

Notice of Meeting:

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

Date: Thursday 4 May 2023
Time: 9.30am
Meeting Room: Council Chamber and Audio Visual Link
Venue: Municipal Building, Garden Place, Hamilton

Lance Vervoort
Chief Executive

Council Kaunihera OPEN AGENDA

Membership

Chairperson Mayor Paula Southgate
Heamana

Deputy Chairperson Deputy Mayor Angela O'Leary
Heamana Tuarua

Members	Cr Ryan Hamilton	Cr Geoff Taylor
	Cr Maxine van Oosten	Cr Sarah Thomson
	Cr Moko Tauariki	Cr Emma Pike
	Cr Ewan Wilson	Cr Melaina Huaki
	Cr Mark Donovan	Cr Anna Casey-Cox
	Cr Louise Hutt	Cr Kesh Naidoo-Rauf
	Cr Andrew Bydder	

Quorum: A majority of members (including vacancies)

Meeting Frequency: Monthly – or as required

Amy Viggers
Mana Whakahaere
Governance Lead

24 April 2023

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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 Council¹:
 - 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.
 - 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 does 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 1991.
 - d) Adoption of governance level strategies plans and policies which advance Council's vision and strategic goals.

¹ [Clause 32, Schedule 7, Local Government Act 2002](#)

- 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.
- i) Approval or otherwise of any proposal to establish, wind-up or dispose of any holding in, a CCO, CCTO or CO.
- j) Approval of city boundary changes, including in respect of Strategic Boundary Land Use Agreements.
- k) Approval of Activity Management Plans.
- l) Sister City relationships.

Oversight of Strategies, Plans and Reports:

- Long Term Plan
- Annual Plan
- Annual Report
- Shaping Hamilton Kirikiriroa Together
- Our Climate Future
- He Pou Manawa Ora

Oversight of Policies and Bylaws:

- *Corporate Hospitality and Entertainment Policy*
- *Delegations to officers specific to the Resource Management Act 1991*
- *Delegations to Positions Policy*
- *Elected Members Support Policy*
- *Significance and Engagement Policy*
- *Climate Change Policy*
- *Any Community Engagement Policies*

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1 Apologies – *Tono aroha*

2 Confirmation of Agenda – *Whakatau raarangi take*

The Council to confirm the agenda.

3 Declaration of Interest – *Tauaakii whaipanga*

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 – *Aatea koorero*

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 five 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 Governance 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 Governance by telephoning 07 838 6727.

Council Report

Committee: Council

Date: 04 May 2023

Author: Carmen Fookes

Authoriser: Michelle Hawthorne

Position: Senior Governance Advisor

Position: Governance and Assurance
Manager

Report Name: Confirmation of the Council Open Minutes - 9 March 2023

Report Status	<i>Open</i>
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Staff Recommendation - *Tuutohu-aa-kaimahi*

That the Council confirm the Open Minutes of the Council Meeting held on 9 March 2023 as a true and correct record.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Council Unconfirmed Open Minutes - 9 March 2023

Council Kaunihera OPEN MINUTES

Minutes of a meeting of the Council held in Council Chamber, Municipal Building, Garden Place, Hamilton and Audio Visual Link on Thursday 9 March 2023 at 9.30am.

PRESENT

Chairperson Mayor Paula Southgate
Heamana

Deputy Chairperson Deputy Mayor Angela O'Leary
Heamana Tuarua

Members

- Cr Ryan Hamilton
- Cr Maxine van Oosten
- Cr Moko Tauariki
- Cr Ewan Wilson
- Cr Mark Donovan
- Cr Louise Hutt
- Cr Andrew Bydder
- Cr Sarah Thomson (via audio visual link)
- Cr Emma Pike
- Cr Melaina Huaki
- Cr Anna Casey-Cox
- Cr Kesh Naidoo-Rauf

In Attendance:

- Lance Vervoort – Chief Executive
- Blair Bowcott – General Manager Growth
- Helen Paki – General Manager Community
- Nicolas Wells – Strategic Property Manager

Governance Staff:

- Amy Viggers – Governance Lead
- Carmen Fookes – Senior Governance Advisor
- Arnold Andrews – Governance Advisor

Cr Huaki opened the meeting with karakia.

1. Apologies – Tono aroha

Resolved: (Mayor Southgate/Cr Donovan)
That the apologies for absences from Cr Taylor are accepted.

Council 9 MARCH 2023 - OPEN

2. **Confirmation of Agenda – *Whakatau raarangi take***
Resolved: (Mayor Southgate/Cr Bydder)
 That the agenda is confirmed noting that:
 - a) Item C4 (Recommendation from the CE Review Committee) is to be taken at 12.00pm; and
 - b) the following items were referred to this Council meeting from the Infrastructure and Transport Committee meeting of 7 March 2023 and will be taken following:
 - i. Contract Approval - Intelligent Transport System Assets Maintenance
 - ii. Extension of Transportation Corridor Maintenance and Renewal Contract (12080)
 - iii. Newcastle Water Demand Management Area- Increase in Contract Sum
 - iv. Mangaonua Gully Restoration- Increase in Contract Sum
 - v. Carshare Agreement

3. **Declarations of Interest – *Tauaakii whaipanga***
 No members of the Council declared a Conflict of Interest.

4. **Public Forum – *Aatea koorero***
 No members of the public wished to speak.

5. **Confirmation of the Council Open Minutes - 2 February 2023**
Resolved: (Cr Wilson/Cr Casey-Cox)
 That the Council confirm the Open Minutes of the Council Meeting held on 2 February 2023 as a true and correct record.

6. **Confirmation of the Extraordinary Council Open Minutes - 16 February 2023**
Resolved: (Cr Wilson/Cr Casey-Cox)
 That the Council confirm the Open Minutes of the Extraordinary Council Meeting held on 16 February 2023 as a true and correct record.

7. **Confirmation of the Elected Member Open Briefing Notes - 1 February 2023**
Resolved: (Cr Wilson/Cr Casey-Cox)
 That the Council confirm the Open Briefing Notes of the Elected Member Briefing held on 1 February 2023 as a true and correct record.

8. **Confirmation of the Elected Member Open Briefing Notes - 15 February 2023**
Resolved: (Cr Wilson/Cr Donovan)
 That the Council confirm the Open Briefing Notes of the Elected Member Briefing held on 15 February 2023 as a true and correct record.

9. **Chair's Report**

The Mayor introduced her report, noting the proposed membership on the Waikato Regional Council Regional Transport Committee and support for Cyclone Gabrielle victims through the Adopt a City programme. Deputy Mayor O'Leary provided a further update concerning the Regional Transport Committee, noting the purpose and structure of the Committee. Along with staff, the Mayor responded to questions from Elected Members concerning a Mayor's Office Fund.

Resolved: (Mayor Southgate/Cr van Oosten)
 That the Council:

 - a) receives the report; and

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- b) approves Deputy Mayor O'Leary, and Cr van Oosten as alternate, as Hamilton City Council's representatives on the Waikato Regional Council Regional Transport Committee
- c) approves that \$5,000 be donated to Auckland Mayoral Fund to assist Cyclone Gabrielle victims.

10. 9 Callard Place, Hamilton – Encumbrance

The Strategic Property Manager introduced the report and responded to questions from Elected Members concerning consultation with Te Papa Atawhai (Department of Conservation).

Resolved: (Cr Donovan/Cr Bydder)

That the Council:

- a) receives the report;
- b) approves Option one in the staff report – to remove the encumbrance on 9 Callard Place, Hamilton, reference number 6013848.1, registered on Record of Title SA70B/422;
- c) delegates the Chief Executive to sign all documentation relating to the removal of the encumbrance; and
- d) notes that the property owner will meet all costs associated with removing the encumbrance.

11. Review of Standing Orders

The Governance Lead took the report as read. Staff responded to questions from Members regarding Council business, audio visual link, legal legislation for quorum, and requirement for three-quarters approval.

Resolved: (Deputy Mayor O'Leary/Mayor Southgate)

That the Council:

- a) receives the report; and
- b) approves the updated version of Council's Standing Orders (**Attachment 1** of the staff report) be adopted subject to the following changes being incorporated:
 - i. that absence for the purpose of Council business will be recorded in the minutes; and
 - ii. that 14.1 is amended to:

A member may attend a meeting by audio visual link, either generally or for a specific meeting, noting that where possible, a member will notify the Governance Team at least 2 working days' notice when they want to attend a meeting by audio or audio-visual link. Should, due to illness or unforeseen circumstances, this not be possible the member may give less notice. Member's need to note that they may be asked by the Chair to attend in person in order to meet a physical quorum.

12. Recommendations from Open Committee Meetings

Staff responded to questions from Members concerning consultation waste from crematorium and cemeteries.

Determination Report - Cemeteries and Crematorium Bylaw 2012 and Cultural and Recreational Facilities Bylaw 20122**Resolved:** (Cr Naidoo-Rauf/Cr Casey-Cox)

That the Council:

- a) determines that a Cemeteries and Crematorium Bylaw is the most appropriate mechanism for addressing issues relating to the management of cemeteries and crematoria; and
- b) determines that a Cultural and Recreational Facilities Bylaw is the most appropriate mechanism for addressing issues relating to public safety at our cultural and recreational facilities; and
- c) notes that staff will begin the review of the bylaws including the preparation of draft statements of proposal subject to b) being approved by the Council.

Financial Performance & Strategy Report to 31 January 2023**Resolved:** (Cr van Oosten/Cr Tauariki)

That the Council:

- a) approves the capital movement as identified in paragraph 27 of the 31 January 2023 Capital Portfolio Monitoring Report;
- b) approves the significant forecast adjustments as set out in paragraphs 58 to 59 of the staff report; and
- c) approves the revised Financial Strategy position for Debt to Revenue, Net Debt and Balancing the Books as set out in paragraphs 61 to 63 of the staff report.

13. Resolution to Exclude the Public**Resolved:** (Cr Hamilton/Cr O'Leary)**Section 48, Local Government Official Information and Meetings Act 1987**

The following motion is submitted for consideration:

That the public be excluded from the following parts of the proceedings of this meeting, namely consideration of the public excluded agenda.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

General subject of each matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
C1. Confirmation of the Council Public Excluded Minutes - 2 February 2023) Good reason to withhold) information exists under) Section 7 Local Government	Section 48(1)(a)
C2. Confirmation of the Elected Member Closed Briefing Notes - 1 February 2023) Official Information and) Meetings Act 1987)	
C3. Structures Asset Management Services Contract 1768-2022 Award		
C4. Recommendation from the CE Review Committee		

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- C1. Contract Approval -
Intelligent Transport
System Assets
Maintenance
 - C2. Extension of
Transportation Corridor
Maintenance and
Renewal Contract (12080)
 - C3. Newcastle Water Demand
Management Area-
Increase in Contract Sum
 - C4. Mangaonua Gully
Restoration- Increase in
Contract Sum
 - C5. Carshare Agreement

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

Item C1.	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)
Item C2.	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)
Item C3.	to enable Council to carry out commercial activities without disadvantage	Section 7 (2) (h) Section 7 (2) (i)
Item C4.	to protect the privacy of natural persons	Section 7 (2) (a)
Item C1.	to enable Council to carry out commercial activities without disadvantage	Section 7 (2) (h) Section 7 (2) (i)
	to enable Council to carry out negotiations	Section 7 (2) (j)
	to prevent the disclosure or use of official information for improper gain or improper advantage	
Item C2.	to enable Council to carry out commercial activities without disadvantage	Section 7 (2) (h)
Item C3.	to enable Council to carry out commercial activities without disadvantage	Section 7 (2) (h)
Item C4.	to enable Council to carry out commercial activities without disadvantage	Section 7 (2) (h) Section 7 (2) (i)
	to enable Council to carry out negotiations	
Item C5.	to enable Council to carry out commercial activities without disadvantage	Section 7 (2) (h)

The meeting went into public excluded session at 10.28am.

The meeting was declared closed at 12.57pm.

Council Report

Committee: Council

Date: 04 May 2023

Author: Chantal Jansen

Authoriser: Michelle Hawthorne

Position: Governance Advisor

Position: Governance and Assurance
Manager

Report Name: Confirmation of the Elected Member Open Briefing Notes - 22 March 2023

Report Status	<i>Open</i>
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Staff Recommendation - *Tuutohu-aa-kaimahi*

That the Council confirm the Open Briefing Notes of the Elected Member Briefing held on 22 March 2023 as a true and correct record.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Elected Member Open Briefing Notes - 22 March 2023

Elected Member Briefing Notes – 22 March 2023 – Open

Time and date: 09.35am, 22 March 2023

Venue: Committee Room 1, Hamilton City Council and Audio Visual Link

Hamilton Gateways Policy and Streetscape Beautification and Verge Maintenance Policy

The Transport and Urban Mobility Planner and City Transport Unit Director introduced the topic and explained that the purpose of the presentation was to seek guidance and direction from Elected Members on the future of these policies and the potential opportunities the review brings.

Elected Members asked questions in relation to the following matters:

- the efficiencies if the policies were to be merged
- responsibilities of Council and the public in relation to berms
- Private planting on berms restrictions to ensure consistency from a safety perspective
- Policy Clarification on the principal areas of Council works
- Schedules level of service and high-level amenity statement to address equity across the city to determine gateways and level of service
- Artificial grass considerations as to technology and advantages reducing maintenance costs and extended life span, technology flexibility
- Main arterials maintenance solutions
- Regional specifications prior to investments
- Biodiversity corridors
- Berms damage from parking and policy specification for monitoring and Traffic Bylaw repair
- Clear guidance on structures on berms
- Clear directions for the public on private planting specifications
- Gateway maintenance management level of service treat equally across the city
- Primary and secondary gateways deafferentation
- Marketing opportunity for branding platform
- Gateway importance
- Branding consistency
- Cultural offering and low maintenance and longevity approach
- financial impacts

Staff Action: Staff undertook to provide clarification of public land and legal aspects regarding private brim planting

Elections Close Out

The Governance and Assurance Manager introduced the topic and explained that the purpose of the presentation was to respond to Elected Members request discuss communications, events, community survey, voter behaviour, national voting trend following the 2022 Election.

Elected Members asked questions in relation to the following matters:

- STV campaign misunderstandings
- voter turnout
- systems standardisation

- Event promotions including Council facilitated event campaigns
- Effective communications of address change to occupants
- Voter apathy, including following the loss of voter papers
- Better identification of potential voters' engagement and locations
- Language barriers
- Civics education voters turn out
- Responses to signing up and voting on the spot
- Roles of Elected Members and candidates play to drive Civic Education and voter engagement involvement
- resources
- compliance approach in relation to signage

Delegations to Positions policy

Staff introduced the topic and explained that the purpose of the presentation was to seek Elected Members feedback on proposed changes to the Delegations to Positions Policy prior to the matter being reported to the Council.

Elected Members asked questions in relation to the following matters:

- the proposed changes to the policy
- Risks to the Council
- Insurance and settlement concerns
- Delegation and contract change concerns
- Limits of Procurement and open process for Tenders or Exemptions
- Overview of contractual spending
- Committee terms of reference and delegations
- Local procurement and contractual discussions and scope

Staff Action: Staff undertook to circulate a summary of reports to Council or Committee meetings that were because of the Delegations Position Policy and would not occur if the Council approved the proposed updated policy.

Council Report

Item 7

Committee: Council

Date: 04 May 2023

Author: Chantal Jansen

Authoriser: Michelle Hawthorne

Position: Governance Advisor

Position: Governance and Assurance
Manager

Report Name: Confirmation of the Elected Member Open Briefing Notes - 5 April 2023

Report Status	Open
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Staff Recommendation - *Tuutohu-aa-kaimahi*

That the Council confirm the Open Briefing Notes of the Elected Member Briefing held on 5 April 2023 as a true and correct record.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Elected Member Briefing Open Unconfirmed Notes 5 April 2023

Elected Member Briefing Notes – 5 April 2023 – Open

Time and date: 10.00am, 5 April 2023

Venue: Committee Room 1, Hamilton City Council

1. Youth Action Plan

Staff introduced the topic and explained that the purpose of the presentation was to seek feedback from Elected Members on the proposed scope for the development of a Youth Action Plan.

Elected Members asked questions in relation to the following matters:

- scope the Youth Action Plan
- development costs and funding
- the purpose of a Youth Action plan
- analysis of Community needs
- analysis external agency facilities and current resources that are in place
- wellbeing of youth support
- centralisation to achieve a unified goal
- co-ordination opportunity with Central Government
- external organisation input and opportunities
- gap analysis facilitation and intended funding allocation

Staff Action: *Staff undertook to facilitate a Gap Analysis on youth which included what Council was currently doing, where there were gaps and which gaps were appropriate for Council to be involved in.*

Council Report

Item 8

Committee: Council

Date: 04 May 2023

Author: Amy Viggers

Authoriser: Amy Viggers

Position: Governance Lead

Position: Governance Lead

Report Name: Chair's Report 4 May 2023

Report Status	<i>Open</i>
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Chair's Recommendation

That the Council:

- a) receives the report;
- b) thanks Cr Ewan Wilson for his work as Chair of the Dog Hearing Panel;
- c) appoints Cr Mark Donovan as Chair of the Dog Hearing Panel; and
- d) approves the expenditure of \$10,000 from the Conference by Resolution budget to fund the 2023 LGNZ Conference registration fees of Myself and Deputy O'Leary and the remainder split equally between any first term Councillor (including Cr Donovan).

Attachments - *Ngaa taapirihanga*

Attachment 1 - Chair's Report 4 May 2023



Chair's Report

After full debate Council has landed a draft budget for the 23/24 Annual Plan. Now is the community's time to have a say. Thank you to staff from across the organisation, who have worked on the Annual Plan, and thank you to Councillors for your work in bringing together the draft Annual Plan. I look forward to engaging with the community on what is a challenging budget in today's economic climate.

As reported at the Economic Development Committee, Hamilton's economy continues to perform well. This is encouraging news in the face of what may be another tough economic year for New Zealand. Council also received confirmation that our \$14.65 million application to the Better Off fund has been accepted. This is positive news that reflects the hard work of Council and staff on this topic.

The City has hosted two major events in recent times. These contribute to the City's economy and the cultural vibrancy of the Waikato.

The Hamilton Arts Festival Toi Ora ki Kirikiriroa (formerly Hamilton Gardens Arts Festival) has been the Waikato's premier arts event for 25 years. The festival showcases the best of Waikato's performing artists alongside shows from across the country and abroad. It has been encouraging to see the festival has grown into one of national significance. The Hamilton Gardens Summer Festival Trust is to be congratulated for their work.

Balloons Over Waikato also returned in full force this year. With the help of some stunning March weather it was a huge success. It is heartening to see an event that we are famous for return to the city.

Coming up so LGNZ annual conference and EXCELLENCE Awards which will be held in Ōtautahi Christchurch from 26 to 28 July 2023. As in past years 600 plus delegates are expected, along with key stakeholders from central government and the private sector. As the Councils delegate I will be in attendance. With the fast pace of change in Local Government it is important to attend to vote at the AGM which is prior to the conference and find the networking opportunities very valuable.

The registrations are now open. To enable some of our new Elected Members to attend the Conference and undertake other training opportunities I am recommending that some of the costs to attend the conference be covered by our Conference by Resolution budget and the remaining would be funded by individual personal development budgets. I propose \$10,000 be put towards those attending the 2023 LGNZ Conference to cover the registration fees of Myself and Deputy O'Leary and the remainder split equally between any first term Councillor (including Cr Donovan).

Cr Wilson has advised that he is stepping down from his role as Chair of the Dog Hearing Panel. I would like to thank Cr Wilson personally for his work.

Chair's Recommendation

That the Council:

- a) receives the report;
- b) thanks Cr Ewan Wilson for his work as Chair of the Dog Hearing Panel;
- c) appoints Cr Mark Donovan as Chair of the Dog Hearing Panel; and
- d) approves the expenditure of \$10,000 from the Conference by Resolution budget to fund the 2023 LGNZ Conference registration fees of Myself and Deputy O'Leary and the remainder split equally between any first term Councillor (including Cr Donovan).

Paula Southgate
Mayor Hamilton City

Council Report

Item 9

Committee: Council

Date: 04 May 2023

Author: Michelle Hawthorne

Authoriser: Julie Clausen

Position: Governance and Assurance
Manager

Position: Acting General Manager
Strategy and Communication

Report Name: Maangai Maaori - Review - 2022-25 Triennium

Report Status	Open
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Purpose - *Take*

1. To inform the Council of the options to continue the Maangai Maaori model in the 2022-25 triennium.
2. To seek a decision from the Council on the continuation of the Maangai Maaori model in the Council's Governance structure.

Staff Recommendation - *Tuutohu-aa-kaimahi*

3. That the Council:
 - a) receives the report;
 - b) continues the Maangai Maaori for the 2022-25 triennium based on Option 1 – three Maangai Maaori roles appointed to the following committees of Council:
 - i. the Infrastructure and Transport Committee
 - ii. the Strategic Growth and District Plan Committee; and
 - iii. the Community and Natural Environment Committee;
 - c) notes the Maangai Maaori roles will be updated to include the activities of attending briefings and workshops (in relation to topics of the committee), and meetings with principal advisors to the committee;
 - d) notes the Kawenata (overarching agreement) will be updated to reflect the reviewed Maangai Maaori roles in conjunction with representatives from the Council, Waikato Tainui, Te Runanga o Kirikiriroa (TOK) and hapuu (the Principal Kawenata);
 - e) notes that, staff will ask representatives from Waikato Tainui, Te Runanga o Kirikiriroa (TOK) and hapuu to commence the nomination process for the selection of Maangai Maaori; and
 - f) notes staff will bring a report to Council at a future meeting confirm the appointment of Maangai Maaori once the selection process has been completed.

Executive Summary - *Whakaraapopototanga matua*

4. Council has statutory obligations to support Maaori participation in its decision-making processes as detailed in key legislation, including the Local Government Act 2001 (LGA) and the Resource Management Act 1991 (RMA), reflecting the principles of Te Tiriti o Waitangi (the Treaty). The Council's obligations under the LGA include a responsibility to foster the development of Maaori capacity to contribute to local decision-making.
5. On 2 August 2018, the Council resolved to appoint Maaori representatives to existing Council committees of the whole with full voting rights. At its meeting of 28 November 2019, Council approved the 2019-2022 Governance Structure, which included the appointment of Maangai Maaori for the 2019-22 triennium.
6. Staff recommend continuing representation of Maangai Maaori on Committees for the current triennium. This supports Council's statutory obligations to Maaori in relation to decision-making and is consistent with the views of Iwi Partners, Hapuu and Maataawaka and Council's own strategy He Pou Manawa Ora.
7. Staff consider the decisions in this report to have medium significance and that the recommendations comply with the Council's legal requirements.

Background - *Koorero whaimaarama*

8. On [18 October 2017](#), Council considered a report on establishing Maaori wards as the first stage of the Representation Review that all councils are required to undertake at least every six years. The Council chose not to establish Maaori wards at that time and instead requested staff investigate alternative models for Maaori representation and prepare a report for Council within the first half of 2018. This decision aligned with the preference of Council's Maaori stakeholders.
9. On [2 August 2018](#), the Council resolved to appoint Maaori representatives to existing Council committees of the whole with full voting rights. Five positions on three committees of the whole (Growth and Infrastructure, Finance and Community, Services and Environment) and the Regulatory and Hearings Committee were approved.
10. In October 2018, a Kawenata (overarching agreement) was signed by representatives from the Council, Waikato Tainui, Te Runanga o Kirikiriroa (TROC) and hapuu (the Principal Kawenata). The Principal Kawenata created a framework for the relationship Council will have with its Maaori stakeholders and sets out the vision and values of the signatories as well as the roles and responsibilities of the individuals (Maangai Maaori) appointed to Council Committees. The title Maangai Maaori is loosely translated as 'the voice of Maaori' and was agreed on by Council's Maaori stakeholders in conjunction with the Council's Amorangi Maaori and Kaumatua.
11. At its meeting of [28 November 2019](#), Council approved the 2019-2022 Governance Structure, which included the appointment of Maangai Maaori to the Strategic Growth, Infrastructure Operations, Finance, Community, Hearings and Engagement, Strategic Risk and Assurance, Environment and Economic Development Committees, as well as to the CBD/River Plan Advisory Group.
12. At its meeting on [4 February 2020](#), Council resolved to make some changes to the Maangai Maaori arrangements in response to the 2019/22 Governance Structure being approved, and as a result of a review carried out by staff to assess whether the structural and practical arrangements in place for Maaori representation arrangements continued to be fit for purpose.

13. The principal Kawenata provided that the appointments would continue until the end of the 2016-2019 triennium. It provided that thereafter, at the commencement of each triennium, the Council would engage with Waikato-Tainui and TROK in relation to arrangements for Maaori representation on Council Committees and decide on the representation to be provided for that triennium (if any).

Discussion - *Matapaki*

14. The Council has statutory obligations to support Maaori participation in its decision-making processes as detailed in key legislation, including the Local Government Act 2001 (LGA) and the Resource Management Act 1991 (RMA), reflecting the principles of Te Tiriti o Waitangi (the Treaty). The Council's obligations under the LGA include a responsibility to foster the development of Maaori capacity to contribute to local decision-making.
15. An overview of the current framework for engagement with Iwi Partners, Hapuu and Maataawaka can be found [here](#). This framework illustrates the varied levels of engagement, with some sitting further towards operational decisions and other at a governance level.

Options

16. Staff have assessed that there are the following options for Council to consider:
- **Status Quo** Five Maangai Maaori appointed to existing committees of Council, with functions and resourcing in line with the previous triennium.
 - **Option 1** – Three Maangai Maaori appointed to key committees
 - **Option 2** – 1-2 Maangai Maaori with no set Committee Membership.
 - **Option 3** – Pause Maangai Maaori representation on Committees.
17. Staff recommend **option 1** continuing representation of Maangai Maaori on Committees for the current triennium.
18. This option supports Council's statutory obligations to Maaori in relation to decision-making and is consistent with the views of Iwi Partners, Hapuu and Maataawaka.

Financial Considerations - *Whaiwhakaaro Puutea*

19. This is a regular operating activity funded through the Long Term Plan.
20. The budget for remuneration and support of Maangai Maaori is \$203,584 for the 2023 financial year.

Legal and Policy Considerations - *Whaiwhakaaro-aa-ture*

21. Staff confirm that the matters detailed in this report complies with the Council's legal and policy requirements.
22. The Council's obligations under the LGA (2002) include a responsibility to foster the development of Maaori capacity to [contribute to local decision-making](#).

He Pou Manawa Ora

23. Council's [He Pou Manawa Ora](#) references Maangai Maaori in the context of the outcomes and actions set out in the document. Maangai Maaori representation within the Committee structure supports the intent of He Pou Manawa Ora.
24. Specific outcomes sought in the document are:
- i. Increased representation and visibility of Maaori in a full and diverse range of roles within Council including senior management and leadership positions.

- ii. Increased understanding and application of Maatauranga Maaori (Maaori knowledge) to inform infrastructure, community and organisational development with support from iwi, mana whenua and maataawaka.
 - iii. Maaori in the community are better supported to understand and be represented in Council decision-making processes in a way that is appropriate for them.
- 25. Actions articulated in He Pou Manawa Ora are:
 - i. Review the Maangai Maaori model at the start of the next Council Triennium and consider options for increasing Maaori input into Council decision making.
 - ii. Maximise Council's Maangai Maaori relationships when engaging on key policies, plans and strategies.
 - iii. Promote and increase use of te reo Maaori in key Council communications, including consultation and engagement activity.
 - iv. Target more of our consultation and engagement activity toward Maaori, including working with our Maaori partners to do so.
 - v. Embed Maaori cultural and wellbeing considerations and the Principles of Te Tiriti o Waitangi / The Treaty of Waitangi in the review and development of Council strategies, plans and policies.
 - vi. Include Maatauranga Maaori (Maaori knowledge) considerations in relevant Council reports and recommendations.
 - vii. Improve the capability and capacity of Hamilton City Council staff to understand and appreciate cultural issues and engage with our Maaori partners.

Climate Change Impact Statement

- 26. Staff have assessed this option and determined:
- 27. No adaption assessment is required.
- 28. Staff have assessed this option and determined that there are no impacts on greenhouse gas emissions. No mitigation is required.

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

- 29. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings'). The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report as outlined below. The recommendations set out in this report are consistent with that purpose.

Social

- 30. Maaori represent a significant community of interest in Hamilton, contributing to the city's economic and social dimensions:
 - i. Hamilton has the second largest population of Maaori in New Zealand behind Auckland.
 - ii. In 2018, Maaori were 23.7% of the Hamilton's population. This is projected to increase to around 30% of the city's population by 2038.
 - iii. Maaori also have a significant economic presence in Hamilton, including Tainui Group Holding's property development and investment, and provision of social infrastructure.

Economic

31. Maataawaka currently make up 75% of the Maaori population in Hamilton City and Te Runanga o Kirikiriroa (representing Maataawaka) have a heavy focus and interest in the future needs of Maataawaka, particularly with respect to housing and employment opportunities. Iwi and Maataawaka have a significant economic presence in Hamilton which may be better supported by robust Maaori representation arrangements.

Environmental

32. Maaori partners have confirmed the strong obligation to protect natural resources. A key message from these partners is that Maaori representation within the Council's decision-making processes will enhance the sustainability and protection of local natural resources and support the Council's climate change and sustainability initiatives.

Cultural

33. The matters for the Council's consideration in this report have important cultural considerations. Under the Principles and Articles of the Treaty, the Crown has an obligation to act as a partner to tangata whenua; reflected in the requirement for each partner to "*act with utmost good faith*". The LGA imposes obligations on the Council to recognise and respect these Treaty obligations. In upholding these obligations, local government recognises the unique perspective of Maaori on decisions that relate to people, land, assets and resources.

Risks - *Tuuraru*

34. There are no known risks associated with the decisions required for this matter.

Significance & Engagement Policy - *Kaupapa here whakahira/anganui*

Significance

35. Staff have considered the key considerations under the Significance and Engagement Policy and have assessed that the matter(s) in this report has/have a medium level of significance.

Engagement

36. Community views and preferences are already known to the Council through the Representation Review consultation in 2022.
37. Maaori stakeholder engagement has been undertaken in the previous triennium through a series of engagement hui with Waikato-Tainui, Te Runanga o Kirikiriroa, and THAWK.
38. Additional consultation has been undertaken with Iwi and hapuu, noting that their position is clear that they wish for the Maangai Maaori model to continue.

Attachments - *Ngaa taapirihanga*

There are no attachments for this report.

Council Report

Committee: Council **Date:** 04 May 2023
Author: Cory Lang **Authoriser:** Blair Bowcott
Position: Building Control Manager **Position:** General Manager Growth
Report Name: Dangerous and Insanitary Building Policy Review

Report Status	<i>Open</i>
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Purpose - *Take*

1. To inform the Council on the Dangerous and Insanitary Buildings policy review.
2. To seek the Council's approval for public consultation on the Dangerous and Insanitary Building Policy and Statement of Proposal.

Staff Recommendation - *Tuutohu-aa-kaimahi*

3. That the Council:
 - a) receives the report;
 - b) approves Hamilton City Council's Dangerous and Insanitary Building Policy and Statement of Proposal for public consultation from 15 May 2023 to 12 June 2023.

Executive Summary - *Whakaraapopototanga matua*

4. Hamilton City Council's Dangerous and Insanitary Building Policy (the policy) was first adopted in 2018 in consultation with the community as a result of legislative change to the Building Amendments Act 2016.
5. The aim of the policy is to address the risk posed to a community from a dangerous or insanitary building and to protect building occupants or those who use the building from any harm.
6. Requirements under the Building Act 2004 (The Act) state Council must review the policy every five years, in response to any issues that arise, or as a result of legislation changes, whichever comes first.
7. The policy is approaching its scheduled review date. Staff have undertaken an assessment for relevance and accuracy of the current policy. Minimal changes are required; these are identified in Attachment 1.
8. The Act requires Council to follow the Local Government Act 2002 special consultative procedure when adopting or reviewing this policy. Public consultation on the revised policy is scheduled from 15 May 2023 to 12 June 2023.
9. Staff recommend Council approves public consultation on the Dangerous and Insanitary Buildings Policy as per the special consultative procedure.
10. Staff consider the decision in this report has medium significance and that the recommendations comply with the Council's legal requirements.

Background - *Koorero whaimaarama*

11. In 2018, Hamilton City Council adopted a policy on Dangerous and Insanitary Buildings as a result of legislative changes to the Building Amendments Act 2016. Prior to this, buildings were subject to the Earthquake-Prone, Dangerous and Insanitary Buildings Policy.
12. The purpose of the policy is to outline how Council will identify and apply the powers available under The Act when assessing if a building meets the threshold of dangerous or insanitary.
13. Under The Act, the policy is to be reviewed every five years and is subject to the special consultative procedure under the Local Government Act 2002. This is the first review since the policy was adopted by Council.

Discussion - *Matapaki*

14. There has been no legislative change impacting the policy since it was adopted; therefore, there is no need to amend how Council applies the policy when assessing buildings. Staff have taken this into consideration when reviewing the policy and identified that there are no significant changes required.
15. Only minor changes are proposed, which result from updating to the latest Hamilton City Council policy template. These changes are immaterial and have no impact on applying the policy. The proposed changes have been noted in Attachment 1 in red.
16. The Act provides clear definitions that determine a [dangerous](#), [affected](#) or [insanitary](#) building, which means limited discretion can be used when assessing a building. The high threshold means very few buildings meet the definition of dangerous or insanitary.
17. When reviewing the policy, the special consultative procedure must be applied. A copy of the draft Statement of Proposal is included in Attachment 2. It provides relevant information to assist the public in understanding the purpose of the policy and how it is applied.
18. Public consultation is scheduled to take place from 15 May 2023 to 12 June 2023.
19. Feedback received from the public will be acknowledged and taken into consideration when staff are amending and finalising the policy to present back to Council.
20. If the Council does not approve public consultation on the policy, it will not be meeting its obligations under The Act to review the policy every five years.

Options

21. There are no options available for Council to consider. The review of the policy is a legislative requirement under section 132 of the Building Act and section 83 of the Local Government Act.

Financial Considerations - *Whaiwhakaaro Puutea*

22. The cost to complete the review, consult and implement the policy is approximately \$3,000. This includes staff time and any costs associated with public consultation.
23. This cost will be covered under the existing Building Unit budget.

Legal and Policy Considerations - *Whaiwhakaaro-aa-ture* 24. Staff confirm that the Dangerous and Insanitary Buildings Policy complies with the Council's legal and policy requirements under the Building Act 2004 and the Local Government Act 2002.

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

25. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
26. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report as outlined below.
27. The recommendations set out in this report are consistent with that purpose.

Social

28. The policy supports the community by ensuring they are safe from any harm that may be caused by a dangerous, affected or insanitary building.

Economic

29. There are no economic impacts to note.

Environmental

30. There are no environmental impacts to note.

Cultural

31. The Policy recognises the importance of Hamilton's heritage buildings and will protect the heritage value of these buildings wherever possible, without compromising public health and safety.
32. The policy is aimed to protect building occupants and the public from potential harm; heritage buildings will be assessed under the same criteria as any other building. Note that in the policy, staff would work with building owners to protect these buildings where possible.

Risks - *Tuuraru*

33. Should the policy review not be completed on time, Council would not meet its legal obligations under the Building Act 2004 to review the policy at five-year intervals.

Significance & Engagement Policy - *Kaupapa here whakahira/anganui*

Significance

34. Given the statutory requirement to consult, staff have not considered the key considerations under the Significance and Engagement Policy to assess the significance of recommendation(s) in this report.

Engagement

35. There is a statutory requirement to consult as per legislation outlined below.
36. The special consultative procedure is required when reviewing the Dangerous and Insanitary Building policy under the Building Act 2004 and the Local Government Act 2002.
37. A minimum consultation period of one month is required and the Statement of Proposal (Attachment 2) outlines how the community can have their say and where to submit their feedback.
38. The proposed consultation period is from 15 May 2023 to 12 June 2023.

39. All feedback and submission will be presented back to Council to consider and finalise the policy.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Draft Dangerous and Insanitary Buildings Policy - 2023 Review

Attachment 2 - Statement of Proposal - Dangerous and Insanitary Building Policy

Item 10

First adopted:	May 2018
Revision dates/version:	May 2023
Next review date:	July 2023 (every 5 years as specified under section 132 of the Building Act 2004)
Engagement required:	Special Consultative Procedure required
Document Number	D-4635994
Associated documents:	N/A
Sponsor/Group:	General Manager Growth

Dangerous and Insanitary Buildings Policy

Ko te Puutaketanga

Purpose

1. The purpose of this policy is to outline the approach the Council will take and clarify the Council's priorities in performing its functions under the Building Act 2004.
2. Section 131 of the Building Act requires each Territorial Authority to maintain a policy on Dangerous and Insanitary Buildings

Ko te Whaanuitanga

Scope

3. This Policy applies to:
 - a) Dangerous buildings
 - b) Insanitary Buildings

Ko ngaa Whakamaaramatanga

Definitions

Term	Means
Affected Building	Defined in s121A of the Act; A building is an affected building for the purposes of this Act if it is adjacent to, adjoining, or nearby: (a) a dangerous building as defined in Section 121; or (b) a dangerous dam within the meaning of Section 153.
Building Owner	Defined in s7 of the Act; Owner in relation to any land or buildings on the land, (a) means the person who – (i) is entitled to the rack rent from the land; or (ii) would be so entitled if the land were let to a tenant at a rack rent; and (b) includes – (i) the owner of the fee simple of the land; and (ii) for the purposes of sections 32, 44, 92, 97, and 176(c), any person who has agreed in writing, whether conditionally or unconditionally, to purchase the land or any leasehold estate or interest in the land, or to take a lease of the land, and who is bound by the agreement because the agreement is still in force.

Dangerous Building	<p>Defined in s121 of the Act;</p> <p>(1) A building is dangerous for the purposes of this Act if:</p> <p>(a) in the ordinary course of events (excluding the occurrence of an earthquake), the building is likely to cause—</p> <p>(i) injury or death (whether by collapse or otherwise) to any persons in it or to persons on other property; or</p> <p>(ii) damage to other property; or</p> <p>(b) in the event of fire, injury or death to any persons in the building or to persons on other property is likely.</p> <p>(2) For the purpose of determining whether a building is dangerous in terms of subsection (1)(b), a territorial authority:</p> <p>(a) may seek advice from employees, volunteers, and contractors of Fire and Emergency New Zealand who have been notified to the territorial authority by the board of Fire and Emergency New Zealand as being competent to give advice; and</p> <p>(b) if the advice is sought, must have due regard to the advice.</p>
Heritage Building	<p>Defined in s7 of the Act;</p> <p>Means a building that is included on :</p> <p>(a) the New Zealand Heritage List/Rarangi Korero maintained under section 65 of the Heritage New Zealand Pouhere Taonga Act 2014; or</p> <p>(b) the National Historic Landmarks/Ngaa Manawhenua o Aotearoa me onaa Korero Tuturu list maintained under section 81 of the Heritage New Zealand Pouhere Taonga Act 2014.</p>
Immediate danger	<p>Defined in s129 of the Act;</p> <p>(1) This section applies if, because of the state of the building;</p> <p>(a) immediate danger to the safety of people is likely in terms of section 121 or 123; or</p> <p>(b) immediate action is necessary to fix insanitary conditions.</p>
Insanitary Building	<p>Defined in s123 of the Act;</p> <p>A building is insanitary for the purposes of this Act if the building:</p> <p>(a) is offensive or likely to be injurious to health because:</p> <p>(i) of how it is situated or constructed; or</p> <p>(ii) it is in a state of disrepair; or</p> <p>(b) has insufficient or defective provisions against moisture penetration so as to cause dampness in the building or in any adjoining building; or</p> <p>(c) does not have a supply of potable water that is adequate for its intended use; or</p> <p>(d) does not have sanitary facilities that are adequate for its intended use.</p>
Property file and register	A record of legal information the Council is required to maintain in terms of 216 of the Act
Structural condition	The structural condition of the building at the time the Council carries out an inspection of the building to ascertain its state.
Territorial Authority	<p>Defined in s7 of the Act;</p> <p>(a) means a City Council or District Council named as Part 2 of Schedule 2 of the local Government Act 2002; and</p> <p>(i) in relation to land within the district of the territorial authority, or a building on or proposed to be built on such land, means that territorial authority; and</p> <p>(ii) in relation to any part of a coastal marine area (within the meaning of the resource management Act 1991) that is not within the district of the territorial authority, or a building on or proposed to be built on any such part, means the territorial authority whose district is adjacent to that part; and</p> <p>(b) includes the Minister of Conservation or the Minister of Local Government, as the case may be, in any case in which the Minister of Conservation or the Minister of Local Government is the territorial authority under section 22 of the Local Government Act 2002.</p>
The Act	The Building Act 2004
The Council	The Hamilton City Council

Ko ngaa Tikanga Whakahaere Kaupapahere**Principles of Policy****4. The guiding principles for this Policy are:**

- a) The Council will seek immediate or early resolution of any defect to minimize potential risk to public health or safety.
- b) The Policy recognises the importance of Hamilton's heritage buildings and will protect the heritage value of these buildings wherever possible, without compromising public health and safety.
- c) The Council will work pro-actively with building owners to ensure the best outcome for all parties.

