptions about the useful lives of its assets. These are disclosed in the depreciation note within the Statement of Accounting Policies included in the Prospective Financial Statements.

15. ACTIVITY SPECIFIC ASSUMPTIONS

16. Founders Theatre

The 2017/18 Annual Plan budget has assumed that Founders Theatre will remain closed during 2017/18 but includes core utility and maintenance costs in the budget.

17. Shared Services

The Council is currently part of a shared services review for water services with Waikato District Council and Waipa District Council. No decision has been made to change the way water services are provided. The 2017/18 Annual Plan has been developed based on Council continuing to provide water services.

18. Housing Infrastructure Fund (HIF)

Work is currently underway on a proposal to access the HIF but it is expected this will have no impact on 2017/18 budgets.

Attachment 3 – Decisions made by Council

1. Council has made these decisions at previous meetings and the purpose of this section is to confirm the 2017/18 budget changes consequential to those decisions.

Item	Reason	Impact	Operating costs 2017/18 \$(000)	Capital programme 2017/18 \$(000)
Civil defence	To meet additional costs of civil defence contract with WRC	Reinstatement of civil defence budgets	450	
Hamilton Zoo resourcing (staff)	Health and safety recommendations following the Zoo Review	Increase in staff salary budget	692	
Project Watershed			126	
Victoria On The River	Completion of previously agreed VOTR project	Remaining balance of \$6.75m VOTR project budget		746

Attachment 4 - Chief Executive Imperatives

Report

1. Purpose

- 1.1. To seek approval for a number of adjustments to the 2017/18 budget to reflect matters that the Chief Executive considers critical.

2. Background

- 2.1. Chief Executive imperatives are matters that have arisen during the first half of the 2016/17 financial year that require attention in order to maintain Council's legal obligations to employees, contractors and the public, and to maintain services.

3. Summary of recommendations

That Council approves:

- I. An increase of \$1,159,000 of capital funding and a reduction of \$150,000 of operating funding in 2017/18 to enable vehicles, plant and machinery to be replaced in line with their useful lives.
- II. An increase of \$876,000 of operating funding in 2017/18 to address remuneration shortfalls in employee salaries.
- III. An increase of \$150,000 of operating funding in 2017/18 for reallocation of City Safe operations to the Genesis Building.
- IV. An increase of \$600,000 of capital funding in 2017/18 for Crematorium remedial work at Hamilton Park Cemetery
- V. The deferral of \$2,923,000 of operating funding from 2017/18 to future years for implementing rubbish and recycling changes
- VI. An increase of \$450,000 of operational funding in 2017/18 for the corporate programme of seismic and building condition assessments.
- VII. An increase of \$958,000 of operational funding in 2017/18 for Information Technology licence and support costs

Item	Reason	Impact	Operating costs 2017/18 \$(000)	Capital programme 2017/18 \$(000)
Additional fleet replacements	To align with vehicle useful life estimates	Additional capital expenditure with additional operational cost.	(150)	1,159
Addressing remuneration gaps	To improve staff salary rates where necessary	Additional operating cost	876	
City Safe relocation	City Safe staff relocation to Genesis building	Additional operating costs to create a City Safe operations and emergency	150	

		management centre		
Crematorium remedial works	Levels of service, business continuity	Additional capital expenditure		600
Deferral of Rubbish & Recycling investment	Council decisions on the nature and needs of future services have not been taken	Amount required is unknown where service decisions are pending – defer to later year	(2,923)	
Seismic and building condition assessments	External independent visual inspections of Council buildings	Operational costs to determine if further assessment is required	450	
IT License and support costs	Reflects actual cost of support (no change from 2016/17)	Additional operating expenditure	958	

4. Additional Fleet Replacements

Overview

- 4.1. The Fleet Management Policy approved in 2015 envisages a fleet that is fuel efficient, economical to maintain and promotes safety for both staff and other road users. Machinery that is in constant use cannot be maintained in perpetuity.
- 4.2. The fleet comprises 126 cars and light commercials, 49 heavy vehicle and 184 tractors, mowers, trailers and plant with a combined value of \$12 million. The average ages exceed professional advice with further effects of: increased maintenance expenditure; high fuel consumption and excessive gas emissions. Furthermore, the increasing age of vehicles and plant results in excessive downtime together with an increasing risk of danger to staff due to equipment fatigue and lack of modern safety features.
- 4.3. It has been discovered that errors were made in calculating the necessary 10 year fleet replacement budget value. A review of current fleet replacement requirements has highlighted this error.
- 4.4. The depreciation impact of the additional capital required for fleet replacements is approximately \$150,000.

Recommendation:

- 4.5. That Council approves an increase of \$1,159,000 of capital funding and a reduction of \$150,000 of operating funding in 2017/18 to enable vehicles, plant and machinery to be replaced in line with their useful lives

5. Addressing remuneration Gaps

Overview

- 5.1. A number of Council staff are currently paid more than 10% below market remuneration for their roles.
- 5.2. Additionally, the remuneration budgets set during the 2015-25 10-Year Plan did not accurately reflect the true costs of staff remuneration, particularly in the Infrastructure and Community Groups.

- 5.3. As a result, the budgets currently allocated for remuneration in 2017/18 are not sufficient to cover actual staff costs.
- 5.4. The amount of \$876,000 is made up of:
- \$750,000 to address staff 10% below market rates
 - \$784,000 to address actual staff costs in Infrastructure
 - \$584,000 to address actual staff costs in Community
 - \$55,000 of other increases
 - (\$1,297) of savings to reflect expected vacancies as normal part of business

Recommendation:

- 5.5. That Council approves an increase of \$876,000 of operating funding in 2017/18 to address remuneration shortfalls in employee salaries

6. City Safe Relocation

Overview

- 6.1. The Group Civil Defence and Emergency Management functions are in the process of relocating to the new Genesis building at the corner of Tristram/Bryce Streets.
- 6.2. The City Safe CCTV Operations Centre is also moving from the Transport Centre in order to create a co-ordinated safety management hub with improved emergency situation capability, telephone systems, cameras and monitors.

Recommendation

- 6.3. That Council approves an increase of \$150,000 of operating funding in 2017/18 for relocation of City Safe operations to the Genesis Building.

7. Crematorium Remedial Works

Overview

- 7.1. Due to long-term weathering resulting from a systemic failure in design and construction, damage has occurred to structural elements of the crematorium building. This could result in failure if not corrected. It is anticipated that the building will continue to be operational during remediation works, so it is not expected there will be any interruption to crematorium services.
- 7.2. Preliminary investigations have revealed a number of sections of the building require redesign and replacement due to timber decay from water damage and underperforming brick work and guttering. There is a high risk that deferral of the work will result in further deterioration, could result in increased remediation cost and potential failure of some parts of the building.
- 7.3. The crematorium is critical to the delivery of day-to-day cemetery services and also in a potential civil emergency situation. The Hamilton Park Cemetery crematorium is the only one in the Waikato - the closest crematoriums outside of the Waikato are located in Manukau and Tauranga.

- 7.4. Preliminary investigations indicate costs of around \$600,000 for the renewal works, however detailed design is currently in progress to determine a project cost and this will be provided to Council prior to the adoption of the Annual Plan in June 2017.

Recommendation:

- 7.5. That Council approves an increase of \$600,000 of capital funding in 2017/18 for Crematorium remedial work at Hamilton Park Cemetery.

8. Deferral of Rubbish and Recycling Investment

Overview

- 8.1. In late 2016 Council undertook public consultation on proposals for future kerbside rubbish and recycling services. Public hearings have occurred in February 2017.
- 8.2. Council has yet to make a decision on the future services. Until these decisions are made, the nature and levels of service cannot be determined.
- 8.3. Therefore, financial provision for providing the services needs to be deferred to a future year when the required changes to the services can be fully calculated.

Recommendation:

- 8.4. That Council approves the deferral of \$2,923,000 of operating funding from 2017/18 to future years for implementing rubbish and recycling changes.

9. Seismic and Building Condition Assessments

Overview

- 9.1. The condition assessment programme is for external independent visual inspections of Council buildings. The information gathered will be used to update the buildings asset database and ensure the building asset renewal programmes are best targeted based on the current information.
- 9.2. Council is also in the process of reviewing its seismic assessment information for all of its buildings. Current assessments are being reviewed to ensure they meet the current methodology for assessment. New initial seismic assessments and detailed seismic assessments are programmed on a risk-based approach.
- 9.3. Some of the funding for 2017/18 will be to ensure there is adequate budget to undertake detailed assessments if any of the initial assessments identify potential issues.

Recommendation:

- 9.4. That Council approves an increase of \$450,000 of operational funding in 2017/18 for the corporate programme of seismic and building condition assessments.

10. IT Licence and Support Costs

Overview

- 10.1. Council has a number of licence and support contracts for its Information Technology software and hardware.
- 10.2. When setting the budget for these items during the 2105-25 10-Year Plan, the true cost of support was underestimated. In 2016/17, Council has incurred \$958,000 of IT

licence and support costs over and above those budgeted for in the 2105-25 10-Year Plan.

10.3. This additional funding is required to be carried over to 2017/18.

Recommendation

10.4. That Council approves an increase of \$958,000 of operational funding in 2017/18 for Information Technology licence and support costs

Attachment 5 – Rotokauri Stage One Water Supply

Proposal

Proposal:

To bring forward current approved funding within the 2015-25 10 year plan and request additional new capital funding to fully install distribution water supply infrastructure requirements in Rotokauri Stage 1 to allow for anticipated growth and development.

Recommendations:

That Council:

- (i) Approves the acceleration of strategic water supply infrastructure in Rotokauri Stage 1 by:
 - a) advancing \$562,000 of capital funding from 2018/19 to 2017/18; and
 - b) advancing \$2,193,000 of capital funding from 2019/20 to 2017/18; and
 - c) advancing \$56,000 of capital funding from 2020/21 to 2017/18; and
 - d) approving an increase of \$4,589,000 of capital funding in 2017/18
- (ii) Notes the financial impact of accelerating strategic water supply infrastructure in Rotokauri stage 1 can be mitigated by the deferral of \$6,193,236 for other infrastructure growth projects from 2017/18 to 2018/19.