Ko ngaa Tikanga Policy*Identifying dangerous and insanitary buildings*

- 5. The Council will respond to building complaints received from the public, the Fire Service, or any person or organisation that has a health and safety interest in a particular building and investigate the complaint and assess the condition of the building.
- 6. The assessment of dangerous buildings will be in accordance with Section 121 of the Act.
- 7. The assessment of insanitary buildings will be in accordance with Section 123 of the Act.

Actions for dangerous and insanitary buildings

- 8. Priority for action will be decided after investigation of complaints.
- 9. The Council will liaise with the Fire Service to discuss the proposed action when notification has been received from the Fire Service of a dangerous building.
- 10. The Council may also engage a subject matter expert to assist with determining the course of action.
- 11. The Council may use the powers given in Section 124 of the Act to take action regarding dangerous or insanitary buildings to serve formal notice in accordance with the Act and consider if it should erect a hoarding, fence or warning sign.
- 12. On being advised of conditions that are alleged to be insanitary within the provisions of Section 123 of the Act, the buildings will be inspected and a determination made whether action in terms of Sections 124 or 129 of the Act will be taken.
- 13. Where it is considered measures are necessary to avoid immediate danger or to fix insanitary conditions. The Council may use the powers given in Section 129 of the Act.

Working with building owners

- 14. Where there is an agreement between the Council and the building owner to rectify any deficiency, the Council may elect to forego the issue of a formal notice, but will retain details of

the building in the property file and register.

15. Where an acceptable agreement between the building owner and the Council cannot be obtained, the Council will exercise its powers and issue a notice under Section 124 of the Act. The Section 124 notice will outline the danger to be removed and a timeframe to achieve the necessary result.
16. In urgent cases the Council may at the outset serve formal notice under Section 124 of the Act.

Recording a building's dangerous or insanitary status

17. The Council will keep a record of all dangerous and insanitary buildings noting the status of requirements for improvement or the results of improvements as applicable.
18. In addition, the Council will keep and record the following information that may be placed on the Land Information Memoranda (LIM) for each dangerous or insanitary building:
 - a) A statement that the building is considered to be dangerous or insanitary.
 - b) The date by which rectification of any deficiency, or demolition is required (only if known).
 - c) If a notice under Section 124 is issued in respect of any dangerous or insanitary building then a record may also be included.
 - d) A statement that further details may be available from Council's property file.

Access to information

19. Information concerning the dangerous or insanitary status of a building (if known) will be contained in the property file.
20. If a notice under Section 124 is issued in respect of any dangerous or insanitary building then a record of that will also be available on the relevant property file.
21. Access to information may be available through a LIM application or request for information in terms of the Local Government Official Information and Meetings Act 1987.
22. Building owners will be able to access information from the Council relating to their building during normal office hours.

Heritage buildings

23. Heritage buildings will be assessed in the same way as other dangerous and insanitary buildings.
24. The Council will work with the building owner to ensure the development of appropriate management and planning for these buildings for their protection wherever possible. This will be achieved by:
 - a) Recognising the heritage buildings that exist in the city, including the Heritage New Zealand Register, the Heritage Items Schedule of the Hamilton City District Plan, listed heritage places, and buildings of significance to iwi, and other buildings of significance to the community, for

example:

- b) Any listed in a strategy or management plan prepared under the Conservation Act 1987 or Reserves Act 1977
- c) Any within a reserve identified by the Te Turi Whenua Maori Land Act 1993 for historic and cultural purposes;
- d) Any listed in an iwi management plan;
- e) Buildings or structures associated with historic cemeteries or memorials;
- f) Any building managed for heritage purposes by agencies, such as Heritage New Zealand, Department of Conservation or by Council; and
- g) Buildings or structures subject to heritage order, heritage covenant or other protective covenant.
- h) Informing relevant statutory organisations, including Heritage New Zealand, with regards to any listed building identified as dangerous or insanitary.
- i) Ensuring the consideration of any advice from Heritage New Zealand or professional conservation organisation, heritage professional, including the Council's own heritage advisers (if relevant).
- j) Considering any relevant conservation report, conservation plan, condition report, management plan, heritage assessment or other document.
- k) Any statutory protection, including any listing in the Heritage Items.
- l) For any notice issued in relation to a heritage building under Section 124 of the Act, the Council will provide a copy of the notice to Heritage New Zealand.

Ko te Aroturukitanga me te Whakatinanatanga **Implementation**

Monitoring and

- 25. The implementation of this policy will be monitored by the General Manager **City** Growth.
- 26. The policy will be reviewed in response to any issues that may arise, every five years as required under section 132 of the Act, at the request of Council or in response to changed legislative and statutory requirements (whichever occurs first).

Ko ngaa Tohutoro **References**

- 27. The policy is made under section 131 of Building Act 2004.

STATEMENT OF PROPOSAL AND FEEDBACK FORM

Item 10

[Topic related image]

Dangerous and Insanitary Buildings Policy

STATEMENT OF PROPOSAL

15 May – 12 June 2023

Attachment 2

Hamilton City Council (Council) has reviewed its Dangerous and Insanitary Buildings Policy and is recommending minor changes to the policy. We want your feedback on the proposed changes.

WHY ARE WE DOING THIS?

The policy was first adopted in 2018 in consultation with the community and sets out the approach we will take to identify and deal with dangerous and insanitary buildings. The policy is focused on ensuring people can live and work in buildings without compromising their health or safety.

Council is required to review the existing policy, in response to any issues that arise, a result of legislation changes or within five years, whichever comes first. The policy is approaching its five-year review, and this provides us with an opportunity to check in with our community and consider feedback on the policy.

WHAT DO I NEED TO KNOW?

Council is required by legislation to create and maintain a policy on dangerous and insanitary buildings. The policy is focused on ensuring people can live and work in buildings without compromising their health or safety.

Council is responsible for managing the policy through the Building Act 2004 and will apply it to any building where the current conditions mean the building could be dangerous or insanitary. Buildings must meet the definitions outlined in the Building Act to be considered dangerous or insanitary.

Heritage buildings are covered by the policy and will be assessed in the same way as other dangerous and insanitary buildings. The policy recognises the importance of Hamilton's heritage buildings and will protect the heritage value of these buildings wherever possible, without compromising public health and safety. We keep a record of all dangerous and insanitary buildings on the property file which building owners can access.

REASONS FOR THE PROPOSAL

We've reviewed the Dangerous and Insanitary Buildings Policy and are recommending minor changes.

The key reasons for the proposed changes are:

- updating the policy to the latest Council policy template
- noting the policy applies to dangerous and insanitary buildings
- updating the role responsible for monitoring and maintaining the policy.

Why are we proposing only minor changes?

There have been no changes to legislation since the policy was first adopted that alters what requirements the policy needs to address. Therefore, there is no need to make any changes to how Council applies the policy when assessing dangerous or insanitary buildings.

TELL US YOUR THOUGHTS ON THE PROPOSED POLICY

Council is seeking feedback on the review of the policy from people who will or may be affected by, or have an interest in, the proposal. Before making any final decisions, we'd like your input.

You can give us feedback from 15 May to 12 June 2023 online at hamilton.govt.nz/haveyoursay, or fill out the feedback form included in this Statement of Proposal.

For any queries, please ring 07 838 6699 or email: haveyoursay@hcc.govt.nz

NEXT STEPS

Staff will collect and analyse all feedback at the close of the submission period and this will be presented at Council's Regulatory and Hearings Committee meeting on 26 June 2023. At this meeting, anyone who submitted will be welcome to make a verbal submission in person to support their views.

If no verbal submissions are requested, the committee may decide to review all submissions and make a recommendation directly to Council for adoption.

Council will then consider all the views and make a decision on the policy.

FEEDBACK FORM

Dangerous and Insanitary Building Policy – 15 May – 12 June 2023

Hamilton City Council has reviewed the Dangerous and Insanitary Building Policy and is proposing minor amendments.

FEEDBACK FORMS CAN BE:

- Completed online at hamilton.govt.nz/haveyoursay
- Posted to: Freepost 172189, Hamilton City Council, Communication and Engagement team, Dangerous and Insanitary Building Policy, Private Bag 3010, Hamilton, 3240.
- Delivered to the Municipal Building Reception or any branch of Hamilton City Libraries.
- Email your form to: haveyoursay@hcc.govt.nz

Privacy statement:

The Local Government Act 2002 requires submissions to be made available to the public. Your name and/or organisation will be published with your submission and made available in a report to elected members and to the public. Other personal information supplied will be used for administration and reporting purposes only. Please refer to Council's Privacy Statement at hamilton.govt.nz for further information.

Do you agree with the proposed changes to the Dangerous and Insanitary Buildings Policy?

☐ Yes

☐ No

Reasons why/why not? (Please print clearly):

Run out of room? Feel free to attach additional pages.

Would you like to make a verbal submission?

Note: A verbal submission is around 5 - 10 minutes and is a chance for you to strengthen the key points in your written submission at the Council meeting.

☐ Yes

☐ No

Verbal submissions will take place at a Regulatory and Hearings Committee Meeting and we will contact you to arrange a time.

ABOUT YOU:

This section tells us a bit more about you. By capturing this information, we will be able to better understand who is, and isn't providing feedback.

Contact details (Please print clearly)

We will use this to get in touch with you if you would like the opportunity to make a verbal submission.

Name: (required) _____

Organisation (if responding on behalf of): _____

Phone: _____ Email: (required) _____

Where do you live?

I live in Hamilton, my suburb is: _____

I live outside Hamilton city:

☐ Waipaa ☐ Waikato ☐ Elsewhere in New Zealand ☐ Overseas

What is your age group? (at your last birthday)

☐ Under 16 ☐ 16-19 ☐ 20-24 ☐ 25-29 ☐ 30-34
☐ 35-39 ☐ 40-44 ☐ 45-49 ☐ 50-54 ☐ 55-59
☐ 60-64 ☐ 65-69 ☐ 70-74 ☐ 75-79 ☐ 80+

Which ethnic group do you identify with? (tick all that apply)

☐ NZ European ☐ Maaori ☐ Indian ☐ Chinese ☐ Samoan
☐ British ☐ Filipino ☐ Tongan ☐ South African ☐ Cook Islands Maaori
☐ Other _____

If Maaori – what iwi/hapuu do you belong to? _____

Which of the following best describes your household situation?

☐ Living alone ☐ Household with dependants (e.g. children/other family)
☐ Living with others that are not family ☐ Household with no dependants (e.g. no children/no other family)

Please get your feedback to us by 12 June 2023.

Frequently Asked Questions

What is the main purpose of the policy and how does it work?

Council is required by legislation to create and maintain a policy on dangerous and insanitary buildings. The policy is focused on ensuring people can live and work in buildings without compromising their health or safety.

What buildings does the policy apply to?

The policy applies to any building where the conditions mean the building could be dangerous or insanitary.

Who manages the policy?

Hamilton City Council as the Territorial Authority is responsible for managing the policy through the Building Act.

How does Council define a dangerous or insanitary building?

We will undertake an assessment of the concerned building and it must meet the definitions outlined in the Building Act to be considered dangerous or insanitary.

Are heritage buildings covered by the policy?

Yes, heritage buildings will be assessed in the same way as other buildings. The policy recognises the importance of Hamilton's heritage buildings and will protect the heritage value of these buildings wherever possible, without compromising public health and safety.

Is there a process to record and assess information on a building's dangerous or insanitary status?

Yes, Council keeps a record of all dangerous and insanitary buildings on the property file which buildings owners are able to access.

What triggers an assessment to determine a dangerous or insanitary building?

Council will respond to building complaints received from the public, Fire and Emergency New Zealand, or any person or organisation that has a health and safety interest in a particular building. Council will investigate and assess the condition of the building in accordance with the Building Act. A subject matter expert may be required to assist with determining the best course of action.

Council Report

Item 11

Committee: Council

Date: 04 May 2023

Author: Hannah Windle

Authoriser: David Bryant

Position: Special Projects Manager

Position: General Manager People and Organisational Performance

Report Name: Waikato Triennial Agreement 2022-2025

Report Status	<i>Open</i>
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Purpose

1. To seek the Council's adoption of the Draft 2022-2025 Waikato Triennial Agreement (Triennial Agreement).

Staff Recommendation

2. That the Council:
 - a) receives the report;
 - b) adopts the Draft 2022-2025 Waikato Triennial Agreement (Attachment 1 of this report) as endorsed by the Mayoral Forum on 27 March 2023; and
 - c) delegates Mayor Southgate to sign the agreement on behalf of Hamilton City Council.

Executive Summary

3. The Local Government Act 2002 requires all local councils within each region to enter into an agreement no later than 1 March after each Triennial Local Election.
4. The Triennial Agreement (the Agreement) sets out the protocols for communication and coordination among the councils during the three-year term, together with a statement of the process for consultation on proposals for new regional council activities.
5. The Triennial Agreement represents the shared desire of local government in the Waikato region to work collaboratively and align efforts to work with Central Government, Iwi/Maori and other key stakeholders.
6. The roles of the Mayoral Forum and Chief Executive Forum are critical in supporting the Agreement's implementation.
7. It has been agreed that the strategic priorities for the Waikato Region will be developed as a separate work programme to the Triennial Agreement 2022-2025.

Discussion

8. The Local Government Act 2002 requires all local councils within each region to enter into an agreement no later than 1 March after each Triennial Local Election. The Triennial Agreement sets out the protocols for communication and coordination among the councils during the three-year term, together with a statement of the process for consultation on proposals for new regional council activities.

9. The Triennial Agreement represents the shared desire of local government in the Waikato region to work collaboratively, to maximise efficiency and to promote sustainable development both regionally and in their respective communities and rohe.
10. It is also intended to align efforts to work with Central Government, iwi/ Māori, and other stakeholders, to address significant issues and achieve a range of mutually beneficial outcomes for the region.
11. It is intended that the councils interact with each other and with neighbouring regions in a coherent manner, and foster projects of a strategic nature for the region.
12. The Agreement notes that a strengthened, effective, and empowered Mayoral forum will be critical to enabling the successful execution of the agreement.
13. It also notes that the Chief Executive Forum is important in orchestrating and supporting a) the implementation and progress reporting of the triennial agreement, b) regionally significant and strategic programmes of work, and c) regional representation where required for and on behalf of the Mayoral Forum and the local communities they serve.
14. The Agreement sets out principles for the region's councils including that they will act in ways that are collaborative in the aim of looking for efficiencies and shared services, speak with one voice on issues of regional and national significance (where there is agreement), and align to influence policy and regulation in the interest of the region.
15. At its meeting on 27 March 2023, the Waikato Mayoral Forum agreed to an amended Triennial Agreement, deciding that regional strategic priorities for the region would be developed as a separate work programme. These priorities had originally been included in an earlier draft of the Agreement.
16. This Agreement (Attachment 1) supersedes the 2019-2022 Waikato Triennial Agreement, with the addition of relevant legislation being included in the body of the agreement and minor wording/date changes being incorporated.

Options

17. Staff recommend that the Draft 2022-2025 Waikato Triennial Agreement be adopted.

Financial Considerations

18. The estimated cost of the Secretariat fee is \$15,000-\$20,000 across the Councils. This is dependant on the number of work programmes the Forum progresses (and therefore the number of meetings the secretariat is involved in).
19. The cost to Hamilton City Council is therefore estimated to be between \$3,000 - \$4,000. This would be funded through existing budgets.

Legal and Policy Considerations

20. The Local Government Act 2002 requires all Councils to enter into an agreement by no later than 1 March 2023.
21. Should the agreement not be adopted, further work will be required by the Councils to come to an agreement prior to 1 March 2023 to ensure compliance with the legislation.
22. The Mayoral Forum and Chief Executives agreed to take additional time to complete and adopt the Triennial Agreement 2022-2025.
23. Staff confirm that the recommendation complies with the Council's legal and policy requirements, specifically the Local Government Act 2002.

Wellbeing Considerations

24. The purpose of the Local Government changed on 14 May 2019 to include the promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
25. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report.
26. The recommendations set out in this report are consistent with that purpose as outlined below.
27. The purpose of the of the draft 2022-2025 Waikato Triennial Agreement is to facilitate and encourage the 12 local authorities in the Waikato region to work together to support the purpose of local government, which provides for councils to play a broad role in promoting the social, economic, environmental and cultural wellbeing of their communities, taking a sustainable development approach.

Risks

28. There are no known risks associated with the decisions required for this matter.

Significance and Engagement Policy

29. Staff have considered the key considerations under the Significance and Engagement Policy and have assessed that the matters in this report have a low level of significance.
30. Given the low level of significance determined, the engagement level is low. No engagement is required.

Attachments

Attachment 1 - Waikato Triennial Agreement - 2022-2025

2022 - 2025 Waikato Triennial Agreement

WHAKATAUKI (New Heading)

STRATEGIC CONTEXT & PURPOSE (new Heading)

In the previous triennium we have witnessed substantial global and national waves of change that have and will affect the Waikato region. Those three years encompassed:

- a global pandemic with associated supply chain disruptions and monetary policies that are now causing asset inflation and increasing disparities,
- rising attention to the effects of climate change and the transition away from fossil fuels,
- rising geopolitical tensions and 'de-globalisation', and
- global and political unrest exacerbating all these trends.

The Waikato came through the period generally well, and COVID taught us that we can be nimble, collaborative and decisive when we need to be. We are positioned well for the future, but how can we make the most of the strengths we already have?!

On top of these issues, in New Zealand, local government is confronting a spate of reforms including in health, education, 'three waters', infrastructure, agriculture and the bioeconomy, and the Resource Management system. All of which will affect how Waikato's future prosperity and well-being is determined. The Future for Local Government (FFLG) reform process has also highlighted the need for the local government system to prioritise stronger partnerships with Māori and more equitable, effective, and efficient relations with central government ensuring clear alignment on long-term strategic objectives. Subsidiarity is a key principle in the future system FFLG envisions, with strategic activity devolving locally (and upwards regionally and nationally) for greatest impact and efficacy.

None of these spheres are separate, they are all interrelated, but deciding what gets done, at what level, and by whom to achieve the greatest positive impact will be vitally important.

New and improved capabilities and capacity in people and institutions across the Waikato region will be needed to implement significant programmes of work required at a regional level.

Therefore, in this triennial agreement, it is incumbent upon Waikato's local government leaders to develop strong collaboration across strategies, institutions, and allocation of scarce resources.

In this triennial agreement, we seek to position ourselves to be architects of the future, not victims of it, as we respond to significant external change, address major challenges, and seize the many opportunities which lie ahead for the Waikato region. A strengthened, effective, and empowered Mayoral forum will be critical to enabling the successful execution of this agreement.

PURPOSE

The Triennial Agreement represents the shared desire of local government in the Waikato region to work collaboratively, to maximise efficiency and to promote sustainable development both regionally and in their respective communities and rohe. It is intended to align our efforts to work with Central Government, iwi / Māori, and other stakeholders, to address significant issues and achieve a range of mutually beneficial outcomes for the region. It is also intended that we interact with each other and with neighbouring regions in a coherent manner, and foster projects of a strategic nature for the region.

Such collaboration will result in measurable improvements, quantitatively and qualitatively, in the way the region positively competes for resources and talent, and the manner in which it leads its communities.

CURRENT LEGISLATIVE CONTEXT

Under the Local Government Act 2002, the purpose of local government (refer Appendix 1) is to enable democratic decision-making and promote the four wellbeings.

This document is deemed to duly constitute fulfilment of section 15 of that Act (refer Appendix 1) by containing protocols for communication and co-ordination among the region's councils, including identifying and delivering facilities and services that are of significance to more than one district. The work incorporates the activities of the Waikato Mayoral Forum.

SCOPE

The role of the Mayoral Forum will become increasingly important to provide a nexus between central and local government, and in collaboration across the region, in deciding on, monitoring, and evaluating, significant programmes of work undertaken at a regional level¹. It will also play a role in where “the region” sees local government participating in key government functions alongside central government.

Strengthened institutions, governance, partnership, and collaborative arrangements will be necessary, and the Mayoral Forum can play a leading role in how those arrangements are formed and activated. The region’s councils cannot address significant challenges, such as managing the transformation to a low-emissions economy, on their own. They will need to work closely together, and they will need partners, funders, and collaborators. The forum can play a role in convening partners and collaborators, and in coalescing resources to support regionally significant programmes of work that are adjacent to or outside business as usual for Councils, but serve to ‘...promote the social, economic, environmental and cultural wellbeing of communities in the present and for the future.’

The Chief Executive Forum is an important group in orchestrating and supporting a) the implementation and progress reporting of this triennial agreement, b) regionally significant and strategic programmes of work, and c) regional representation where required for and on behalf of the Mayoral Forum and the local communities they serve.

The signatories to this Triennial Agreement will need to be agile and proactive on behalf of their communities in the next three years. They will also have to lay the ground for longer-term programmes of work that serve regional and national interests.

SIGNATORIES The parties:

- Hamilton City Council
- Hauraki District Council

¹ The Mayoral forum’s focus on regional priorities should not be seen to undermine or de-prioritise sub-regional arrangements between councils (a current example being Future Proof).

- Matamata-Piako District Council
- Ōtorohanga District Council
- Rotorua District Council
- South Waikato District Council
- Taupō District Council
- Thames-Coromandel District Council
- Waikato District Council
- Waikato Regional Council
- Waipā District Council
- Waitomo District Council.

PRINCIPLES

Signatories to this agreement recognise that:

1. The communities within the region are diverse and encompass a range of desired outcomes. Issues and concerns that are shared by some councils but may be of little relevance to others. The Triennial Agreement therefore acknowledges that it will be appropriate to have a range of sub-agreements that address more localised or sub-regional issues between and among councils.
2. Collaboration can aid in effective and efficient planning and encourage shared services and a collective approach to reduce costs, increase available resources, and help to make strategic judgements about the allocation of resources.
3. Collaboration can assist councils promote outcomes consistent with the purpose of local government.
4. There is a need for open communication, information sharing and seeking agreement on strategic issues.
5. We will speak as one voice when there is unanimous agreement and in good faith attempt to reach unanimity on issues of regional and national significance critical to the wellbeing of the region and its communities.
6. Common direction on all strategic issues brought before the forum may not be achieved given that each party to the agreement has functions, obligations, and rights to make decisions for their area which may conflict with the position of other signatories to this agreement. However, it is expected that a small number of regionally significant programmes of work will require collaboration on a common direction.
7. Where appropriate aligning with and influencing Central Government policy is important to the delivery of good quality, cost effective infrastructure, public services, and regulatory functions to promote and enhance the wellbeing of our communities. The forum will play an active role negotiating with Central Government on common, agreed, positions on national policy that affect

Local Government and their communities and, where regional functions can be better convened, governed and or implemented at a regional level, such as when they require Local Government relationships, knowledge, expertise, and support.

PROTOCOLS FOR COMMUNICATION AND COORDINATION

1. Councils will work together on issues where it is agreed that the region will benefit from a collaborative approach.
2. When a council has a significant disagreement with the position of the others, the other councils will make every effort to accommodate, acknowledge or at least fairly represent the dissenting view.
3. When a significant decision or issue affects a particular council then that council should be consulted in formulating the region's response.
4. This Triennial Agreement acknowledges that each council has accountability to different communities.
5. Councils agree to act in good faith and in a transparent manner on issues of information and disclosure.
6. Councils should provide early notification of decisions that may affect other councils in the region. Communication protocols may be developed between Councils where it is agreed better communication is desired.
7. All formal public communications from Mayoral Forum meetings will be circulated to all councils for comment prior to their release.
8. Councils will apply a 'no surprises' approach whereby early notice will be given over disagreements concerning policy or work programmes before critical public announcements are made.
9. If councils make decisions for their region that are inconsistent with the agreement, they must explicitly note that inconsistency and the reasons for it and notify the other councils that are parties to the agreement.

GENERAL APPROACH TO COLLABORATION

Signatories to this agreement should:

1. Share resources for the purpose of preparing background information on the various communities within the region. Such information may include demographics, survey data and scientific studies and the analysis of social, economic, environmental, and cultural trends.
2. Seek to attract investment and Government support in the region by aligning community interests, working collaboratively through Waikato Mayoral Forum work streams and other options, developing agreed positions on matters of importance to the region and continuing to develop and strengthen existing joint approaches to engage with Government agencies and other organisations.
3. Determine and prioritise strategic collaborative initiatives and projects.

4. Promote communication and co-operation among the region's councils with respect to shared services and other collaborative opportunities.
5. Make draft strategies, policies and plans available to all councils in the region for discussion and development.
6. Provide guidance on the implementation of strategic collaborative projects and monitor progress of collaborative initiatives, such as the Waikato Plan.
7. Utilise the Waikato Mayoral Forum work streams and other collaborative options to ensure that all councils can participate in identifying, delivering, and funding regionally significant projects and programmes, facilities, and services to more than one council.
8. Invite Government Ministers, relevant officials, corporate, community and iwi leaders to meet to discuss issues of strategic importance to the region.
9. Advocate for strategic investment in the region and promote the strategic benefits and advantages of the Waikato.
10. If necessary, establish one or more joint committees or other joint governance arrangements to give better effect to communication and coordination or to assist with identifying, delivering and funding regionally significant projects and programmes, facilities, and services to more than one district, or to consider proposals for new regional council activities.

MAYORAL FORUM MEETINGS

1. Signatories to this agreement will endeavour to hold a meeting of Mayors and the Regional Chairperson (supported by their Chief Executives) at least quarterly to discuss any pertinent issues and to review the performance of workstreams within the agreement. These meetings will be under the banner of the Waikato Mayoral Forum.
2. The Waikato Mayoral Forum is not a formal committee constituted under the Local Government Act, and therefore meetings are not public. Recommendations from the Mayoral Forum are for members to take to their respective councils for consideration and decisions.
3. The Chief Executives' Forum will also meet regularly to advance initiatives as requested by the Mayors and Regional Chairperson.
4. Special meetings may be called at the request of four members.
5. The secretariat will prepare an agenda for the Mayoral Forum meetings in consultation with the Chair and the Chief Executives' Forum.
6. Agendas for meetings will be issued and minutes will be taken and circulated.
7. The appointed Mayoral Forum Chairperson will ensure minutes are taken, approved, and circulated.
8. Any public communications from these meetings will be approved by all participants prior to their release.

9. The Waikato Mayoral Forum shall have the power to invite people to attend and participate in its meetings on a permanent and/or issues basis.

SECRETARIAT SUPPORT

1. The Mayoral Forum will appoint Co-Lab to carry out the secretariat function.
2. As part of that role, Co-Lab's functions will include preparing agendas (in consultation with the Forum Chair, workstream leads (refer below), and the CE Forum Chair), arranging venues on the day of meetings, taking minutes and actions, keeping any books and accounts and attending to any other business required to support the forum.
3. Councils will fund Co-Lab *for the secretariat role* on the following basis:

Council	
Hamilton City	20.9%
Waikato Regional Council	13.2%
Waikato District	12.4%
Thames-Coromandel District	8.1%
Waipa District	9.4%
Rotorua Lakes	11.6%
Matamata-Piako District	5.9%
Hauraki District	5.0%
South Waikato District	4.6%
Waitomo District	3.9%
Otorohanga District	3.3%
Taupo District	1.7%

NB: With some minor exceptions (relating to shareholders) this aligns with the basis for funding the company more generally.

4. Co-Lab will also undertake the activities noted above in relation to any programmes of work agreed by the Mayoral Forum. The basis of funding the secretariat for these programmes will mirror the (yet to be agreed) funding allocation for other costs associated with each programme.

SIGNIFICANT NEW ACTIVITIES PROPOSED BY THE REGIONAL COUNCIL

1. If the regional council or a regional council-controlled organisation proposes to undertake a significant new activity then section 16 of the Local Government Act 2002 shall be adhered to.
2. The regional council agrees to discuss the issues involved at one or more of the existing fora and to provide preliminary draft proposals to the affected councils for early comment, including any amendments to the regional council's Significance and Engagement Policy.
3. Where the regional council proposes to undertake a significant new activity that involves one or more territorial authorities within the region the following protocols will apply:
 - (a) The regional council will as soon as practicable inform all councils within the region of the nature, scope, and reasons for the proposal.

- (b) Councils will be given a reasonable period but no less than 40 working days, to respond to any such proposal. The regional council will fully consider any submissions on the proposal made by councils within the region.
- (c) Should there be substantive disagreement between the councils on whether the regional council should undertake the activity, the parties will refer the matter to mediation as set out in the process in s16 (4)-(6) of the Local Government Act for resolving disagreement.

SIGNIFICANT NEW ACTIVITIES PROPOSED BY COUNCILS

New activities of regional significance proposed and or led by a Council or Councils, and agreed by the Mayoral Forum, will follow the spirit and intent of the protocols set out for the regional council and regional council-controlled organisations when new regional activities are proposed.

CONSULTATION IN RELATION TO THE REGIONAL POLICY STATEMENT

To meet the requirements of clause 3A of Schedule 1 to the Resource Management Act 1991, the consultation process to be used by affected councils in relation to any further changes to the Waikato Regional Policy Statement will be developed and agreed to by all the councils. Protocols will be developed that ensure affected councils have full and effective involvement in the scoping and drafting of any changes to the Waikato Regional Policy Statement.

STRATEGIC PRIORITIES OF REGIONAL SIGNIFICANCE

The Mayoral Forum will develop and agree a work plan for the triennium that will sit outside this Triennial Agreement. The Mayoral Forum will exercise governance oversight over this work plan.

TERM OF THE AGREEMENT

The Triennial Agreement will continue to operate until such time as it is either amended by the accord of all parties or is renewed following the 2025 local government elections.

OTHER (SUB-REGIONAL) AGREEMENTS

This Agreement does not prevent Councils from entering into other agreements among themselves or outside the Waikato region. The Mayoral Forum recognises that it may make sense to collaborate and partner at a sub-regional level. Nothing in this agreement should be construed to prevent councils addressing issues, or capitalising on opportunities, at a sub-regional level. However, any other such agreement should not be contrary to the purpose and spirit of this Agreement.

RESOLVING DISAGREEMENT

In the event of a disagreement over the terms of this agreement, the parties agree to refer the issue to mediation for a resolution. In the absence of an agreement to mediation between the local authorities, the matter will be referred to a process as specified by the Minister of Local Government.

AUTHORITY This agreement is signed by the following on behalf of their respective authorities

Hamilton City Council	Mayor	Date
Hauraki District Council	Mayor	Date
Matamata-Piako District Council	Mayor	Date

Ōtorohanga District Council	Mayor	Date
Rotorua District Council	Mayor	Date
South Waikato District Council	Mayor	Date
Taupō District Council	Mayor	Date
Thames-Coromandel District Council	Mayor	Date
Waikato District Council	Mayor	Date
Waikato Regional Council	Chairperson	Date
Waipā District Council	Mayor	Date
Waitomo District Council	Mayor	Date

Item 11

Attachment 1

Appendix 1: Legislative provisions – Local Government Act 2002

10 Purpose of local government

- (1) The purpose of local government is –
 - (a) to enable democratic local decision-making and action by, and on behalf of, communities; and
 - (b) to promote the social, economic, environmental and cultural wellbeing of communities in the present and for the future.

15 Triennial agreements

- (1) Not later than 1 March after each triennial general election of members, all local authorities within each region must enter into an agreement under this section covering the period until the next triennial general election of members.
- (2) An agreement under this section must include—
 - (a) protocols for communication and co-ordination among the local authorities; and
 - (b) a statement of the process by which the local authorities will comply with section 16 in respect of proposals for new regional council activities; and
 - (c) processes and protocols through which all local authorities can participate in identifying, delivering, and funding facilities and services of significance to more than 1 district.
- (3) An agreement under this section may also include—
 - (a) commitments by local authorities within the region to establish or continue 1 or more joint committees or other joint governance arrangements to give better effect to 1 or more of the matters referred to in subsection (2); and
 - (b) the matters to be included in the terms of reference for any such committees or arrangements, including any delegations.
- (4) An agreement under this section may be varied by agreement between all the local authorities within the region.
- (5) An agreement under this section remains in force until it is replaced by another agreement.
- (6) If a decision of a local authority is significantly inconsistent with, or is expected to have consequences that will be significantly inconsistent with, the agreement under this section that is currently in force within the region, the local authority must, when making the decision, clearly identify—
 - (a) the inconsistency; and
 - (b) the reasons for the inconsistency; and
 - (c) any intention of the local authority to seek an amendment to the agreement under subsection (4).

(7) As soon as practicable after making any decision to which subsection (6) applies, the local authority must give to each of the other local authorities within the region notice of the decision and of the matters specified in that subsection. The agreement provides an opportunity for improved communication, collaboration, co-ordination, and shared services at all levels of local government in the Waikato region whilst recognising a significant level of formal and informal co-operation already exists between councils. The success of the Triennial Agreement will be demonstrated through expanded relationships that help councils to work co-operatively and collaboratively to advance community wellbeing.

Item 11

Attachment 1

DRAFT

Council Report

Committee: Council

Date: 04 May 2023

Author: Stephen Halliwell

Authoriser: Andrew Parsons

Position: Water Reform Financial
Advisor

Position: Executive Director Strategic
Infrastructure

Report Name: Three Waters Reform - Regional Representative Group - Consideration of
Advocacy Opportunity

Report Status	<i>Open</i>
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Purpose - *Take*

1. To inform Council of an opportunity presented by the Minister of Local Government to present options to him that could amend the membership of the Regional Representative Group to better represent Hamiltonians in the proposed Waikato waters entity.
2. To seek a decision from the Council on a preferred option that improves representation for Hamiltonians for Mayor Paula Southgate to present directly to the Minister of Local Government.
3. To seek approval from the Council to propose the addition of the independent Chair of Future Proof to the Regional Representative Group of the proposed Waikato waters entity provides the best option for Hamiltonians as it strengthens the voice of our Tier 1 growth partnerships.

Staff Recommendation - *Tuutohu-aa-kaimahi*

4. That the Council:
 - a) receives the report;
 - b) approves a proposal to add the independent chair of Future Proof to the Regional Representative Group of the Waikato waters entity;
 - c) recommends to the Minister of Local Government that it reconsiders the proposal to withdraw tranche 2 of the Better Off Funding due to the effect this will have on the wellbeing of communities;
 - d) approves Mayor Paula Southgate to present these proposals directly to the Minister of Local Government; and
 - e) notes that Council will seek support from Future Proof partners.

Executive Summary - *Whakaraapopototanga matua*

5. Council has submitted and advocated at every opportunity for better representation for Hamiltonians on the Regional Representative Group of the waters entities. Council has also submitted that the legislation adopted and proposed was not appropriately recognising Tier 1 growth and its essential contribution to the betterment of New Zealand.

6. In response to the request of the Minister of Local Government options were considered. The recommended option is favoured as it improves representation for Hamiltonians and our Future Proof partners on planning for growth - which over the next 30 years will be the greatest driver for three waters investment.
7. Moving quickly on this proposal enables the Minister of Local Government to consider it in his reports to Cabinet as the detailed legislation sitting under the reset announcements is developed. Mayor Paula Southgate has the opportunity to meet directly with the Minister of Local Government on this matter and other matters from Council's current Three Waters Legislation Bill submission including support for Better Off Funding continuing.
8. Staff recommend option 1 Proposal to add the Independent Chair of Future Proof to the Waikato waters entity Regional Representative Group.
9. Staff consider the decisions of this report are of low significance and that the recommendations comply with the Council's legal requirements.

Background - *Koorero whaimaarama*

10. On 13 April 2023 Prime Minister Chris Hipkins and Local Government Minister Kieran McAnulty announced changes to the reshape of Government's Three Waters Reform. The changes extended the final date for transition to the new entities and increased the number of entities from four to 10.
11. The change to the number of entities means Hamilton is now grouped with nine other councils in an entity region. The other councils are Waikato, Waipa, Thames-Coromandel, Matamata-Piako, Hauraki, Ōtorohanga, Waitomo, South Waikato, and Taupo.
12. Governance of the entity would remain under a skills-based Board, with a regional representative group comprising one representative from each Council plus an equal number of mana whenua representatives. The Minister has indicated consideration may be given to changes to representation to reflect the size of Hamilton versus other council members, as has already been agreed for the Auckland entity.
13. Council has previously submitted on the developing legislation and most recently submitted to the select committee considering the Water Services Legislation Bill. The select committee is yet to report back to Parliament, and implementing the changes announced on 13 April will require amendments to this Bill.
14. It was also announced that Tranche 2 of the Better Off funding has been withdrawn. Council has signed up to Tranche 1 \$14.65M and was allocated \$43.95M (total 58.61M) Tranche 2 funding. Tranche 2 funding was funded one third government and two thirds waters entity.

Discussion - *Matapaki*

15. The Prime Ministers reset announcement provided for 'one council one vote' on the Regional Representative Group. This provided a guarantee for Hamilton City Council to have a vote, which is not guaranteed in the current legislation. In the announcement an exception to the one council one vote is the Auckland Northland entity where Auckland will have three votes and their partner councils one each.
16. The Minister of Local Government introduced the opportunity for further consideration of the membership of water entity Regional Representative Groups to councils. It has been reported that Christchurch City Council is considering extra positions on their Regional Representative Group.
17. In all examples, for every local government position there is an equal mana whenua position on the Regional Representative Group.

18. The role of the Regional Representative Group is prescribed in the Water Services Entities Act 2022. In summary they:
 - i. appoint the board appointment committee;
 - ii. issue a statement of strategic and performance expectations;
 - iii. receive and provide advice back to the board on;
 - I. The statement of intent and approve the strategic elements;
 - II. The asset management plan;
 - III. The funding and pricing plan;
 - IV. The infrastructure strategy;
 - iv. divestment decisions.
19. Staff recommend that the Council approves the Mayor to propose to the Minister of Local Government that the independent chair of Future Proof is appointed to the Regional Representative Group.
20. If the recommendation is not approved waters reform will likely continue with the proposed Regional Representative Group membership.

Options

21. Staff have assessed that there are two reasonable and viable options for the Council to consider. This assessment reflects the level of significance, outlined later in the report, and the likelihood the Government would accept a change. For example, an option for Hamilton to have 35% of the vote based on population has not been considered a reasonably practical option in the context of the Government's policy stance on waters reform governance.
22. The options are set out below.

Option 1: Proposal to add the Independent Chair of Future Proof to the Waikato waters entity Regional Representative Group.

Advantages

23. The terms of reference for the Future Proof Joint Committee provides that the Chair must be independent. [link futureproof website](#)
24. A future proof lens on waters investment brings the collective views of all of the future proof partners. To quote Future Proof; *"How we manage the demand for housing and business land and how we plan for infrastructure such as roads, water treatment plants and schools is vital to the sustainability of the place we live in."*
25. The Future Proof partners are:
 - i. Independent Chair.
 - ii. Hamilton City Council.
 - iii. Matamata Piako District Council.
 - iv. Waikato Regional Council.
 - v. Waipa District Council.
 - vi. Waikato District Council.
 - vii. Tainui Waka Alliance.
 - viii. Ngā Karu Atua o te Waka.
 - ix. Waikato-Tainui.
 - x. Central Government: Hon Minister Dr Megan Woods; Hon Minister Michael Wood; Hon Minister Kieran McNulty.
 - xi. Auckland Council.
 - xii. Auckland Mana Whenua Kaitiaki Forum.

xiii. Waka Kotahi (non-voting).

26. There is an option for a joint proposal to the Minister of Local Government. The Minister is a Future Proof member and has attended its meetings.
27. Future Proof is a long established and effective partnership which is collectively developing the solutions to enabling the benefits of the forecast 30% population growth over the next 30 years. The same period the waters reform data shows a requirement for massive waters infrastructure spend.
28. Future Proof represents a partnership of Tier 1 councils under NPS - Urban Development, and also recognised by Central Government as an Urban Growth Partnership (UGP). This is very significant under the RMA and strategic/spatial planning legislation. The model we propose could also be replicated on other UGP such as Smart Growth on the Bay of Plenty (same model as Future Proof)
29. With independence from councils and with tangata whenua representation on Future Proof there is the possibility that a Ministerial appointment of an independent would not trigger a requirement to add an additional mana whenua representative.

Disadvantages

30. Hamilton does not have additional voting rights proportionate to its population as submitted to Government previously.

Option 2: Proposal to add additional Council representation to the Regional Representative Group.

Advantages

31. A similar approach has already been taken by the Government for the Auckland Northland waters entity.
32. Regional Representative Group members grows by two members for every council member due to the requirement to have an equal number of mana whenua and Council appointments.
33. Council would get one or two additional votes increasing marginally the percentage of the vote:

Option	HCC (%of vote)	Waipa and Waikato	Other Councils	Mana whenua	Total RRG members
As proposed	1 (5%)	1 each	1 each	10	20
HCC adds 1	2 (9%)	1 each	1 each	11	22
HCC, Waipa, Waikato 2 each	2 (7%)	2 each	1 each	13	26
HCC 3, Waipa, Waikato 2 each	3 (11%)	2 each	1 each	14	28

Disadvantages

34. Hamilton does not have additional voting rights proportionate to its population as submitted to Government previously.
35. The Regional Representative Group gets very large under these scenarios making decision making and a space for a local voice harder not better.

Financial Considerations - *Whaiwhakaaro Puutea*

36. This is a regular operating activity funded from Department of Internal Affairs Transition funding.
37. The financial implications of these options is small.

Legal and Policy Considerations - *Whaiwhakaaro-aa-ture*

38. Staff confirm that options considered comply with the Council's legal and policy requirements. This includes confirmation that the Terms of Reference of the Future Proof Joint Committee does not prohibit the independent chair being appointed to the Regional Representative Group

Climate Change Impact Statement

39. Staff have assessed this option and determined:
40. No adaption assessment is required.

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

41. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
42. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report as outlined below.
43. The recommendations set out in this report are consistent with that purpose and improves the wellbeing of Hamiltonians.

Risks - *Tuuraru*

44. There are no known risks associated with the decisions required for this matter.

Significance & Engagement Policy - *Kaupapa here whakahira/anganui* **Significance**

45. Staff have considered the key considerations under the Significance and Engagement Policy and have assessed that the recommendation(s) in this report has/have a low level of significance.

Engagement

46. Community views and preferences relating to the reform have been received and considered by Council following public consultation in June/July 2022 and referenced in previous submissions to Government.
47. Given the low level of significance determined, the engagement level is low. No engagement is required.

Attachments - *Ngaa taapirihanga*

There are no attachments for this report.

Council Report

Item 13

Committee: Council

Date: 04 May 2023

Author: Tracey Musty

Authoriser: David Bryant

Position: Finance Director

Position: General Manager People and Organisational Performance

Report Name: Updates to Fees and Charges (including GST) Proposed for Year 3 (2023/24) of the 2021-31 10-Year Plan

Report Status	<i>Open</i>
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Purpose - *Take*

1. To seek approval from the Council of the updated proposed Fees and Charges recommended for the third year of the 2021-31 10-Year Plan.

Staff Recommendation - *Tuutohu-aa-kaimahi*

2. That the Council:
 - a) receives the report; and
 - b) approves the proposed Fees and Charges for the third year of the 2021-31 10-Year Plan (Attachment 1 of the staff report).

Executive Summary

3. Fees and charges were agreed at the Council meeting on 2 March 2023 as part of the annual plan process, as required by the Local Government Act 2002.
4. The Fees and Charges Schedule is required to be taken to Council for approval prior to the adoption of the Annual Plan as some of the fees and charges listed are invoiced before the end of the current financial period.
5. **Attachment 1** lists Council's proposed 2023/24 fees and charges.
6. Staff have considered the key considerations under the Significance and Engagement Policy and have assessed that the matter(s) in this report has/have a low level of significance.

Discussion - *Matapaki*

7. There are two fee changes updated since the submission of the Fees & Charges on 2 March 2023.
8. Addition of a fee for joint subdivision consent applications which was omitted from the schedule in error.
9. Update to the fees for water revenue and tradewaste revenue to recover the cost of water supply and tradewaste activity that were agreed as part of the changes to the Annual Plan at the 2 March 2023 meeting.

10. If the recommendation is not approved Council will be in breach of the Local Government Act 2002.

Legal and Policy Considerations - *Whaiwhakaaro-aa-ture*

11. 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.
12. Under s150 LGA there is no requirement to consult annually on fees and charges.

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

13. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
14. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report. The recommendations set out in this report are consistent with that purpose.

Risks - *Tuuraru*

15. Should the fees and charges proposed for year 3 of the 2021-31 Long term Plan not be approved, this would result in an unfavourable impact on the council's balancing the books position.

Significance & Engagement Policy - *Kaupapa here whakahira/anganui*

16. Staff have considered the key considerations under the Significance and Engagement Policy and have assessed that the matter(s) in this report has/have a low level of significance.
17. Given the low level of significance determined, the engagement level is low. No engagement is required.

Attachments - *Ngaa taapirihanga*

Attachment 1 - 2023-20-24 LTP Y3 Fees & Charges Schedule March 2023

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
ANIMAL EDUCATION AND CONTROL							
Dog registration fees up to 31 August							
Category 1			\$80.00	\$85.00	\$5.00	6.25%	Inflation adjustment rounded
Category 2			\$150.00	\$155.00	\$5.00	3.33%	Inflation adjustment rounded
Dog registration fees after 31 August							
Category 1			\$95.00	\$100.00	\$5.00	5.26%	Inflation adjustment rounded
Category 2			\$165.00	\$170.00	\$5.00	3.03%	Inflation adjustment rounded
50% Penalty - Applies to registrations after 30 September							
Category 1			\$142.50	\$150.00	\$7.50	5.26%	Inflation adjustment rounded
Category 2			\$247.50	\$255.00	\$7.50	3.03%	Inflation adjustment rounded
Miscellaneous Fees Dogs							
First impoundment			\$84.00	\$84.00	No change		
Second impoundment			\$153.00	\$153.00	No change		
Third impoundment			\$245.00	\$245.00	No change		
Sustenance		per day	\$19.00	\$19.00	No change		
Collars		actual cost	actual cost	actual cost	No change		
Tag replacement			\$5.00	\$5.00	No change		
Dog sign over			\$65.00	\$65.00	No change		
Puppy parvo vaccination		actual cost	actual cost	actual cost	No change		
Dog Adoption			\$225.00	\$225.00	No change		
Seizure		per seizure per dog	\$90.00	\$90.00	No change		
Second seizure		per dog	\$165.00	\$165.00	No change		
Third seizure		per dog	\$260.00	\$260.00	No change		
Dog micro chipping			\$25.00	\$25.00	No change		
De-sexing							
Males		actual cost	actual cost	actual cost	No change		
Females		actual cost	actual cost	actual cost	No change		
Cat Trap Hireage							
		per week	\$15.00	\$20.00	\$5.00	33.33%	First increase in 5 years and this is not a high volume service.
Inspection Fee for Keeping More than 2 Dogs							
First application fee			\$85.00	\$85.00	No change		
Annual renewal fee			\$40.00	\$40.00	No change		
Stock Impounding Related Fees							
Cattle			\$48.00	\$48.00	No change		
Pig			\$33.00	\$33.00	No change		
Weaners			\$14.00	\$14.00	No change		
Horse, mule & deer			\$48.00	\$48.00	No change		
Sheep, goats			\$14.00	\$14.00	No change		
Sustenance		per stock/day	\$15.00	\$15.00	No change		
Stock-driving and rangers charge stock		per hour	\$80.00	\$80.00	No change		
BUILDING CONTROL							
Building fees and charges are based upon the Hamilton City Council's actual and reasonable costs of the associated work.							
Project Information Memorandum							
Residential							
Minor Works			\$202.00	\$317.00	\$115.00	56.93%	Increased fee based on time
Spa Pools			\$202.00	\$317.00	\$115.00	56.93%	Increased fee based on time
Swimming Pools			\$202.00	\$317.00	\$115.00	56.93%	Increased fee based on time
Garages			\$299.25	\$420.00	\$120.75	40.35%	Increased fee based on time
Small Building Works			\$299.25	\$420.00	\$120.75	40.35%	Increased fee based on time
Outbuilding Habitable			\$299.25	\$420.00	\$120.75	40.35%	Increased fee based on time
Alterations and Additions			\$299.25	\$420.00	\$120.75	40.35%	Increased fee based on time
All Dwellings			\$395.85	\$523.00	\$127.15	32.12%	Increased fee based on time
Demolition Residential			\$202.00	\$317.00	\$115.00	56.93%	Increased fee based on time
Commercial							
Commercial Demolition			\$202.00	\$317.00	\$115.00	56.93%	Increased fee based on time

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Commercial Minor Works			\$202.00	\$317.00	\$115.00	56.93%	Increased fee based on time
Internal Fit out			\$299.25	\$523.00	\$223.75	74.77%	Increased fee based on time
Up to 2 Storeys			\$299.25	\$523.00	\$223.75	74.77%	Increased fee based on time
For all Other Commercial Projects			\$493.50	\$729.00	\$235.50	47.72%	Increased fee based on time
Building Consents							
Building Consent fees are excluding document management fees.							
Additional fees may also apply - see additional building consent related fees.	Please note the Building Consent fees below are base fees, additional fees may also apply - see additional building consent related fees.						
Residential							
Solar and retrofit insulation			Free	Free	No change		
Minor Works (including install window or door, demolish a wall, erect a pergola, install a garden shed, install kitchen fittings)			\$510.00	\$541.00	\$31.00	6.08%	Inflation adjustment rounded
Spa pools			\$1,213.00	\$1,286.00	\$73.00	6.02%	Inflation adjustment rounded
Swimming Pools			\$1,213.00	\$1,286.00	\$73.00	6.02%	Inflation adjustment rounded
Garages			\$1,318.00	\$1,397.00	\$79.00	5.99%	Inflation adjustment rounded
Small Building Works (including but not limited to minor additions or alterations up to 3m2)			\$1,318.00	\$1,397.00	\$79.00	5.99%	Inflation adjustment rounded
Outbuilding Habitable			\$2,247.00	\$2,382.00	\$135.00	6.01%	Inflation adjustment rounded
Alterations and Additions			\$2,441.00	\$2,587.00	\$146.00	5.98%	Inflation adjustment rounded
Dwelling Single Storey			\$4,883.00	\$5,176.00	\$293.00	6.00%	Inflation adjustment rounded
Dwelling 2 Storey			\$6,605.00	\$7,001.00	\$396.00	6.00%	Inflation adjustment rounded
Dwelling 3 Storey or More			\$10,243.00	\$10,858.00	\$615.00	6.00%	Inflation adjustment rounded
Attached Residential Units - first dwelling as per fees above (cost of single, 2 storey or 3 storey)							
plus per unit charge after 1st unit		per unit	\$2,231.00	\$2,365.00	\$134.00	6.01%	Inflation adjustment rounded
Demolition Residential			\$1,018.00	\$1,079.00	\$61.00	5.99%	Inflation adjustment rounded
Commercial							
Demolition Commercial			\$1,213.00	\$1,286.00	\$73.00	6.02%	Inflation adjustment rounded
Commercial Minor Works (including but not limited to installing a steel beam, installation of a sink, installation of a door)			\$1,018.00	\$1,079.00	\$61.00	5.99%	Inflation adjustment rounded
Small Commercial building works			\$2,247.00	\$2,382.00	\$135.00	6.01%	Inflation adjustment rounded
Internal Fit out and Alterations <= \$500,000			\$4,462.00	\$4,730.00	\$268.00	6.01%	Inflation adjustment rounded
Up to 2 Storey <= \$1,000,000			\$8,310.00	\$8,809.00	\$499.00	6.00%	Inflation adjustment rounded
More than 2 storeys and/or > \$1,000,000 (Large Commercial)			\$11,424.00	\$12,109.00	\$685.00	6.00%	Inflation adjustment rounded
plus additional hourly rate where applicable		hourly rate	\$194.00	\$206.00	\$12.00	6.19%	Inflation adjustment rounded
Request for Further Information during processing - minimum of 1 hour charged		hourly rate	\$194.00	\$206.00	\$12.00	6.19%	Inflation adjustment rounded
Photocopying and printing							
Photocopying and Printing - A4		per page	\$1.20	\$1.30	\$0.10	8.33%	Inflation adjustment rounded
Photocopying and Printing - A3		per page	\$2.30	\$2.40	\$0.10	4.35%	Inflation adjustment rounded
Document Management (Digitisation)							
Document Management (Digitisation) - A4		per page	\$2.10	\$2.20	\$0.10	4.76%	Inflation adjustment rounded
Document Management (Digitisation) - A3		per page	\$3.15	\$3.30	\$0.15	4.76%	Inflation adjustment rounded
Document Management (Digitisation) - A2		per page	\$3.15	\$3.30	\$0.15	4.76%	Inflation adjustment rounded
Document Management (Digitisation) - A0		per page	\$3.15	\$3.30	\$0.15	4.76%	Inflation adjustment rounded
Electronic Data Management							
Value of work less than \$20,000			Free	Free	No change		
Residential			\$137.00	\$150.00	\$13.00	9.49%	Increased by inflation and cost of system maintenance
Commercial			\$273.00	\$300.00	\$27.00	9.89%	Increased by inflation and cost of system maintenance
Additional Building Consent Related Fees							
Building Accreditation Levy 50 cents per \$1,000 of building value		per \$1000	\$0.50	\$0.50	No change		
BRANZ Levy \$1.00 per \$1,000 on projects \$20,000 and over		per \$1000	\$1.00	\$1.00	No change		
MBIE Levy \$1.75 per \$1,000 on projects \$20,444 and over		per \$1000	\$1.75	\$1.75	No change		
Engineering Audit Fee			\$210.00	\$250.00	\$40.00	19.05%	Increased due to increased service fees
External consultancy fees Including but not limited to: Fire Service, Acoustic Testing		actual cost					

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Additional Inspections		hourly rate	\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
	On-site Minor Variation			\$223.00	New Fee		New fee to align with new process of completing on-site minor variations
Inspection of Building to be Shifted in to/within Hamilton City			\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
plus Mileage Outside of City		per km	\$0.79	\$0.84	\$0.05	6.33%	Inflation adjustment rounded
plus Time for Inspector to Travel Outside of City		hourly rate	\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
Inspection of Amusement Devices			\$11.50	\$11.50	No change		
Amendments to a Building Consent Application		hourly rate	\$194.00	\$206.00	\$12.00	6.19%	Inflation adjustment rounded
Application to Extend Time For Which a Building Consent is Valid			\$105.00	\$111.00	\$6.00	5.71%	Inflation adjustment rounded
Urgent Residential Code Compliance Certificate (CCC) - within 24 hours			\$420.00	\$445.00	\$25.00	5.95%	Inflation adjustment rounded
Code Compliance Certificate (Over 5 years old from issue)			\$420.00	\$445.00	\$25.00	5.95%	Increased by inflation and rounding (Excludes Commercial with proposed new fee)
	Commercial Code Compliance Certificate (Over 5 years old from issue)		\$0.00	\$892.00	New Fee		Addition of Commercial Fee
Copy of Code Compliance Certificate			\$50.00	\$53.00	\$3.00	6.00%	Inflation adjustment rounded
	Pre-application meeting to lodge a Building Consent		\$0.00	\$167.00	New Fee		New fee for lodging a Building Consent (Hardcopy)
	Pre-inspection for a pool boundary fence		\$0.00	\$223.00	New Fee		New fee for inspection required before lodging a Building Consent where the boundary fence forms part of the pool barrier
Building Warrant of Fitness and Compliance Schedule							
Processing annual Building Warrant of Fitness			\$105.00	\$111.00	\$6.00	5.71%	Inflation adjustment rounded
New and amendment of a Compliance Schedule			\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
plus charge per system or feature		per system or feature	\$100.00	\$106.00	\$6.00	6.00%	Inflation adjustment rounded
Replacement Compliance Schedule and Warrant of Fitness Statement			\$53.00	\$53.00	No change		
Inspection of Compliance Schedule Maintenance and Reporting Procedures			\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
Compliance Schedule Re-inspection		hourly rate	\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
Swimming Pool & Fencing Compliance							
3 yearly pool audit - first visit			\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
additional audit visits		hourly rate	\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
Pre-purchase/sale Pool Inspection		hourly rate	\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
Other Applications							
Application for Waiver or Modification to the Building Code.			\$599.00	\$635.00	\$36.00	6.01%	Inflation adjustment rounded
Additional inspection charges may also apply.							
Request for exemption from building consent	Residential request for exemption from building consent		\$300.00	\$309.00	\$9.00	3.00%	Increased by inflation and rounding (Excludes Commercial with proposed new fee)
	Commercial request for exemption from building consent			\$515.00	New Fee		Addition of Commercial Fee
Certificate of Acceptance Application (COA)			\$630.00	\$670.00	\$40.00	6.35%	Increased by inflation and rounding (Excludes Commercial with proposed new fee)
Relevant Building Consent fee will also apply.							
	Commercial Certificate of Acceptance Application (COA)		\$0.00	\$890.00	New Fee		Addition of Commercial Fee
	Relevant Building Consent fee will also apply.						
Change of Use Application			\$495.00	\$525.00	\$30.00	6.06%	Inflation adjustment rounded
Certificate of Public Use (CPU)			\$630.00	\$668.00	\$38.00	6.03%	Inflation adjustment rounded
Liquor Licence - Compliance with Building Code Certificate			\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
Additional Inspection charges may apply							
Section 77-83 - Building Act 2004			\$495.00	\$525.00	\$30.00	6.06%	Inflation adjustment rounded
Section 73-74 Fee			\$300.00	\$318.00	\$18.00	6.00%	Inflation adjustment rounded
Certificate of Title			\$53.00	\$53.00	No change		
	Replacement Earthquake-Prone Building Notice			\$53.00	New Fee		Addition EQP Building Fee
	Functions Relating to Earthquake-Prone Buildings			\$206.00	New Fee		Addition EQP Building Fee
Building Control Hourly Rates							
Technical Support Officer		hour	\$105.00	\$111.00	\$6.00	5.71%	Inflation adjustment rounded
Building Review Officer		hour	\$194.00	\$206.00	\$12.00	6.19%	Inflation adjustment rounded
Building Inspector		hour	\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
Compliance and Monitoring Officer		hour	\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
Team leader		Hour	\$242.00	\$257.00	\$15.00	6.20%	Inflation adjustment rounded
Manager		Hour	\$263.00	\$279.00	\$16.00	6.08%	Inflation adjustment rounded
Building consent fees							
Building consent fees will be required to be paid in full upon application.	Building Conset fees are required to be paid upfront before granting						

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
No processing will commence until these fees are paid.	[Remove wording]						
BYLAWS							
Signs on Footpaths							
Fee for new applications			\$85.00	\$90.00	\$5.00	5.88%	Inflation adjustment rounded
The stated administration fee plus the applicable annual fee portioned on a monthly basis	The stated administration fee <u>plus</u> the applicable annual fee portioned on a monthly basis						
a. Central zone - Annual fee		Annual fee	\$110.00	\$116.00	\$6.00	5.45%	Inflation adjustment rounded
Central core							
Hamilton East							
Commercial large suburban							
Commercial Hamilton East Office							
b. All other zones - Annual fee		Annual fee	\$110.00	\$116.00	\$6.00	5.45%	Inflation adjustment rounded
Merchandise Display		annual fee per square metre	\$110.00	\$116.00	\$6.00	5.45%	Inflation adjustment rounded
Fee for new applications			\$85.00	\$90.00	\$5.00	5.88%	Inflation adjustment rounded
The stated administration fee plus the applicable annual fee portioned on a monthly basis	The stated administration fee <u>plus</u> the applicable annual fee portioned on a monthly basis						
Annual fee per square metre			\$110.00	\$116.00	\$6.00	5.45%	Inflation adjustment rounded
FEE FOR USE OF GARDEN PLACE							
Commercial Stalls		Weekly	\$245.00	\$259.00	\$14.00	5.71%	Inflation adjustment rounded
Seized Signs Release Fee (excluding seized election signs)			\$47.00	\$50.00	\$3.00	6.38%	Inflation adjustment rounded
Tables & Chairs on Footpath	Tables & Chairs on Footpath						
Fee for new applications			\$85.00	\$90.00	\$5.00	5.88%	Inflation adjustment rounded
The stated administration fee plus the applicable annual fee portioned on a monthly basis	The stated administration fee <u>plus</u> the applicable annual fee portioned on a monthly basis						
Annual fee per table		per table - annual fee	\$25.00	\$27.00	\$2.00	8.00%	Inflation adjustment rounded
Other use of Footpaths		per event	\$20.00	\$21.00	\$1.00	5.00%	Inflation adjustment rounded
Mobile Shops							
Fee for new applications			\$85.00	\$90.00	\$5.00	5.88%	Inflation adjustment rounded
The stated administration fee plus the applicable annual fee portioned on a monthly basis	The stated administration fee <u>plus</u> the applicable annual fee portioned on a monthly basis						
Food vendors (food safety fees & charges also apply)		annual fee	\$125.00	\$132.00	\$7.00	5.60%	Inflation adjustment rounded
Vendors not requiring food license		annual fee	\$125.00	\$132.00	\$7.00	5.60%	Inflation adjustment rounded
Hawkers		annual permit	\$100.00	\$106.00	\$6.00	6.00%	Inflation adjustment rounded
Markets							
Small (up to 15 4x4 stalls)		annual license	\$155.00	\$164.00	\$9.00	5.81%	Inflation adjustment rounded
Large (15 4x4 stalls or more)		annual license	\$370.00	\$392.00	\$22.00	5.95%	Inflation adjustment rounded
Admin Fees							
Late payment penalty (for permit renewals made after 31 July):-			add 20%	add 20%	No change		
Personal Hire Devices (Transport)							
Admin		Annual fee	\$300.00	\$318.00	\$18.00	6.00%	Inflation adjustment rounded
Per ride		Per ride	\$0.13	\$0.13	No change		
Education Campaign		Per Operator	\$10,000.00	\$10,000.00	No change		
Item							
Request for CCTV footage. Please note request requires support from lawyer and Police.			\$27.00	\$28.00	\$1.00	3.70%	Inflation adjustment rounded
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	No change		

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT	2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
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	No change		
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.		\$300.00	\$300.00	No change		
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.		\$300.00	\$300.00	No change		
Depositing non-dangerous litter of more than 120 litres by volume in any place. Example: truck load of dirt/building waste.		\$400.00	\$400.00	No change		
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.		\$400.00	\$400.00	No change		
CEMETERIES AND CREMATORIUM						The fee schedule has been restructured and changed to include burial prices for adult, child, child under 1 year (rather than area), with two chapels priced seperately.
CREMATIONS						
Adult		\$630.00	\$630.00	No change		
Child under 15 years	Child under 15 years	\$305.00	\$305.00	No change		
Stillborn or under 1 year	Children under 1 year	\$0.00	\$0.00	No change		
Viewings	View cremation	\$185.00	\$196.00	\$11.00	5.95%	Inflation adjustment rounded
ASH INTERMENT						
	Upright Headstone Ash Area plot purchase		\$1,139.00	New Fee		
	Plaque only plot purchase		\$447.00	New Fee		
	RSA Ash Gardens plot		\$136.00	New Fee		
	Ash interment Trees		\$168.00	New Fee		
	Garden Ash Areas plot		\$1,101.00	New Fee		
	Granite Wall plot		\$872.00	New Fee		
	Ash interment/ Ash Spread		\$168.00	New Fee		
Ash disinterment	Ash Disinterment	\$159.00	\$168.00	\$9.00	5.66%	Inflation adjustment rounded
Garden of Memories Tree (1 set, no plaque)	Garden of Memories Tree (1 set, no plaque)					New Fee proposed under Ash Interment
Plot purchase	Plot purchase	\$149.00		Remove Fee		New Fee proposed under Ash Interment
Interment	Interment	\$159.00		Remove Fee		New Fee proposed under Ash Interment
Total	Total	\$308.00		Remove Fee		New Fee proposed under Ash Interment
Garden of Remembrance - Bellbird, Kereruu Kokako & Weka gardens (2 ash urns per plot)	Garden of Remembrance - Bellbird, Kereruu Kokako & Weka gardens (2 ash urns per plot)					New Fee proposed under Ash Interment
Plot purchase	Plot purchase	\$1,039.00		Remove Fee		New Fee proposed under Ash Interment
Interment	Interment	\$159.00		Remove Fee		New Fee proposed under Ash Interment
Total	Total	\$1,198.00		Remove Fee		New Fee proposed under Ash Interment
Granite Wall (1 ash urn per plot)	Granite Wall (1 ash urn per plot)					New Fee proposed under Ash Interment
Plot purchase	Plot purchase	\$823.00		Remove Fee		New Fee proposed under Ash Interment
Interment	Interment	\$93.00		Remove Fee		New Fee proposed under Ash Interment
Total	Total	\$916.00		Remove Fee		New Fee proposed under Ash Interment
Ash Interment	Ash Interment					
Ash Interment	Ash Interment	\$159.00		Remove Fee		New Fee proposed under Ash Interment
Ash Spread only	Ash Spread only					
Interment	Interment	\$62.00		Remove Fee		New Fee proposed under Ash Interment
Disinterment of ashes	Disinterment of ashes					
Ash disinterment	Ash disinterment					Restructured under Ash Interment
ASH INTERMENT AREAS						

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT	2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Web of Memories (4 sets)	Web of Memories (4 sets)					
Plot purchase	Plot purchase	\$1,075.00		Remove Fee		New Fee proposed under Ash Interment
Interment	Interment	\$159.00		Remove Fee		New Fee proposed under Ash Interment
Total	Total	\$1,234.00		Remove Fee		New Fee proposed under Ash Interment
	BURIALS					
	Adult 15 and over plot purchase		\$4,040.00	New Fee		
	RSA Burial		\$839.00	New Fee		
	Adult 15 and over Digging Fee		\$801.00	New Fee		
	Apple Blossom Plot Purchase	\$2,300.00	\$2,200.00	(\$100.00)	-4.35%	2023-24 Proposed Fee is inclusive of Digging Fee
	Kowhai Lawn Plot	\$226.00	\$250.00	\$24.00	10.62%	This is not an increase this is the result of combining two fees to make it simpler for our customer (plot purchase and digging fees combined).
	Kowhai Garden Berm Plot	\$324.00	\$450.00	\$126.00	38.89%	This is not an increase this is the result of combining two fees to make it simpler for our customer (plot purchase and digging fees combined).
Second Casket Burial - Digging fee	Second Casket Burial Digging Fee	\$756.00	\$801.00	\$45.00	5.95%	Inflation adjustment rounded
	Ash Interment		\$168.00	New Fee		
	Casket Disinterment Adult		\$4,673.00	New Fee		
	Casket Disinterment Child under 15		\$2,650.00	New Fee		
	Casket Disinterment Child under 1		\$1,060.00	New Fee		
	BURIAL LAWNS					
BURIAL LAWNS	BURIAL LAWNS					
Kowhai plot - Garden Berm Area	Kowhai plot - Garden Berm Area					New Fee proposed under Burials
Plot purchase including plaque	Plot purchase including plaque	\$221.00		Remove Fee		New Fee proposed under Burials
Digging fee	Digging fee	\$103.00		Remove Fee		New Fee proposed under Burials
Total	Total	\$324.00		Remove Fee		New Fee proposed under Burials
	Kowhai Plot - Lawn Area					
Plot purchase - does not include a plaque	Plot purchase - does not include a plaque	\$113.00		Remove Fee		New Fee proposed under Burials
Digging fee	Digging fee	\$113.00		Remove Fee		New Fee proposed under Burials
Total	Total	\$226.00		Remove Fee		New Fee proposed under Burials
	Totara Services Lawn					
Maintenance in Perpetuity	Maintenance in Perpetuity	\$792.00		Remove Fee		New Fee proposed under Burials
Digging fee	Digging fee	\$751.00		Remove Fee		New Fee proposed under Burials
Total	Total	\$1,543.00		Remove Fee		New Fee proposed under Burials
	Adult - Oak, Olive, Chestnut or Forest Grove					
Plot purchase	Plot purchase	\$3,812.00		Remove Fee		New Fee proposed under Burials
Digging fee	Digging fee	\$756.00		Remove Fee		New Fee proposed under Burials
Total	Total	\$4,568.00		Remove Fee		New Fee proposed under Burials
	Child - Apple Blossom (child only - 1 ash urn)					
Plot purchase - ashes	Plot purchase - ashes	\$985.00		Remove Fee		New Fee proposed under Burials
Interment fee - ashes	Interment fee - ashes	\$120.00		Remove Fee		New Fee proposed under Burials
Total	Total	\$1,105.00		Remove Fee		New Fee proposed under Burials
	Child - Oak, Olive, Chestnut, Forest Grove or Apple Blossom					
Plot purchase	Plot purchase	\$1,980.00		Remove Fee		New Fee proposed under Burials
Digging fee	Digging fee	\$320.00		Remove Fee		New Fee proposed under Burials
Total	Total	\$2,300.00		Remove Fee		New Fee proposed under Burials
	Second Casket Burial					
Digging fee	Second Casket Burial Digging fee					Restructured under Burials
	Casket Disinterment					
Digging fee	Casket Disinterment Digging fee	\$4,409.00		Remove Fee		New Fee proposed under Burials
	Kiwi Ash Scatter Garden (250mm x 150mm plaque)					
Berm plot purchase	Kiwi Ash Scatter Garden (250mm x 150mm plaque) Berm plot purchase	\$422.00		Remove Fee		New Fee proposed under Burials
	RSA Berm (2 sets)					
Maintenance in Perpetuity	RSA Berm (2 sets) Maintenance in Perpetuity	\$129.00		Remove Fee		New Fee proposed under Burials
Interment	Interment	\$159.00		Remove Fee		New Fee proposed under Burials
Total	Total	\$288.00		Remove Fee		New Fee proposed under Burials

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
	SERVICE FACILITIES						
	Park Chapel 1 hour service			\$330.00	New Fee		Correction of previous undercharging the fee now reflects the capacity in the chapel and provision of a staff member.
	Greenwood Chapel 1 hour service			\$245.00	New Fee		Price increased by inflation and this is a lower cost option for smaller funerals
	Park Chapel 1/2 hour service			\$165.00	New Fee		Correction of previous undercharging the fee now reflects the capacity in the chapel and provision of a staff member.
	Greenwood Chapel 1/2 hour service			\$125.00	New Fee		Price increased by inflation and this is a lower cost option for smaller funerals
	Park Chapel 15 minute service			\$125.00	New Fee		Correction of previous undercharging the fee now reflects the capacity in the chapel and provision of a staff member.
	Greenwood Chapel 15 minute service			\$80.00	New Fee		Price increased by inflation and this is a lower cost option for smaller funerals
Service DVD/CD	Service DVD/CD		\$58.00	\$58.00	No change		
Chapel or Lounge - 1 hour service	Chapel or Lounge - 1 hour service		\$232.00		Remove Fee		New Fee proposed
Chapel or Lounge - 1/2 hour service	Chapel or Lounge - 1/2 hour service		\$118.00		Remove Fee		New Fee proposed
Chapel or Lounge - 15 minute service	Chapel or Lounge - 15 minute service		\$62.00		Remove Fee		New Fee proposed
Viewing	Viewing						Restructured under Cremations
Miscellaneous administration costs	Miscellaneous administration costs		\$113.00		Remove Fee		
Non Funeral Director Service administration cost	Non Funeral Director Service administration cost		\$118.00		Remove Fee		New Fee Proposed under Additional Services
Courier Fees	Courier Fees		\$51.00		Remove Fee		
	ADDITIONAL SERVICES						
	Memorial Permit			\$125.00	New Fee		
	Kowhai Memorial Permit Children after 1 year			\$60.00	New Fee		
	Book or Remembrance Inscription (basic entry)			\$114.00	New Fee		
	Non Funeral Director Service Fee			\$320.00	New Fee		
Cremations & Ash Burials: Monday to Saturday after 4:30 pm	Cremations & Ash Burials: Monday to Saturday after 4:30 pm		\$314.00	\$332.84	\$18.84	6.00%	Inflation adjustment rounded
Burials: Monday - Friday after 4:00pm; all Saturday	Burials: Monday - Friday after 4:00pm; all Saturday		\$314.00	\$332.84	\$18.84	6.00%	Inflation adjustment rounded
Burials or ash interments on Sundays and public holidays	Public Holidays/Sundays All Services		\$576.00	\$610.00	\$34.00	5.90%	Inflation adjustment rounded
MEMORIAL ONLY**	MEMORIAL ONLY**						New Fee Proposed under Additional Services
Outdoor Book plaque	Outdoor Book plaque		\$62.00		Remove Fee		New Fee Proposed under Additional Services
Book of Remembrance Inscription	Book of Remembrance Inscription		\$108.00		Remove Fee		New Fee Proposed under Additional Services
** supplier fees may increase from time to time - contact cemetery for current price	** supplier fees may increase from time to time - contact cemetery for current price						New Fee Proposed under Additional Services
	MEMORIAL INSTALLATION PERMITS						
Memorial Installation Permit Fee (except Kowhai Berm & Pedestal Permit Fee)	Memorial Installation Permit Fee (except Kowhai Berm & Pedestal Permit Fee)		\$118.00		Remove Fee		New Fee Proposed under Additional Services
Kowhai Berm & Pedestal Permit Fee	Kowhai Berm & Pedestal Permit Fee		\$57.00		Remove Fee		New Fee Proposed under Additional Services
AFTER HOURS (applicable when staff are required to work outside normal working hours)	AFTER HOURS (applicable when staff are required to work outside normal working hours)						
Burials: Monday - Friday after 4:00pm; all Saturday	Burials: Monday - Friday after 4:00pm; all Saturday						Restructured under Additional Services
Cremations & Ash Burials: Monday to Saturday after 4:30 pm	Cremations & Ash Burials: Monday to Saturday after 4:30 pm						Restructured under Additional Services
PUBLIC HOLIDAYS/SUNDAYS	PUBLIC HOLIDAYS/SUNDAYS						Restructured under Additional Services
Burials or ash interments on Sundays and public holidays	Burials or ash interments on Sundays and public holidays						Restructured under Additional Services
CITY PLANNING							
DISTRICT PLAN							
District Plan Change Request							
1st deposit; consider request	non-refundable deposit		\$11,772.00	\$12,478.00	\$706.00	6.00%	Inflation adjustment rounded
2nd deposit (processing charge)	non-refundable deposit		\$11,772.00	\$12,478.00	\$706.00	6.00%	Inflation adjustment rounded
and balance at cost, invoiced monthly							
District Plan Requirement/Heritage Order	non-refundable deposit		\$8,688.00	\$9,210.00	\$522.00	6.01%	Inflation adjustment rounded
Consideration and processing							
of notice and balance at cost, invoiced monthly							
Alteration of Designation	non-refundable deposit		\$2,490.00	\$2,640.00	\$150.00	6.02%	Inflation adjustment rounded
Consideration and processing							
of notice and balance at cost, invoiced monthly							

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Removal of designation		non-refundable deposit	\$617.00	\$655.00	\$38.00	6.16%	Inflation adjustment rounded
Consideration and processing of notice and balance at cost, invoiced monthly							
ADDITIONAL CHARGES for Plan Changes; designations; development contributions							
Staff time - Administration		per hour	\$92.00	\$117.00	\$25.00	27.17%	Amended to reflect findings from PWC report on Growth Unit Fees and Charges - aligns with other metros.
Staff time - Planner / Development Contributions Analyst / Assessment Officer		per hour	\$182.00	\$194.00	\$12.00	6.59%	Inflation adjustment rounded
Staff time - Senior Planner / Senior Strategic Policy Analyst / Development Contributions Officer		per hour	\$199.00	\$211.00	\$12.00	6.03%	Inflation adjustment rounded
Staff time - Team Leader		per hour	\$214.00	\$228.00	\$14.00	6.54%	Inflation adjustment rounded
Staff time - Unit Manager		per hour	\$229.00	\$245.00	\$16.00	6.99%	Inflation adjustment rounded
Staff time - Engineer		per hour	\$215.00	\$228.00	\$13.00	6.05%	Inflation adjustment rounded
Photocopying and printing							
Photocopying and Printing - A4		per page	\$1.20	\$1.30	\$0.10	8.33%	Inflation adjustment rounded
Photocopying and Printing - A3		per page	\$2.30	\$2.40	\$0.10	4.35%	Inflation adjustment rounded
ALCOHOL							
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	No change		
Low			\$609.50	\$609.50	No change		
Medium			\$816.50	\$816.50	No change		
High			\$1,023.50	\$1,023.50	No change		
Very High			\$1,207.50	\$1,207.50	No change		
Public notice administration fee (for new/renewal of on-license, off-license and club licence)			\$85.00	\$100.00	\$15.00	17.65%	Most fees are set by legislation this is one area we can increase the fee to account for inflation
2. Application for Special Licences							
Risk Factor Band:							
Class 3			\$63.25	\$63.25	No change		
Class 2			\$207.00	\$207.00	No change		
Class 1			\$575.00	\$575.00	No change		
3. Application Fee for Manager's Certificate and Renewal			\$316.25	\$316.25	No change		
4. Application for Temporary Authority			\$296.70	\$296.70	No change		
5. Annual Fee (for licensed premises)							
Risk Factor Band:							
Very Low			\$161.00	\$161.00	No change		
Low			\$391.00	\$391.00	No change		
Medium			\$632.50	\$632.50	No change		
High			\$1,035.00	\$1,035.00	No change		
Very High			\$1,437.50	\$1,437.50	No change		
Extract of record or register			\$57.50	\$57.50	No change		
6. Admin Fee - Publish Public Notices On Line		Per hour	\$88.00	\$100.00	\$12.00	13.64%	Most fees are set by legislation this is one area we can increase the fee to account for inflation
RECEPTION LOUNGE							
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 Government agencies and Registered Community Groups.							
Cleaning fees apply to all bookings. Security fees apply to all bookings outside of business hours.							
For bookings that fall outside of these groups, venue costs are:							

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT	2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Per hour		\$70.00	\$70.00	No change		
Max per day		\$420.00	\$420.00	No change		
Cleaning fee		\$60.00	\$60.00	No change		
Security per hour (Min. 3 hours applies).		\$35.00	\$35.00	No change		
Use of the foyer is charged separately as follows:						
Per hour		\$0.00	\$0.00	No change		
Max per day		\$0.00	\$0.00	No change		
ENVIRONMENTAL HEALTH						
Registration of a Food Control Plan [under Section 56 of the Food Act 2014]						
1. Processing an application for registration of a food control plan in relation to a new food business.		\$568.00	\$600.00	\$32.00	5.63%	Inflation adjustment rounded
2. Processing an application for registration of an amended food control plan due to a significant amendment (section 45(3)).		\$188.00	\$200.00	\$12.00	6.38%	Inflation adjustment rounded
3. Processing a notification of a significant change in circumstances (section 51) or a not-significant amendment (section 45(2)) in relation to a food control plan.		\$91.50	\$97.00	\$5.50	6.01%	Inflation adjustment rounded
4. Renewal of registration of a food control plan in accordance with Part 2 of Schedule 4 of the Food Act 2014 before the expiry of the current registration.		\$91.50	\$97.00	\$5.50	6.01%	Inflation adjustment rounded
5. Processing an application for a new registration of a food control plan in relation to an existing food business that failed to renew a now expired registration.		\$375.00	\$398.00	\$23.00	6.13%	Inflation adjustment rounded
Registration of Food Businesses subject to a National Programme [under Section 86(b) of the Food Act 2014]						
1. Processing an application for, assessment of, and registration of a new food business subject to a national programme.		\$140.00	\$148.00	\$8.00	5.71%	Inflation adjustment rounded
2. Renewal of registration of a food business subject to a national programme in accordance with Part 2 of Schedule 4 of the Food Act 2014 before the expiry of the current registration.	2. Renewal of registration of a food business subject to a national programme in accordance with Part 2 of Schedule 4 of the Food Act 2014 <u>before the expiry of the current registration.</u>	\$91.50	\$97.00	\$5.50	6.01%	Inflation adjustment rounded
3. Processing an application for a new registration of an existing food business subject to a national programme that failed to renew a now expired registration.		\$140.00	\$148.00	\$8.00	5.71%	Inflation adjustment rounded
4. Processing a notification of a significant change in circumstances (section 51) in relation to a food business subject to a national programme.		\$91.50	\$97.00	\$5.50	6.01%	Inflation adjustment rounded
Verification (including site visit, reporting and general administration)						
1. Verification (scheduled or unscheduled)						
- On-site Audit per hour (15-min units)		\$200.00	\$212.00	\$12.00	6.00%	Inflation adjustment rounded
- Follow-up per hour (15-min units)		\$200.00	\$212.00	\$12.00	6.00%	Inflation adjustment rounded
- Reporting per hour (15-min units)		\$200.00	\$212.00	\$12.00	6.00%	Inflation adjustment rounded
- Preparation per hour (15-min units)		\$200.00	\$212.00	\$12.00	6.00%	Inflation adjustment rounded
- Administration per hour (15-min units)		\$200.00	\$212.00	\$12.00	6.00%	Inflation adjustment rounded
2. Cancelling a verification within 3 working days of the scheduled date and time, or key personnel not available for the verification		\$104.00	\$110.00	\$6.00	5.77%	Inflation adjustment rounded
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), which results in a sanction(s) being imposed by the Food Safety Officer or some form of corrective action being required of the operator.		\$200.00	\$212.00	\$12.00	6.00%	Inflation adjustment rounded

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
2. Issue of improvement notice in accordance with Section 302 of the Act, including development of the notice.			\$200.00	\$212.00	\$12.00	6.00%	Inflation adjustment rounded
3. Application for review of issue of improvement notice under Section 303 of the Act.			\$200.00	\$212.00	\$12.00	6.00%	Inflation adjustment rounded
4. Compliance monitoring activity associated with a market.			\$200.00	\$212.00	\$12.00	6.00%	Inflation adjustment rounded
Other Food Related Fees							
2. Re-issue of registration and approval certificates on request of holder.			\$35.50	\$38.00	\$2.50	7.04%	Inflation adjustment rounded
REGULATED BUSINESSES [hairdressers, offensive trades, camping-grounds, mortuaries]							
Premises Registration Fees							
(a) New registrations:-							
July to December			\$254.00	\$270.00	\$16.00	6.30%	Inflation adjustment rounded
January to June			\$127.00	\$135.00	\$8.00	6.30%	Inflation adjustment rounded
(b) Upon renewal of registration			\$156.00	\$165.00	\$9.00	5.77%	Inflation adjustment rounded
Late payment penalty in relation to hairdressing shops only (for applications made after 30 June):-							
(c) Upon noting of certificate after any change in occupation of the premises			\$35.00	\$37.00	\$2.00	5.71%	Inflation adjustment rounded
FUNERAL DIRECTORS (with no mortuary)							
Registration Fees							
a) Upon application for new registration			\$35.00	\$37.00	\$2.00	5.71%	Inflation adjustment rounded
b) Upon renewal of registration			\$35.00	\$37.00	\$2.00	5.71%	Inflation adjustment rounded
RESOURCE MANAGEMENT ACT							
Actual and reasonable costs associated with processing applications for consent and for the monitoring of conditions of consent in relation to:-			\$172.00	\$182.00	\$10.00	5.81%	Inflation adjustment rounded
- Noise emissions							
- Hazardous contaminants in soil							
- Hazardous facility screening procedure							
- Radio frequency radiation							
BUILDING ACT							
Actual and reasonable costs associated with processing application for consents, which may include but not be limited to:-			\$168.00	\$178.00	\$10.00	5.95%	Inflation adjustment rounded
-noise emission							
-hazardous contaminants in soil;							
-hazardous substances.							
INFORMATION REQUESTS							
On application for an extract from any record or register (per application)			\$44.00	\$46.00	\$2.00	4.55%	Inflation adjustment rounded
Photocopying and printing							
Photocopying and Printing - A4			\$1.20	\$1.30	\$0.10	8.33%	Inflation adjustment rounded
Photocopying and Printing - A3			\$2.30	\$2.45	\$0.15	6.52%	Inflation adjustment rounded
Where staff time exceeds 30-mins this additional charge shall apply. Chargeable in 15 minute units.			\$22.00	\$23.00	\$1.00	4.55%	Inflation adjustment rounded
NOISE CONTROL							
a) Recovery of seized property			\$250.00	\$265.00	\$15.00	6.00%	Inflation adjustment rounded
b) Recovery of costs for disabling building and car alarms:-			as invoiced	as invoiced	No change		
HAMILTON GARDENS							
Enclosed Gardens Admission Fee							
Hamilton Residents			FREE	FREE	No change		New fee to introduce paid admission to the Enclosed Gardens from December 2023
Adult (16 years and over)	Non Hamilton Residents Adult (16 years and over)	per person	\$10.00	\$10.00	No change		A flat fee as per previous council resolution. Further detailed fee structure to be established prior to December 2023.