Background:

This project is necessary to meet Hamilton's growth strategy for Rotokauri and provide continued support for residential development.

The current water supply servicing is insufficient to allow new urban development to happen in the Rotokauri stage 1 residential area because Rotokauri growth is happening earlier than current funding provisions allow.

Without this new piece of important water infrastructure, only a very limited amount of residential development can occur in Rotokauri stage 1 without impacting on existing users' level of service.

Existing and new consents are being processed that cannot be given effect to or receive a 224C approval without these new water service provisions.

The previous 2012-22 10 Year plan allocated funding for infrastructure provision for Rotokauri Stage 1 in later years and over the previous 2 years Council have been bringing forward this infrastructure for a 'Just in Time' basis to meet the needs of the residential developers.

Further work undertaken through the Water Master Plan has identified the need to bring forward funding from 2018-2020 and to increase funding to allow Rotokauri to be serviced from the Pukete Reservoir once the new Rototuna Reservoir is commissioned.

Water supply to the residential development in Rotokauri is reliant on the completion of the Rototuna reservoir to supply water to Rototuna.

To mitigate the cash flow implications of this proposal, the additional funding requirements of \$7,400,000 required in 2017/18 for this project can be offset through deferral of other infrastructure capital growth projects from 2017/18.

Staff have identified \$6,193,236 of capital funding for other projects in 2017/18 that can be deferred. This would reduce the additional capital funding required in 2017/18 to \$1,206,764.

Project benefits:

- Allows urban development to occur in Rotokauri stage 1
- Meets water supply standards for Rotokauri stage 1
- Reduces peak demand effort to create and distribute water supply from the water treatment plant

Financial impact:

• **10 Year Plan budget**

\$000	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Total
Operating Revenue	0	0	0	0	0	0	0	0	0
Operating Expenditure	0	0	0	0	0	0	0	0	0
Capital Revenue/Funding	0	0	0	0	0	0	0	0	0
Gross Capital Expenditure	100	562	2,193	56	0	0	0	0	2,911
NET Benefit/(Cost) to Council	(100)	(562)	(2,193)	(56)	0	0	0	0	(2,911)

• **Revised budget**

\$000	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Total
Operating Revenue	0	0	0	0	0	0	0	0	0
Operating Expenditure	0	0	0	0	0	0	0	0	0
Capital Revenue/Funding	0	0	0	0	0	0	0	0	0
Gross Capital Expenditure	7500	0	0	0	0	0	0	0	7,500
NET Benefit/(Cost) to Council	(7,500)	0	(7,500)						

• **Variance - NET Benefit/(Cost) to Council**

\$000	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Total
Operating Revenue	0	0	0	0	0	0	0	0	0
Operating Expenditure	0	0	0	0	0	0	0	0	0
Capital Revenue/Funding	0	0	0	0	0	0	0	0	0
Gross Capital Expenditure	(7,400)	562	2,193	56	0	0	0	0	(4,589)
*NET Benefit/(Cost) to Council	(7,400)	562	2,193	56	0	0	0	0	(4,589)

Attachment 6 - Rototuna Sports Park Development

Proposal

Proposal

1. To bring forward capital funding of \$745,000 from 2024/25 to undertake site preparation works (i.e. bulk earthworks and civil works) for the development of the Rototuna Sports Park and the consequential operational funding required for park maintenance.

Recommendations

That Council:

- (i) Approves advancing \$745,000 of capital funding from 2024/25 to 2017/18 to enable initial construction of Rototuna Sports Park to commence;
- (ii) Notes that \$47,000 of consequential operational funding will need to be allocated annually in the 2018-28 10-Year Plan for commencement of the sports park development.

Background

2. Council has acquired 12 ha of land in Rototuna Town Centre to develop as a sports park to provide for the city's future growth and meet the demand for sports fields. The 2016/17 budget includes \$233,000 for site investigations, design and planning for the new sports park. Detailed designs, costings and the development of a Comprehensive Development Plan will be completed in the 2016/17 financial year.
3. There is \$6.1million allocated in Years 9-10 (2024/25) of the 2015-25 10-Year Plan for full development of 'Rototuna Sports Park'. A proposal for full park development i.e. sports fields will be provided for consideration as part of the 2018-28 10-Year Plan based on detailed design and revised costings.
4. In advance of this development, undertaking initial works in 2017/18 will enable land to settle and full works to be completed should funding for full park development be brought forward in the 2018-28 10-Year Plan.
5. Land surrounding the park is currently being developed for residential purposes and development of a retail shopping complex is expected to commence in the near future. It would be prudent to undertake works and park development prior to and/or in alignment to other development in the surrounding area. These works and ongoing maintenance will enable a passive recreation park to be provided to the community.
6. Analysis of sports field capacity and demand undertaken by Momentum Research (2013) and supported by the Waikato Regional Sports Facility Plan (2014) strategy indicate that the city will not be able to meet the projected demand of the sports codes by 2021 (based on conservative population growth estimates) and five new fields are required by 2020.
7. There will be consequential operational costs to maintain the park. These costs have been included in the funding proposal.

Financial impact

- **10 Year Plan Budget**

\$000	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Total
Operating Revenue									
Operating Expenditure									
Capital Revenue/Funding									
Gross Capital Expenditure								(6,097)	(6,097)
NET Benefit/(Cost) to Council								(6,097)	(6,097)

- **Revised budget**

\$000	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Total
Operating Revenue									
Operating Expenditure		(47)	(47)	(47)	(47)	(47)	(47)	(47)	(329)
Capital Revenue/Funding									
Gross Capital Expenditure	(745)							(5352)	(6,097)
NET Benefit/(Cost) to Council	(745)	(47)	(47)	(47)	(47)	(47)	(47)	(5399)	(6,426)

- **Variance - NET Benefit/(Cost) to Council**

\$000	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Total
Operating Revenue	0	0	0	0	0	0	0	0	0
Operating Expenditure	0	(47)	(47)	(47)	(47)	(47)	(47)	(47)	(329)
Capital Revenue/Funding	0	0	0	0	0	0	0	0	0
Gross Capital Expenditure	(745)	0	0	0	0	0	0	745	0
NET Benefit/(Cost) to Council	(745)	(47)	(47)	(47)	(47)	(47)	(47)	698	(329)

Attachment 7 – Te Huia Destination Playground

Proposal

Proposal:

- To bring forward from 2018/19 capital funding of \$287,000 for public toilets plus an additional \$100,000 for lighting and CCTV developments for the Te Huia Destination Playground and the associated consequential opex .

Recommendation:

That Council:

- Approves advancing \$287,000 of capital funding from 2018/19 to 2017/18 to develop public toilets at the Te Huia Destination Playground;
- Approves an increase of \$100,000 of capital funding in 2017/18 to install lighting and CCTV systems at the Te Huia Destination Playground;
- Notes that consequential operational funding of \$13,000 in 2018/19 and \$10,000 in subsequent years will need to be allocated in the 2018-28 10-Year Plan for Te Huia Park.

Background:

- In the 2015-25 10-Year Plan, Te Huia Destination Playground and associated toilets were funded in year 2018/19. In the 2016/17 Annual Plan Te Huia Destination Playground funding was bought forward to 2017/18. However, toilet funding was not. It is more efficient to develop toilets at the same time as the playground construction so staff request that funding for toilets be bought forward from 2018/19 to 2017/18.
- An additional \$100,000 is required for lighting and CCTV which is a new requirement identified at destination playgrounds.

Financial impact

- 10 Year Plan budget

S000	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Total
Operating Revenue									
Operating Expenditure			(3)	(3)	(3)	(3)	(3)	(3)	(18)
Capital Revenue/Funding									
Gross Capital Expenditure		(287)							(287)
NET Benefit/(Cost) to Council	0	(287)	(3)	(3)	(3)	(3)	(3)	(3)	(287)

- Revised budget

\$000	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Total
Operating Revenue									
Operating Expenditure		(13)	(13)	(13)	(13)	(13)	(13)	(13)	(91)
Capital Revenue/Funding									
Gross Capital Expenditure	(387)	0	0	0	0	0	0	0	(387)
NET Benefit/(Cost) to Council	(387)	(13)	(478)						

- Variance - NET Benefit/(Cost) to Council

\$000	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Total
Operating Revenue	0	0	0	0	0	0	0	0	0
Operating Expenditure	0	(13)	(10)	(10)	(10)	(10)	(10)	(10)	(73)
Capital Revenue/Funding	0	0	0	0	0	0	0	0	0
Gross Capital Expenditure	(387)	287	0	0	0	0	0	0	(100)
NET Benefit/(Cost) to Council	(387)	274	(10)	(10)	(10)	(10)	(10)	(10)	(173)

Attachment 8 - Customer Services improvements

Proposal

Proposal

- To approve \$100,000 of capital funding in 2017/18 for Customer Service improvement projects.

Recommendation:

That Council:

- Approves an increase of \$100,000 of capital funding in 2017/18 to complete the following customer service improvement projects:
 - Eftpos point of sale integration
 - Developing an online hub in the Customer Service Centre
 - Call recording in our contact centre

Background:

- Streamlining our processes, encouraging the use of online services and having call recordings to protect staff and enable customer service improvement are all important improvement projects to make us an easy Council easy to deal with.
- The benefits of these improvements for Council's business are:
 - Improved levels of customer service resulting in customers recommending our services to others
 - Promotion of online services and conversion of customers to online channels
 - Improved complaint resolution in Customer Services as we can review calls
 - Enablement of review of call quality and customer service coaching for front line staff
 - Elimination of cash receipting errors that can affect customers and a more efficient process
 - Improved reputation
- There is currently no capital funding in the 2105-25 10-Year Plan for Customer Service improvement initiatives.