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Child (15 and under)			FREE	FREE	No change		Same as 1 above
Annual Pass (one adult)	Annual Pass (one adult)	1 Adult – unlimited entry for 12 months	\$35.00		Remove Fee		
Group (10 or more adults)	Group (10 or more adults)	per person in group of 10+	\$9.00		Remove Fee		
Friends of the Gardens	Friends of the Gardens		FREE		Remove Fee		
Guided Tours (75 mins)	Guided Highlight Tours (75 mins)						
Adult (16 years and over)		per person	\$20.00	\$25.00	\$5.00	25.00%	Currently underpriced, first increase in 3 years
Child (5-15 years)		per person	\$13.00	\$15.00	\$2.00	15.38%	Currently underpriced, first increase in 3 years
Child (0-4 years)			FREE	FREE	No change		
	Private Tour	Per group of up to 6 people		\$150.00	New Fee		New offering - priced at equivalent of 6 pax
	Audio Tour						
	Audio Tour	Single unit, 3hr hire		\$10.00	New Fee		New product
	Hamilton Gardens Venue hire						From March to November 2023, all Hamilton Gardens Pavilion Venue hire fees discontinued due to construction of Visitor Centre. During this time hire fees will be set on a quote basis. Once the visitor centre is completed a new venue hire fee structure will apply.
	Hamilton Gardens Pavilion	Various		QUOTE	New Fee		
Summerhouse Hire (2hrs)	Summerhouse Hire (4hrs)	4 hr hire	\$500.00	\$500.00	\$0.00		Time Extended
	Summerhouse Hire (Full day 9am - 5pm)	8 hr Hire		\$800.00	New Fee		
Medici Court/Gallery Closed Garden	Medici Court/Gallery Closed Garden	2hr Hire	\$570.00		Remove Fee		Remove Fee
	Garden hire	Various		QUOTE	New Fee		Reserved space for events (not including weddings) quoted on a case per case basis depending on garden (outer or enclosed) type of event and number of attendees.
Huddleston room	Huddleston room						
Commercial Use (Any hirer without Charitable status)	Commercial Use (Any hirer without Charitable status)						
Half day	Half day	8am – 12.30pm / 12.30pm – 5pm	\$112.00		Remove Fee		
Full day	Full day	8am – midnight	\$316.00		Remove Fee		
After hours	After hours	5pm – midnight	\$125.00		Remove Fee		
Community Use (66.6% discount on commercial charges)	Community Use (66.6% discount on commercial charges)						
Half day	Half day	8am – 12.30pm / 12.30pm – 5pm	\$37.41		Remove Fee		
Full day	Full day	8am – midnight	\$105.54		Remove Fee		
After hours	After hours	5pm – midnight	\$41.75		Remove Fee		
Refundable bond	Refundable bond		\$102.00		Remove Fee		
Cleaning charge	Cleaning charge		\$26.75		Remove Fee		
Plus Kitchen (see below)	Plus Kitchen (see below)						
Chartwell Room	Chartwell Room						
Commercial Use (Any hirer without Charitable status)	Commercial Use (Any hirer without Charitable status)						
Half day	Half day	8am – 12.30pm / 12.30pm – 5pm	\$225.00		Remove Fee		
Full day	Full day	8am – midnight	\$570.00		Remove Fee		
After hours	After hours	5pm – midnight	\$250.00		Remove Fee		
Community Use (66.6% discount on commercial charges)	Community Use (66.6% discount on commercial charges)						
Half day	Half day	8am – 12.30pm / 12.30pm – 5pm	\$75.15		Remove Fee		

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ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Full day	Full day	8am – midnight	\$190.38		Remove Fee		
After hours	After hours	5pm – midnight	\$83.50		Remove Fee		
Refundable bond	Refundable bond		\$225.00		Remove Fee		
Cleaning charge	Cleaning charge		\$81.29		Remove Fee		
Plus Kitchen (see below)	Plus Kitchen (see below)						
Kitchen (Sole Use)	Kitchen (Sole Use)						
Half day	Half day	8am – 12.30pm / 12.30pm-5pm	\$73.00		Remove Fee		
Full day	Full day	8am – midnight	\$216.00		Remove Fee		
After hours	After hours	5pm – midnight	\$80.00		Remove Fee		
Kitchen (Shared use)	Kitchen (Shared use)						
Half day	Half day	8am – 12.30pm / 12.30pm-5pm	\$38.00		Remove Fee		
Full day	Full day	8am – midnight	\$107.00		Remove Fee		
After hours	After hours	5pm – midnight	\$41.50		Remove Fee		
Exhibition Hall	Exhibition Hall						
Commercial Use (Any hirer without Charitable status)	Commercial Use (Any hirer without Charitable status)						
Half day	Half day	8am – 12.30pm / 12.30pm-5pm	\$207.00		Remove Fee		
Full day	Full day	8am – midnight	\$547.00		Remove Fee		
After hours	After hours	5pm – midnight	\$245.00		Remove Fee		
Community Use (66.6% discount on commercial charges)	Community Use (66.6% discount on commercial charges)						
Half day	Half day	8am – 12.30pm / 12.30pm-5pm	\$69.14		Remove Fee		
Full day	Full day	8am – midnight	\$182.70		Remove Fee		
After hours	After hours	5pm – midnight	\$81.83		Remove Fee		
Refundable bond	Refundable bond		\$276.00		Remove Fee		
Cleaning charge	Cleaning charge		\$80.78		Remove Fee		
Central Court	Central Court						
Commercial Use (Any hirer without Charitable status)	Commercial Use (Any hirer without Charitable status)						
Half day	Half day	8am – 12.30pm / 12.30pm-5pm	\$279.00		Remove Fee		
Full day	Full day	8am – midnight	\$767.00		Remove Fee		
After hours	After hours	5pm – midnight	\$328.00		Remove Fee		
Community Use (66.6% discount on commercial charges)	Community Use (66.6% discount on commercial charges)						
Half day	Half day	8am – 12.30pm / 12.30pm-5pm	\$93.19		Remove Fee		
Full day	Full day	8am – midnight	\$256.18		Remove Fee		
After hours	After hours	5pm – midnight	\$109.55		Remove Fee		
Refundable bond	Refundable bond		\$327.00		Remove Fee		
Cleaning charge	Cleaning charge		\$134.80		Remove Fee		
Miscellaneous Fees/Conditions	Miscellaneous Fees/Conditions						
Schedule of equipment rates is available on request.	Schedule of equipment rates is available on request.						
Set up and Pack down rates (per 1/2 hour)	Set up and Pack down rates (per 1/2 hour)		\$32.00		Remove Fee		
Additional Cleaning (carpet clean) per hour	Additional Cleaning (carpet clean) per hour		\$38.00		Remove Fee		
Additional Cleaning (carpet clean including carpet shampoo) per hour	Additional Cleaning (carpet clean including carpet shampoo) per hour		\$107.00		Remove Fee		
Wedding in Gardens	Wedding in Gardens (1 July to 31 December 2023) Wedding at Hamilton Gardens (up to 2hrs), garden remains open to public. Available within enclosed and outer gardens.	2hrs	\$400.00	\$400.00	No change		
Closed garden (maximum 75 minutes)	Private Wedding (up to 2 hrs), Enclosed Garden of your choice is closed to public for your exclusive use, subject to Availability.	2hrs	\$685.00	\$1,085.00	\$400.00	58.39%	Combination of existing wedding and closed garden fees, no actual increase in cost to client.

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Additional time (maximum 180 minutes during non-summer months)	Additional time (maximum 180 minutes during non-summer months)		\$340.00		Remove Fee		Not a popular option, inconvenience for public and gardens staff
	Weddings (1 Jan - 30 June 2024)						
	Wedding in Outer Gardens (up to 2hrs), garden remains open to public.	2hrs	\$400.00	\$400.00	No change		Prices effective from 1 Jan 2024 to reflect scheduled introduction of paid entry fee in Dec 2023
	Wedding photoshoot - Entry into the enclosed gardens for bridal party and wedding photographer			\$100.00	New Fee		New product due to entry fee
Wedding in Gardens	Wedding in Enclosed Gardens (up to 2hrs), garden remains open to public. Includes entry for wedding party and guests.	2hrs	\$400.00	\$800.00	\$400.00	100.00%	Increased to cover cost of entry
Closed garden (maximum 75 minutes)	Private Wedding (up to 2 hrs), Enclosed Garden of your choice is closed to public for your exclusive use, subject to Availability. Includes entry for wedding party and guests	2hrs	\$685.00	\$1,485.00	\$800.00	116.79%	Increased to cover cost of entry
HAMILTON CITY LIBRARIES							
Rental Collection							
Best sellers		first week	\$5.00	\$5.00	No change		
Pay magazines		first week	\$2.20	\$2.20	No change		
DVDs	DVDs	first week	\$2.70		Remove Fee		Fee removed to enable community access
Kitset collections	Library of Things	14 days	\$2.00	\$2.00	No change		
Daily Overdue Charges							
Adult Collections:							
Books		per day	\$0.50	\$0.50	No change		
Talking Books	Audio Books	per day	\$0.50	\$0.50	No change		
Pay Magazines		per day	\$0.50	\$0.50	No change		
Free Magazines		per day	\$0.50	\$0.50	No change		
DVDs		per day	\$0.50	\$0.50	No change		
Best sellers		per day	\$1.00	\$1.00	No change		
Kit collections	Library of Things	per day	\$0.50	\$0.50	No change		
Subscriptions (non-residents only)							
Group Subscription (12 months)		per annum	\$180.00	\$180.00	No change		
Individual Subscription (4 item loan limit) (12 months)		per annum	\$80.00	\$80.00	No change		
Replacement Card			\$3.80	\$3.80	No change		
Photocopying & Printing							
A4 (b&w)		per side	\$0.20	\$0.20	No change		
A4 (colour)		per side	\$1.00	\$1.00	No change		
A3 (b&w)		per side	\$0.40	\$0.40	No change		
A3 (colour)		per side	\$2.20	\$2.20	No change		
Heritage Collection Reproduction and use fees (supply within 10 working days)							
High Resolution TIFF		Per image	\$20.00	\$20.00	No change		
Reproductions from the Waikato Times Collection (High Resolution)		Per image	\$25.00	\$25.00	No change		
Reproductions from the Waikato Times Collection (Low Resolution)		Per image	\$10.00	\$10.00	No change		
Fee for urgent delivery (3-5 day delivery)		per order	\$50.00	\$50.00	No change		
Contract Research		per half hour	\$37.00	\$40.00	\$3.00	8.11%	Inflation adjustment rounded
Reservations / Same Day Holds (Adult collection)	Holds (Adult Collections)	per item	\$1.50	\$1.50	No change		
Interloans							
Standard interloan fee		per item	\$10.00	\$10.00	No change		
Standard international interloan			POA	POA	No change		
Urgent standard international interloan			POA	POA	No change		
Library Facility Hire							
KG room (not-for-profit organisation)	KG room (not-for-profit organisation)	4 hour blocks	\$18.00		Remove Fee		
	KG room (not-for-profit organisation)	per hour	\$4.50	\$10.00	New Fee		Fee Increase. Removed 4 hour minimum booking requirement (\$18 per booking). Charge \$10 for the first hour, \$5 for each subsequent hour for a maximum of 4 hours

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
KG room (for-profit organisation)	KG room (for-profit organisation)	4-hour blocks	\$60.00		Remove Fee		
	KG room (for-profit organisation)	per hour	\$15.00	\$30.00	New Fee		Fee increase. Removed 4 hour minimum booking requirement (\$60 per booking)
Auaha Community Room (not-for-profit organisation)	Auaha Community Room (not-for-profit organisation)	4-hour blocks	\$36.00		Remove Fee		
	Auaha Community Room - Community Rate	per hour	\$9.00	\$10.00	New Fee		Fee increase. Removed 4 hour minimum booking requirement (\$36 per booking)
Auaha Community Room (for-profit organisation)	Auaha Community Room (for-profit organisation)	4-hour blocks	\$120.00		Remove Fee		
	Auaha Community Room - Commercial Rate	per hour	\$30.00	\$40.00	New Fee		Fee increase. Removed 4 hour minimum booking requirement (\$120 per booking)
Private booking Auaha makerspace (not-for-profit organisation)	Private booking Auaha makerspace (not-for-profit organisation)	per hour	\$48.00		Remove Fee		
Facilitated private booking Auaha Community Room (for-profit organisation)	Facilitated private booking Auaha Community Room (for-profit organisation)	up to 2-hour session	\$250.00		Remove Fee		
Facilitated private booking Auaha Community Room (for-profit organisation)	Facilitated private booking Auaha Community Room (for-profit organisation)	1/2-day session	\$400.00		Remove Fee		
Facilitated private booking Auaha Community Room (for-profit organisation)	Facilitated private booking Auaha Community Room (for-profit organisation)	Full day session	\$650.00		Remove Fee		
Rototuna multi-purpose space - Single (not-for-profit organisation)	Rototuna multi-purpose space - Single (not-for-profit organisation)	4-hour block	\$36.00		Remove Fee		
	Rototuna multi-purpose space - Single - Community Rate	per hour	\$9.00	\$20.00	New Fee		Fee increase. Removed 4 hour minimum booking requirement (\$36 per booking)
Rototuna multi-purpose space - Single (for-profit organisation)	Rototuna multi-purpose space - Single (for-profit organisation)	4-hour block	\$120.00		Remove Fee		
	Rototuna multi-purpose space - Single - Commercial Rate	per hour	\$30.00	\$50.00	New Fee		Fee increase. Removed 4 hour minimum booking requirement (\$120 per booking)
Rototuna multi-purpose space - Double (not-for-profit organisation)	Rototuna multi-purpose space - Double (not-for-profit organisation)	4-hour block	\$72.00		Remove Fee		
	Rototuna multi-purpose space - Double - Community Rate	per hour	\$18.00	\$40.00	New Fee		Fee increase. Removed 4 hour minimum booking requirement (\$240 per booking)
Rototuna multi-purpose space - Double (for-profit organisation)	Rototuna multi-purpose space - Double (for-profit organisation)	4-hour block	\$240.00		Remove Fee		
	Rototuna multi-purpose space - Double - Commercial Rate	per hour	\$60.00	\$100.00	New Fee		Fee increase. Removed 4 hour minimum booking requirement (\$240 per booking)
	Rototuna Small Meeting Room (seats 5-6) - Commercial Rate	per hour		\$30.00	New Fee		
	Rototuna Small Meeting Room (seats 5-6) - Community Rate	per hour		\$10.00	New Fee		New fee added. Charge \$10 for the first hour, \$5 for each subsequent hour for a maximum of 4 hours.
Laser cutting							
	Plywood A3	each	\$0.00	\$5.00	New Fee		
Plywood 500mm x 300mm	Plywood 500mm x 300mm	each	\$12.00		Remove Fee		
Plywood 250mm x 150mm	Plywood 250mm x 150mm	each	\$10.00		Remove Fee		
MDF 500mm x 300mm	MDF 500mm x 300mm	each	\$8.00		Remove Fee		
MDF 250mm x 150mm	MDF 250mm x 150mm	each	\$6.00		Remove Fee		
3D Printing							
3D printing - filament use (ABS, PLA, and PLA+)	Filament Usage	per gram	\$0.20	\$0.20	No change		
Print set up fee		each	\$2.00	\$2.00	No change		
	Resin Usage	per millilitre		\$0.30	New Fee		
Vinyl cutting	Vinyl cutting						
Stickers (100mm x 450mm strip)	Stickers (100mm x 450mm strip)	each	\$2.00	\$2.00	No change		
	Vinyl Printing						
	Gloss	per 10cm strip		\$2.00	New Fee		
	Transparent Gloss	per 10cm strip		\$2.00	New Fee		
	Paper	per 10cm strip		\$2.00	New Fee		
	Phototex	per 10cm strip		\$3.00	New Fee		
	Heat Transfer	per 10cm strip		\$6.00	New Fee		
Vacuum forming							
EVA foam sheet		each	\$2.50	\$2.50	No change		
HIPS sheet		each	\$2.00	\$2.00	No change		
	PETG Sheet	per sheet		\$2.00	New Fee		
	Badge Making						
	Badge	each set		\$1.50	New Fee		
	Keychain	each set		\$3.00	New Fee		
	Magnet	each set		\$2.00	New Fee		

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ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
HAMILTON ZOO							
Adult			\$26.00	\$26.00	No change		
Child (3-15)			\$12.00	\$12.00	No change		
Senior citizen			\$19.00	\$19.00	No change		
Beneficiary, student			\$19.00	\$19.00	No change		
Family (2 adults & up to 4 children)			\$75.00	\$75.00	No change		
Education Rate (adult or child)			\$7.00	\$7.00	No change		
Concessions							
Group concession (adult)			\$20.00	\$20.00	No change		
Group concession (child)			\$10.00	\$10.00	No change		
Group concession; senior citizen, beneficiary, student.			\$15.00	\$15.00	No change		
Zoo Annual Membership Fees							
Annual Member: adult (unlimited day-time visits)			\$85.50	\$85.50	No change		
Annual Member: child (unlimited day-time visits)			\$39.50	\$39.50	No change		
Annual Member: senior citizen, beneficiary, student (unlimited d/t visits)			\$62.50	\$62.50	No change		
Annual Member: child flexipass (unlimited day-time visits - named child + any adult)			\$125.00	\$125.00	No change		
Annual Member: family (unlimited day-time visits)			\$249.00	\$249.00	No change		
Zoo Encounters							
Face2Face (per person)	Add-on experiences (per person)	per person	\$25.00	\$30-\$150			Refreshed offering post covid-hiatus. Priced for mid position with competitors. Price range reflects the mix of different animal experiences that may be offered on different days to suit audiences, weather and availability of animals and keepers.
Exclusive Animal Encounter (up to 6 persons)	Exclusive Animal Encounter (per group)	per group	\$180.00	\$300-\$800			Refreshed offering post covid-hiatus. Priced for market position as more exclusive offering and now INCLUDES Zoo entry. By prior arrangement only. Max number of participants per group and price will vary depending on the encounter experience selected.
Premier Tour (for up to 2 people)	Bespoke packages		\$500.00	per quote	New Fee		Introducing bespoke premium Zoo experience packages. These will be negotiated on a case-by-case basis and priced accordingly.
		per quote					
School Sleepover (per person)		per person	\$50.00	\$50.00	No change		
Education Encounter (per person)		per person	\$15.00	\$15.00	No change		
Hire							
Day-time function: reserved area	Day-time function: reserved area	per 2 hours	\$40.00		Remove Fee		
BBQ	BBQ	per 2 hours	\$15.40		Remove Fee		
Pram Hire		per 3 hours	\$10.00	\$10.00	No change		
MUSEUM							
Hire Charges							
Museum Foyer							
Floor hire	Floor hire (including friends meeting room as green room/kitchen)	per hire - from 5pm	\$330.00	\$500.00	\$170.00	51.52%	Changed from 3hr hire with additional hours at extra cost, to per hire fee
additional hour	additional hour		\$60.00		Remove Fee		
Lecture Theatre							
Floor hire	Half day hire (including friends meeting room as green room/kitchen)	8am-12pm or 1pm-5pm	\$330.00	\$375.00	\$45.00	13.64%	Changed from 3hr hire with additional hours at extra cost, to half day, full day and after hours pricing
additional hour	additional hour		\$60.00		Remove Fee		
	Full day hire (including friends meeting room as green room/kitchen)	8am -5pm		\$675.00	New Fee		
	After hours hire (including friends meeting room as green room/kitchen)	per hire - from 5pm		\$400.00	New Fee		New fee - Priced higher than daytime fee to reflect additional security/staffing cost.
Gallery 13							
Floor hire	Floor hire	per 3 hours	\$330.00		Remove Fee		
additional hour	additional hour		\$60.00		Remove Fee		
ArtsPost							
Floor hire		per 3 hour	\$330.00	\$330.00	No change		

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additional hour			\$60.00	\$60.00	No change		
ArtsPost							
Gallery hire							
Commission on sales will be charged in addition to gallery hire							
Chartwell Gallery		per week	\$175.00	\$175.00	No change		
Ida Carey Gallery		per week	\$65.00	\$65.00	No change		
Margot Philips Gallery		per week	\$65.00	\$65.00	No change		
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	Excite Entry Adult (including concessions)		\$6.00	\$5.00	(\$1.00)	-16.67%	Change in price weighting to reflect appeal for kids/adults
Children - Fee is for 3-15 / 0-2 yr olds free	Excite Entry Child (ages 3 to 15years)		\$9.00	\$10.00	\$1.00	11.11%	Change in price weighting to reflect appeal for kids/adults
Children (ages 0 to 2)	Excite Entry Child (ages 0 to 2)		\$0.00	\$0.00	No change		
Concession (Concession applies to students, Friends of Waikato Museum, senior citizens and Community Services Card holders – ID is required.)	Concession (Concession applies to students, Friends of Waikato Museum, senior citizens and Community Services Card holders – ID is required.)		\$5.00		Remove Fee		
Small Family (1 adult and 2 children)	Small Family (1 adult and 2 children)		\$20.00		Remove Fee		
Large family - (2 adults and up to 4 children)	Excite Family Entry (2 adults and up to 4 children)		\$40.00	\$29.00	(\$11.00)	-27.50%	New fee - changed to one family price, consistent with Zoo approach.
	Excite Child Annual Pass (one named child)	unlimited visits for 12 months		\$37.00	New Fee		Equivalent of 4th visit at discounted price, consistent with Zoo
	Excite Flexi Annual pass (one named child + one accompanying adult)	unlimited visits for 12 months		\$50.00	New Fee		Equivalent of 4th visit at discounted price, consistent with Zoo
	Excite Family Annual Pass (up to two named adults and up to four named children)	unlimited visits for 12 months		\$115.00	New Fee		Equivalent of 4th visit at discounted price, consistent with Zoo
	Walking History Tour (75 min guided tour)						New Product
	Adult	per person		\$15.00	New Fee		New Product
	Child (5-15 years)	per person		\$5.00	New Fee		New Product
	Child (under 5 years)	per person		\$0.00	New Fee		New Product
Education Classes	Education Classes						
Short education programme	Short education programme	per student	\$6.00	\$6.00	No change		
Extended education programme	Extended education programme	per student	\$8.00	\$8.00	No change		
Full day education programme	Full day education programme	per student	\$10.00	\$10.00	No change		
Excite and Inventors and Innovations: Waikato Bright Sparks Education programme	Excite and Inventors and Innovations: Waikato Bright Sparks Education programme	per student	\$8.00	\$8.00	No change		
Excite and Inventors and Innovations: Waikato Bright Sparks + a gallery programme	Excite and Inventors and Innovations: Waikato Bright Sparks + a gallery programme	per student	\$10.00	\$10.00	No change		
Rates available for school group bookings.	Rates available for school group bookings.						
Museum Collection Reproduction Fees	Museum Collection Reproduction Fees						
Digital imaging	Digital imaging						
per Low Res Image (Files supplied as low-res digital file: JPEG, RGB (1000px along the longest edge maximum)	per Low Res Image (Files supplied as low-res digital file: JPEG, RGB (1000px along the longest edge maximum)		\$20.00	\$30.00	\$10.00	50.00%	Increase aligned to other institutions
per High Res image (Files supplied as high-res digital file: TIFF, RGB (2000px along the longest edge minimum)	per High Res image (Files supplied as high-res digital file: TIFF, RGB (2000px along the longest edge minimum)		\$40.00	\$50.00	\$10.00	25.00%	Increase aligned to other institutions
Book Cover/ Jackets							
New Zealand rights		per image	\$250.00	\$250.00	No change		
World rights		per image	\$500.00	\$500.00	No change		
Books, periodical, Magazines e-books, exhibition catalogues							
New Zealand rights - 1-2 images		per image	\$55.00	\$60.00	\$5.00	9.09%	Increase aligned to other institutions
New Zealand rights - 3-5 images		per image	\$45.00	\$50.00	\$5.00	11.11%	Increase aligned to other institutions
New Zealand rights - 6+ images		per image	\$40.00	\$45.00	\$5.00	12.50%	Increase aligned to other institutions
World rights - 1-2 images		per image	\$250.00	\$260.00	\$10.00	4.00%	Increase aligned to other institutions
World rights - 3-5 images		per image	\$200.00	\$210.00	\$10.00	5.00%	Increase aligned to other institutions
World rights - 6+ images		per image	\$150.00	\$160.00	\$10.00	6.67%	Increase aligned to other institutions

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Calendars and Prints, Postcards, Greeting Cards, Christmas Cards. Advertising and Decoration (includes CD covers, Labels, Packaging Posters)							
New Zealand rights		per image	\$250.00	\$250.00	No change		
World rights		per image	\$250.00	\$250.00	No change		
Television, Television advertising and Commercial Motion Pictures							
New Zealand rights - 1-2 images		per image	\$85.00	\$85.00	No change		
New Zealand rights - 3-5 images		per image	\$75.00	\$75.00	No change		
New Zealand rights - 6+ images		per image	\$60.00	\$60.00	No change		
World rights - 1-2 images		per image	\$125.00	\$125.00	No change		
World rights - 3-5 images		per image	\$110.00	\$110.00	No change		
World rights - 6+ images		per image	\$95.00	\$95.00	No change		
Non-commercial decoration and display in public areas							
New Zealand rights		per image	\$100.00	\$100.00	No change		
World rights		per image	\$250.00	\$250.00	No change		
Internet use (low-res files only)							
New Zealand rights		per image	\$40.00	\$50.00	\$10.00	25.00%	Increase aligned to other institutions
World rights		per image	\$40.00	\$50.00	\$10.00	25.00%	Increase aligned to other institutions
Research Fees - First 15 mins fee. (Additional research charges POA)		per 15 min	\$15.00	\$20.00	\$5.00	33.33%	Increase due to products increase
Loan Administration Fee (Packaging Materials and Crate cost subject to loan requirements)		per loan	\$50.00	\$50.00	No change		
PARKING							
Off Street Car Park Facilities							
Founders Theatre Car Park		Fees set and adjusted to reflect market demand. Current fees and conditions displayed at each facility and shown on Council website - Parking page .			No change		
Meteor Theatre Car Park					No change		
Museum Car Park					No change		
Sonning Car Park					No change		
Garden Place Car Park Building					No change		
	Kent Street Car Park Passing Red Car Park Rototuna Village Car Park						Additional Properties included
On-Street Carpark Rental							
	On-Street Parking						
	On-Street Meter Parking - First 2 hours		Free	Free	No change		
	On-Street Meter Parking - After first 2 hours	per hour	\$6.00		(\$6.00)	-100.00%	Requires Review
Short-term reservation		per day	\$30.00	\$30.00	No change		
Reservation period > 2 weeks			Negotiated Rate	Negotiated Rate	No change		
	CBD long stay parking	Fees set and adjusted to reflect market demand. Current fees and conditions are displayed at each facility and shown on Council website - Parking Page	\$6.00	Requires DRP (Demand Responsive pricing)	New Fee		Pricing approved by resolution of the Hearings and Engagement Committee (March 2021). Zones approved by the Traffic Speed Panel 2022. Variable by location and based on occupancy
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)			\$264.00	\$280.00	\$16.00	6.06%	Inflation adjustment rounded
- Events using under 500m2 (per day)			\$47.00	\$50.00	\$3.00	6.38%	Inflation adjustment rounded
(\$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			\$665.00	\$705.00	\$40.00	6.02%	Inflation adjustment rounded

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
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)			\$35.00	\$35.00	No change		
Full Day (over 5 hours)			\$52.00	\$52.00	No change		
Wedding			\$218.00	\$218.00	No change		
Mobile Trader							
Administration fee for new applications in relation to mobile traders			\$86.00	\$150.00	\$64.00	74.42%	Increased to match what sister Council's set for the same process.
The stated administration fee plus the applicable annual fee below, portioned on a monthly basis (\$10 per month)	The stated administration fee plus the applicable annual fee below, portioned on a monthly basis (\$10 per month)						
Mobile traders (food safety fees & charges also apply if applicable)	Mobile traders (food safety fees & charges also apply if applicable)	annual fee	\$127.00		Remove Fee		
Mobile traders (food safety fees & charges also apply if applicable)	Once Pop-up / mobile trader has received their annual approval they can book available parks on a daily basis through the Parks booking system.	Per booking		\$35.00	New Fee		
Dog Obedience Lawns (Melville & Bristol Parks)							
Per Day of the Week							
1 year			\$289.00	\$305.00	\$16.00	5.54%	Inflation adjustment rounded
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	No change		
Key Deposit			\$30.00	\$30.00	No change		
Pest Trap			\$20.00	\$20.00	No change		
PLANNING GUIDANCE							
Planning Guidance fees and charges are based upon actual and reasonable costs incurred by Council in terms of staff time, technical advice and overheads.	Planning Guidance fees and charges are based upon actual and reasonable costs incurred by Council.						
In cases where applications are withdrawn before a decision is reached, Council will refund any application deposit balance remaining less processing costs incurred.	Land use and subdivision applications are subject to the following non refundable deposits (unless stated otherwise). Additional fees including, but not limited to, monitoring and engineering fees may also apply. Any actual or reasonable costs including, additional planning assessments and administration time spent beyond that covered by the deposit will be charged at the relevant hourly rates specified below. In cases where applications are withdrawn before a decision is reached, Council will refund any deposit less any processing costs incurred.						
LAND USE	LAND USE						
Land use related applications are subject to the following non refundable deposits as per application type.	Land use related applications are subject to the following non refundable deposits as per application type.						
Any actual or reasonable costs including, additional planning assessment and administration time spent beyond that covered by the deposits will be charged at the relevant hourly rates specified below.	Any actual or reasonable costs including, additional planning assessment and administration time spent beyond that covered by the deposits will be charged at the relevant hourly rates specified below.						
Other additional fees may also apply. See Additional Planning Related Charges below.	Other additional fees may also apply. See Additional Planning Related Charges below.						
Publically Notified Land Use Consent Applications	Notified Subdivision Consent Applications						
Limited Notified Land Use Applications	Publically Notified Land Use Consent Applications		\$15,750.00	\$16,695.00	\$945.00	6.00%	Inflation adjustment rounded
	Limited Notified Land Use Applications		\$7,350.00	\$7,791.00	\$441.00	6.00%	Inflation adjustment rounded

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Non-Notified Land Use Consent Applications	Non-Notified Land Use Consent Applications						
Controlled Activity (Fast Track 10 Day) s87AAC & 87AAD	Controlled Activity (including Fast Track 10 Day s87AAC & 87AAD)		\$1,575.00	\$1,669.50	\$94.50	6.00%	Inflation adjustment rounded
Restricted Discretionary	Restricted Discretionary Activity		\$2,467.00	\$2,615.00	\$148.00	6.00%	Inflation adjustment rounded
Discretionary Activity			\$3,150.00	\$3,339.00	\$189.00	6.00%	Inflation adjustment rounded
Non-Complying Activity			\$3,795.00	\$4,023.00	\$228.00	6.01%	Inflation adjustment rounded
Fast Tracked Consents	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.	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.		\$3,090.00		Remove Fee		
	Urgent Applications						
	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			New Fee		
Land Use Certificates							
Certificate of Compliance			\$930.00	\$985.80	\$55.80	6.00%	Inflation adjustment rounded
Existing Use Right			\$2,047.00	\$2,169.82	\$122.82	6.00%	Inflation adjustment rounded
Planning Verification (fixed fee)			\$346.00	\$366.76	\$20.76	6.00%	Inflation adjustment rounded
Outline Plan			\$1,338.00	\$1,418.28	\$80.28	6.00%	Inflation adjustment rounded
Other Land-Use Related Applications							
Extension of Time Limit			\$1,134.00	\$1,202.04	\$68.04	6.00%	Inflation adjustment rounded
Change or Cancellation of Consent Condition			\$1,260.00	\$1,335.60	\$75.60	6.00%	Inflation adjustment rounded
Surrender of Consent (whole or part)			\$525.00	\$556.50	\$31.50	6.00%	Inflation adjustment rounded
Deemed Permitted Boundary Activities			\$262.00	\$500.00	\$238.00	90.84%	Increased to better reflect cost increases
Deemed Permitted Marginal or Temporary Activities			\$262.00	\$500.00	\$238.00	90.84%	Increased to better reflect cost increases
Minor non-notified land use consent applications			\$1,260.00	\$1,335.60	\$75.60	6.00%	Inflation adjustment rounded
Minor non-notified land use consent applications for listed permitted activities failing no more than two standards in the Proposed District Plan (10 working day target)	Minor non-notified land use consent applications (quick consent) for listed permitted activities failing no more than two standards in the District Plan (10 working day target)						
SUBDIVISION	SUBDIVISION						
Subivision related applications are subject to the following non refundable deposits as per application type.	Subivision related applications are subject to the following non refundable deposits as per application type.						
Any actual or reasonable costs including, additional planning assessment and administration time spent beyond that covered by the deposits will be charged at the relevant hourly rates	Any actual or reasonable costs including, additional planning assessment and administration time spent beyond that covered by the deposits will be charged at the relevant hourly rates						
Other additional fees may also apply. See Additional Planning Related Charges below.	Other additional fees may also apply. See Additional Planning Related Charges below.						
Notified and Limited Notified Subdivision Consent Applications	Notified Subdivision Consent Applications		\$6,300.00	\$6,678.00	\$378.00	6.00%	Inflation adjustment rounded
Non-Notified Subdivision Consent Applications							
Includes subdivision related works for earthworks, roads, retaining walls and 3 waters infrastructure e.g. pump stations.							
Restricted Discretionary Activity (Fee simple)			\$2,467.00	\$2,615.00	\$148.00	6.00%	Inflation adjustment rounded
Restricted Discretionary Activity (Unit Title)			\$2,100.00	\$2,226.00	\$126.00	6.00%	Inflation adjustment rounded
Discretionary Activity, Restricted Discretionary Activity, Non-Complying Activity	Discretionary Activity, Restricted Discretionary Activity , Non-Complying Activity		\$3,150.00	\$3,339.00	\$189.00	6.00%	Inflation adjustment rounded
Restricted Discretionary subdivision application in the Residential Zone for < 4 lots/ units where no roads/reserves are proposed			\$2,100.00	\$2,226.00	\$126.00	6.00%	Inflation adjustment rounded
plus per lot/unit/flat charge							
3-50 lots		per lot/unit/flat	\$67.00	\$71.00	\$4.00	5.97%	Inflation adjustment rounded
51-100 lots		per lot/unit/flat	\$23.00	\$24.00	\$1.00	4.35%	Inflation adjustment rounded
101 lots and greater		per lot/unit/flat	\$11.50	\$12.00	\$0.50	4.35%	Inflation adjustment rounded

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
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.			\$2,100.00	\$2,226.00	\$126.00	6.00%	Inflation adjustment rounded
plus per lot/unit/flat charge							
3-50 lots		per lot/unit/flat	\$52.00	\$71.00	\$19.00	36.54%	Inflation adjustment rounded
51-100 lots		per lot/unit/flat	\$0.00	\$24.00	\$24.00		To align fees with Restricted Discretionary Subdivision
101 lots and greater		per lot/unit/flat	\$0.00	\$12.00	\$12.00		To align fees with Restricted Discretionary Subdivision
Permitted Activity - Certificate of Compliance, Amendment to Flats Plans, Boundary Adjustments	Permitted Activity - Certificate of Compliance, (eg Amendment to Flats Plans, Boundary Adjustments)		\$945.00	\$1,000.00	\$55.00	5.82%	Inflation adjustment rounded
Urgent applications							
	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			New Fee		
Subdivision Related Approval Applications							
Section 75-83 - Building Act 1994			\$656.00	\$695.00	\$39.00	5.95%	Inflation adjustment rounded
Proposed Unit Development Plan			\$829.00	\$878.00	\$49.00	5.91%	Inflation adjustment rounded
Revocation of Building Line Restriction (charge include E-Dealing)			\$1,050.00	\$1,113.00	\$63.00	6.00%	Inflation adjustment rounded
Right of Way Approval (section 348 LGA)			\$840.00	\$890.00	\$50.00	5.95%	Inflation adjustment rounded
Revocation of Easement (section 243 RMA)			\$498.00	\$527.00	\$29.00	5.82%	Inflation adjustment rounded
Second and subsequent stage non-complying cross lease subdivision applications			\$1,200.00	\$1,272.00	\$72.00	6.00%	Inflation adjustment rounded
Road Naming			\$929.00	\$984.00	\$55.00	5.92%	Inflation adjustment rounded
	Road Renaming			\$1,500.00	New Fee		Proposed fee to better reflect the amount of time on such applications
Amend or Delete Consent Notice (section 221 RMA)			\$1,186.00	\$1,257.00	\$71.00	5.99%	Inflation adjustment rounded
Other Subdivision Related Applications							
Extension of Time Limit			\$1,134.00	\$1,202.00	\$68.00	6.00%	Inflation adjustment rounded
Change or Cancellation of Consent Condition			\$1,260.00	\$1,335.00	\$75.00	5.95%	Inflation adjustment rounded
Surrender of Consent (whole or part)			\$515.00	\$545.00	\$30.00	5.83%	Inflation adjustment rounded
Subdivision Certificates							
s.223 RMA			\$498.00	\$528.00	\$30.00	6.02%	Inflation adjustment rounded
s.224c RMA			\$498.00	\$528.00	\$30.00	6.02%	Inflation adjustment rounded
s.224(f) RMA (fixed fee)			\$105.00	\$111.00	\$6.00	5.71%	Inflation adjustment rounded
32 (2)A Unit Title Act (fixed fee)			\$105.00	\$111.00	\$6.00	5.71%	Inflation adjustment rounded
s.221 RMA			\$630.00	\$668.00	\$38.00	6.03%	Inflation adjustment rounded
s.226 RMA			\$966.00	\$1,024.00	\$58.00	6.00%	Inflation adjustment rounded
Re-issue of Certificate and Other Certificates			\$498.00	\$528.00	\$30.00	6.02%	Inflation adjustment rounded
ADDITIONAL PLANNING RELATED CHARGES							
Monitoring Deposit			\$340.00	\$360.00	\$20.00	5.88%	Inflation adjustment rounded
A monitoring deposit applies to all Land Use applications. The monitoring deposit will apply to Subdivision applications, as appropriate. Additional time and associated costs including, but not limited to additional monitoring, site inspections, certification and enforcement will apply at the rates specified below.	A monitoring deposit applies to all land use applications. A monitoring deposit may also apply to subdivision applications, as appropriate. Additional time and associated costs including, but not limited to, additional monitoring, monitoring of building consents, site inspections, certification and enforcement will apply at the rates specified below.						
Planning Assessment of Building Consents							
	Planning assessments of building consents application will attach a fixed fee per building consent	Fixed Fee		\$200.00	New Fee		Fixed fee of \$200 per building consent. Currently this is not charged
Engineering review of the Land Use, Subdivision and Miscellaneous Consent							
Minimum non-refundable Engineering Deposit for engineering review of the Land Use, Subdivision and Miscellaneous Consent. Any additional engineering time will be charged at rate specified below.			\$860.00	\$911.00	\$51.00	5.93%	Inflation adjustment rounded
Detailed Engineering Design Plan and Construction Management Plan Review							
As per the fees schedule below		per hour	\$215.00	\$227.00	\$12.00	5.58%	Inflation adjustment rounded
Engineering Construction Inspections		Site Visit (2 hr)	\$430.00	\$456.00	\$26.00	6.05%	Inflation adjustment rounded