Financial impact

- 10 Year Plan budget

S000	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Total
Operating Revenue									
Operating Expenditure	0								
Capital Revenue/Funding	0								
Gross Capital Expenditure									
NET Benefit/(Cost) to Council	0								

- **Revised budget**

\$000	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Total
Operating Revenue									
Operating Expenditure									
Capital Revenue/Funding									
Gross Capital Expenditure	100								
NET Benefit/(Cost) to Council	(100)	0							

- **Variance - NET Benefit/(Cost) to Council**

\$000	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Total
Operating Revenue	0	0	0	0	0	0	0	0	0
Operating Expenditure	0	0	0	0	0	0	0	0	0
Capital Funding	0	0	0	0	0	0	0	0	0
Gross Capital Expenditure	(100)	0	0	0	0	0	0	0	0
NET Benefit/(Cost) to Council	(100)	0							

Attachment 9 - Mobility implementation for asset management

Proposal

Proposal

1. To bring forward to 2017/18 a total of \$350,000 capital funding from future years in the 2015-2025 10-Year Plan to combine with \$50,000 of existing resources to create a budget of \$400,000 to implement mobility solutions for managing assets.

Recommendation

That Council:

- (i) Approves advancing a total of \$350,000 of capital funding from 2018 – 2021 to 2016/17 to enable implementation of mobility solutions for asset management.

Background

2. The implementation of mobility solutions is closely aligned with Council's economic development agenda, as it seeks to enable Council to provide cost-efficient services to the business community, enhance the regulatory environment and ensure quality standards are maintained. It will also help to provide cost effective and productive infrastructure to enable the city to function and prosper by improving asset management services and asset data collection for both City Waters, Facilities and Parks & Open Spaces through enabling mobility solutions.
3. The benefits of mobility solutions are seen as being:
 - Extending the existing mobile technology already in use in the field.
 - Improving response times for on-site investigations and maintenance due to information becoming available in real time resulting in work being completed more quickly.
 - Reduction in time through preparing and completing paper sheets for condition assessments and manually updating electronic systems.
 - Improving the quality of asset data stored.
 - Connecting the field staff to our data sources promotes greater ownership of asset data by asset managers and field service staff.
 - Asset reporting is of a better quality because asset data recorded in the field is more accurate and in real time.
 - Increased workforce productivity, efficiency and staff job satisfaction through reliable and proven technology that allows staff to operate with less wastage.
 - Maintenance can be better prioritised according to identified risk.
 - Accurate reporting and data analysis for key performance indicators.

Financial impact

- 10 Year Plan budget (mobility)**

\$000	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Total
Operating Revenue									
Operating Expenditure									
Capital Revenue/Funding									
Gross Capital Expenditure	100	267	100	250					717
NET Benefit/(Cost) to Council	(100)	(267)	(100)	(250)	0	0	0	0	(717)

- Revised budget**

\$000	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Total
Operating Revenue									
Operating Expenditure									
Capital Revenue/Funding									
Gross Capital Expenditure	450	67	50	150					
NET Benefit/(Cost) to Council	(450)	(67)	(50)	(150)	0	0	0	0	(717)

- Variance - NET Benefit/(Cost) to Council**

\$000	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Total
Operating Revenue									
Operating Expenditure									
Capital Revenue/Funding									
Gross Capital Expenditure	350	(200)	(50)	(100)					
NET Benefit/(Cost) to Council	(350)	200	50	100	0	0	0	0	0
Estimated Depreciation Impact									0

Attachment 10 - River Plan

Proposal

Proposal

- To reduce the 2017/18 operating funding for River Plan projects from \$500,000 to \$250,000.

Recommendation

That Council:

- Approves a reduction of \$250,000 of operating funding for the River Plan in 2017/18.

Background

- In 2014 Council adopted the River Plan (the Plan). The Plan identifies several key projects to be implemented immediately or in the short term.
- The following projects have been started or investigated:

Project	Status	
Ferrybank and Roose Commerce Park Development Master Plan	Plan completed and adopted by Council.	Complete
Hayes Paddock <ul style="list-style-type: none"> ○ Redevelopment of the riverbank and amenities at Wellington Street beach. 	Concept plan currently being developed.	In Progress
Hamilton Gardens <ul style="list-style-type: none"> ○ New gardens and jetty 	Projects are being completed under the Hamilton Gardens Development Plan.	In Progress
Braithwaite Park <ul style="list-style-type: none"> ○ Pukete Garden Bridge 	Concept and detailed design complete.	Complete
Vegetation Management Plan	Data collection in progress.	In Progress
Hamilton East Neighbourhood Plan	Plan has been completed and adopted by Council.	Complete

- The River Plan project currently has an allocated budget of \$500,000 for the 2017/18 financial year. The budget is to enable delivery of the Short Term Projects identified in the River Plan and support detailed design of projects completed to concept or plan stage:
 - Vegetation Management Plan
 - Ferrybank Development Plan – Detailed design to enable LTP costings
 - Hayes Paddock - Redevelopment of the riverbank and amenities detailed design.
 - Maaori Significant Landmarks Plan
 - Riverside Furniture, Lighting and Signage Plan
 - Riverside Public Art Plan

5. Reducing the 2017/18 budget to \$250,000 will mean that the work programme will be reduced and projects deferred with funding requests put forward to the 2018-28 10-Year Plan for consideration.
6. Projects proposed to be undertaken in 2017/18 (with reduced budget):

Projects	Priority
Ferrybank Development Plan – Detailed design to enable LTP costings	1
Hayes Paddock - riverbank and amenities redevelopment detailed design	2
Vegetation Management Plan - reduced	3

Projects proposed to defer from 2017/18 (with reduced budget):

Projects	Priority
Maaori Significant Landmarks Plan	1
Riverside Furniture, Lighting and Signage Plan	2
Riverside Public Art Plan	3

7. Risks of deferring projects include:
- failure to meet community expectations raised through the adoption of the River Plan and the Ferrybank Development Plan and
 - the potential loss of Momentum funding pledged to the Ferrybank Development Plan projects.
8. The potential risk to the Momentum funding will be mitigated by prioritising the proposed \$250,000 2017/18 budget to develop detailed design for the Ferrybank Development Plan.
9. Council will receive a thorough briefing on the River Plan programme on the 30 March 2017. There is an opportunity at the briefing to consider a reallocation of the remaining 2016/17 budgeted work programme in light of this proposal, to prioritise works that could be completed in this financial year.

Financial impact

- **10 Year Plan Budget**

\$000	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Total
Operating Revenue									
Operating Expenditure	500	500	500	500	500	500	500	500	4000
Capital Revenue/Funding									
Gross Capital Expenditure									
NET Benefit/(Cost) to Council	(500)	(4000)							

- **Revised budget**

\$000	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Total
Operating Revenue									

Operating Expenditure	250	500	500	500	500	500	500	500	3750
Capital Revenue/Funding									
Gross Capital Expenditure									
NET Benefit/(Cost) to Council	(250)	(500)	(3750)						

• **Variance - NET Benefit/(Cost) to Council**

¥000	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	Total
Operating Revenue									
Operating Expenditure	250	0	0	0	0	0	0	0	250
Capital Revenue/Funding									
Gross Capital Expenditure									
NET Benefit/(Cost) to Council	250	0	250						

Attachment 11 - Other matters to be considered

Report

1. Purpose

- 1.1. To inform Council of the status of a number of matters that staff have considered in preparing the draft 2017/18 budget which are not recommended for inclusion in the 2017/18 budget.

2. Background

- 2.1. In preparing the draft 2017/18 budget, the Management Team have considered a number of matters, either at the request of Council, at the request of the Mayor, or at the request of staff.
- 2.2. Due primarily to budget constraints, a number of these matters have not resulted in a proposal (i.e. are not recommended for inclusion in the 2017/18 Annual Plan draft budget).
- 2.3. For each of these matters, an outline has been provided below.

3. Living wage for Hamilton City Council

3.1. Overview

- 3.2. The Living Wage is defined by the Living Wage Movement Aotearoa as “the income necessary to provide workers and their families with the basic necessities of life. A living wage will enable workers to live with dignity and to participate as active citizens in society”.
- 3.3. The Living Wage rate is calculated based on the wage required by a household of two adults and two children, with one full time and one part time income earner. It is designed to reflect the basic expenses of workers and their families such as housing, food, clothing, transportation, communication, recreation and childcare.
- 3.4. The current adjusted living wage rate for 2016 is \$19.80.
- 3.5. The adult minimum wage rate for employees aged 16 or over is moving to \$15.75 an hour on 1 April 2017.
- 3.6. In March 2014 Treasury released a report to the Minister of Finance on the Living Wage proposal, based on an analysis of the Household Economic Survey. The Treasury report concludes:
 - The Living Wage proposal is an ineffective way to help families with low incomes because:
 - Many low income earners are people below the age of 30 who are single or part of a childless couple;
 - The extra earnings by parents would result in reduced tax credits or benefit payments (as they abate with higher income).
 - If adopted as a minimum wage, New Zealand would be out of line with other countries, and it is likely to reduce employment, particularly of younger people trying to enter the labour market.

- The overall impact on poverty levels is likely to be small, but it would represent a change of focus from supporting families with children towards supporting young, single people.

3.7. Councils around New Zealand have taken a variety of approaches to the Living Wage concept. Were Hamilton City Council to adopt some form of Living Wage, staff believe there are three broad options:

- Using a percentage of the national minimum wage (e.g. 110% or 120%)
- using the national minimum wage plus two dollars
- proceeding with the Living Wage as it currently stands

3.8. Staff have completed some initial assessment of the merits of each option but all would result in increased costs to Council. Given budget constraints in 2017/18 staff do not believe any of these options is feasible in 2017/18 but Council could consider these as part of the 2018-28 10-Year Plan process.

3.9. Recommendation

3.10. That Council does not approve additional funding in 2017/18 to fund a new minimum wage for Hamilton City Council Staff.

4. North Hamilton Park Planning and Development

4.1. Overview

4.2. Between 2005 and 2015 Council purchased land in Rototuna for recreation parks; Te Manatu Park (8ha), Mangaiti Park (9ha) and Hare Puke (10ha). Today these areas remain undeveloped and provide limited recreational value. Maintenance levels are managed through an agricultural contract where grass is cut for hay.