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Water, wastewater, stormwater and transportation engineering construction inspections to cover works under a land use and subdivision consent. Additional time and costs associated with a site inspection, including additional inspections due to non compliance will be charged at the rates specified below.							
Subdivision - works clearance application review and inspections							
Additional time and costs associated with a site inspection, including additional inspections due to non compliance will be charged at the rate specified below.		Site Visit (4 hr)	\$860.00	\$912.00	\$52.00	6.05%	Inflation adjustment rounded
Engineering 223c and 224c review							
Charged on an hourly rate as per the rate specified below		per hour	\$215.00	\$228.00	\$13.00	6.05%	Inflation adjustment rounded
	Planning related Charges (hourly)						
Planner hourly charge		per hour	\$183.00	\$194.00	\$11.00	6.01%	Inflation adjustment rounded
Principal/Senior Planner hourly charge		per hour	\$199.00	\$211.00	\$12.00	6.03%	Inflation adjustment rounded
Planning Team Leader hourly rate		per hour	\$215.00	\$228.00	\$13.00	6.05%	Inflation adjustment rounded
Planning Manager Hourly rate		per hour	\$231.00	\$245.00	\$14.00	6.06%	Inflation adjustment rounded
Administration hourly charge		per hour	\$92.00	\$117.00	\$25.00	27.17%	Amended to reflect findings from PWC report on Growth Unit Fees and Charges - aligns with other metros.
Subdivision Officer		per hour	\$183.00	\$194.00	\$11.00	6.01%	Inflation adjustment rounded
Additional Monitoring		per hour	\$173.00	\$184.00	\$11.00	6.36%	Inflation adjustment rounded
Engineering Rate		per hour	\$215.00	\$228.00	\$13.00	6.05%	Inflation adjustment rounded
Consultant and specialist fees including but not limited to: Expert evidence/advice, external consultants, provision of external legal advice, external peer reviews		actual cost	Actual costs	actuals costs	No change		
Independent Commissioner Panel Member		per hour (GST excl.)	\$200.00	\$212.00	\$12.00	6.00%	Inflation adjustment rounded
Independent Commissioner Chair		per hour (GST excl.)	\$225.00	\$239.00	\$14.00	6.22%	Inflation adjustment rounded
INFORMATION REQUESTS							
Staff Search Time Cost		per half hour	\$46.00	\$49.00	\$3.00	6.52%	Inflation adjustment rounded
Property Enquiry			\$56.00	\$59.00	\$3.00	5.36%	Inflation adjustment rounded
Plus hourly rate after 1 hour		per hour	\$183.00	\$194.00	\$11.00	6.01%	Inflation adjustment rounded
SPORTS AREAS							
SPORTS AREA - SUMMER							
PORRITT STADIUM							
Casual Use (Entire Complex)							
Half Day (up to 5 hours)			\$188.00	\$188.00	No change		
Full Day (over 5 hours)			\$345.00	\$345.00	No change		
Seasonal Use (Entire Complex) Per Half Day of the week (up to 5 hours)							
3 months			\$1,284.00	\$1,284.00	No change		
6 months			\$2,554.00	\$2,554.00	No change		
Seasonal Use (Entire Complex) Per Full Day of the week (over 5 hours)							
3 months			\$2,554.00	\$2,554.00	No change		
6 months			\$5,107.00	\$5,107.00	No change		
CRICKET							
							Cricket pitches require more intense maintenance, but pay less in fees comparative to cost for other codes. While a full review is required this incremental increase as per recommended 6% will move Cricket in the right direction compared to other codes.
Senior Grass							
Casual Use (per wicket)							
Half Day (up to 5 hours)			\$48.00	\$50.00	\$2.00	4.17%	Inflation adjustment rounded
Full Day (over 5 hours)			\$88.00	\$95.00	\$7.00	7.95%	Inflation adjustment rounded
Seasonal Use (per wicket, per day of the week)							
3 months			\$684.00	\$725.00	\$41.00	5.99%	Inflation adjustment rounded
6 months			\$1,363.00	\$1,445.00	\$82.00	6.02%	Inflation adjustment rounded

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Senior Artificial							
Casual Use (per wicket)							
Half Day (up to 5 hours)			\$26.00	\$28.00	\$2.00	7.69%	Inflation adjustment rounded
Full Day (over 5 hours)			\$38.00	\$40.00	\$2.00	5.26%	Inflation adjustment rounded
Seasonal Use (per wicket, per day of the week)							
3 months			\$345.00	\$365.00	\$20.00	5.80%	Inflation adjustment rounded
6 months			\$684.00	\$725.00	\$41.00	5.99%	Inflation adjustment rounded
Junior Grass							
Casual Use (per wicket)							
Half Day (up to 5 hours)			\$26.00	\$28.00	\$2.00	7.69%	Inflation adjustment rounded
Full Day (over 5 hours)			\$38.00	\$40.00	\$2.00	5.26%	Inflation adjustment rounded
Seasonal Use (per wicket, per day of the week)							
3 months			\$178.00	\$188.00	\$10.00	5.62%	Inflation adjustment rounded
6 months			\$345.00	\$365.00	\$20.00	5.80%	Inflation adjustment rounded
Junior Artificial							
Casual Use (per wicket)							
Half Day (up to 5 hours)			\$26.00	\$28.00	\$2.00	7.69%	Inflation adjustment rounded
Full Day (over 5 hours)			\$38.00	\$40.00	\$2.00	5.26%	Inflation adjustment rounded
Seasonal Use (per wicket, per day of the week)							
3 months			\$88.00	\$95.00	\$7.00	7.95%	Inflation adjustment rounded
6 months			\$178.00	\$188.00	\$10.00	5.62%	Inflation adjustment rounded
<u>SOFTBALL</u>	<u>SOFTBALL AND BASEBALL</u>						Added baseball to title as this includes the Hamilton Raiders baseball club using Mahoe Sports Park.
Senior Grass							
Casual Use (per diamond)							
Half Day (up to 5 hours)			\$48.00	\$48.00	No change		
Full Day (over 5 hours)			\$72.00	\$72.00	No change		
Seasonal Use (per diamond, per day of the week)							
3 months			\$345.00	\$345.00	No change		
6 months			\$684.00	\$684.00	No change		
Senior Skin							
Casual Use (per diamond)							
Half Day (up to 5 hours)			\$26.00	\$26.00	No change		
Full Day (over 5 hours)			\$38.00	\$38.00	No change		
Seasonal Use (per diamond, per day of the week)							
3 months			\$178.00	\$178.00	No change		
6 months			\$345.00	\$345.00	No change		
Junior Grass							
Casual Use (per diamond)							
Half Day (up to 5 hours)			\$26.00	\$26.00	No change		
Full Day (over 5 hours)			\$38.00	\$38.00	No change		
Seasonal Use (per diamond, per day of the week)							
3 months			\$88.00	\$88.00	No change		
6 months			\$178.00	\$178.00	No change		
Junior Skin							
Casual Use (per diamond)							
Half Day (up to 5 hours)			\$26.00	\$26.00	No change		
Full Day (over 5 hours)			\$38.00	\$38.00	No change		
Seasonal Use (per diamond, per day of the week)							
3 months			\$48.00	\$48.00	No change		
6 months			\$88.00	\$88.00	No change		
<u>CYCLING</u>							

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Hillcrest Velodrome							
Casual Use							
Half Day (up to 5 hours)			\$36.00	\$36.00	No change		
Full Day (over 5 hours)			\$54.00	\$54.00	No change		
Seasonal Use							
3 months			\$345.00	\$345.00	No change		
6 months			\$684.00	\$684.00	No change		
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)			\$36.00	\$36.00	No change		
Full Day (over 5 hours)			\$54.00	\$54.00	No change		
Seasonal Use (per equivalent field size, per day of the week)							
3 months			\$345.00	\$345.00	No change		
6 months			\$684.00	\$684.00	No change		
WINTER SPORTS							
RUGBY UNION, LEAGUE & FOOTBALL (SOCCER)							
Senior Use							
Casual Use (per field)							
Half Day (up to 5 hours)			\$83.00	\$83.00	No change		
Full Day (over 5 hours)			\$146.00	\$146.00	No change		
Training Use (per week, per day of the week)							
3 months			\$345.00	\$345.00	No change		
6 months			\$684.00	\$684.00	No change		
Competition Use (per field, per day of the week)							
3 months			\$689.00	\$689.00	No change		
6 months			\$1,363.00	\$1,363.00	No change		
Junior Use							
Casual Use (per field)							
Half Day (up to 5 hours)			\$42.00	\$42.00	No change		
Full Day (over 5 hours)			\$72.00	\$72.00	No change		
Training Use (per week, per day of the week)							
3 months			\$88.00	\$88.00	No change		
6 months			\$178.00	\$178.00	No change		
Competition Use (per field, per day of the week)							
3 months			\$178.00	\$178.00	No change		
6 months			\$345.00	\$345.00	No change		
NETBALL	NETBALL						
Minogue Park	Minogue Park						
Seasonal (entire netball complex)	Seasonal (entire netball complex)						
3 months	3 months		\$8,977.00		Remove Fee		
6 months	6 months		\$17,964.00		Remove Fee		
Sports Field Damage Fee							
Per field per event for unauthorised line marking			\$601.00	\$635.00	\$34.00	5.66%	Increase to cover additional cost of materials and services to remedy damage.
	Park Storage Areas - Community and Sports Groups						
	Less than 6m2	per annum		\$100.00	New Fee		
	6m2-8m2	per annum		\$150.00	New Fee		
	9m2-12m2	per annum		\$200.00	New Fee		
	13m2-16m2	per annum		\$250.00	New Fee		
	More than 16m2	per annum		\$300.00	New Fee		
SWIMMING FACILITIES							
Entry into the Swimming facilities for children under 5 years of age is free			Free	Free	No change		

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Entry Fees							
Adult - Waterworld			\$7.70	\$7.80	\$0.10	1.30%	Inflation; reflects increased operating costs (i.e. gas charges)
Adult - Gallagher Pools			\$7.20	\$7.20	No change		
Child (5 - 15 years)			\$4.00	\$4.00	No change		
Spectator			\$2.00	\$2.00	No change		
Senior citizen			\$4.00	\$4.00	No change		
Disabled			\$4.00	\$4.00	No change		
Hydrotherapy		1 hour	\$8.00	\$8.00	No change		
School concession			\$2.50	\$2.70	\$0.20	8.00%	4 teachers are now required to deliver lessons (previously 3 required). Passing on some of the additional cost of the 4th instructor to the school
Family day concession		2 adults & up to 4 children	\$25.00	\$25.00	No change		
Super Family One Day Pass Includes Hydroslides		2 adults & up to 4 children	\$40.00	\$40.00	No change		
Hydrotherapy Pool Disabled Admission			\$6.40	\$6.40	No change		
Sauna and Steam Room		Single use	\$8.70	\$8.70	No change		
	Spa, Steam and Sauna - Partial Use	per person		\$5.00	New Fee		
Shower only			\$5.00	\$5.00	No change		
Navy / Police Test		per person	\$25.00	\$25.00	No change		
Swim Concession Cards (10 swims)							
Adult (excludes hydrotherapy)			\$68.00	\$68.00	No change		
Child (excludes hydrotherapy)			\$36.00	\$36.00	No change		
Senior - Casual Swim (excludes hydrotherapy)			\$36.00	\$36.00	No change		
Swim Concession Cards							
Hydrotherapy pool - 10 Swims			\$67.50	\$67.50	No change		
Hydrotherapy pool - Senior (65years +) / Disabled - 10 Swims			\$54.00	\$54.00	No change		
Disabled (excludes hydrotherapy) - 10 Swims			\$36.00	\$36.00	No change		
Disabled (excludes hydrotherapy) - 20 Swims			\$49.00	\$49.00	No change		
Disabled (excludes hydrotherapy) - 30 Swims			\$71.00	\$71.00	No change		
Swim Memberships							
Hydrotherapy Pool - 1 Month			\$85.00	\$85.00	No change		
Hydrotherapy Pool - 3 Months			\$240.00	\$240.00	No change		
Hydrotherapy Pool - 6 Months			\$440.00	\$440.00	No change		
Hydrotherapy Pool - 12 Months			\$650.00	\$650.00	No change		
Hydroslide							
Single		1 hour	\$5.00	\$5.20	\$0.20	4.00%	
Day Pass (Sat & Sun/School Holidays) 10 -5		All Day	\$8.00	\$8.50	\$0.50	6.25%	
School Concession		half hour	\$3.00	\$3.50	\$0.50	16.67%	
BBQ Hire		(\$10.00 deposit)	\$15.00	\$16.00	\$1.00	6.67%	
Learn to Swim							
Direct Debit Registration Fee			\$15.00	\$15.00	No change		
Private lessons		25 minutes	\$48.00	\$48.00	No change		
Lessons - Babies, Pre-schoolers, School children, Adults		12 lessons	\$186.00	\$186.00	No change		
Lessons - Babies, Pre-schoolers, School children, Adults		Weekly	\$15.50	\$15.50	No change		
Squad Lessons - 12 lessons - Direct Debit		Weekly	\$16.50	\$16.50	No change		
Squad Lessons - 12 lessons - Upfront Payment		12 lessons	\$198.00	\$198.00	No change		
	Aqua Education - Group Session	Up to 30 Children		\$160.00	New Fee		
Waterworld - General Pool Hire Charges							
Lane Hire - 25m Off Peak		per hour	\$12.30	\$12.30	No change		
Lane Hire - 25m Peak		per hour	\$14.30	\$14.30	No change		
Lane Hire - 50m Off Peak		per hour	\$19.40	\$19.40	No change		
Lane Hire - 50m Peak		per hour	\$23.50	\$23.50	No change		
Lido Pool		per hour	\$103.00	\$103.00	No change		
Splash Pad & Toddler Pool		per hour	\$51.00	\$51.00	No change		
* Peak time is 5.30am to 8 am and 3.30pm to 8pm							
Gallagher Aquatic Centre - Facility Hire Charges							

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Gallagher Aquatic Centre - 6 lane hire		per hour	\$82.00	\$82.00	No change		
Full Facility Hire		per hour (min 2 hrs)	\$148.00	\$148.00	No change		
Outdoor table area		per hour	\$20.50	\$20.50	No change		
Dive Pool Charges							
Dive pool - half pool		30 minutes	\$11.80	\$11.80	No change		
Dive pool - half pool		per hour	\$23.50	\$23.50	No change		
Dive pool - whole pool		1 hour minimum	\$45.50	\$45.50	No change		
Dive pool - whole pool - plus grandstand and control room		1 hour minimum	\$100.00	\$100.00	No change		
Waterworld - Swim Meet Facility Hire							
Bulkhead shift (one off payment when hiring 50m pool)			\$100.00	\$100.00	No change		
Bulkhead extension install & uninstall (Organisation/club Waikato region based – local)			\$100.00	\$100.00	No change		
Bulkhead extension install & uninstall (Organisation/club outside of the Waikato region – not local)			\$200.00	\$200.00	No change		
Short Course Hire (25m of 50m pool, includes grandstand and control room)		per hour	\$115.00	\$115.00	No change		
Long course Hire (50m pool, includes grandstand and control room)		per hour	\$225.00	\$225.00	No change		
Cancellation Fee - within 30 days		25%			No change		
Cancellation Fee - within 14 days		50%			No change		
Cancellation Fee - within 7 days		100%			No change		
Waterworld - Other Facility Hire							
Kitchen and agenda room hire							
Indoor Party Area	Indoor Party Area	per hour	\$25.50		Remove Fee		
Rainbow Zone		per hour	\$20.30	\$25.00	\$4.70	23.15%	Align Fee with The Hub
Agenda Room Hire (includes kitchenette)		per hour	\$46.00	\$46.00	No change		
Security guard		per hour	\$30.60	\$45.00	\$14.40	47.06%	Reflects actual cost from 3rd party supplier
Parking warden		per hour	\$30.60	\$35.00	\$4.40	14.38%	Recovery of Actual Cost
Bouncy castle		per hour (min 2hr)	\$51.00	\$51.00	No change		
Additional Lifeguard		Per hour (min 4hr)	\$30.60	\$35.00	\$4.40	14.38%	Recovery of Actual Cost
The Hub		per hour	\$25.00	\$25.00	No change		
Hydroslide - Group Hire (max 20 people)		All day	\$102.00	\$110.00	\$8.00	7.84%	
Pool Inflatable Hire		per hour (min 2 hrs)	\$50.00	\$80.00	\$30.00	60.00%	Recovery of Actual Cost, inclusion of setup, packdown and supervision
Birthday Party Packages							
	Birthday Party Package 1	Includes 10 x swim entry (kids) \$4 entry per extra child 4 x swim entry (adults) \$7.80 entry per extra adult Birthday Party room (the hub) 2 hours Staff member (set up and pack down of party room)		\$195.00	New Fee		
	Birthday Party Package 2	10 x swim entry (kids) \$4 entry per extra child 4 x swim entry (adults) \$7.80 entry per extra adult 10 x hydroslide entry day pass (kids) - \$8.50 per extra child 4 x hydroslide entry day pass (adult) - \$8.50 per extra adult Birthday Party room (the hub) 2 hours Staff member (set up and pack down of party room)		\$295.00	New Fee		
Gym Class - Casual							
Gym and Pool Entry (excludes hydrotherapy)		per session	\$17.90	\$15.00	(\$2.90)	-16.20%	To enable more casual use of facility / access

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Group Fitness Class		per session	\$9.70	\$8.00	(\$1.70)	-17.53%	To enable more casual use of facility / access
Gym and Pool Entry (excludes hydrotherapy) - Senior		per session	\$15.50	\$15.50	No change		
Group Fitness Class - Senior		per session	\$7.50	\$7.50	No change		
Gym Class - Concession	Gym Class – Concession						
Group Fitness - 10 Sessions		10 sessions	\$75.00	\$75.00	No change		
Aqua Fitness - 10 Sessions		10 sessions	\$75.00	\$75.00	No change		
Senior (+65) Group Fitness - 10 Sessions		10 sessions	\$60.00	\$60.00	No change		
Senior (+65) Aqua Fitness - 10 Sessions		10 sessions	\$60.00	\$60.00	No change		
Memberships							
Total Fit and Swim Fit - Joining fee			\$35.00	\$35.00	No change		
Gold Fit - Joining fee			\$15.00	\$15.00	No change		
Gym Contract Cancellation fee			\$150.00	\$150.00	No change		
Gym Membership Card Replacement			\$5.00	\$5.00	No change		
Total Fit Membership WW & GAC (does not give access to hydrotherapy Pool)							
All Inclusive - Contract		Weekly	\$16.00	\$16.00	No change		
All Inclusive Up front payment (no cancellation fee)		Annual	\$832.00	\$832.00	No change		
All Inclusive - No Contract (no cancellation fee)		Weekly	\$22.00	\$22.00	No change		
Gold Fit (65+) (does not give access to hydrotherapy Pool)							
All Inclusive Up front payment (no cancellation fee)		Annual	\$520.00	\$520.00	No change		
All Inclusive - No Contract (no cancellation fee)		Weekly	\$10.00	\$10.00	No change		
Hydro Fit Membership (Includes Hydrotherapy Pool Access)							
	Hydro Fit - 65+ and Disability - Direct debit only	Weekly		\$14.00	New Fee		
	Hydro Fit - Adult - Direct debit only	Weekly		\$20.00	New Fee		
Swim Fit (does not include access to Hydrotherapy Pool)							
Swim Only - Contract		Weekly	\$14.00	\$14.00	No change		
Swim Only Up front payment (no cancellation fee)		Annual	\$728.00	\$728.00	No change		
Swim Only - No Contract		Weekly	\$16.00	\$16.00	No change		
Physio membership - all inclusive		6 weeks	\$120.00	\$120.00	No change		
Corporate Fit							
Corporate Fit - Contract - 12 months		Weekly	\$14.00	\$14.00	No change		
Corporate Fit - No Contract		Weekly	\$20.00	\$20.00	No change		
Corporate Fit - Upfront Payment		Annual	\$728.00	\$728.00	No change		
Personal Training							
Ground Floor Gym Studio - Personal Trainer Use	Ground Floor Gym Studio – Personal Trainer Use	Weekly	\$150.00		Remove Fee		
	Ground Floor Gym Studio - Personal Trainer Use <10 Clients	Monthly		\$100.00	New Fee		
	Ground Floor Gym Studio - Personal Trainer Use 10+ Clients	Monthly		\$150.00	New Fee		
Personal Trainer		per hour	\$60.00	\$65.00	\$5.00	8.33%	benchmarked against industry standard
Personal Trainer		30 Minute session	\$35.00	\$45.00	\$10.00	28.57%	benchmarked against industry standard
TRANSPORTATION							
Corridor Access Requests (CAR)							
Access to carry out any work within road corridor - Refer to Utility Code of Practice for definitions							
A negotiated rate for multiple applications may apply for CARs.							
Application fee - Project		per application	\$990.00	\$1,015.00	\$25.00	2.53%	Inflation adjustment rounded
Application fee - Major		per application	\$630.00	\$646.00	\$16.00	2.54%	Inflation adjustment rounded
Application fee - Minor		per application	\$320.00	\$328.00	\$8.00	2.50%	Inflation adjustment rounded
Application fee - Bundling		Up to 20 Minor residential applications per month	\$990.00	\$1,015.00	\$25.00	2.53%	Inflation adjustment rounded
Non Notification Penalty Fee (in addition to application fee)		per hour	\$120.00	\$125.00	\$5.00	4.17%	Inflation adjustment rounded
Site Inspections (for inspections in addition to the minimum set with the application)		per hour	\$120.00	\$125.00	\$5.00	4.17%	Inflation adjustment rounded
Event Road Closure Advertising (events organised by Registered Charitable Organisations will be exempt from this charge)			Actual costs	Actual costs	No change		

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Vehicle crossings							
Vehicle Crossing Inspection (covers 3 site visits. Any additional site visits are covered by the additional inspection fee)		per application	\$320.00	\$375.00	\$55.00	17.19%	Increased due to increase in hourly rate.
Site Inspections (for inspections in addition to the minimum set with the application)		per visit	\$120.00	\$125.00	\$5.00	4.17%	Inflation adjustment rounded
Overweight vehicles							
Overweight permit application		per application	\$120.00	\$125.00	\$5.00	4.17%	Inflation adjustment rounded
Encroachments							
Encroachment application fee (covers 3 hours time and any additional time will be agreed in advance and charged at the hourly rate)			\$360.00	\$375.00	\$15.00	4.17%	Increased due to increase in hourly rate
Hourly rate for encroachment applications in addition to the minimum set with the application		per hour	\$120.00	\$125.00	\$5.00	4.17%	Inflation adjustment rounded
Encroachment annual rental (e.g. advertising billboards)			To be determined on a case by case basis	To be determined on a case by case basis	No change		
WASTEWATER, STORMWATER AND WATER							
Water and Wastewater network capacity screening assessment by engineering team.		per hour	\$215.00	\$215.00	No change		
Water and Wastewater network capacity screening assessment by consultant or specialist.			Actual costs	Actual costs	No change		
WASTEWATER, STORMWATER AND WATER CONNECTIONS							
Wastewater, Stormwater and Water Connection application fee			\$250.00	\$310.00	\$60.00	24.00%	Increased to reflect the actual time and cost incurred to process a standard three wtaers connection application
Wastewater, Stormwater and Water Connection hourly rate for non-standard applications			\$125.00		New Fee		New fee required to cover our administrative costs of non-standard Three Waters connection applications
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							
Consent to Enter							
Basic processing of consent to enter			\$325.00	\$335.00	\$10.00	3.08%	Inflation adjustment rounded
Work effort required beyond initial written request to affected parties, charged for on a time cost recovery basis		per hour	\$120.00	\$125.00	\$5.00	4.17%	Inflation adjustment rounded
Reinstatement							
Reinstatement of sealed roadways, footways and light vehicle entrances (concrete, cobbles and kerb and channel)			Quote	Quote	No change		
Third party damages							
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 include but not limited to plumbers, consultants, legal fees.			Actual costs	Actual costs	No change		
Stormwater and Wastewater connections							
100mm Stormwater and Wastewater on Private Property			Quote	Quote	No change		
100mm Stormwater and Wastewater in the Transport Corridor			Quote	Quote	No change		
Water connections							
Single service connection, 20mm			Quote	Quote	No change		
Single service connection, 25mm			Quote	Quote	No change		
Service connection , 50mm (multi unit residential only)			Quote	Quote	No change		
Single metered, 20 mm			Quote	Quote	No change		
Single metered, 25 mm			Quote	Quote	No change		
Single metered, 50 mm			Quote	Quote	No change		
Multi, 2*20 mm			Quote	Quote	No change		

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Multi, 3*20 mm			Quote	Quote	No change		
Multi, 4*20 mm			Quote	Quote	No change		
Water connections 50mm or greater - additional charges							
Bacteria testing			Quote	Quote	No change		
Pressure testing			Quote	Quote	No change		
Catch pit connections							
a) 300 diameter			Quote	Quote	No change		
b) full size catch pit for 2 or more properties			Quote	Quote	No change		
Stormwater Bubble Up Connections			Quote	Quote	No change		
Larger Diameter Connections (>150mm)			Quote	Quote	No change		
Manhole Installation Required			Quote	Quote	No change		
Modification of existing connection							
Relocation of existing connection			Quote	Quote	No change		
Install of flow restrictor			Quote	Quote	No change		
Upgrades of infrastructure to enable the connection			Actual costs	Actual costs	No change		
Inspection fees							
Closed Circuit TV Inspection			Quote	Quote	No change		
On site pipe location			\$450.00	\$465.00	\$15.00	3.33%	Inflation adjustment rounded
Water, wastewater and stormwater connection inspection fee for connections undertaken by an approved contractor			\$300.00	\$300.00	No change		
Stormwater Pipes to Kerb and Channel (domestic only)							
1 pipe in trench \$/m		per metre	\$300.00	\$390.00	\$90.00	30.00%	Increase to reflect current market rates
Private systems							
All internal and external costs associated with locating, repairing and reinstatement of private water, wastewater and stormwater assets will be recovered from the owner. This Includes remediation costs associated with remediating: - wastewater and stormwater cross connections, - private water leaks - preventing continued non compliant discharges - Failure to complete works required under compliance notice. Actual costs include but are not limited to clean up costs, plumbers, consultants, legal fees.			Actual costs	Actual costs	No change		
	Customer and Developer queries related to Three Waters connection feasibility and requirements	per hour		\$215.00	New Fee		New charge to recover staff time.
STORMWATER							
Inspection of high-risk facility		per hour	\$120.00	\$125.00	\$5.00	4.17%	Inflation adjustment rounded
Enforcement of Stormwater Bylaw 2015 (e.g. remedial work, catchpit cleaning, cross connection remediation and clean-up)			Actual costs	Actual costs	No change		
WASTEWATER, STORMWATER AND WATER DISCONNECTIONS							
Application Fees							
Wastewater, Stormwater and Water disconnection application fee			\$250.00	\$310.00	\$60.00	24.00%	Increased to reflect the actual time and cost incurred to process a standard Three Waters connection application
Wastewater and Stormwater Disconnection							
Disconnection			Quote	Quote	No change		
Water service Disconnection							
20 - 50 mm diameter			Quote	Quote	No change		
Above 50 mm diameter			Quote	Quote	No change		
Fire mains			Quote	Quote	No change		

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
TRADE WASTE							
Trade waste Application Fees							
Permitted/Controlled Discharge (including final inspection if required)			\$222.00	\$230.00	\$8.00	3.60%	Inflation adjustment rounded
Conditional Consent (covering 4 hours work including final inspection, including tanker disposal)			\$410.00	\$425.00	\$15.00	3.66%	Inflation adjustment rounded
Hourly rate for applications		per hour	\$112.50	\$120.00	\$7.50	6.67%	Inflation adjustment rounded
Temporary Discharge (including final inspection)			\$222.00	\$230.00	\$8.00	3.60%	Inflation adjustment rounded
Renewal Fee for permitted or conditional Trade Waste Consents (plus additional hourly rate for more than one hours time noting that site inspection charges may also apply)			\$112.50	\$120.00	\$7.50	6.67%	Inflation adjustment rounded
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)			\$57.00	\$60.00	\$3.00	5.26%	Inflation adjustment rounded
Special tradewaste agreements, variations or renewals. Actual costs recovered including but not limited to consultant or legal fees.			Actual costs	Actual costs	No change		
Site Inspection Fees							
Permitted/Controlled Discharge - Site Inspection/Audit		per site visit	\$163.00	\$170.00	\$7.00	4.29%	Inflation adjustment rounded
Conditional Consent - Site Inspection/Audit			\$242.00	\$250.00	\$8.00	3.31%	Inflation adjustment rounded
Temporary Discharge - Inspection/Audit			\$242.00	\$250.00	\$8.00	3.31%	Inflation adjustment rounded
Site Inspection/Audit - Non Compliance			\$247.00	\$255.00	\$8.00	3.24%	Inflation adjustment rounded
Quantity charge rates for Conditional Consent Holders							
a) Flow Volume		per m3	\$1.69	\$1.73	\$0.04	2.37%	Increased due to increased wastewater treatment costs and increased forecast wastewater raw sewerage loads.
b) Suspended solids		per kg	\$0.85	\$0.86	\$0.01	1.18%	Increased due to increased wastewater treatment costs and increased forecast wastewater raw sewerage loads.
c) cBOD5 (Organic loading)		per kg	\$1.20	\$1.20	No change		
d) Total Kjeldahl Nitrogen		per kg	\$2.43	\$2.46	\$0.03	1.23%	Increased due to increased wastewater treatment costs and increased forecast wastewater raw sewerage loads.
e) Total Phosphorous		per kg	\$8.92	\$9.25	\$0.33	3.70%	Increased due to increased wastewater treatment costs and increased forecast wastewater raw sewerage loads.
f) Arsenic		per kg	\$288.71	\$296.00	\$7.29	2.53%	Increased due to increased wastewater treatment costs and increased forecast wastewater raw sewerage loads.
g) COD (Chemical loading)		per kg	\$0.12	\$0.12	No change		
Annual Charge							
Permitted/Controlled/Special		annual fee	\$59.00	\$65.00	\$6.00	10.17%	Inflation adjustment rounded
Conditional/Special - Risk Class 3 - Costs of any independent monitoring (sampling and analysis) is recovered through a separate fee and charge		annual fee	\$1,692.00	\$1,735.00	\$43.00	2.54%	Inflation adjustment rounded
Conditional/Special - Risk Class 2 - Costs of any independent monitoring (sampling and analysis) is recovered through a separate fee and charge		annual fee	\$989.00	\$1,015.00	\$26.00	2.63%	Inflation adjustment rounded
Any temporary Discharge - Costs of any independent monitoring (sampling and analysis) is recovered through a separate fee and charge		annual fee	\$222.00	\$230.00	\$8.00	3.60%	Inflation adjustment rounded
Independent (Council) monitoring for consented trade waste discharges and tankered waste disposal at the Wastewater Treatment Plant (sampling and analysis)		per sample collected	\$242.00	\$250.00	\$8.00	3.31%	Inflation adjustment rounded
Tanker Waste Disposal							
Tanker Waste disposal to Wastewater Treatment Plant or reticulation in accordance with Tradewaste Bylaw schedule 1A and 1B		per m3	\$79.00	\$81.00	\$2.00	2.53%	Inflation adjustment rounded

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
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 not 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.							
Tankered waste administrative charge		annual fee	\$772.80	\$795.00	\$22.20	2.87%	Inflation adjustment rounded
Enforcement and penalties							
Enforcement of Trade Waste and Wastewater Bylaw 2016 (e.g. tracing illegal discharge, cross connection remediation and clean-up, remediation of blockage)			Actual costs	Actual costs	No change		
Illegal discharge penalty charges			As per agreement	As per agreement	No change		
WATER SUPPLY							
Backflow							
Backflow prevention device registration			\$92.00	\$95.00	\$3.00	3.26%	Inflation adjustment rounded
Testing of backflow device			Quote	Quote	No change		
Water meters							
Special Meter Readings			\$57.00	\$60.00	\$3.00	5.26%	Inflation adjustment rounded
Install 20mm meter on existing service line			Quote	Quote	No change		
Install 25mm meter on existing service line			Quote	Quote	No change		
Testing meters as per prices provided by certified independent service provider			Quote	Quote	No change		
Non-Domestic Water Supply Charges							
Individual Customer Agreements							
Individual High User Water supply agreement application fee		per application	\$1,050.00	\$1,335.00	\$285.00	27.14%	Increased to align with similar hourly charge out rates.
Annual administrative charge for Individual Customer Agreements (covers 3 hours time and any additional time will be charged at the hourly rate)		annual fee	\$360.00	\$645.00	\$285.00	79.17%	Increased to align with similar hourly charge out rates.
Hourly rate for Individual Customer Agreements		per hour	\$120.00	\$215.00	\$95.00	79.17%	Increased to align with similar hourly charge out rates.
Application for water supply							
Application for water supply	Application fee	per hour	\$247.00	\$215.00	(\$32.00)	-12.96%	Application Fee changed to an hourly rate to simplify charging
Assessment under the Three Waters Connection Policy for application for water supply categories 2, 3 and 4		per hour	\$158.00	\$215.00	\$57.00	36.08%	Increase to align with similar hourly charge out rates
Out of District Water Supply Permit		per hour	\$247.00	\$215.00	(\$32.00)	-12.96%	Application Fee changed to an hourly rate to simplify charging
Water Drawn from Water Take Points							
a) Permit to draw from a water take point (mandatory)		annual fee	\$126.00	\$126.00	No change		
b) per kilolitre		per kilolitre	\$4.70	\$4.93	\$0.23	4.89%	Increase to align with revised water by meter revenue target
	c) minimum charge	per month		\$20.00	New Fee		New fee to cover administrative costs of invoicing water drawn from water take points.
d) additional key			\$18.00	\$18.00	No change		
Rateable city							
Rateable city		per m3	\$1.85	\$1.95	\$0.10	5.41%	Increase to align with revised water by meter revenue target
3 monthly minimum charge (based on 60 m3)			\$111.00	\$117.00	\$6.00	5.41%	Increase to align with revised water by meter revenue target
1 monthly minimum charge (based on 20m3)			\$38.00	\$39.00	\$1.00	2.63%	Increase to align with revised water by meter revenue target
High Water Users							
High Water Users		per m3	\$1.85	\$1.95	\$0.10	5.41%	Increase to align with revised water by meter revenue target
Non-rateable city							
Non-rateable city		per m3	\$1.85	\$1.95	\$0.10	5.41%	Increase to align with revised water by meter revenue target
3 monthly minimum charge (based on 60 m3)			\$111.00	\$117.00	\$6.00	5.41%	Increase to align with revised water by meter revenue target
1 monthly minimum charge (based on 20m3)			\$38.00	\$39.00	\$1.00	2.63%	Increase to align with revised water by meter revenue target

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Outside city							
Outside city		per m3	\$1.85	\$1.95	\$0.10	5.41%	Increase to align with revised water by meter revenue target
3 monthly minimum charge (based on 60 m3)			\$111.00	\$117.00	\$6.00	5.41%	Increase to align with revised water by meter revenue target
Rural restricted supply							
Rural restricted supply		per kilolitre	\$1.65	\$1.74	\$0.09	5.45%	Increase to align with revised water by meter revenue target
3 monthly minimum charge (based on 60 m3)			\$99.00	\$104.40	\$5.40	5.45%	Increase to align with revised water by meter revenue target
Waikato District Council - Rural Supply Agreement		per m3	\$1.67	\$1.75	\$0.08	4.79%	Increase to align with revised water by meter revenue target
Fire Main	Water used to test fire protection systems	per m3	\$1.59	\$1.59	No change		
Enforcement and penalties							
Enforcement of Water Supply Bylaw 2013 (e.g. reinstatement of backflow risk, installation of backflow prevention device, repair of water leak)			Actual costs	Actual costs	No change		
Investigation and enforcement of illegal water take against bylaw or agreement			Actual costs	Actual costs	No change		
Unpermitted use of water (in addition to any investigation costs)		per m3 (estimated)	\$3.00	\$3.00	No change		
High water user penalty charges			As per agreement	As per agreement	No change		
Impoundment fee for hydrant			\$200.00	\$200.00	No change		
CUSTOMER SERVICES							
Photocopying and printing							
Photocopying and Printing - A4		per page	\$1.20	\$1.20	No change		
Photocopying and Printing - A3		per page	\$2.30	\$2.30	No change		
Information Requests							
Property Information Search Request Including but not limited to: Service Logs, Property Search, Aerials, Scanned Images, Archived records Additional photocopying and printing charges will apply where applicable	Property Information Search Request Including but not limited to: Service Logs, Property Search, Aerials, Scanned Images, Archived records, Building Consent Information Additional photocopying and printing charges will apply where applicable		\$15.50	\$15.50	No change		
Where staff search time exceeds 15 minutes, additional hourly rate (will be pro-rated to the nearest 15 minutes)		per hour	\$72.00	\$72.00	No change		
Property File Requests							
Residential Property		per file	\$15.50	\$15.50	No change		
Commercial Property		per disc	\$87.50	\$87.50	No change		
Where the time for the preparation of this disc exceeds over an hour then this additional charge will apply (this will be pro-rated to the nearest 15 minutes)		per hour	\$72.00	\$72.00	No change		
Land Information Memorandum							
Residential			\$370.00	\$370.00	No change		
Commercial			\$535.00	\$535.00	No change		
plus additional hourly rate where over 3 hours		per hour	\$84.00	\$84.00	No change		
Express LIM - residential only (within 3 days)			\$485.00	\$485.00	No change		
RUBBISH AND RECYCLING							
Payment for replacement bins will only be expected where the bin is damaged or lost on any day that is not the households scheduled collection day. Council will cover the cost if the bin goes missing while out on the berm for collection, on the households collection day, as per the Waste Minimisation Bylaw							
Where a property is receiving their bins for the first time (e.g. new development) Council will cover the cost of the first set of bins.							
With the establishment of the new service, a set number of bins will be allocated to each property. Currently, there is no allowance for the resident to purchase additional bins as part of the service.							
Replacement of missing or damaged bin							
120L red lidded wheelie bin, general waste	120L red lidded wheelie bin, general waste - includes delivery of replacement to household	per bin	\$53.00	\$69.00	\$16.00	30.19%	Increased to reflect increased contract rate and includes delivery fee
240L yellow lid wheelie bin, recycling	240L yellow lid wheelie bin, recycling - includes delivery of replacement to household	per bin	\$53.00	\$69.00	\$16.00	30.19%	Increased to reflect increased contract rate and includes delivery fee

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
23L food scraps bin	23L food scraps bin - includes delivery of replacement to household	per bin	\$16.00	\$22.00	\$6.00	37.50%	Increased to reflect increased contract rate and includes delivery fee
Green glass crate	Green glass crate - includes delivery of replacement to household	per crate	\$16.00	\$17.00	\$1.00	6.25%	Aligned to reflect increased contract rate and includes delivery fee
Delivery of replacement bin to household, wheelie bin	Delivery of replacement bin to household, wheelie bin	per bin	\$7.70		Remove Fee		Included in replacement fee
Delivery of replacement bin to household, food scraps bin	Delivery of replacement bin to household, food scraps bin	per bin	\$3.60		Remove Fee		Included in replacement fee
Delivery of replacement bin to household, green glass crate	Delivery of replacement bin to household, green glass crate	per crate	\$1.80		Remove Fee		Included in replacement fee
Repair of damage to existing bins							
Replacement lid - 120L bin		per part, incl. delivery and servicing	\$27.00	\$30.00	\$3.00	11.11%	Increased to reflect increased contract rate
Replacement lid - 240L bin		per part, incl. delivery and servicing	\$27.00	\$30.00	\$3.00	11.11%	Increased to reflect increased contract rate
Replacement axle - 120L, 240L		per part, incl. delivery and servicing	\$16.00	\$18.00	\$2.00	12.50%	Increased to reflect increased contract rate
Replacement hinge - 120L, 240L		per part, incl. delivery and servicing	\$16.00	\$18.00	\$2.00	12.50%	Increased to reflect increased contract rate
Other charges							
Assisted collection administration fee (waiver available if criteria met)			\$53.00	\$55.00	\$2.00	3.77%	Inflation adjustment rounded
Three strike bylaw yellow bin reinstatement			\$105.00	\$110.00	\$5.00	4.76%	Inflation adjustment rounded
Solid Waste Management							
Licensing of waste facilities, collectors and transporters operating within the City			\$250.00	\$250.00	No change		
Annual licensing fee			\$250.00	\$250.00	No change		
Bond			\$1,000.00	\$1,000.00	No change		
WASTE MINIMISATION							
Events waste							
Events Waste Plan application fee (waiver available for not for profit or charitable events)			\$250.00	\$260.00	\$10.00	4.00%	Inflation adjustment rounded
Events Waste Plan inspection fee		per hour	\$120.00	\$125.00	\$5.00	4.17%	Inflation adjustment rounded
Multi-Unit (MUD) waste							
Multi-Unit Development (MUD) Waste Plan application fee			\$250.00	\$260.00	\$10.00	4.00%	Inflation adjustment rounded
Multi-Unit Development (MUD) Waste Plan inspection fee		per hour	\$120.00	\$125.00	\$5.00	4.17%	Inflation adjustment rounded
Site waste							
Site Waste Plan for building work application fee			\$250.00	\$260.00	\$10.00	4.00%	Inflation adjustment rounded
Site Waste Plan for building work inspection fee		per hour	\$120.00	\$125.00	\$5.00	4.17%	Inflation adjustment rounded
Other							
Enforcement of Waste Management and Minimisation Bylaw 2019 (e.g. illegal dumping, costs for removal)			Actual costs	Actual costs	No change		
COMMUNITY FACILITIES							
Enderley Park Centre	Enderley Park Centre						
Note: We only charge Dining/Kitchen as one price now \$6.50	Note: We only charge Dining/Kitchen as one price now \$6.50						
Dining room	Dining room						
Community Rate	Community Rate	Per hour(Or part thereof)	\$6.50		Remove Fee		
Commercial Rate	Commercial Rate	Per hour(Or part thereof)	\$13.50		Remove Fee		
Gym (Main Hall Downstairs)	Gym (Main Hall Downstairs)						
Community Rate	Community Rate	Per hour(Or part thereof)	\$7.40		Remove Fee		
Commercial Rate	Commercial Rate	Per hour(Or part thereof)	\$21.00		Remove Fee		
Dining room & kitchen hired as one venue	Dining room & kitchen hired as one venue						
Community Rate	Community Rate	Per hour(Or part thereof)	\$20.50		Remove Fee		
Commercial Rate	Commercial Rate	Per hour(Or part thereof)	\$51.00		Remove Fee		
Dining room	Dining room						

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan						
ORIGINAL	PROPOSED NARRATIVE AMENDMENT		2022/23	2023/24 (Proposed)	Fee Change	% increase/ decrease 2022/23 to 2023/24
Community Rate	Community Rate	Per hour(Or part thereof)	\$7.40		Remove Fee	
Commercial Rate	Commercial Rate	Per hour(Or part thereof)	\$20.00		Remove Fee	
	Bond		\$305.00		Remove Fee	
TE RAPA SPORTSDROME: Prices are Inclusive GST						
Sports hall - full		Per hour(Or part thereof)	\$51.00	\$51.00	\$0.00	Introduce an off peak rate between 6am - 3pm weekday only of full hall \$30 p/h, half hall \$16 p/h. This is comparing off peak fees to The Peak
	Sports hall - full (Off Peak between 6am - 3pm weekday only)	Per hour(Or part thereof)		\$30.00	New Fee	Introduce an off peak rate between 6am - 3pm weekday only of full hall \$30 p/h, half hall \$16 p/h. This is comparing off peak fees to The Peak
Sports half - half		Per hour(Or part thereof)	\$25.50	\$25.50	\$0.00	Introduce an off peak rate between 6am - 3pm weekday only of full hall \$30 p/h, half hall \$16 p/h. This is comparing off peak fees to The Peak
	Sports hall - half (Off Peak between 6am - 3pm weekday only)	Per hour(Or part thereof)		\$16.00	New Fee	Introduce an off peak rate between 6am - 3pm weekday only of full hall \$30 p/h, half hall \$16 p/h. This is comparing off peak fees to The Peak
10% Discount for Customers who have weekly block bookings (minimum 30 Weeks per Year)						
LGOIMA						
First three hours free, charge per half and hour or part thereof after		per half hour	\$38.00	\$38.00	No change	
First 20 A4 and A3 copies free, charge thereafter			Actual	Actual	No change	
Specialist expertise			Actual	Actual	No change	
Materials (USB drive etc)			Actual	Actual	No change	

Council Report

Item 14

Committee: Council

Date: 04 May 2023

Author: Michelle Hawthorne

Authoriser: David Bryant

Position: Governance and Assurance
Manager

Position: General Manager People and
Organisational Performance

Report Name: Report from the Strategic Risk and Assurance Committee - Risk
Management

Report Status	Open
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Purpose - *Take*

1. To inform the Council on the status of Hamilton City Council's nine strategic risks, three key organisational risks and any key emerging risks.
2. The Risk Management Report as presented to the Strategic Risk and Assurance Committee of 9 June 2022 is provided as **Attachment 1** and **Attachment 2**.

Staff Recommendation - *Tuutohu-aa-kaimahi*

3. That the Council receives the report.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Strategic Risk and Assurance Committee - Risk Management Report - March 2023

Attachment 2 - Strategic and Organisational Risk Register - March 2023

Council Report

Committee: Strategic Risk and Assurance Committee
Date: 29 March 2023
Author: Julie Ambury
Authoriser: David Bryant
Position: Enterprise Risk Lead
Position: General Manager People and Organisational Performance
Report Name: Risk Management Report

Report Status	<i>Open</i>
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Purpose - *Take*

1. To inform the Strategic Risk and Assurance Committee on the status of Hamilton City Council's nine strategic risks, three organisational risks and any potentially significant emerging risks.

Staff Recommendation - *Tuutohu-aa-kaimahi*

2. That the Strategic Risk and Assurance Committee receives the report.

Executive Summary - *Whakaraapopototanga matua*

3. Hamilton City Council's strategic and organisational risks have been reviewed over the last quarter and where relevant, have been updated to reflect the changing risk environment.
4. While there has been no movement in residual risk ratings for all strategic and organisational risks this quarter, the impact of the North Island's severe weather events through January and February has had and will continue to have implications for risk assessment across the board including:
 - i. Deployment of staff to support the Civil Defence Emergency Management response and ongoing recovery efforts in affected areas.
 - ii. Additional financial pressure on an economy already feeling significant pain.
 - iii. Highlighting conversations about planning where and how we grow.
 - iv. Unavailability of external resources impacting on progress and cost of some projects.
 - v. Our readiness to respond had we been more directly impacted.
 - vi. Increased pressure on staff and resources in response to incidents.
5. These implications are consistent with what we are seeing in the global risk landscape which indicates the cost of living dominating global risks over the next two years and climate action failure dominating the next decade.
6. Staff consider the matters in this report have medium significance and that the recommendations comply with Council's legal requirements.

Background - *Koorero whaimaarama*

7. The Strategic Risk and Assurance Committee meeting of 16 May 2019 approved, for monitoring purposes, eight strategic risks and three organisational risks (as set out below). At subsequent meetings, staff reported on the status of each risk and associated treatment plans. A ninth strategic risk relating to climate change was added in 2020.
8. The purpose of this report is to highlight significant activity over the last quarter for each risk. Where a risk has no significant update this quarter it has not been included in this report. The attached Risk Register sets out more detail on all strategic and organisational risks including treatment plans.
9. A review of Council's strategic risks with the Executive Leadership Team took place in May 2022. The outcome of this review included proposed changes to risk names and descriptions which were taken to the Strategic Risk and Assurance Committee Workshop on 8 June 2022. Changes to risk names and descriptions were discussed by the Committee and approved.
10. Risk names and descriptions for organisational risks have since been reviewed and updated with risk owners and responsible managers using the same approach applied to strategic risks.

Discussion - *Matapaki*

Strategic Risk 1 – Failure to Respond to a Disaster

11. This risk description is 'A lack of preparedness leads to **a failure to respond or an ineffective response to a natural or human induced disaster event** resulting in compromised community resilience.' This risk links to Strategic Risk 4 – Loss of information or access to systems, Strategic Risk 8 – Failure to respond to a crisis or emergency and Strategic Risk 9 – Failure to respond to climate change.
12. There is no change to the residual risk rating for this risk – it remains at very high.
13. In November 2022, an external monitoring and evaluation assessment of Council's civil defence emergency management (CDEM) progress was undertaken to measure achievement of goals set out in the National CDEM Strategy, and to benchmark Council's capacity and capability to perform the required emergency management roles and responsibilities.
14. The report was taken to the [Community and Natural Environment Committee meeting of 16 February 2023](#). The report provided an overall capability assessment result of 75.1% (an increase from the last assessment in 2019 of 70.9%), demonstrating increased levels of knowledge and experience across the CDEM team. High scores were achieved in the areas of capability to respond to and manage emergencies, leadership, local welfare structure and staffing, and public information.
15. Further opportunities for development were identified in the areas of recovery planning structures and arrangements, hazard research, and developing a wider understanding of the city hazard scape, community engagement and education on community risk profiles and community resilience.
16. The development areas will be added into our yearly work plan and supported by funding bids in the next Long-Term Plan.
17. In the aftermath of Auckland Anniversary weather events and Cyclone Gabrielle, Hamilton has been providing a steady supply of staff to support the response and recovery efforts in affected areas of the North Island. To date 40 staff have been deployed to Auckland, Thames, Hawkes Bay and to the Waikato Regional Operations Centre. This equates to 1,240 hours of staff time.

18. For more than half of those staff deployed, this has been their first exposure to a real event. Our staff have been able to seamlessly integrate into these responses and performed to a high standard. Council should have a good degree of confidence that we can provide a creditable and professional response to local emergencies that may arise.

Strategic Risk 2 – Significant Negative Impact on Financial Strategy

19. This risk description is 'A major economic or financial shock event **negatively impacts Council's financial strategy, fiscal and monetary position** resulting in significant financial pressure on Council.' This risk links to Strategic Risk 7 – Failure to deliver our work programmes.
20. There is no change to the residual risk rating for this risk – it remains at medium.
21. Inflation remains an ongoing risk to the capital portfolio. The capital goods inflation eased back in the September and December 2022 quarters but remains high at 2.1% for the quarter and 11.1% for the 2022 calendar year. Civil construction however, continued to increase reaching 15.4% at the end of 2022. The outlook has not improved following Cyclone Gabrielle which will push demand higher for roading, bridges, water and sewerage systems, and general construction materials as well as an expected increase in insurance premiums. Labour will also be in high demand as the rebuild gains momentum. The recovery activity will be ongoing for some time and inflationary pressures are likely to remain throughout. There continues to be a risk of cost escalation and challenges getting both labour and materials for capital projects.
22. Globally the outlook is for softer demand and higher interest rates. This will flow into demand for New Zealand's exports and will potentially dampen tourism demand as well. Migration is now positive for the first time since the country entered its first lockdown in 2020. Migration tends to increase demand and have some inflationary impact, though it should help with labour constraints in some areas.
23. The RBNZ has increased the official cash rate to 4.75% and maintains its intention to continue to raise rates through 2023. Residential mortgage rates are now sitting over 7% for most rates. As the moves have been well signalled, a significant increase in mortgage rates is not expected as banks have already priced in the increase. The residential construction market is being pinched though, with consenting now easing in the infill areas on top of the falls we saw in 2022 for greenfield consenting. House prices are predicted to fall further in 2023 with predictions of between 12% and 20% falls. To date greenfield house prices have held up better. While Development Contribution (DC) revenue in 2022/23 has remained at high levels, this continues to be a risk for DC revenue over the next two years.
24. Staff will continue to actively monitor and report on economic conditions and their impact on DC revenue, capital expenditure and operational budgets via the Annual Plan process and via the Finance and Monitoring Committee.

Strategic Risk 3 – Failure to Meet Compliance Standards

25. This risk description is 'Compliance requirements from Central Government and regional council or changes in community expectations leads to **a failure to meet compliance standards** resulting in increased exposure to litigation.' This risk links to Strategic Risk 6 – Political changes negatively impact strategic direction.
26. There is no change to the residual risk rating for this risk – it remains at high.
27. Central Government's reform agenda continues to progress, albeit with a signal from Prime Minister Chris Hipkins, that his government intends to slow down their programme of work. Recent reform work includes the release of the latest Future for Local Government report, progression of the Three Waters reform, and release of two of the three new Bills that will replace the Resource Management Act.

28. Of note is the release of the [National Party position on three waters reform](#) to repeal and replace the current model. With national elections being held later in 2023, this is an area that has the potential to cause significant uncertainty.

Strategic Risk 4 – Loss of Information or Access to Systems and Services

29. This risk description has been updated from 'Unauthorised access to Council's IT infrastructure (e.g. cyber-attack, IT service/asset failure) results in a loss of Council's information or access to systems impacting on service continuity with ongoing reputational, legal and financial consequences' to 'In the event of a cyber-attack, IT service or technology asset failure there is a risk that **confidential information or Council services are compromised or fail, or there is a loss of information** resulting in ongoing reputational, legal and financial consequences.' This risk links to Strategic Risk 1 – Failure to respond to a disaster and Strategic Risk 8 – Failure to respond to a crisis or emergency.
30. This risk name and description was updated to reflect more accurately the refined scope of SR4 considering the following context:
- i. We have taken all necessary measures to protect ourselves from credible cyber threats
 - ii. We have created resilience and redundancy in our environment to support continuation of our services and information
 - iii. Our business continuity and disaster recovery activities support rapid recovery of our services and prevent or minimise data loss and service disruption
31. There is no change to the residual risk rating for this risk – it remains at high.
32. Commentary and treatment plans relating to this risk contains confidential and commercially sensitive information and are covered in the Loss of Information or Access to Systems Report presented to the Committee in the public excluded part of this meeting.

Strategic Risk 5 – Failure to Deliver Growth Outcomes

33. This risk description is 'Step-changes in growth requirements or demand or consequences of growth means **Council can't deliver expected growth outcomes** resulting in increased costs and the perception that growth delivers negative outcomes for the community.'
34. There is no change to the residual risk rating for this risk – it remains at high.
35. The Strategic Growth and District Plan Committee deliberated on the draft Hamilton Urban Growth Strategy (HUGS) following public submissions and hearings late last year. The strategy is due for adoption in April 2023. The strategy sets out where, when, and how growth will occur over the next 50 years to support community wellbeing. The three outcomes are growing up and out from the central city, growing along transport corridors and supporting the development of quality greenfield communities.
36. The housing market has softened since the beginning of 2022. House sales have fallen as have prices, particularly for low quality homes. The new-build market is experiencing a significant drop off in enquiry, with greenfield more impacted than brownfield where enquiry and activity remains constant. We expect demand to be lower in the next 18 months but will come back from 2024. We continue to monitor consenting at every stage as well as monitoring house prices and other economic indicators.
37. Plan Change 12 has been notified, submissions received and opened for further submission on 28 November 2022. Hearings commenced 14 February 2023.

Strategic Risk 6 – Political Changes Negatively Impact Strategic Direction

38. This risk description is 'Political stakeholders make unanticipated changes or decisions or take actions that **negatively impact Council's strategic direction** resulting in significant changes to Council's form or function, resourcing and work programme.' This risk links to SR3 – Failure to meet compliance standards.
39. There is no change to the residual risk rating for this risk – it remains at very high.
40. Staff have established a cross-council reform team to determine the potential impacts of the suite of reforms on Council's form and function and will communicate potential change to the wider organisation as information becomes available. Smaller teams have been established to focus on each of the individual reform work programmes; Three Waters, Resource Management, and the Future for Local Government.
41. Visibility of the reform programme is provided to Council through regular reports.
42. The Resource Management (RM) Reform has reached a significant milestone with the release of the Spatial Planning Bill, and the Natural and Built Environment Bill that provide the detail of the new planning system. Council has provided comprehensive submissions to the Environment Select Committee on both Bills and will be presenting these on Friday 3 March 2023.
43. Council is opposed to the changes proposed in the new legislation and has noted the wide-ranging impacts for Council (and local government in its entirety) if the legislation is to progress in its current form. The move to regional planning will remove many of the functions that district, and city councils currently carry out to plan and deliver their communities.

Strategic Risk 7 – Failure to deliver our Work Programmes

44. This risk description is 'An ongoing shortage of necessary resources (people and materials) means **we are unable to deliver our work programmes** resulting in constrained growth and negative long-term outcomes for the community.' This risk links to Strategic Risk 2 – Significant negative impact on financial strategy.
45. There is no change to the residual risk rating for this risk – it remains at very high.
46. Due to ongoing conflict in the Ukraine and the Covid-19 pandemic, supply chain issues remain, impacting on delivery of our work programmes. Previous commentary has referred to cost escalation impacting on the delivery of our work programmes, which it continues to do. For commentary relating to cost escalation and the additional impacts of Cyclone Gabrielle, refer SR2 Significant negative impact on financial strategy.
47. Consistent poor weather over the traditional summer months is likely to have an impact on the progress and cost of some projects and the national workload following the cyclone will likely have a serious impact on external resource availability.
48. Staff are continuing to work on understanding the root causes for deferrals and have plans in place to mitigate these where possible. Through the 2022-23 Annual Plan work has been done with the Elected Members to ensure we start the year with a deliverable capital works programme.
49. Internal resourcing requirements continue to be reviewed as part of each long-term or annual plan process, supply chain insights are routinely obtained through close relationships with the construction industry and ongoing collaboration with the NZ Infrastructure Commission, Construction Accord and the Waikato Branch of Civil Contractors NZ (CCNZ) and provision of pipeline of work opportunities to CCNZ. A resource management tool measuring availability of project management resources against demand has been used by the Facilities Unit and

Capital Projects Unit. So far, this tool has proved useful for planning for future project management needs to enable delivery of both the planned programme and break-in projects.

50. While there is no change to the residual risk rating for this risk, it continues to be closely monitored as our ability to deliver our work programmes continues to be impacted by external factors (such as those mentioned above) even though we have been successful in obtaining Central Government funding – project deferrals reflect this.

Strategic Risk 8 – Failure to Respond to a Crisis or Emergency

51. This risk description is 'A lack of Council's preparedness leads to **a failure to respond or an ineffective response to a crisis (e.g., pandemic) or emergency (e.g. security attack)** resulting in compromised business resilience.' This risk links to Strategic Risk 1 – Failure to respond to a disaster and Strategic Risk 4 – Loss of information or access to systems.
52. There is no change to the residual risk rating for this risk – it remains at very high.
53. A review of our organisational Business Impact Analysis (BIA) was completed late last year. The review process included workshops with key staff and the Executive Leadership Team to identify and rank critical facing services according to the level of impact on Council if the service were to be fully stopped or lost. The updated organisational BIA will inform operational-level BIAs and business continuity plans as part of our ongoing business continuity management work programme.
54. A draft incident management manual is currently under review by our Business Services Leadership Team (BSLT). The manual – "How we do incident management" provides instructions and information to enable completion and implementation of an incident management plan. It has been written with the user in mind and is relevant to every Hamilton City Council employee, irrespective of their role or location in the organisation or potential role in an incident. We expect to be able to provide a final draft to this Committee in June 2023.

Strategic Risk 9 – Failure to Respond to Climate Change

55. This risk description is 'Climate change causes **changes to our community and City we have not anticipated or planned for** which will negatively impact on the wellbeing of our community.' This risk links to Strategic Risk 1 – Failure to respond to a disaster.
56. There is no change to the residual risk rating for this risk – it remains at very high.
57. Over January and February staff attended a series of workshops to complete the Council climate change risk identification process. Both direct and indirect risks were identified through this process and have been documented in a risk workbook. The assessment of the direct risks is underway and will be completed in early April. The risks will be assessed against three timeframes – now, 2050 and 2100 and against two climate futures (RCP4.5 and RCP8.5). The results of the risk assessment will be included in the Long-Term Plan 2024-34 Activity Management Plans (AMPs) and in SHIELD - Council's enterprise risk management system. A report on the outcomes of the risk assessment will be provided at the June 2023 Strategic Risk and Assurance Committee.
58. We have commenced a review of the controls and treatments for this strategic risk. In the next update we will include more controls and treatments from across the organisation that are supporting our management of Strategic Risk 9.

Organisational Risk 1 – Failure to Provide a Safe and Healthy Work Environment

59. This risk description is 'Ineffective or inadequate health, safety and wellbeing management at our work sites leads to a **failure to provide a safe and healthy work environment for Council staff or workers** (inc. contracted or volunteer workers) resulting in a serious injury incident or fatality and increased exposure to litigation.'
60. There is no change to the residual risk rating for this risk – it remains at HIGH.
61. Severe weather events in late January put a strain on our roads and core infrastructure and caused wide-spread flooding across parts of our city. The impact of these events resulted in an increase in the number of callouts, a heightened risk profile of work undertaken by some teams and placed increased pressure on staff and resources.

Organisational Risk 2 – Failure to Provide a Safe Environment for the Community

62. This risk description is 'Ineffective or inadequate safety and security management at our community attractions and facilities might mean **we fail to provide and maintain a safe environment for the community** resulting in a serious injury incident or fatality and increased exposure to litigation.'
63. There is no change to the residual risk rating for this risk – it remains at high.
64. In recent months we have seen an increase in public safety incidents at our facilities and this mirrors a general spike in crime in the community against people and property. To minimise the risk to staff and community safety we have proposed an initiative under Better Off Funding to increase City Safe staff on three fronts:
 - i. To move the City Safe officers involved in River Safety from a trial basis to permanent.
 - ii. A trial of a mobile operation of City Safe officers at our three high risk sites (Waterworld, Hamilton Gardens and Hamilton Zoo).
 - iii. A trial of an additional five City Safe staff in the central city to increase presence.
65. Cyclone Gabrielle had a significant impact on many parts of New Zealand, and we were very fortunate in Hamilton to not experience the full force of the Cyclone. We did however still have over 200 requests for clearing fallen or damaged trees logged within the first 24 hours of the Cyclone. Our parks and recreation teams had prepared several days before the Cyclone by implementing a command structure, engaging arborist contractors to be on standby and identifying the order which crews would be called in. Once effects from the Cyclone started to be felt crews triaged each request to ensure the most dangerous trees were given priority. This enabled all trees categorised as dangerous to be removed or stabilised within 48 hours and parks to be reopened as soon as possible.

Organisational Risk 3 – Failure of Critical Assets

66. This risk description is 'Incorrect investment (timing and/or amounts) results in the unexpected **failure of critical assets** (loss of levels of service).
67. There is no change to the residual risk rating for this risk – it remains at very high.
68. An Asset Criticality Framework guidance document has been created internally and rolled out to staff as part of our Long-Term Plan 2024-34 AMP (Activity Management Plan) Workshop – this excluded the Waters, and Transport assets as they have existing frameworks in place.
69. 2024 Baseline AMPs are currently being created as a part of the development of the next Long-Term Plan. As part of this process, critical asset groups will be identified, with risk and mitigation measures described.

70. The Department of Internal Affairs (DIA) oversight provisions apply to projects over \$10m not in the Annual Plan. There is a low risk that such projects will occur. In the event they did occur the decision-making risk would sit with the DIA as the decision maker. This does not impact any investment planning as Council does this through the Annual Plan process.

Emerging Risks

71. There are no emerging strategic or organisational risks to report this quarter.

Global Risk Landscape

72. In January, the World Economic Forum released [The Global Risks Report 2023](#) which presents the results of the latest Global Risks Perception Survey. Below are key findings of the report.
- Cost of living dominates global risks in the next two years while climate action failure dominates the next decade (*refer graphic below*)
 - As an economic era ends, the next will bring more risks of stagnation, divergence and distress
 - Geopolitical fragmentation will drive geoeconomic warfare and heighten the risk of multi-domain conflicts
 - Technology will exacerbate inequalities while risks from cybersecurity will remain a constant concern
 - Climate mitigation and climate adaptation efforts are set up for a risky trade-off, while nature collapses
 - Food, fuel and cost crises exacerbate societal vulnerabilities while declining investments in human development erode future resilience
 - As volatility in multiple domains grows in parallel, the risk of polycrises (where disparate crises interact such that the overall impact far exceeds the sum of each part) accelerates.



73. The Global Risks Report will be used to form the basis of our annual review of strategic and organisational risks ahead of the June Strategic Risk and Assurance Committee.

Options

74. The Committee has the option to make recommendations to the Council and/or Chief Executive on the matters outlined in this report.

Financial Considerations - *Whaiwhakaaro Puutea*

75. There are no financial implications in relation to receiving this report.

Legal and Policy Considerations - *Whaiwhakaaro-aa-ture*

76. Staff confirm that this Risk Management Report complies with Council's legal and policy requirements.
77. Staff have also considered the key considerations under the Climate Change Policy and have determined that an adaptation assessment and emissions assessment is not required for the matter(s) in this report.

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

78. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental, and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
79. The subject matter of this report has been evaluated in terms of the 4 wellbeings' during the process of developing this report as outlined below.
80. The recommendations set out in this report are consistent with that purpose.

Social

81. The risks highlighted in this report have the capacity to affect social wellbeing should they materialise. Social wellbeing continues to be prioritised through Council's management of the risks and opportunities arising from the risks outlined in this report.

Economic

82. The risks highlighted in this report have the capacity to affect economic wellbeing should they materialise. Threats and opportunities relating to external material and human resources could impact on economic wellbeing locally, regionally, nationally, and globally with the continued active resurgence of Covid-19. Council's management of the risks and opportunities in this report continues to reflect the impact on economic wellbeing.

Environmental

83. Council continues to manage its response to the impact on the environment by establishing services that are safe and sustainable and embedding climate change considerations into priority projects across Council. Finding opportunities such as this means that environmental wellbeing continues to be prioritised.

Cultural

84. Staff consider the matters set out in this report do not have a direct impact on cultural wellbeing.

Risks - *Tuuraru*

85. The Strategic & Organisational Risk Register (**Attachment 1**) identifies the risks discussed in this report.

Significance & Engagement Policy - *Kaupapa here whakahira/anganui***Significance**

86. Having considered the Significance and Engagement Policy, staff have assessed that the matters in this report have a medium level of significance.

Engagement

87. Community views and preferences are already known to the Council.
88. Given the medium level of significance determined, the engagement level is medium. No engagement is required.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Strategic and Organisational Risk Register - March 2023 .



Strategic & Organisational Risk Register

Q3 2022/23





Risk Team, Governance and Assurance Unit
10 March 2023

How to read this document

Strategic risks are defined as 'the risk of an event or impact that is external to Council and could impact the organisation's strategies, including Council's Financial Strategy, Long Term Plan and 30 Year Infrastructure Strategy'.

Organisational risks are defined as 'the risk of an event or impact that is internal or external to Council and could impact the whole organisation'.










Pages 2-3 provide a summary of strategic and organisational risks. Movement from the previous quarter is shown by the following indicators:




Indicator	Description	Indicator	Description
	No change from previous		Increase in residual risk rating from previous
	New risk		Decrease in residual risk rating from previous

Pages 4 onwards provides additional detail, including risk causes and existing controls and treatment plan updates, for each strategic and organisational risk.

Residual risk rating is applied to each risk following assessment of each risk category using the following likelihood and consequence matrix:

		CONSEQUENCE				
		Minor	Moderate	Serious	Major	Catastrophic
LIKELIHOOD	Almost Certain	H	H	VH	E	E
	Likely	M	H	VH	VH	E
	Possible	L	M	H	VH	VH
	Unlikely	L	M	M	H	VH
	Rare	L	L	L	M	H

Strategic Risk Name	Risk Description	Risk Owner	Residual Risk Rating
SR1 Failure to respond to a disaster	A lack of preparedness leads to a failure to respond or an ineffective response to a natural or human induced disaster event resulting in compromised community resilience. Links to SR4 Loss of information or access to systems and SR8 Failure to respond to a crisis or emergency.	Helen Paki	Very High 
SR2 Significant negative impact on financial strategy	A major economic or financial shock event negatively impacts Council's financial strategy, fiscal and monetary position resulting in significant financial pressure on Council. Links to SR7 Failure to deliver our work programmes.	David Bryant	Medium 
SR3 Failure to meet compliance standards	Compliance requirements from central government and regional council or changes in community expectations leads to a failure to meet compliance standards resulting in increased exposure to litigation. Links to SR6 Political changes negatively impact on strategic direction.	David Bryant	High 
SR5 Failure to deliver growth outcomes	Step-changes in growth requirements or demand or consequences of growth means Council can't deliver expected growth outcomes resulting in increased costs and the perception that growth delivers negative outcomes for the community.	Blair Bowcott	High 
SR4 Loss of information or access to systems and services	In the event of a cyber-attack, IT service or technology asset failure there is a risk that confidential information and / or Council services are compromised or fail and / or there is a loss of information resulting in ongoing reputational, legal, and financial consequences. SR4 links to SR1 (Failure to respond to a disaster) and SR8 (Failure to respond to a crisis or emergency).	Murray Heke	High 
SR6 Political changes negatively impact strategic direction	Political stakeholders make unanticipated changes or decisions or take actions that negatively impact Council's strategic direction resulting in significant changes to Council's form or function, resourcing and work programme. Links to SR3 Failure to meet compliance standards.	Blair Bowcott	Very High 
SR7 Failure to deliver our work programmes	An ongoing shortage of necessary resources (people and materials) means we are unable to deliver our work programmes resulting in constrained growth and negative long-term outcomes for the community. Links to SR2 Significant negative impact on financial strategy.	Chris Allen	Very High 
SR8 Failure to respond to a crisis or emergency	A lack of Council's preparedness leads to a failure to respond or an ineffective response to a crisis (e.g. pandemic) or emergency (e.g. security attack) resulting in compromised business resilience. Links to SR1 and SR4.	David Bryant	Very High 
SR9 Failure to respond to climate change	Climate change causes changes to our community and City we have not anticipated or planned for which will negatively impact on the wellbeing of our community.	Julie Clausen	Very High 

Organisational Risk Name	Risk Description	Risk Owner	Residual Risk Rating
OR2 Failure to provide a safe environment for the community	Ineffective or inadequate safety and security management at our community attractions and facilities might mean we fail to provide and maintain a safe environment for the community resulting in a serious injury incident or fatality and increased exposure to litigation.	Helen Paki	High 
OR1 Failure to provide a safe and healthy work environment	Ineffective or inadequate health, safety and wellbeing management at our work sites leads to a failure to provide a safe and healthy work environment for Council staff or workers (inc. contracted or volunteer workers) resulting in a serious injury incident or fatality and increased exposure to litigation.	David Bryant	High 
OR3 Failure of critical assets	Incorrect investment (timing and/or amounts) results in the unexpected failure of critical assets (loss of levels of service)	Eeva-Liisa Wright	Very High 

Strategic Risk 1

SR1 Failure to respond to a disaster

A lack of preparedness leads to a failure to respond or an ineffective response to a natural or human induced disaster event resulting in compromised community resilience. Links to SR4 Loss of information or access to systems and SR8 Failure to respond to a crisis or emergency.

Risk Owner	Helen Paki	Category	Disaster Recovery/Business Continuity Strategic
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Risk Cause

1. Natural disaster event without warning or build up
2. Severe weather events that increase in intensity, including those events that are a result of climate change
3. Critical asset failure that impacts the safety of Hamiltonians water, energy, telecommunications, financial, transportation
4. Disaster caused by failure of human-made structures
5. Pandemics

Inherent Risk Rating	4 - Very High - Possible x Catastrophic
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Existing Controls

1. Annual external (NEMA) capability assessments
2. Collaboration on emergency management response approach
3. Co-located EOC in a dedicated leading-edge centre
4. Early warning processes are in place at a national and regional level
5. Emergency Management Framework
6. Emergency management training program
7. Robust emergency exercise schedule in place
8. Asset and service monitoring capability
9. Council has established an Incident Management Team
10. Criticality assessments and asset identification ratings
11. Engineering standards identified and managed
12. Activity Management Plans (AMPs)
13. Availability of technical expertise
14. Infrastructure Strategy
15. Regional and national emergency services relationship management
16. Council has responsibility for climate change response
17. District Plan

Residual Risk Rating	4 - Very High - Possible x Major
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Responsible Manager(s)	Kelvin Powell Helen Schlegel	Mitigation	Mitigate
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Treatment Plans

Treatment Plan	Previous Update	Update – March 2023
Implement workplan to address findings raised in Capability Assessment by December 2023	November 2022 An external monitoring and evaluation assessment of Council's emergency management capacity and capability to perform the required emergency management roles and responsibilities was undertaken. A workplan has been developed to incrementally address the specifics identified as areas for improvement	March 2023 Major weather events - Auckland Weather Bomb, Cyclone Gabrielle. HCC CDEM staff deployed to affected areas across North Island to support the response and recovery efforts in affected areas of the North Island. To date 40 staff (1,240 hours) have been deployed to Auckland, Thames, Hawkes Bay and to the Waikato Regional Operations Centre. Half of the staff had not previously been deployed.

Strategic Risk 2			
SR2 Significant negative impact on financial strategy			
A major economic or financial shock event negatively impacts Council's financial strategy, fiscal and monetary position resulting in significant financial pressure on Council. Links to SR7 Failure to deliver our work programmes.			
Risk Owner	David Bryant	Category	Financial
Risk Cause			
1. Global financial or pandemic crisis 2. Rapid increases in inflation, **finance sector credit contraction, interest rates, oil prices, or a rapid decline in NZD – leading to significantly higher construction input costs, debt costs, and significant pressure on household rates affordability 3. Critical infrastructure failure 4. Major construction industry failure 5. Major government policy changes negatively impact Council's income streams or cost base 6. Natural or manmade disaster (including deliberate attacks on critical infrastructure or pandemic) has an impact on the economy (e.g. affects national imports/exports, which has a flow on effect) 7. Recession (two successive quarters of negative GDP growth)**			
Inherent Risk Rating	4 - Very High - Likely x Major		
Existing Controls			
1. PwC, as Council's treasury partner 2. Financial forecasting cycles at the Finance & Monitoring Committee 3. Monitoring of macro trends 4. Additional \$100M bank facility 5. Financial scenario modelling 6. Council's ability to urgently reprioritise and reduce capital spending 7. Ability to urgently reprioritise and reduce community LOS spending			
Residual Risk Rating	2 - Medium - Unlikely x Serious		
Responsible Manager(s)	Greg Carstens Tracey Musty Virginie Maene	Mitigation	Accept

Strategic Risk 3

SR3 Failure to meet compliance standards

Compliance requirements from central government and regional council or changes in community expectations leads to a failure to meet compliance standards resulting in increased exposure to litigation. Links to SR6 Political changes negatively impact on strategic direction.

Risk Owner	David Bryant	Category	Environmental Political Strategic
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Risk Cause

1. Central government changes the regulatory standards for compliance: including resource management, environmental (including climate change and pollutant management), corporate (including health and safety, human resources and financial), growth, consultation requirements, health and infrastructural (including traffic and transport) compliance. This might also include changes to the required frequency of Council actions (such as the 10 Year Plan). This also includes wide-ranging regulatory changes in response to an incident such as a pandemic or natural disaster
2. Continued or serious breaches leading to increased compliance requirements and regulation
3. Community service-level expectations in management of water quality, recycling, climate change and other services not being met
4. Failure to plan long term for consenting requirements (both as a regulator and a regulated entity)
5. Regional Council changes its policies to ensure legislative compliance (e.g. Healthy Rivers policy)
6. External audit identifying major non-compliance within HCC operations (e.g. by IANZ)
7. Legal challenge to HCC policy or practice resulting in findings of non-compliant practices
8. Change in stakeholder partner expectations for environmental performance
9. Changes to our own District Plan impacting other parts of the business (e.g. changes to resource consents affect consented Three Waters activities)
10. Increased cost of compliance
11. Compliance standards at odds with each other

Inherent Risk Rating 4 - Very High - Possible x Major

Existing Controls

1. Advice available from external legal service providers - ad hoc basis
2. Central oversight of bylaw and Council policy programme at HCC
3. Competency assessments and training in place for staff
4. Council has access to Lexis Nexis database
5. Council has established an Incident Management Team
6. External experts – for example advice on HR, taxation matters.
7. Internal legal advisor resource
8. Internal programme for continuous improvement in place
9. Internal resource allocated for specific compliance changes
10. Key stakeholders engaged for central government submissions
11. Local and regional council relationships established
12. Notification protocols in place for unforeseen events
13. Regular legal services advice and input from other specialist experts
14. Regular reporting, accreditation and auditing by independent providers

Residual Risk Rating 3 - High - Possible x Serious

Responsible Manager(s)	Anna Hildyard Mish Hawthorne	Mitigation	Mitigate
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Treatment Plans

Treatment Plan	Previous Update	Update – March 2023
Legislative Compliance - Implement organisational monitoring and reporting by May 2023	September 2022 New Treatment Action. Using Shield to manage and monitor compliance	March 2023 No update - ongoing treatment plan

	with legislation across the organisation.	
	December 2022 No update - ongoing treatment plan	
Develop additional Compliance Training modules by August 2023	December 2022 Similar to Privacy training on line modules, the legal team will look at training on a regular basis and developing on line learning modules for a range of 'core' competencies - LGOIMA, Protected Disclosures, Conflict of Interest, Fraud, bribery and corruption, insurance (in conjunction with the insurance team) as well as adhoc training on issues as they arise.	March 2023 LGOIMA training has been created and is currently awaiting final approval before roll-out. No other updates - ongoing treatment plan

Strategic Risk 4

SR4 Loss of information or access to systems and services

In the event of a cyber attack, IT service or technology asset failure there is a risk that confidential information and / or Council services are compromised or fail and / or there is a loss of information resulting in ongoing reputational, legal, and financial consequences. What does the above mean to us? We have taken all necessary measures to protect ourselves from credible Cyber threats. We have created resilience and redundancy in our environment to support continuation of our services and information. Our Business Continuity and Disaster Recovery activities support rapid recovery of our services and prevent / minimize data loss and service disruption. SR4 links to SR1 (Failure to respond to a disaster) and SR8 (Failure to respond to a crisis or emergency).

Risk Owner	Murray Heke	Category	Disaster Recovery/Business Continuity Technology
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Risk Cause

1. IT/OT technology advances – positive and negative
2. Inadequate identification of IT security threats, trends, themes, detection and responses
3. Poor IT/OT Security awareness / culture / behaviours
4. Poor IT/OT security operational practices
5. Release and change management processes lacking a security focus – not “secure by design”
6. Privacy Breach
7. Poor asset and service lifecycle management leading to asset and service failure
8. Inadequate architecture
9. A supplier being breached
10. Inadequate competency at organisational level
11. Specific targeting and malicious exploitation of security vulnerabilities across Council IT asset infrastructure, or Operational Technology
12. International trends and attacks not being considered in NZ
13. Malicious activity (e.g. cyber attack, phishing etc.) targeting central and local government entities.
14. Inadequate access control to key systems
15. Zero-day attacks

Inherent Risk Rating	4 - Very High - Possible x Catastrophic
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Existing Controls

1. Access to Hamilton City Council services are managed effectively
2. Business continuity and disaster recovery (BCDR) processes
3. Contractual service level agreements are monitored and maintained
4. Council has established an Incident Management Team
5. Cyber recovery planning processes
6. Data is backed up and available
7. External and internal security audit and reviews
8. Information and assets have implemented processes and controls
9. National and international cyber-attack trends are monitored
10. National Cyber Security Centre (NCSC) monitoring and trend analysis
11. NZ National Cyber Security Centre (NCSC)
12. Ongoing Cyber awareness education
13. Physical environments have physical and technology safeguards
14. Policies, Standards and Enablers are documented
15. Response plans processes are in place and tested
16. Reviews on Council's IT technology environment
17. Risk based approach - Three lines of defence
18. Risk management frameworks, methods and tools are fit for purpose
19. Security Governance and Risk Management practices implemented
20. Systems and information are secured by design
21. Technical support from key vendors - Microsoft and Fujitsu
22. Timely and accurate reporting
23. Tools, systems and resources
24. Vulnerability and anomaly detection tools

Residual Risk Rating		3 - High - Unlikely x Major	
Responsible Manager(s)	Karl Bout Liz Pearson Monjur Ahmed DJ Jordan	Mitigation	Mitigate
Treatment Plans			
A separate public excluded report is taken to the Strategic Risk and Assurance Committee which provides further details about the Organisation's Cyber Security and Risk Improvement Schedule			

Strategic Risk 5

SR5 Failure to deliver growth outcomes

Step-changes in growth requirements or demand or consequences of growth means Council can't deliver expected growth outcomes resulting in increased costs and the perception that growth delivers negative outcomes for the community.