4.3. Land surrounding these parks is fully developed for residential purposes and there is an expectation from the community for these parks to be developed and maintained. Consequential operational funding is required to mow and maintain these areas to reduce complaints.

4.4. An estimated \$1,178,000 of new capital funding and \$121,000 of consequential operational funding is required to develop and maintain these parks to provide basic levels of service and for professional fees required to undertake planning and design of further development including enhanced recreation use and sports facilities.

4.5. Some funding for development of these parks is included in future years of Council's current 10-Year Plan and 30-Year Infrastructure Strategy.

4.6. Given budget constraints in 2017/18, staff believe that planning for full park development should be considered as part of the 2018-28 10-Year Plan.

4.7. Recommendation:

4.8. That Council does not approve additional funding in 2017/18 for development and maintenance of Te Manatu, Mangaiti and Hare Puke Parks.

5. Skate Space Planning

5.1. Overview

- 5.2. On 30 August 2016, the Strategy and Policy Committee resolved for “staff to report to the Annual Plan 2017/18 budget meeting on the Skate Park proposal at Hinemoa Park/Mill Street, including cost estimates and funding options for Council to consider”.
- 5.3. Since the August Strategy and Policy Committee, alternative central city site options have been recognised that warrant further investigation to identify the best location.
- 5.4. Subsequently, a report to the 21 February 2017 Community Services Committee outlined additional central city sites and potential benefits.
- 5.5. That Committee resolved that “Skate Spaces Plan and funding proposals be considered in the 2018-28 10-Year Plan”.
- 5.6. A Skate Spaces Plan is being progressed by staff to inform funding proposals to be presented to the 2108-28 10-Year Plan.
- 5.7. If funding was to be approved in the 2017/18 Annual Plan, staff have estimated an amount of \$134,000 is required for the planning and design of a new central city skate space and renewal of Nawton and Melville Skate Parks. Planning would involve selection of a consultation and concept design of the skate parks as well as identify the most appropriate location for a new skate space.
- 5.8. In line with the recent resolution of the Community and Service Committee, staff have not included funding proposals for skate park planning as part of the 2107/18 Annual Plan.

5.9. Recommendation:

- 5.10. That Council does not approve additional funding in 2017/18 for skate park planning.

6. Pooches & Parks Plan implementation

6.1. Overview

- 6.2. In 2014 Council adopted the Pooches and Parks Plan (the Plan) which commits to improving facilities in dog exercise areas and establishes new areas. The rationale for the development of the Plan was to resolve a number of non-bylaw related issues, such as complaints from the community re lack of facilities. Significant community consultation was undertaken as part of the Plan.
- 6.3. In 2015, Council adopted the Hamilton Dog Control Bylaw and Policy. This changed the boundaries of the 15 existing off-lead exercise areas and introduced seven new off lead areas. Some changes were proposed to start from the commencement date of the new Bylaw (1 July 2015), while others were to be implemented over time, by November 2018. There are a number of facilities proposed in the Pooches and Parks Plan, such as fenced areas, signage, rubbish bins, waste bag dispensers, dog drinking fountains and agility equipment at Days Park (destination dog park).
- 6.4. Signage is considered the highest priority to enable the Bylaw to be implemented.

- 6.5. Fenced areas require further analysis and consultation with the community and further proposals will be presented to the 2018-28 10-Year Plan with recommendations for stage funding.
- 6.6. These improvements are currently unfunded and unable to be completed within existing budgets.
- 6.7. Given budget constraints in 2017/18, staff believe that implementation of the Pooches & Parks Plan should be considered as part of the 2018-28 10-Year Plan.

6.8. Recommendation

- 6.9. That Council does not approve additional funding in 2017/18 for Pooches & Parks implementation.

7. City Planning Professional Fees

7.1. Overview

- 7.2. As a result of a mediated Environment Court appeal and subsequent Council resolutions to support growth in the Temple View Area, it is anticipated that there will be additional professional services required to support the Temple View Structure Plan work.
- 7.3. Additional costs are also likely to be incurred to support technical peer review works for a proposed change in land use for a major residential development in Te Rapa North (Perry's Plan Change).
- 7.4. The additional amount required to support these developments is currently unknown, but estimated to be approximately \$270,000.
- 7.5. Given budget constraints in 2017/18, staff will attempt to absorb these costs within existing budgets, but note the strong possibility that this matter may need to be reconsidered by Council during the course of the year.

7.6. Recommendation:

- 7.7. That Council does not approve additional funding in 2017/18 for City Planning professional fees.

8. Parking Activity – New Parking Offering

8.1. Overview

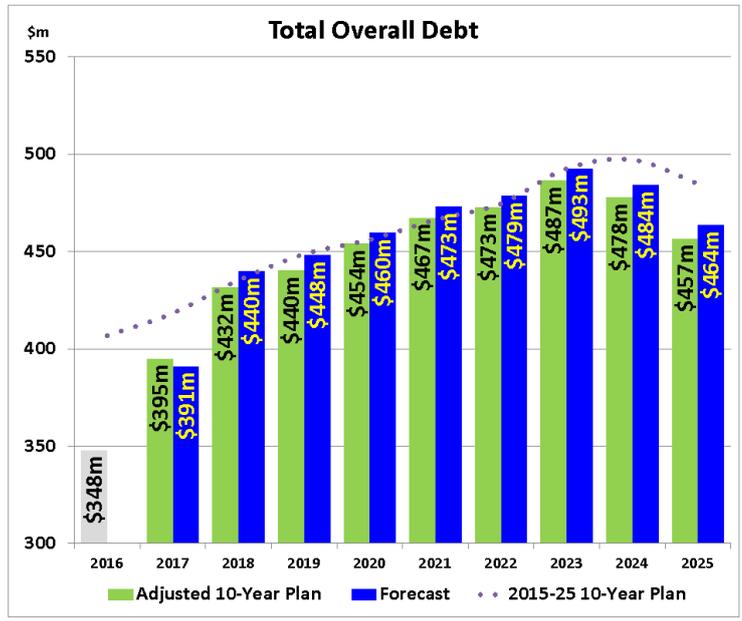
- 8.2. Aligned to the Central City Transformation Plan (CCTP) outcome of 'parking options that encourage more people to spend more time in the central city' staff have investigated an option to change the current central city parking offering.
- 8.3. The changes considered are:
 - First 2 hours free parking within the central city
 - Management of traffic infringements (i.e. Warrants of Fitness and Vehicle Registrations) aligned with NZ Police practices

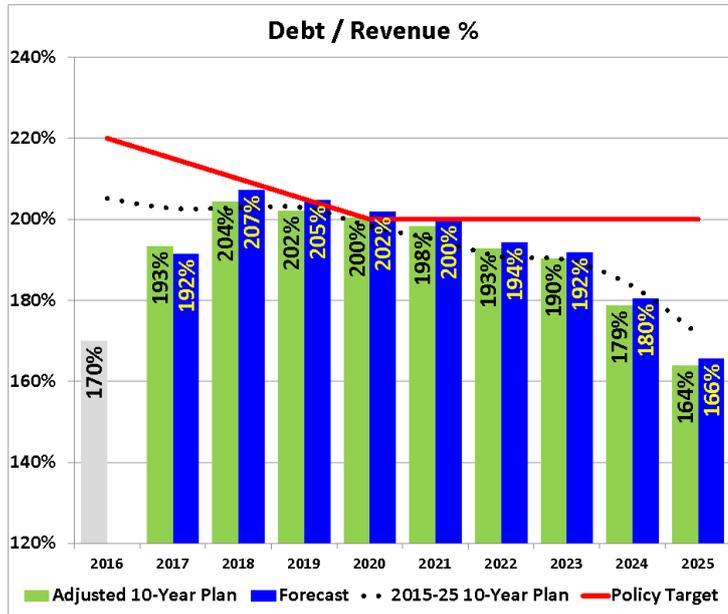
- 8.4. The pending roll-out of the CCTP parking technology infrastructure within the central city provides the opportunity to reset our on-street parking offerings to the community. The roll-out of parking technology is expected to occur by 30 June 2017.
- 8.5. If Council implemented the proposed changes in 2017/18, staff estimate the annual financial impact to Council would be:
- \$4,215,000 of reduced operating revenue from parking and infringements
 - \$753,000 of reduced operating costs related to the collection of this revenue
- 8.6. A parking Taskforce has recently been established and is due to report to the Growth and Infrastructure Committee with an update on central city parking options on 28 March 2017.
- 8.7. Given budget constraints in 2017/18, staff believe that, through the work of the Parking Taskforce, options for changing the central city parking offer should be considered as part of the 2018-28 10-Year Plan.
- 8.8. Recommendation:**
- 8.9. That Council does not approve budget changes in 2017/18 to fund parking changes in the Central City

Attachment 12 – Financial Strategy

Financial Strategy

1. The financial strategy charts below show the impact of the adjustments made to the 2017/18 budget.
2. The green bars show the 10-Year Plan position after updating for decisions made since the Plan was published.
3. The blue bars are the forecast position taking into account amendments proposed for the 2017/18 Annual Plan.
4. The dotted line is the original 10-Year Plan position.
5. Rates certainty is a key to the current financial strategy. No change to the 3.8% average increase to existing ratepayers is recommended at this time.
6. The total overall debt and debt to revenue key performance indicators are forecast to be higher than the adjusted 10-Year Plan due to the proposed addition in 2017/18 of \$7.4m to enable construction to start on the Rotokauri bulk water supply project. Balancing the books outcomes are forecast to be lower in each future year.
7. Some proposals and past decisions have multi-year budget implications. These have been taken into account in the financial modelling represented in the charts.
8. The proposed adjustments create some forecast breaches of the financial strategy for debt to revenue in 2019/20 and balancing the books in 2018/19. Consideration of the projected strategy breaches will be part of the 2018-28 10-Year Plan process.





9. The proposed 2017/18 Annual Plan has just managed to balance the books but due to additional ongoing operating costs, most future years forecast substantially lower surpluses. The 2018/19 year is forecast to be in deficit primarily due to the budgeted amount for purchasing wheelie bins for rubbish collection.