Risk Owner	Blair Bowcott	Category	Community and Wellbeing Service Delivery Strategic
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Risk Cause

1. Wider economic downturn
2. Significant change in the market – either demand or supply side, due to e.g. construction cost inflation and restrictions on credit
3. Population growth rates change (either natural change or through internal or international migration rates)
4. Changes in growth projections as a result of climate change impacts on population spread in New Zealand and overseas
5. Inadequate skills, data or modelling and scenario planning
6. Council's decisions that impact desired growth outcomes e.g. growth opened on too many fronts, lack of funding for desired levels of outcome etc
7. Changes in Government Policy or legislation impact on desired growth outcomes or our ability to effectively respond to growth
8. Central Government funding and financing initiatives such as Housing Infrastructure Fund, Infrastructure Funding (IFF) and Financing and the Infrastructure Acceleration Fund (IAF)
9. Inadequate provisions in of application of the District Plan to deliver positive outcomes for people / environment
10. Neighbouring councils make growth decisions around Hamilton's border that are not aligned with Hamilton's desired growth strategy
11. Requests from developers for unplanned, out of boundary and/or out of sequence developments
12. Groups within Council planning and budgeting for growth separately versus in a joined-up way
13. Significant change in public perception of growth or growth outcomes
14. Tougher environmental standards (links to SR3) placing constraints on growth to the extent it makes it unaffordable

Inherent Risk Rating 4 - Very High - Possible x Major

Existing Controls

1. Numerous strategies and plans in place to manage growth outcomes
2. Future Proof Partnership and work programmes
3. Engagement with Central Government
4. Engagement with neighbouring Councils on strategic growth planning
5. Whole of Council Programme/spatial approach to new growth areas.
6. Preparation of growth programme business cases
7. Growth Programmes team
8. Strategic Development Forum
9. Communications and engagement strategies for Growth
10. National Policy Statement Urban Development
11. Changes to District Plan (plan changes) where required
12. Zoning Decision Process
13. Submissions on any neighbouring councils plan changes.
14. Management of Resource Consent applications
15. Draft out of Boundary Principles developed
16. Private Developer Agreements
17. Monitoring the broader environment
18. HCC Growth and Development Contributions model

Residual Risk Rating 3 - High - Possible x Serious

Responsible Manager(s)	Mitigation	Mitigate
Karen Saunders Greg Carstens Mark Davey Hannah Windle Nicky Swan Tunde Balvanyos		
Treatment Plans		
Treatment Plan	Previous Update	Update – March 2023
Deliver revised Hamilton Urban Growth Strategy, by April 2023	<p>September 2022 HUGS outcomes approved by Strategic Growth Committee on 26 July 2022. Designed document to HUGS reference group 15 August 2022. Consultation is planned to commence late Oct/Nov 2022.</p> <p>December 2022 Final draft of HUGS adopted and approved for consultation from 18 October to 20 November 2022. Submissions hearings planned for 5 December 2022, with final strategy to be adopted at the Strategic Growth & District Plan Committee in early 2023.</p>	<p>March 2023 Deliberations held at the Strategic Growth & District Plan Committee on 23 Feb 2023. Final changes are now being made. The strategy is scheduled to be adopted at the 20 April 2023 Strategic Growth & District Plan Committee.</p>
Actively participate and contribute to the Future Proof Priority Development Areas workstream to identify and progress opportunities to enable development at pace and scale in these areas, by Dec 2022	<p>September 2022 Future Proof Strategy was adopted in June 2022. Work underway to develop the Future Development Strategy for the sub-region. PDA Trackers to be presented to Future Proof Implementation Committee early September 2022. Focus priority development areas have been reduced to 5 areas (from 8) to allow for more focussed actions to occur.</p> <p>December 2022 Future Proof Priority Development Areas Working Group undertook a deep dive on Ruakura and Central City areas identifying actions that will support removal of barriers for achieving outcomes for the future communities in these areas. The successful Infrastructure Acceleration Fund grant is a big enabler development and getting more people to live and work the central city. The next round of Future Proof Trackers are due to FPIC in March 2023.</p>	<p>March 2023 This is now well established and so will change to a control.</p>
Growth modelling environment improvements	<p>September 2022 There are four enhancements in this programme of work. Two are completed (update Machine learning algorithm - Cellular Automata; upgrade growth model UI) and two are underway (feasibility model; presentation layer upgrade). Both are on track and all on budget.</p> <p>December 2022 No update</p>	<p>March 2023 Four improvements tracking well and within budget. This is now considered a control.</p>
Actively respond to opportunities to secure growth funding to enable growth (e.g. IAF, IFF), ONGOING	<p>September 2022 New Treatment Action. Central City IAF application discussions with Kaainga ora and developers have been occurring through July/August. The request by Kaainga ora in</p>	<p>March 2023 Handed over from GF&A to team established to deliver and report on IAF grant programme, led by Growth Programmes and City Development</p>

	<p>August 2022 for substantial additional funding from Council places the success of the bid in question. Staff are seeking direction from Elected at the Council meeting on 18 August 2022</p> <p>December 2022 On 17 November, Minister of Housing Hon Dr Megan Woods announced Hamilton City Council will receive a \$150.6 million grant to fund infrastructure to support new housing in the central city. The grant will fund a new water reservoir and pump station, pedestrian and cycling bridge, and investigations into other strategic three waters and transport infrastructure. This will enable up to 4000 homes in the central city and surrounds between now and 2034.</p>	
Progress and notify District Plan Change Programme in response to Government Direction from NPS-UD and RMA Bill, by late 2023	<p>September 2022 Plan change 12 has been recommended by the DP committee for Council approval to publicly notify on the 19th August 2022. Subject to Council approval on the 18th August Plan Change 12 will be publicly notified the following day.</p> <p>December 2022 Plan change 12 has been notified, submissions received and is due to open for further submissions on 28th Nov. Hearings are due to commence 14th Feb 2023.</p>	<p>March 2023 Plan Change 12 hearings commenced. Next tranche of hearings due September 2023.</p>

Strategic Risk 6

SR6 Political changes negatively impact strategic direction

Political stakeholders make unanticipated changes or decisions or take actions that negatively impact Council's strategic direction resulting in significant changes to Council's form or function, resourcing and work programme. Links to SR3 Failure to meet compliance standards.

Risk Owner	Blair Bowcott	Category	Political Service Delivery Strategic
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Risk Cause

1. Political changes including central government strategic direction and legislative changes creates risk or opportunities
2. Local political changes, including potential misunderstanding of Council's intent
3. Political personalities, trust and relationships and change of key personnel – positive & negative
4. Failure to manage stakeholder relationships, communication and engagement tactics, including due to a lack of resource or need to balance priorities
5. Short term focus overshadows long term cost benefit outcomes
6. Political sovereignty/patch protection, lack of alignment or willingness to compromise ie boundaryless approach vs localism
7. Financial strategy misaligned with wider context
8. International events, trends or decisions influence NZ
9. Major projects or initiatives for the benefit of Hamilton accelerating or slowing down
10. Relationships with neighbouring territorial authorities are ineffective or adversarial due to differences of opinion or priorities

Note Political risk is essentially the probability that a political action/decision will significantly affect Council's strategic direction —whether positively or negatively.*

Inherent Risk Rating 4 - Very High - Likely x Major

Existing Controls

1. Collaborative governance group meetings
2. Culture, expectation and policies of HCC organisation
3. Establishment of a reform programme within council
4. Monthly SLT discussion to ensure awareness of strategic initiatives
5. Participation in national and regional advisory groups
6. Participation in processes to influence government policy direction
7. Proactive steps taken at the start of each local government triennium
8. Regular Council briefings
9. Regular engagement with stakeholders at political and executive level
10. Regular meetings with Government Ministers and MPs

Residual Risk Rating 4 - Very High - Likely x Major

Responsible Manager(s)	Hannah Windle Mish Hawthorne Nicky Swan	Mitigation	Mitigate
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Treatment Plans

Treatment Plan	Previous Update	Update – March 2023
Establish an internal programme to address all legislative change/reform that will affect local government – including 3 waters, RMA and Future for Local Government	September 2022 The internal cross-council reform team continues to meet to investigate the impacts of the ongoing suite of central government reform that will impact the form and function of local government. Staff facilitated a session with elected members and senior staff from the	March 2023 The reform team has provided submissions to central government on the Spatial Planning Bill and the Natural and Built Environments Bill. EMs and staff will be presenting to the Environment Select Committee on Friday 3 March 2023 to communicate HCC's position. The

	<p>Ministry for the Environment to discuss the impacts of Resource Management Reform in August 2022 where councillors provided feedback. It is likely that new RM legislation will be released in mid-October which is soon after local government elections. Council staff have reached out to LGNZ to highlight to central government the risks of this timing, and the ability for new councils to provide detailed and quality submissions at the same time that new councillors are being inducted.</p> <p>December 2022 The reform team is focussing on responding and providing feedback to the latest Future for Local Government Report, and drafting submissions on the Spatial Planning Bill and Natural and Built Environments Bill. The submission period for this is likely to be short and coincides with the holiday period. With a number of new elected members, this makes it challenging to develop a comprehensive response whilst at the same time upskilling new councillors on the background, current system and proposed changes.</p>	<p>reform leads have also established regular interactions with the Future Fit and transformation teams to ensure that any change eventuating from reform is aligned with or incorporated into these programmes. Council also provided feedback on the latest Future for Local Government review report on 28 February 2023.</p>
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Strategic Risk 7

SR7 Failure to deliver our work programmes

An ongoing shortage of necessary resources (people and materials) means we are unable to deliver our work programmes resulting in constrained growth and negative long-term outcomes for the community. Links to SR2 Significant negative impact on financial strategy.

Risk Owner	Chris Allen	Category	Financial People Service Delivery
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Risk Cause

1. Major construction sector skills/labour shortage - capacity and capability
2. Political changes in the labour market (e.g. immigration policy changes)
3. Regional or national investment decisions leading to increased demand for construction resources and market congestion – i.e. significant increase in capital portfolios nationally
4. Supply chain company failures
5. Supply chain investment confidence - i.e. forward work confidence to invest in people, plant and technology
6. Key construction material shortages or delays - particularly pipes, bitumen, oil, steel, aggregate and concrete
7. COVID-19 absenteeism
8. Supply chain breakdown
9. Increased work programmes driven by additional funding (i.e. central government investment)
10. Third-party dependencies (utility companies, Waka Kotahi, developers)
11. Significant Weather Events (e.g cyclone, unusually wet construction season)

Inherent Risk Rating 5 - Extreme - Almost Certain x Catastrophic

Existing Controls

1. Adjustment of cost escalation provisions in the 2021/31 Long Term Plan
2. Established procurement planning frameworks
3. Forward works pipeline visibility and supply chain engagement
4. Procurement optimisation
5. Utilising panel arrangement for procurement and engagement
6. Portfolio Framework in place
7. Resource management tool for Project Management

Residual Risk Rating 4 - Very High - Almost Certain x Serious

Responsible Manager(s)	Sarah Seel Alexis Chavez Anita Oliver Kelly Stokes	Mitigation	Mitigate
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Treatment Plans

Treatment Plan	Previous Update	Update – March 2023
Optimise procurement processes and contracts to enable HCC to be a construction industry client of choice.	September 2022 No update. December 2022 Work is underway on the review of the Financial Delegations Policy. Training and upskilling of Project Management staff in procurement processes.	March 2023 Project Management staff have started the Clever Buying Course and benefits are evident in contracting processes. Workshops with Procurement to streamline processes.
Develop and implement a resource management tool measuring assessing availability of resources against demand for project management by July 2023	September 2022 New Treatment Action. Tool is in development and a pilot is being trialled by the Facilities Unit.	March 2023 Resource Management Tool has been used to in the Development Group to assess future workload

	December 2022 Pipeline of the projects are being measured against the project management resources available.	and request appropriate project management resources.
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Strategic Risk 8

SR8 Failure to respond to a crisis or emergency

A lack of Council's preparedness leads to a failure to respond or an ineffective response to a crisis (e.g. pandemic) or emergency (e.g. security attack) resulting in compromised business resilience. Links to SR1 and SR4.

Risk Owner	David Bryant	Category	Environmental People Service Delivery
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Risk Cause

1. Large scale physical attack on people in public places (e.g. a terrorist attack)
2. Physical attack on city critical infrastructure, e.g. Waste Water Treatment Plant, Water Treatment Plant, reservoirs designed to compromise integrity of service
3. Civil unrest – political or social unrest resulting in a security or safety threat to people or assets
4. Chemical or biochemical attack, contamination or similar event
5. Fire or water damage within our premises or working environments
6. Significant shortage of key staff in one or more areas
7. Death or injury to staff, residents or customers
8. Disruption to supply chains
9. Denial of access to our facilities (e.g. a bomb threat)
10. Power or water outages
11. Natural or man-made hazards including those requiring us to evacuate staff from our facilities
12. Pandemics

Inherent Risk Rating 4 - Very High - Possible x Catastrophic

Existing Controls

1. Business Continuity Management Policy and plans
2. Business continuity and disaster recovery (BCDR) processes
3. Council has established an Incident Management Team
4. Security Risk Assessments

Residual Risk Rating 4 - Very High - Possible x Catastrophic

Responsible Manager(s)	Julie Ambury	Mitigation	Mitigate
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Treatment Plans

Treatment Plan	Previous Update	Update – March 2023
Adopt and implement accepted recommendations from SRAs by 31 March 2023	<p>September 2022 Community Group continue to prioritise and deliver recommendations identified in the SRA. SRA review programmed for Q2 to update in December.</p> <p>December 2022 Community Group continue to prioritise and deliver recommendations identified in their SRAs. SRA review pushed out to Q1 CY2023.</p>	<p>March 2023 A review on progress of Community Group SRA recommendations is underway. This will feed into the organisation wide review of SRA recommendations for reporting back to the June 2023 SRAC meeting.</p>
Review of Organisational Security Risk Assessment (OSRA) by 31 March 2023	<p>September 2022 Programmed for Q2 to update in December.</p> <p>December 2022 Pushed out to Q1 CY2023.</p>	<p>March 2023 Will be completed as part of broader organisation-wide review of SRAs for reporting back to the June 2023 SRAC meeting.</p>

Review enterprise-level BIA to guide operational-level BIA alignment by 23 December 2022	December 2022 New Treatment Action. Agreed action to address findings from BCM Internal Audit.	March 2023 Enterprise Business Impact Analysis completed and recommended next steps have been integrated into existing risk and resilience work programme.
Develop and deliver Crisis, Emergency & Incident Management guidelines and procedures by 23 December 2022	September 2022 New Treatment Action. External consultant has been engaged to develop and deliver guidelines and procedures. Kick-off meeting was held 26 July and first working group workshop 22 August. ELT also updated 22 August. December 2022 Second workshop held on 13 October with a focus on incident management in order to deliver an output (draft incident management guidelines) by end December.	March 2023 Draft Incident Management Manual has been completed and reviewed by the working group and BSLT. Next steps are ELT approval, SRAC input (June) then finalise and implement.
Develop a Resilience Management Policy by 31 March 2023	December 2022 New Treatment Action. Agreed action to address findings from BCM Internal Audit.	March 2023 Development of a Resilience Management Policy is underway in preparation for the June SRAC workshop/meeting.
Refresh the BCP template by 31 March 2023	December 2022 New Treatment Action. Agreed action to address findings from BCM Internal Audit.	March 2023 First operational level BIA and BCP update is scheduled for April. An updated BCP template will be developed and used for this and subsequent operational level BIA and BCP updates.
Establish resilience working and governance groups by 30 June 2023	December 2022 New Treatment Action. Agreed action to address findings from BCM Internal Audit.	March 2023 Some thinking underway. Will update again in June.
Align operational-level BIA with enterprise-level BIA as part of routine BCM reviews and updates by 31 July 2023	December 2022 New Treatment Action. Agreed action to address findings from BCM Internal Audit.	March 2023 Currently working with business units to develop a schedule for updating operational level BIAs and BCPs. Working toward end of June for Tier 1, Tier 2 and critical internal functions supporting Tier 1 and Tier 2, and end of September for all other business units.
Develop and implement a resilience training and testing programme by 28 June 2024	December 2022 New Treatment Action. Agreed action to address findings from BCM Internal Audit.	March 2023 Not yet started.

Strategic Risk 9

SR9 Failure to respond to climate change

Climate change causes changes to our community and City we have not anticipated or planned for which will negatively impact on the wellbeing of our community.

Risk Owner	Julie Clausen	Category	Climate Change
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Risk Cause

1. Council's strategies and plans do not adequately consider appropriate climate change scenarios
2. Changes in political direction (including local, regional and national) on climate change
3. Economic, social and technological shocks resulting from the transition to a lower-carbon economy
4. Uncertainty in the climate modelling on the physical climate change and transition impacts for Hamilton, making it hard to estimate impacts on particular Council activities
5. Misalignment between Council's climate change strategies and operational activities
6. Failure to consider climate change appropriately in fit for purpose activity management
7. Failure to appropriately consider climate change in growth decisions.

Inherent Risk Rating	4 - Very High - Likely x Major
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Existing Controls

1. Activity Management Plans incorporate climate change considerations.
2. Climate change steering group established and operational
3. Our Climate Future: Te Pae Tawhiti o Kirikiriroa
4. Climate Change Policy
5. Next steps for our climate future - our plan 2022/23
6. Council has responsibility for climate change response

Residual Risk Rating	4 - Very High - Likely x Major
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Responsible Manager(s)	Charlotte Catmur Paula Gardner	Mitigation	Mitigate
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Treatment Plans

Treatment Plan	Previous Update	Update – March 2023
Climate Change Policy tools and guidance developed by March 2023	<p>September 2022 Assessing tool options and started developing the guidance for policy implementation.</p> <p>December 2022 A contractor appointed to develop the guidance and update all relevant templates and processes. Draft guidance has been prepared and will be ready to roll out in early 2023.</p>	<p>March 2023 Guidance and a workbook for staff to complete has been prepared. Training and information will be rolled out in March and April 2023 for staff to start completing the climate change impact statements.</p>
Undertake a Risk assessment for Hamilton City Council including both the physical climate change and transition risks following the Ministry for the Environment Guidance by June 2023	<p>September 2022 Discussion with Waikato Regional Council on alignment with the regional risk assessment.</p> <p>December 2022 Council climate change risk assessment commissioned. Risk identification stage underway. Waikato Regional Council phase 1 risk identification completed, 286 risks were identified. These are</p>	<p>March 2023 Risk identification workshops were completed in February and risk assessment workshops are scheduled for March. The final report is due in early April. This will then be shared with staff to inform Activity and Asset Management Plans for the next long term plan.</p>

	helping to inform our risk identification process.	
Establish an understanding of emission reduction pathway for the city by June 2023	<p>September 2022 Project planning underway and discussions commenced with consultants</p> <p>December 2022 Consultants have been appointed. Work to understand the current emissions reduction actions in the 2021-22 Long Term Plan and the impact of the Emissions Reduction Plan actions in Hamilton has commenced.</p>	<p>March 2023 Consultants have delivered a draft model of the emissions trajectory for Hamilton. A workshop with key staff is scheduled for March to test the model and will be finalised in early April to support long term plan discussions.</p>

Organisational Risk 1			
OR1 Failure to provide a safe and healthy work environment			
Ineffective or inadequate health, safety and wellbeing management at our work sites leads to a failure to provide a safe and healthy work environment for Council staff or workers (inc. contracted or volunteer workers) resulting in a serious injury incident or fatality and increased exposure to litigation.			
Risk Owner	David Bryant	Category	People
Risk Cause			
<ol style="list-style-type: none"> 1. Poor safety culture and/or behaviours across organisation 2. Failure to understand duties and accountability relating to health and safety 3. Critical health and safety risks not identified, assessed and mitigated adequately 4. Safety Management System (SMS) ineffective or inefficient or implementation failures 5. Inadequate contractor management frameworks, including procurement and assurance practices 6. Not sharing or acting on information and lessons learnt – internal and external to Council 7. Complacency leading to greater risks being taken 8. Failure to properly engage with and listen to staff 9. Staff under resourcing leading to identified risks not being mitigated appropriately 10. Time pressures and or complacency leading to acceptance of high levels of risk 			
Inherent Risk Rating	5 - Extreme - Likely x Catastrophic		
Existing Controls			
<ol style="list-style-type: none"> 1. (SMS) is being updated to better achieve our safety objectives 2. Appropriate resources available for Council capabilities 3. Assurance activities are carried out regularly int / ext 4. Council has an effective safety governance structure 5. Council safety software system that provides reporting 6. Council's critical safety risks are reviewed regularly. 7. Prequalification and Safety Standards for Contractors 8. Council undertakes an annual engagement survey 9. He waka eke noa - Our Way of Working 			
Residual Risk Rating	3 - High - Rare x Catastrophic		
Responsible Manager(s)	Marie Snowball Dan Finn	Mitigation	Mitigate
Treatment Plans			
A separate report is taken to the Strategic Risk and Assurance Committee which provides further details about the Organisation's Health and Safety strategic direction and improvement schedule.			

Organisational Risk 2			
OR2 Failure to provide a safe environment for the community			
Ineffective or inadequate safety and security management at our community attractions and facilities might mean we fail to provide and maintain a safe environment for the community resulting in a serious injury incident or fatality and increased exposure to litigation.			
Risk Owner	Helen Paki	Category	Community and Wellbeing
Risk Cause			
1. Poor HCC understanding of the health and safety risks within the facilities and services provided and managed by Council 2. Failures in safety-in-design planning for our amenities and services provided to the community 3. Failures in asset maintenance 4. Failure in due diligence on assets purchased for use by the community or staff 5. Failure in due diligence on maintenance 6. Human error / inappropriate behaviours / criminal behaviour or damage at Council assets 7. Complacency leading to greater risks being taken by the community on public safety issues 8. Failure to properly engage with and listen to the community 9. Failure to act on staff and public information or lessons learned from near misses and incidents (including lessons from other industry experiences) 10. Internal BCP and Pandemic Plans are not adhered to 11. Failure to consider climate change impacts on the community safety and wellbeing			
Inherent Risk Rating	5 - Extreme - Likely x Catastrophic		
Existing Controls			
10. Communication plans for new projects around safety requirements 11. Community education support for ongoing Community safety 12. Condition assessments for assets 13. Emergency and safety response training drills 14. Emergency response and Pandemic plans 15. Incorporated risk assessments and safety in design planning 16. Maintenance and monitoring plans – buildings 17. Management drop-ins and Unit Audits 18. Operational asset maintenance (trees and operational infrastructure) 19. Specific staff training programmes in facilities & service management 20. Subject matter expert support – internal and external 21. Traffic management plan adoption per requirements 22. Mechanism for public to report issues that require action to us			
Residual Risk Rating	3 - High - Unlikely x Major		
Responsible Manager(s)	Jo Keall Helen Schlegel Donna Burt	Mitigation	Mitigate
Treatment Plans			
Treatment Plan	Previous Update	Update – March 2023	
Design and implement an appropriate monitoring and reporting framework for risks relevant to OR2	September 2022 SRA dashboard and monitoring report presented to CLT and now in use. Further enhancements required. Consider closing this Treatment Action once enhancements are made and adding as a Control. December 2022	March 2023 The insights from the dashboard are being shared at CLT on a quarterly basis. We need another three months to develop this further before we move this to a control.	

	The SRA dashboard and other reporting measures are being used and continue to be refined.	
Deep dive into security risks by November 2023	(New Treatment Plan)	March 2023 Deep dive into security risks to ensure risks and areas requiring action are understood. Reporting of these risks needs to commence to ensure there is alignment across the organisation.
Updated Business Continuity Plans by November 2023	(New Treatment Plan)	March 2023 BCPs to be updated. Yearly review cycle to be established and business practices embedded to ensure that relevant staff refresh on their contents ahead of significant known events.

Organisational Risk 3

OR3 Failure of critical assets

Incorrect investment (timing and/or amounts) results in the unexpected failure of critical assets (loss of levels of service).

Risk Owner	Eeva-Liisa Wright	Category	Compliance and Regulatory Environmental Financial Reputation Service Delivery
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Risk Cause

1. Failure to identify all critical assets
2. Failure to accurately forecast capacity limits or inaccurate demand forecasting on critical assets
3. Failure to accurately forecast useful life on critical assets
4. Failure to future proof asset to allow for pending changes in requirements
5. Failure to procure/renew the asset with an appropriate replacement
6. Failure to install asset correctly (including poor procurement processes to begin with)
7. Assets being operated outside of design scope or change in demand or that the operation of the asset exceeds design assumptions.
8. Failure to carry out and prioritise planned maintenance and renewal of critical asset
9. Failure to deliver renewal of the asset within scheduled timeframe
10. Inadequate budget allocated for maintenance and renewal of critical assets
11. Incorrect analysis in development of maintenance and renewal requirements
12. Insufficient resources to deliver renewal of assets on time and within allocated budgets
13. Failure to adequately consider climate change in critical asset investment
14. Insufficient skilled, knowledgeable and experienced staff and low investment in the ongoing building of staff capability to ensure critical assets remain functional, resilient and levels of service remain
15. Misalignment in the timing of investment with the required levels of service or that key deliverable dates not identified appropriately
16. Poor or incomplete asset data
17. Stakeholder specifications and expectation of asset increase making the asset no-longer fit for purpose
18. Critical manufacture service agents unavailable to resolve major failure of critical assets
19. Critical resources unavailable due to supply chain shortages
20. Utility service and third-party critical impacts (stakeholder relationships)
21. Limited anomaly detection capability and poor identification of vulnerabilities
22. Failure to identify threat actors who wish to exploit technology vulnerabilities

Inherent Risk Rating 4 - Very High - Likely x Major

Existing Controls

Asset Management Controls

1. 3 yearly Independent asset management maturity
2. Regular monitoring and submission on industry change
3. Resourcing for Activity Management Plan (AMP) funded
4. Infrastructure Strategy is in place.
5. Modelling and master planning of strategic assets
6. Plan policy in place to set standards
7. 3 yearly Activity Management Plans int. ext. reviewed
8. Asset Strategy Team in place to drive org consistency
9. Manage, monitor, operate and maintain critical assets

Operational Controls

10. Processes in place Re: supervision design and test
11. Quarterly Threat and Risk assessments
12. Training and development plans in place for staff
13. Business Continuity and Essential Maintenance Plans

Planning Controls

14. Annual review of build/Facilities capital programme
15. Anomaly detection and vulnerability scanning capability
16. Solutions for redundancy (physical and process) in place

17. Project management and procurement processes are in place
18. Staff have project management skills and experience

Procurement Controls

19. Robust procurement process followed to identify/scope
20. Maintenance and service agreements in place with the supplier
21. Speciality contracts in place to maintain critical assets
22. Stakeholder engaged before procure/replacement of asset

Residual Risk Rating		4 - Very High - Possible x Major	
Responsible Manager(s)	Anita Oliver Tania Hermann Jo Keall Claire Toko Maria Tipene Mandy Smith Becca Brooke	Mitigation	Mitigate
Treatment Plans			
Treatment Plan	Previous Update		Update – March 2023
Implement the Organisational Asset Management Improvement Plan by June 2024	<p>September 2022 The Organisational Asset Management Improvement was adopted by ELT in October 2021 and contains 32 organisational improvements to be undertaken. Three actions are completed, 16 are in progress. The Plan has a horizon out to June 2024. The improvements have been organised into 4 streams of work with one of the streams relating to Resilience and Criticality. Of the 6 tasks relating to Resilience and Criticality, 2 are currently in progress.</p> <p>December 2022 The Organisational Asset Management Improvement was adopted by ELT in October 2021 and contains 32 organisational improvements to be undertaken. Eight actions are completed, 17 others are in progress. The Plan has a horizon out to June 2024. The improvements have been organised into 4 streams of work with one of the streams relating to Resilience and Criticality. Of the 6 tasks relating to Resilience and Criticality, 3 are currently in progress.</p>		<p>March 2023 The Organisational Asset Management Improvement was adopted by ELT in October 2021 and contains 32 organisational improvements to be undertaken. This Plan has a horizon out to June 2024. The improvements have been organised into 4 streams of work with one of the streams relating to Resilience and Criticality. Of the 6 tasks relating to Resilience and Criticality, 3 are complete and one is in progress.</p>
Implement Asset Criticality Framework by June 2024	(New Treatment Plan)		<p>March 2023 Asset Criticality Framework document (excluding asset groups of Waters and Transport whom have existing frameworks) has been developed and workshopped. As part of the update of AMPs, identification and management of critical assets will be updated</p>

Council Report

Committee: Council

Date: 04 May 2023

Author: Dan Finn

Authoriser: David Bryant

Position: People, Safety & Wellness Manager

Position: General Manager People and Organisational Performance

Report Name: Report from the Strategic Risk and Assurance Committee - Safety and Wellness

Report Status	<i>Open</i>
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1. To inform the Council on safety and wellness strategic progress, performance, and activities for the period covering 1 November 2022 to 31 January 2023.
2. The Safety and Wellness Report – 1 as presented to the Strategic Risk and Assurance Committee of 29 March 2023 is provided as **Attachment 1**.

Staff Recommendation - *Tuutohu-aa-kaimahi*

3. That the Council receives the report.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Safety and Wellness Report - 1 November 2022 to 31 January 2023

Council Report

Committee: Strategic Risk and Assurance Committee
Date: 29 March 2023
Author: Dan Finn
Authoriser: David Bryant
Position: People, Safety & Wellness Manager
Position: General Manager People and Organisational Performance
Report Name: Safety and Wellness Report - 1 November 2022 to 31 January 2023

Report Status	<i>Open</i>
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Purpose – Take

1. To inform the Strategic Risk and Assurance Committee on safety and wellness strategic progress, performance, and activities for the period covering 1 November 2022 to 31 January 2023.

Staff Recommendation - *Tuutohu-aa-kaimahi* (Recommendation to the Council)

2. That the Strategic Risk and Assurance Committee receives this report; and
3. That the Strategic Risk and Assurance Committee recommends that the Council receives the report.

Executive Summary - *Whakaraapopototanga matua*

4. This report is focussed on our continued progress of key strategic activities that are aligned to risks, relationships, and resources. To provide governance with a more comprehensive overview of our progress we have included supplementary updates on wider activities, assurance, and successes.
5. Alignment of our Safety Management System (SMS) to the ISO45001 international standard continues to direct several key projects being undertaken to ensure we are meeting our legislative obligations.
6. Our Contractor Management Framework has been reviewed. To supplement this Framework, we have introduced a Contractor Management Handbook outlining Council's expectations of contractors undertaking work on our behalf. The Safety & Wellbeing Team continues to provide training and support across business units.

We continue to focus our efforts towards managing our risks, especially those critical risks associated with tasks and duties that could result in a serious injury or death. We have identified 13 critical safety risks across the organisation. See table below:

Working in a confined space	Working at height	Driving for work
Working with plant and machinery	Working with animals	Hazardous substances
Working with energy sources	Operating mobile plant and machinery in a workplace	Dealing with Aggressive and/or violent people
Working over and near water	Working in and around excavations	Lone working
Mental Health		

7. Working with the Coachio Group, we have introduced the bowtie risk assessment methodology. Bringing together workers exposed to these critical risks we have established teams who have assessed the risks and identified the controls currently in place, and what controls that could better mitigate the potential consequence of failure.
8. These risk teams have been assigned actions to verify and validate the information captured for each critical risk for assurance purposes. To gain greater by-in and ownership, an ELT member has been assigned a critical risk as a senior sponsor.
9. We continue to see an uplift in the number of events reported through Ora (our safety incident management software system). This data capture provides meaningful reporting on the types of events, hazards, and inspections, providing useful insights to enable proactive intervention and programmes of work to support our people. These proactive measures provide a higher level of assurance.
10. Working with EcoPortal, the platform provider for Ora, the Safety & Wellbeing Team are building further enhancements as part of our Phase 2 rollout, which will include introducing additional modules such as Job Safety Analysis (JSAs), Inductions, Meetings and Permit to Work.
11. Staff consider the matters in this report to have low significance and that the recommendations comply with Council's legal requirements.

Discussion - *Matapaki*

Strategic Progress - *Te ahunga whakamua rautaki*

12. The following workstreams outline Council's progress on our 'safety reset' activities previously communicated. They are designed to strengthen and support our wider safety and wellbeing strategy.

Workstream	Status	Next milestone	Comment
SafePlus review recommendations	100%	Recommendations completed	Outstanding recommendations have now been completed through the introduction of our finalised SMS and Ora
SMS development and implementation	100%	The Communications Team have finalised the design of the SMS.	The SMS has been uploaded under the Safety & Wellbeing Tile on Velocity
Technology and communication (Ora)	100%	The new incident management system (Ora) was launched on the 6 th of July 2022 replacing Vault.	Ongoing training and support will be provided by the H&S Team and IS as required
Critical risk management	70%	Organisational critical risks have been confirmed. Risk sponsors	Workshops scheduled for 15 th of March to verify the bowties. The S&W Team

		have been identified, and Risk Teams have been formed.	will have the bowtie software and be in a position to update.
Contractor management	95%	Finalisation of documentation and formulating process on Promapp. Investigating software to support contractor induction process	The Safety & Wellbeing Team are getting ready to run a pilot workshop for the Contractor Induction Module within 'Who's on Location', with the intent that it is rolled out on other sites.
Resourcing and structure review	100%	The Safety & Wellness Team have a full complement of people now on board.	Aligning with the Business Partnering Model meeting key stakeholders and building on a collaborative approach to support Council in Health, Safety & Wellbeing
Table 1 Key workstreams			

Risks and Incidents - Ngaa Tuuraru me ngaa Paanga

13. Incidents profiled for this reporting period are summarised below.
14. There was a total of 92 injuries reported, compared to 81 in the previous period. We continue to provide education and support to ensure events are being correctly reported. Of those injured, 9 resulted in lost time and 32 required medical treatment. Near hit reporting has decreased slightly from the previous period with 51 near hits recorded.



Council WorkSafe Notifiable Events

15. There was 1 event that was notified through to WorkSafe by Council. This event occurred while digging an excavation to undertake a repair on a water pipe. During excavation an electrical conduit containing a cable was damaged. Further details of this notifiable event can be found in **Attachment 1**. WEL completed the repair. WorkSafe responded with 'no action' to be taken.

Contractor WorkSafe Notifiable Events

16. There were no WorkSafe notifiable events reported from Contractors.

Relationships – *Whanaungatanga*

17. Our Safety & Wellbeing Business Partners are actively working on sites across the organisation to better support our operational areas. Building on key relationships is an important part of our business partnering model to establish credibility, to provide expert advice and give assurance to Council that we are meeting legislative requirements.
18. Staff wellbeing remains one of our key priorities, with 'mental health' identified as a 'critical risk'. During this reporting period we have seen an increase in the level of proactive onsite support provided by Vitae, who are one of two providers that we engage to help support our people. This aligns with the Te Whare Tapa Wha model which is part of the GoodYarn Mental Health workshops that are being delivered across Council.
19. Work Well accreditation continues to form part of our wellbeing strategy. We have now communicated our 2023 Action Plan and Annual Progress Report. We are working through some additional requirements identified by Te Whatu Ora Waikato to progress our assessment for silver accreditation, which we expect to occur this April 2023.
20. The Safety Governance Committee (SGC) met on the 6 December 2022. The next meeting is scheduled for 20 March 2023. An excerpt from the minutes is recorded below, and the full minutes are provided as **Attachment 2**.

'Tash Nolan from the Learning & Development Team presented the Employee Engagement results. This showed high participation and key indicators that teams could leverage off. The Terms of Reference for the Safety Governance Committee were asked to be reviewed and the makeup of the actual committee itself to be considered.'

Resources – *Rauemi*

21. We are pleased to advise that an appointment has been made for the vacant Safety & Wellbeing Business Partner position. Our new starter will commence on the 27th of March 2023. We are currently interviewing for a Business Analyst to support data capture, trend analysis and reporting.

Assurance - *Kii Taurangi*

22. Progress continues towards the near completion of the recommendations made in the Council's 'State of Safety' review. Designed to measure the level of safety maturity across Council, the updated heatmap (**Attachment 3**) provides visibility on the progress of corrective actions assigned to each business unit.
23. The Safety & Wellbeing team are on track to commence internal auditing processes between July – December 2023. The purpose of these assurance activities is to verify by way of evidence that we are meeting health and safety legislative requirements in all respects.

Success and Recognition - *Angituutanga me ngaa Mihi*

24. There is real benefit for our Safety & Wellbeing Business Partners collaborating with staff on sites. Having a better understanding and appreciation of the actual work is being done provides them with the best opportunity to be able to advise and support improving health and safety practices. We have Amanda Barlow, Lewis Snapes and Corina Martin out on site at the Foreman Road development completing safety observations which is one of our leading key performance indicators.



Financial Considerations - *Whaiwhakaaro Puutea*

25. This is a regular operating activity funded through the Long-Term Plan.

Legal and Policy Considerations - *Whaiwhakaaro-aa-ture*

26. Staff confirm that any recommendations in this report comply with Council's legal and policy requirements.
27. Staff have also considered the key considerations under the Climate Change Policy and have determined that an adaptation assessment and emissions assessment is not required for the matter(s) in this report.

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

28. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental, and cultural wellbeing of communities in the present and for the future ('the 4 well-beings').
29. The subject matter of this report has been evaluated in terms of the 4 well-being's during the process of developing this report and these are outlined below:

Social

30. The matters and risks highlighted in this report may have the capacity to affect social wellbeing should they materialise. Social wellbeing continues to be prioritised and is considered alongside Council's risk management processes.

Economic

31. The matters and risks highlighted in this report may have the capacity to affect economic wellbeing should they materialise. Identifying and measuring the economic costs of accidents, the relationship between operational requirements and safety and determining the inter-relationship between safety and other organisational goals and priorities. Economic wellbeing continues to be prioritised and is considered alongside Council's risk management processes.

Environmental

32. The matters and risks highlighted in this report may have the capacity to affect environmental wellbeing should they materialise. Environmental protection includes programmes to reduce risks to the environment from contaminants like hazardous materials and waste. Environmental wellbeing continues to be prioritised and is considered alongside Council's risk management processes.

Cultural

33. Staff consider the matters and risks highlighted in this report to not have a direct impact on the cultural wellbeing.

Risks - *Tuuraru*

34. There are no risks associated with the recommendations in this report.

Significance & Engagement Policy - *Kaupapa here whakahira/anganui***Significance**

35. Staff have considered the key considerations under the Significance and Engagement Policy and have assessed that the recommendation(s) in this report has/have a low level of significance.

Engagement

36. Given the low level of significance determined, the engagement level is low. No engagement is required.

Attachments - *Ngaa taapirihanga*

Attachment 1 - WorkSafe Notifiable Event cable Strike City Delivery 22.11.28

Attachment 2 - Safety Governance Committee Meeting - Minutes 22.12.06

Attachment 3 - Risk Assurance report - State of Safety update 22.11.22

WorkSafe Notifiable Event

DATE OF EVENT:	28 November 2022 at 12:30pm
LOCATION:	48 Heath Street, St Andrews, Hamilton
BUSINESS GROUP INVOLVED:	City Delivery
WHAT HAPPENED?	While digging an excavation with a spade and digger to undertake a repair to a water pipe, an electrical conduit was damaged with the digger bucket
WHAT IMMEDIATE ACTION HAS BEEN TAKEN:	The crew identified the damage and immediately reported this back to the Duke Street team, as is the correct emergency response process. The crew also called WEL Energy to attend site to assess and undertake the electrical conduit repair. WEL energy staff arrived and ensured the site was safe and called the WEL energy repairs team to come to site and undertake this work. The WEL energy repair team arrived at site at approximately 2pm
NEXT STEPS:	<ul style="list-style-type: none"> • The Health, Safety and Quality Advisor and Health Safety and Quality coordinator attended site to assess and commence the investigation • Finalise investigation and close out Ora event • Safety & Wellbeing Lead to notify Worksafe

Meeting Minutes

Safety Governance Committee

Time and date:	1:00pm, Tuesday 6 December 2022
Venue:	Learning Hub, Level 3
In Attendance:	Greg Dearsly (Independent Chair), Lance Vervoort (Chief Executive), Dan Finn (People, Safety & Wellness Manager), David Bryant (GM POP), Helen Paki (GM Community), Marie Snowball (Safety & Wellbeing Lead), Claire Toko (H3), Virginie Maene (Minutes), Tash Nolan (PSW)
Apologies:	Eeva-Liisa Wright (GM – Infrastructure Operations) Dion Liddell (AWUNZ)

1. Welcome

Meeting opened by the Chair who welcomed everyone to the last meeting of the year.

2. Confirmation of previous minutes and review of the Action Register

The minutes of the Safety Governance Committee Meeting held Wednesday 7 September 2022 have been confirmed.

Moved by: David Bryant

The previous meetings action register was reviewed and amended as follows.

Action	Assigned To	Due Date	Comments	Status
Review regulations for Plant, Structures and Working at heights and consider how these will apply to HCC.	Marie	Next meeting	Considered approach using the hierarchy of control MBIE is quiet, Q1 should have a draft, main difference is written requirements. Toward end of 2023 introduction of the law.	Ongoing
Lance to confirm with Ewan and Olly if they would like to stay on the Committee	Marie	Next Meeting		

Meeting Minutes

3. Review Safety & Wellbeing strategy and deliverables 2022

Dan presented the PSW Strategic Focus Areas to the Committee and a discussion was had by the committee.

Comments:

- Good example of recruiting the right people, best since the seven years.
- All the stats and data from Ora are now starting to give us insights and we can set up work programmes accordingly.
- PSW has partnered well with the business, they are working at the sites every week.
- Supporting injury management is improving.
- When you put safety lens on cost-of-living crisis, people may be less concentrated.
- EM inductions / He waka eke noa / Roadshows are all excellent opportunities to demonstrate our commitment to Health and Safety from the top.

Marie gave update on current projects of work: Ora, Contractor Management, Work Injury Management and Council's critical risks.

4. Safety and Wellbeing KPIs - recommendations for 2023

Marie Snowball presented the Safety and Wellbeing KPI's to the Committee and a discussion was held.

5. Employee engagement results

Tash Nolan presented the Employee Engagement Results.
High participation shows that people care.

Comments:

- We still need to work on breaking down the stigma around mental health.
- Better technology, systems and processes are what attracts young people to the workforce.
- Training modules have been set up for Health and Safety Representatives.
- Dr Lucy Hone has a PHD in resilience and has an interesting TED talk on this subject.

6. Review Terms of Reference and Committee make-up

Comments noted from discussion

- How can we help ELT?
- Soft skills are most important now as a leader and the ability to inspire.
- Project sponsors for some critical risks – we needed to guide ELT
- EM inductions would have been better for GMs to bring real examples to the table (Risk workshops?)
- What are all leaders doing about Health and Safety

Meeting Minutes

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Meeting Minutes

- Develop an ELT Charter /ELT Commitment, e.g., to get out once a quarter
- Is part of SMS, how can we make this more real
- Business partners with EAs perhaps managing GM's diaries
- Having an independent chair adds a lot of value and external lens.
- Permission was granted to Marie to change the Terms of Reference for the Committee.
- We use a Western construct of Health and Safety system – How do we integrate Tikanga into our Health and Safety practices.
- How do we link our committee to the org strategy – How does this committee honour what HCC is already doing? Speak to Muna to show what we can do more on this committee.
- Does D&I also need to be included in this? Further work to be done.
- Room to rest for any kind of religion?
- Treaty partnership needs to be honoured
- Deputy chair? Not needed
- Get Lance to confirm if Ewan and Olly still want to be part of the committee
- Tracy Wood – does not attend often – do we need a comms person?
- Review union representation to provide sufficient access to all three union partners
- Pick meeting dates for the year and send them out to union attendees
- **Are there any areas that we would like to address?**
- Increasing security issues (personal security/security breaches) – consider for agenda for first 2023 meeting?
- Perhaps Julie A should be part of the committee from a risk point of view
- This committee should be pushing actions to go to the ELT agenda, we can ask for assurances
- Original intent was to ensure that our senior attendees were delivering on their due diligence
- Action for early March – draft ToR to Lance – Maree + Dan

7. Completed Actions Register

Action	Assigned To	Due Date	Comments	Status
Plant, Structures and Working at heights – New regulations	H&S Team	Next meeting	Amanda Barlow presented on this item during this meeting	Completed
Looking at make-up of committee.	Dan	Next meeting	Eeva-Liisa should be here from Infrastructure Operations. Their group has a lot of critical risks areas. Let's review annually, we might swap areas around, so all the exec team gets some exposure.	Completed
It was agreed more time was required to digest the Monitoring What Matters survey results and discuss at next meeting.	Dan Finn	Next meeting		Completed

Meeting Minutes

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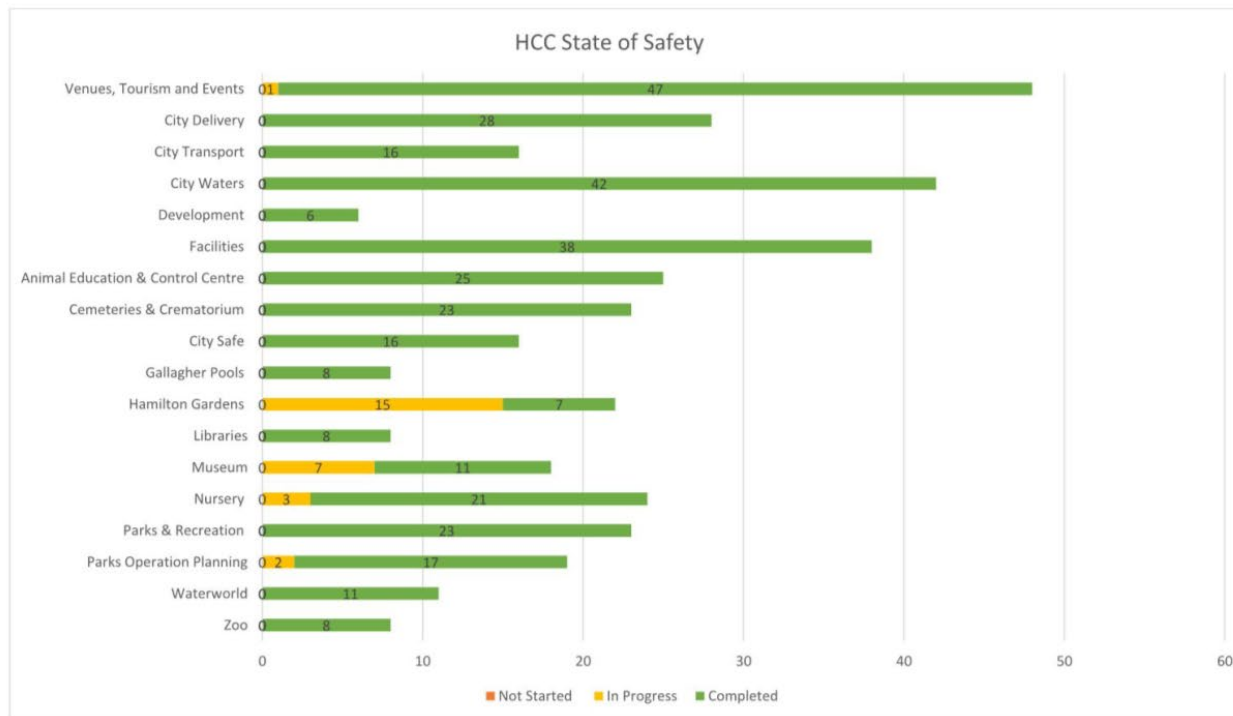
Meeting Minutes

Further follow up from Governance to confirm Safety and Wellness updates to be included at full Council Meetings.	Dan Finn		Dan to discuss with Becca, more discussion on that. Minutes and reports will go to full council and SRA - quarterly	Completed
Ensure presentations and documents relating to the next meeting are sent out in advance	Marie/Dan	Next meeting	To provide members with time to review and consider questions as part of the discussion	Completed
Investigate if the Chaplain/Counsellor service could be rolled out across the whole Organization.	Marie Snowball	Next meeting	Service can be scaled up if require, based on interest and operational need	Completed
Speak to Lee-Ann Jordan and Kelvin Powell on setting up interdepartmental learning with Mark's team/leadership.	Helen Paki	Next meeting	A new role has been created which will pick this up	Completed

The meeting was declared closed at 3:43pm.

Next Meeting: 20 March 2023

State of Safety Review — Progress update 1 November 2022 – 31 January 2023



Council Report

Item 16

Committee: Council

Date: 04 May 2023

Author: Carmen Fookes

Authoriser: David Bryant

Position: Policy and Bylaw Advisor

Position: General Manager People and Organisational Performance

Report Name: 2023 LGNZ Remits for Consideration

Report Status	Open
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Purpose – *Take*

1. To seek the Council endorsement for those remits which have been raised by Elected Members to support at the 2023 Local Government New Zealand (LGNZ) Annual General Meeting (AGM) to be held Wednesday 26 July 2023.

Staff Recommendation - *Tuutohu-aa-kaimahi*

2. That the Council:
 - a) receives the report; and
 - b) notes that the Council has indicated to **endorse** the following remits from Elected Members:
 - i. Online quorum requirements;
 - ii. Elected member Remuneration (specifically Kiwisaver); and
 - iii. Wellbeings.
 - c) notes that the entirety of the Local Government New Zealand remits for consideration will be brought to a future meeting of Council for decisions to support or not support the remits.

Executive Summary – *Whakaraapopototanga matu*

3. Elected Members from Hamilton City Council have requested three remits be put forward to the 2023 Local Government New Zealand (LGNZ) Annual General Meeting (AGM) for consideration.
4. Should the remits be endorsed by Council, Mayor Southgate, through her office, will circulate the remits to request support from the required five Councils for the remit to be considered.
5. Staff consider the matters in this report to have a low level of significance and that the recommendations comply with the Council's legal requirements.

Discussion - *Matapaki*

6. Elected Members from Hamilton City Council have requested three remits be put forward to the 2023 LGNZ AGM for consideration. The proposed remits are attached to this report, in respect of:
 - I. Online quorum requirements;
 - II. Elected member Remuneration (specifically Kiwisaver); and
 - III. Wellbeings.
7. Should the remits be endorsed by Council, Mayor Southgate, through her office, will circulate the remits to request support from the required five Councils for the remit to be considered.
8. Once the remits have the required support, they will be provided to LGNZ by the due date of 24 May 2023.
9. The LGNZ Remit Screening Committee will then determine if the proposed remits satisfy LGNZ criteria and confirm whether or not the remit will be considered at the 2023 LGNZ AGM by 2 June 2023.
10. The complete list of remits from member authorities of LGNZ (member councils) to be discussed at the 2023 LGNZ AGM will be considered at a future meeting of Council.
11. If supported at the AGM by the majority of member councils present, including the Hamilton City Council Delegate, the remits will be officially actioned by LGNZ.
12. Representation at the AGM and the voting entitlement of each member council is determined by their LGNZ subscription levels. Hamilton City Council's appointed representatives at the AGM are determined by the Mayor.
13. Mayor Southgate is the Council's presiding delegate and will vote on behalf of Hamilton City Council in accordance with the resolutions made at the future Council meeting where it will be approved to support/not support the entire list of remits presented.
14. It is requested that the presiding delegate may have some flexibility to duly take into consideration additional information received on the day to inform the final vote on behalf of the Council.

Financial Considerations – *Whaiwhakaaro Puutea*

15. There are no financial or budget impacts related to the decisions required in this report.

Legal and Policy Considerations – *Whaiwhakaaro-aa-ture*

16. Staff confirm that the recommendations in this report comply with the Council's legal and policy requirements.
17. Staff confirm that the recommendations in this report comply with the LGNZ Remit Policy which can be found [here](#).

Wellbeing Considerations - *Whaiwhakaaro-aa-oranga tonutanga*

18. The purpose of Local Government changed on the 14 May 2019 to include promotion of the social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
19. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report.
20. The recommendations set out in this report are consistent with that purpose.

Risks - *Tuuraru*

21. There are no known risks associated with the decisions required for this matter.

Significance

22. Staff have considered the key considerations under the Significance and Engagement Policy and have assessed that the recommendation(s) in this report has/have a low level of significance.

Engagement

23. Given the low level of significance determined, the engagement level is low. No engagement is required.

Attachments - *Ngaa taapirihanga*

Attachment 1 - Remit Application Form 2023 - Online Quorum

Attachment 2 - Remit Application Form 2023 - EM Kiwisaver and Remuneration

Attachment 3 - Remit Application Form 2023 - Wellbeing

Attachment 4 - Remit Annex - Wellbeing

Remit



application form

// HOW TO SUBMIT A REMIT

Remits are positions or policies put to LGNZ's AGM for a vote.

Any remit needs the support of either an LGNZ zone, sector or five councils.

LGNZ reviews all proposed remits to ensure they meet the criteria below.

If your council wants to propose a remit for consideration by the 2023 AGM, please complete this form and email it, along with any supporting information, to agm@lgnz.co.nz by Wednesday 24 May.

If you have any questions about the remit process, or want help completing your application, please contact Grace Hall, Director of Policy and Advocacy at grace.hall@lgnz.co.nz

// THE PROCESS FROM HERE

Once LGNZ receives your proposed remit, it will be considered by our Remit Screening Committee. This Committee is made up of LGNZ's President, Vice-President, Chief Executive and Director of Policy and Advocacy. The Remit Screening Committee will determine whether your proposed remit satisfies the criteria, and whether or not to put it forward to the 2023 AGM.

We will let you know whether your remit is going forward to the AGM by 2 June.

// CRITERIA FOR REMITS

- 01** The remit is relevant to local government as a whole, not just a single zone, sector or council.
- 02** The remit relates to significant matters, including constitutional and substantive policy, rather than matters that can be dealt with administratively.
- 03** The remit concerns matters that can't be addressed through channels other than the AGM.
- 04** The remit does not deal with issues that already being actioned by LGNZ. This covers work programmes underway as part of LGNZ's strategy.

REMIT APPLICATION FORM

PG 2

COUNCIL PROPOSING REMIT:

Hamilton City Council

CONTACT NAME:

Michelle Hawthorne

PHONE:

+6472450008

EMAIL:

Michelle.Hawthorne@hcc.govt.nz

REMIT:

Virtual Quorum

WHO SUPPORTS THE PROPOSED REMIT?

Hamilton City Council

List either the LGNZ zone, sector group or five councils that support the remit.

WHY IS THIS REMIT IMPORTANT?

Briefly describe what the issue is and why it requires action.

Max. 150 words

Allowing Members attendance via audio-visual link can better allow flexibility and ability for Members to manage both their own health and their own schedules.

BACKGROUND AND CONTEXT:

You may wish to include:

- // What has caused this issue?
- // Relevant legislation, policy or practice
- // Key statistics to show the scope of the issue
- // An outline of what your council/ others have already done to address this issue or bring about the proposed change

Max 500 words

During various stages of Covid-19 lockdowns, Elected Members were able to attend and count as part of the quorum via audio-visual link. Members had found that the allowances made through the Epidemic Preparedness notice allowed some flexibility to attend and count towards the quorum, while working from home due to sickness or due to other commitments. The lapse of the Epidemic Preparedness notice has impacted the ability of Members to attending via audio-visual link.

Currently, Council and Committee Chairs allow for Members to attend meetings, as well as join in the discussion and vote via audio-visual link under the Standing Orders. However, those attending via audio-visual link do not count towards the required quorum, despite taking part in the discussion and vote.

REMIT APPLICATION FORM

PG 3

HOW DOES THIS REMIT RELATE TO LGNZ'S CURRENT WORK PROGRAMME?

Briefly describe how the proposed remit aligns with LGNZ's strategy and policy priorities but does not duplicate existing or planned work.

Approx. 150 words

Allowing attendance via audio-visual link allows a more inclusive local democracy, provides a stronger local government, and effectively advocates for the priorities indicated within the four pillars of leadership.

HOW WILL YOUR COUNCIL HELP LGNZ TO MAKE PROGRESS ON THIS REMIT?

Briefly describe the steps that your council would be prepared to take to assist LGNZ to progress the remit.

100 – 300 words

Hamilton City Council will continue to advocate for the ability to include virtual attendance in the quorum, both through the LGNZ remit, but also individually.

SUPPORTING INFORMATION AND RESEARCH

PLEASE ATTACH TO YOUR EMAIL:

- // A copy of this application form.
- // Evidence of support from an LGNZ zone or sector group or five councils. This could be in the form of emails, letters or zone/sector group meeting minutes or resolutions.
- // Any further contextual/background information you'd like to share, combined in a single PDF file.

Remit

application form



// HOW TO SUBMIT A REMIT

Remits are positions or policies put to LGNZ's AGM for a vote.

Any remit needs the support of either an LGNZ zone, sector or five councils.

LGNZ reviews all proposed remits to ensure they meet the criteria below.

If your council wants to propose a remit for consideration by the 2023 AGM, please complete this form and email it, along with any supporting information, to agm@lgnz.co.nz by Wednesday 24 May.

If you have any questions about the remit process, or want help completing your application, please contact Grace Hall, Director of Policy and Advocacy at grace.hall@lgnz.co.nz

// THE PROCESS FROM HERE

Once LGNZ receives your proposed remit, it will be considered by our Remit Screening Committee. This Committee is made up of LGNZ's President, Vice-President, Chief Executive and Director of Policy and Advocacy. The Remit Screening Committee will determine whether your proposed remit satisfies the criteria, and whether or not to put it forward to the 2023 AGM.

We will let you know whether your remit is going forward to the AGM by 2 June.

// CRITERIA FOR REMITS

- 01** The remit is relevant to local government as a whole, not just a single zone, sector or council.
- 02** The remit relates to significant matters, including constitutional and substantive policy, rather than matters that can be dealt with administratively.
- 03** The remit concerns matters that can't be addressed through channels other than the AGM.
- 04** The remit does not deal with issues that already being actioned by LGNZ. This covers work programmes underway as part of LGNZ's strategy.

REMIT APPLICATION FORM

PG 2

COUNCIL PROPOSING REMIT:

Hamilton City Council

CONTACT NAME:

Michelle Hawthorne

PHONE:

+6472450008

EMAIL:

Michelle.Hawthorne@hcc.govt.nz

REMIT:

Kiwisaver for Elected Members

WHO SUPPORTS THE PROPOSED REMIT?

Hamilton City Council

List either the LGNZ zone, sector group or five councils that support the remit.

WHY IS THIS REMIT IMPORTANT?

Briefly describe what the issue is and why it requires action.

Max. 150 words

Currently, Elected Members are treated as independent contractors, with no obligation of the organisation KiwiSaver deductions or contribute to Members' KiwiSaver. This could be viewed as a disadvantage and a barrier to some being elected.

BACKGROUND AND CONTEXT:

You may wish to include:

- // What has caused this issue?
- // Relevant legislation, policy or practice
- // Key statistics to show the scope of the issue
- // An outline of what your council/ others have already done to address this issue or bring about the proposed change

Max 500 words

Currently, Councillors are considered independent contractors, rather than employees of Council. As such, they are expected to set aside their own KiwiSaver contributions, rather than the organisation deducting the amount directly from their payments. In order to make changes to this, there would need to be a change in the legislation (Employment Relations Act 2002) to allow for organisations to deduct KiwiSaver from salaries allocated to independent contractors.

Hamilton City Council advocates for the change to legislation which would allow KiwiSaver deductions to be taken from Councillors salaries.

Council notes that the topic of Elected member remuneration has been addressed in the draft report He mata whāriki, he matawhanui, prepared as part of the Review into the Future for Local Government, resulting in the key recommendations 17 and 18 (pg 21)

REMIT APPLICATION FORM

PG 3

HOW DOES THIS REMIT RELATE TO LGNZ'S CURRENT WORK PROGRAMME?

Briefly describe how the proposed remit aligns with LGNZ's strategy and policy priorities but does not duplicate existing or planned work.

Approx. 150 words

This proposed remit aligns with LGNZ's strategy and policy priorities by creating a more inclusive local democracy by creating less barriers for new Councillors, and speaks to the four pillars of guidance including connect, advocate, develop, and include.

HOW WILL YOUR COUNCIL HELP LGNZ TO MAKE PROGRESS ON THIS REMIT?

Briefly describe the steps that your council would be prepared to take to assist LGNZ to progress the remit.

100 – 300 words

Hamilton City Council will continue to advocate for the change to the legislation to allow KiwiSaver deductions to be made through organisational finance teams.

SUPPORTING INFORMATION AND RESEARCH

PLEASE ATTACH TO YOUR EMAIL:

- // A copy of this application form.
- // Evidence of support from an LGNZ zone or sector group or five councils. This could be in the form of emails, letters or zone/sector group meeting minutes or resolutions.
- // Any further contextual/background information you'd like to share, combined in a single PDF file.

Remit



application form

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LGNZ reviews all proposed remits to ensure they meet the criteria below.

If your council wants to propose a remit for consideration by the 2023 AGM, please complete this form and email it, along with any supporting information, to agm@lgnz.co.nz by Wednesday 24 May.

If you have any questions about the remit process, or want help completing your application, please contact Grace Hall, Director of Policy and Advocacy at grace.hall@lgnz.co.nz

// THE PROCESS FROM HERE

Once LGNZ receives your proposed remit, it will be considered by our Remit Screening Committee. This Committee is made up of LGNZ's President, Vice-President, Chief Executive and Director of Policy and Advocacy. The Remit Screening Committee will determine whether your proposed remit satisfies the criteria, and whether or not to put it forward to the 2023 AGM.

We will let you know whether your remit is going forward to the AGM by 2 June.

// CRITERIA FOR REMITS

- 01** The remit is relevant to local government as a whole, not just a single zone, sector or council.
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- 04** The remit does not deal with issues that already being actioned by LGNZ. This covers work programmes underway as part of LGNZ's strategy.

REMIT APPLICATION FORM

PG 2

COUNCIL PROPOSING REMIT:

Hamilton City Council

CONTACT NAME:

James Clarke

PHONE:

027 808 9580

EMAIL:

james.clarke@hcc.govt.nz

REMIT:

That LGNZ advocates to central government for the

WHO SUPPORTS THE PROPOSED REMIT?

TBC

List either the LGNZ zone, sector group or five councils that support the remit.

WHY IS THIS REMIT IMPORTANT?

Briefly describe what the issue is and why it requires action.

Max. 150 words

The Local Government (Community Wellbeing) Amendment Act (2019) restored the four aspects of wellbeing to the mandate of all councils in New Zealand.

BACKGROUND AND CONTEXT:

You may wish to include:

- // What has caused this issue?
- // Relevant legislation, policy or practice
- // Key statistics to show the scope of the issue
- // An outline of what your council/ others have already done to address this issue or bring about the proposed change

Max 500 words

Currently there are multiple definitions and frameworks used to explain, define, and measure wellbeing. Navigating these causes significant extra and unnecessary work for Councils and other organisations. If there were an agreed understanding of what wellbeing means, and a consistent framework that could be followed - accepting that there will always be local or organisational differences - this would allow central government agencies and local government to work more effectively together.

At a national level:

The Local Government (Community Wellbeing) Amendment Act restored the four aspects of wellbeing – see details in annex. The then Local Government Minister Nanaia Mahuta said “Re-inserting the four well-beings back into the Local Government Act will acknowledge the valuable role

REMIT APPLICATION FORM

PG 3

HOW DOES THIS REMIT RELATE TO LGNZ'S CURRENT WORK PROGRAMME?

Briefly describe how the proposed remit aligns with LGNZ's strategy and policy priorities but does not duplicate existing or planned work.

Approx. 150 words

LGNZ state they will empower councils across New Zealand who know their communities best to support them to thrive – culturally, economically, socially, and environmentally. They will support and advocate for councils, ensuring the needs and priorities of their communities and residents are heard loud and clear at the highest levels of central government. They will unite, motivate, and equip our councils to move mountains for our communities.

The development of a shared understanding and

HOW WILL YOUR COUNCIL HELP LGNZ TO MAKE PROGRESS ON THIS REMIT?

Briefly describe the steps that your council would be prepared to take to assist LGNZ to progress the remit.

100 – 300 words

Aligning with LGNZ's four leadership pillars, we believe we can assist with:

Whakahono // Connect - Hamilton City Council is active in Hamilton and across New Zealand, building connections with others focused on wellbeing and those working in this field. We will continue to identify, approach and work with others who may be able to support promotion of a shared framework and language for wellbeing across the country.

SUPPORTING INFORMATION AND RESEARCH

PLEASE ATTACH TO YOUR EMAIL:

- // A copy of this application form.
- // Evidence of support from an LGNZ zone or sector group or five councils. This could be in the form of emails, letters or zone/sector group meeting minutes or resolutions.
- // Any further contextual/background information you'd like to share, combined in a single PDF file.

That LGNZ advocates to central government for the development of a shared understanding and centralised framework of wellbeing
ANNEX

CHANGE TO LOCAL GOVERNMENT ACT

The Local Government (Community Wellbeing) Amendment Act restored the four aspects of wellbeing, as below:

Section 3(d)

From “Provides for local authorities to play a broad role in meeting the current and future needs of their communities for good-quality local infrastructure, local public services, and performance of regulatory functions”.

To “Provides for local authorities to play a broad role in promoting the social, economic, environmental, and cultural well-being of their communities, taking a sustainable development approach”.

Section 10(1)(b)

From “To meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses”.

To “In promoting the social, economic, environmental, and cultural well-being of communities in the present and for the future”.

EXAMPLES OF DIFFERENT FRAMEWORKS FOR WELLBEING USED NATIONALLY

The Public Finance (Wellbeing) Amendment Act, requires Treasury to provide an independent report on the state of Wellbeing in New Zealand at least every four years. To enable this, the **Treasury's Living Standards Framework (LSF)** was developed. The LSF is a flexible framework that prompts thinking about policy impacts across the different dimensions of wellbeing, as well as the long-term and distributional issues and implications of policy.

In late 2021 the LSF was updated to better reflect culture and children's wellbeing, including being more compatible with te ao Māori and Pacific cultures. It introduced three levels:

Level 1: Our Individual and Collective Wellbeing

This level of the framework includes 12 domains: Health; Knowledge and skills; Housing; Environmental amenity; Leisure and play; Cultural capability and belonging; Work, care and volunteering; Family and friends; Engagement and voice; Safety; Income, consumption and wealth; and Subjective wellbeing.

Level 2: Our Institutions and Governance

The institutions can be disaggregated into six spheres: Whanau, Hapu and Iwi; Firms and markets; Families and households; Central and local government; Civil society; and International connections. What sets each sphere apart is a common set of values, roles and rules.

Level 3: The Wealth of Aotearoa New Zealand

Our wealth is divided into four categories Natural environment; Financial and physical capital; Social cohesion; and Human capability, along with culture, which underpins it all.

The LSF is one of two wellbeing frameworks at the Treasury.

He Ara Waiora, meaning a pathway towards wellbeing, is the second wellbeing framework at the Treasury. He Ara Waiora is a framework that helps the Treasury to understand waiora, often translated as a Māori perspective on wellbeing.

Ngā Tūtohu Aotearoa – Indicators Aotearoa New Zealand - In early 2018, then New Zealand Prime Minister Jacinda Ardern announced the Government's plan for New Zealand to become the first country in the world to embed wellbeing and sustainable development in its budget decision-making process, by using measures of social, cultural, and environmental progress. It was agreed that Stats NZ would be well placed to partner with Treasury to develop this new approach to budget decision-making. Ngā Tūtohu Aotearoa – Indicators Aotearoa New Zealand was developed, with 109 Wellbeing indicators outlined on their website, with the stated purpose that *"These indicators are collections of data and research that help us measure the state or condition of particular aspects of our wellbeing"*. 'Wellbeing' is a broad term that covers the conditions we experience in our general existence – both as individuals and as broader groups or communities. Wellbeing encompasses our health, happiness, success, and security.

Waka Kotahi NZ Transport Agency Benefits Framework - This framework is aligned with the Ministry of Transport's Transport Outcomes Framework and Treasury's Living Standards Framework. **The Transport Outcomes Framework** sets a purpose for the transport system centred around the wellbeing of New Zealanders and the liveability of places. It outlines five outcome areas to contribute to this purpose: inclusive access, healthy and safe people, economic prosperity, environmental sustainability, and resilience and security. The Transport Outcomes Framework provides clarity for everyone involved, what they are aiming to achieve, why it is important and how they will work together to achieve the goals.

The Pacifica Wellbeing Framework, the **Māori Wellbeing framework (He Ara Waiora)**, the Children's Commissioner's **Wellbeing Wheel** and **He Ara Oranga Wellbeing Outcomes Framework** are wellbeing frameworks in the health and education sectors.

United Nations 17 Sustainable Development goals - the SGDs are a global strategy to end poverty, protect the planet and promote prosperity and peace. Specifically, Goal 3 is to ensure healthy lives and promote wellbeing for all at all ages.

Council Report

Item 17

Committee: Council

Date: 04 May 2023

Author: Carmen Fookes

Authoriser: Michelle Hawthorne

Position: Policy and Bylaw Advisor

Position: Governance and Assurance
Manager

Report Name: Recommendations from Open Committee Meetings

Report Status	Open
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Purpose – *Take*

1. To seek the Council's approval of the following recommendations from Committee Meetings:
 - i. Strategic Growth and District Plan meeting of 20 April 2023 ([Agenda and Minutes](#)), in respect of the Strategic Issues.
 - iii. Finance Committee meeting of 27 April 2023 ([Agenda and Minutes](#)), in respect of the Financial Performance & Strategy Report to 31 March 2023.

Recommendations from the Strategic Growth and District Plan Committee meeting of 20 April 2023

Strategic Issues

2. That the Council:
 - a) approves the amended Future Proof Implementation Committee Agreement and Terms of Reference; and
 - b) delegates to the Chief Executive to sign the updated Agreement, which will give effect to the updated Terms of Reference; and
 - c) approves Deputy Mayor Angela O'Leary and Cr Maxine van Oosten to be Hamilton City Council's representatives on the Future Proof Public Transport Subcommittee, with Cr Sarah Thomson as alternate.

Recommendations from the Finance Committee meeting of 27 April 2023

Financial Performance & Strategy Report to 31 March 2023 – *To be circulated following the meeting*

Attachments - *Ngaa taapirihanga*

There are no attachments for this report.

Resolution to Exclude the Public

Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

That the public be excluded from the following parts of the proceedings of this meeting, namely consideration of the public excluded agenda.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

General subject of each matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
C1. Confirmation of the Council Public Excluded Minutes - 9 March 2023) Good reason to withhold) information exists under) Section 7 Local Government	Section 48(1)(a)
C2. Confirmation of the Elected Member Briefing Closed Notes - 22 March 2023) Official Information and) Meetings Act 1987)	

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

Item C1.	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)
Item C2.	to enable Council to carry out negotiations to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (i) Section 7 (2) (j)

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
ANIMAL EDUCATION AND CONTROL						
Dog registration fees up to 31 August						
Category 1		\$80.00	\$85.00	\$5.00	6.25%	Inflation adjustment rounded
Category 2		\$150.00	\$155.00	\$5.00	3.33%	Inflation adjustment rounded
Dog registration fees after 31 August						
Category 1		\$95.00	\$100.00	\$5.00	5.26%	Inflation adjustment rounded
Category 2		\$165.00	\$170.00	\$5.00	3.03%	Inflation adjustment rounded
50% Penalty - Applies to registrations after 30 September						
Category 1		\$142.50	\$150.00	\$7.50	5.26%	Inflation adjustment rounded
Category 2		\$247.50	\$255.00	\$7.50	3.03%	Inflation adjustment rounded
Miscellaneous Fees Dogs						
First impoundment		\$84.00	\$84.00	No change		
Second impoundment		\$153.00	\$153.00	No change		
Third impoundment		\$245.00	\$245.00	No change		
Sustenance	per day	\$19.00	\$19.00	No change		
Collars	actual cost	actual cost	actual cost	No change		
Tag replacement		\$5.00	\$5.00	No change		
Dog sign over		\$65.00	\$65.00	No change		
Puppy parvo vaccination	actual cost	actual cost	actual cost	No change		
Dog Adoption		\$225.00	\$225.00	No change		
Seizure	per seizure per dog	\$90.00	\$90.00	No change		
Second seizure	per dog	\$165.00	\$165.00	No change		
Third seizure	per dog	\$260.00	\$260.00	No change		
Dog micro chipping		\$25.00	\$25.00	No change		
De-sexing						
Males	actual cost	actual cost	actual cost	No change		
Females	actual cost	actual cost	actual cost	No change		
Cat Trap Hireage	per week	\$15.00	\$20.00	\$5.00	33.33%	First increase in 5 years and this is not a high volume service.
Inspection Fee for Keeping More than 2 Dogs						
First application fee		\$85.00	\$85.00	No change		
Annual renewal fee		\$40.00	\$40.00	No change		
Stock Impounding Related Fees						
Cattle		\$48.00	\$48.00	No change		
Pig		\$33.00	\$33.00	No change		
Weaners		\$14.00	\$14.00	No change		
Horse, mule & deer		\$48.00	\$48.00	No change		
Sheep, goats		\$14.00	\$14.00	No change		
Sustenance	per stock/day	\$15.00	\$15.00	No change		
Stock-driving and rangers charge stock	per hour	\$80.00	\$80.00	No change		
BUILDING CONTROL						
Building fees and charges are based upon the Hamilton City Council's actual and reasonable costs of the associated work.						

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24	
Project Information Memorandum						
Residential						
Minor Works	\$202.00	\$317.00	\$115.00	56.93%	Increased fee based on time	
Spa Pools	\$202.00	\$317.00	\$115.00	56.93%	Increased fee based on time	
Swimming Pools	\$202.00	\$317.00	\$115.00	56.93%	Increased fee based on time	
Garages	\$299.25	\$420.00	\$120.75	40.35%	Increased fee based on time	
Small Building Works	\$299.25	\$420.00	\$120.75	40.35%	Increased fee based on time	
Outbuilding Habitable	\$299.25	\$420.00	\$120.75	40.35%	Increased fee based on time	
Alterations and Additions	\$299.25	\$420.00	\$120.75	40.35%	Increased fee based on time	
All Dwellings	\$395.85	\$523.00	\$127.15	32.12%	Increased fee based on time	
Demolition Residential	\$202.00	\$317.00	\$115.00	56.93%	Increased fee based on time	
Commercial						
Commercial Demolition	\$202.00	\$317.00	\$115.00	56.93%	Increased fee based on time	
Commercial Minor Works	\$202.00	\$317.00	\$115.00	56.93%	Increased fee based on time	
Internal Fit out	\$299.25	\$523.00	\$223.75	74.77%	Increased fee based on time	
Up to 2 Storeys	\$299.25	\$523.00	\$223.75	74.77%	Increased fee based on time	
For all Other Commercial Projects	\$493.50	\$729.00	\$235.50	47.72%	Increased fee based on time	
Building Consents						
Building Consent fees are excluding document management fees.						
Additional fees may also apply - see additional building consent related fees.						
Residential						
Solar and retrofit insulation	Free	Free	No change			
Minor Works (including install window or door, demolish a wall, erect a pergola, install a garden shed, install kitchen fittings)	\$510.00	\$541.00	\$31.00	6.08%	Inflation adjustment rounded	
Spa pools	\$1,213.00	\$1,286.00	\$73.00	6.02%	Inflation adjustment rounded	
Swimming Pools	\$1,213.00	\$1,286.00	\$73.00	6.02%	Inflation adjustment rounded	
Garages	\$1,318.00	\$1,397.00	\$79.00	5.99%	Inflation adjustment rounded	
Small Building Works (including but not limited to minor additions or alterations up to 3m2)	\$1,318.00	\$1,397.00	\$79.00	5.99%	Inflation adjustment rounded	
Outbuilding Habitable	\$2,247.00	\$2,382.00	\$135.00	6.01%	Inflation adjustment rounded	
Alterations and Additions	\$2,441.00	\$2,587.00	\$146.00	5.98%	Inflation adjustment rounded	
Dwelling Single Storey	\$4,883.00	\$5,176.00	\$293.00	6.00%	Inflation adjustment rounded	
Dwelling 2 Storey	\$6,605.00	\$7,001.00	\$396.00	6.00%	Inflation adjustment rounded	
Dwelling 3 Storey or More	\$10,243.00	\$10,858.00	\$615.00	6.00%	Inflation adjustment rounded	
Attached Residential Units - first dwelling as per fees above (cost of single, 2 storey or 3 storey)						
plus per unit charge after 1st unit	per unit	\$2,231.00	\$2,365.00	\$134.00	6.01%	Inflation adjustment rounded
Demolition Residential		\$1,018.00	\$1,079.00	\$61.00	5.99%	Inflation adjustment rounded
Commercial						
Demolition Commercial	\$1,213.00	\$1,286.00	\$73.00	6.02%	Inflation adjustment rounded	
Commercial Minor Works (including but not limited to installing a steel beam, installation of a sink, installation of a door)	\$1,018.00	\$1,079.00	\$61.00	5.99%	Inflation adjustment rounded	
Small Commercial building works	\$2,247.00	\$2,382.00	\$135.00	6.01%	Inflation adjustment rounded	
Internal Fit out and Alterations <= \$500,000	\$4,462.00	\$4,730.00	\$268.00	6.01%	Inflation adjustment rounded	
Up to 2 Storey <= \$1,000,000	\$8,310.00	\$8,809.00	\$499.00	6.00%	Inflation adjustment rounded	

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
More than 2 storeys and/or > \$1,000,000 (Large Commercial)		\$11,424.00	\$12,109.00	\$685.00	6.00%	Inflation adjustment rounded
plus additional hourly rate where applicable	hourly rate	\$194.00	\$206.00	\$12.00	6.19%	Inflation adjustment rounded
Request for Further Information during processing - minimum of 1 hour charged	hourly rate	\$194.00	\$206.00	\$12.00	6.19%	Inflation adjustment rounded
Photocopying and printing						
Photocopying and Printing - A4	per page	\$1.20	\$1.30	\$0.10	8.33%	Inflation adjustment rounded
Photocopying and Printing - A3	per page	\$2.30	\$2.40	\$0.10	4.35%	Inflation adjustment rounded
Document Management (Digitisation)						
Document Management (Digitisation) - A4	per page	\$2.10	\$2.20	\$0.10	4.76%	Inflation adjustment rounded
Document Management (Digitisation) - A3	per page	\$3.15	\$3.30	\$0.15	4.76%	Inflation adjustment rounded
Document Management (Digitisation) - A2	per page	\$3.15	\$3.30	\$0.15	4.76%	Inflation adjustment rounded
Document Management (Digitisation) - A0	per page	\$3.15	\$3.30	\$0.15	4.76%	Inflation adjustment rounded
Electronic Data Management						
Value of work less than \$20,000		Free	Free	No change		
Residential		\$137.00	\$150.00	\$13.00	9.49%	Increased by inflation and cost of system maintenance
Commercial		\$273.00	\$300.00	\$27.00	9.89%	Increased by inflation and cost of system maintenance
Additional Building Consent Related Fees						
Building Accreditation Levy 50 cents per \$1,000 of building value	per \$1000	\$0.50	\$0.50	No change		
BRANZ Levy \$1.00 per \$1,000 on projects \$20,000 and over	per \$1000	\$1.00	\$1.00	No change		
MBIE Levy \$1.75 per \$1,000 on projects \$20,444 and over	per \$1000	\$1.75	\$1.75	No change		
Engineering Audit Fee		\$210.00	\$250.00	\$40.00	19.05%	Increased due to increased service fees
External consultancy fees	actual cost					
Including but not limited to: Fire Service, Acoustic Testing						
Additional Inspections	hourly rate	\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
			\$223.00	New Fee		New fee to align with new process of completing on-site minor variations
Inspection of Building to be Shifted in to/within Hamilton City		\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
plus Mileage Outside of City	per km	\$0.79	\$0.84	\$0.05	6.33%	Inflation adjustment rounded
plus Time for Inspector to Travel Outside of City	hourly rate	\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
Inspection of Amusement Devices		\$11.50	\$11.50	No change		
Amendments to a Building Consent Application	hourly rate	\$194.00	\$206.00	\$12.00	6.19%	Inflation adjustment rounded
Application to Extend Time For Which a Building Consent is Valid		\$105.00	\$111.00	\$6.00	5.71%	Inflation adjustment rounded
Urgent Residential Code Compliance Certificate (CCC) - within 24 hours		\$420.00	\$445.00	\$25.00	5.95%	Inflation adjustment rounded
Code Compliance Certificate (Over 5 years old from issue)		\$420.00	\$445.00	\$25.00	5.95%	Increased by inflation and rounding (Excludes Commercial with proposed new fee)
		\$0.00	\$892.00	New Fee		Addition of Commercial Fee
Copy of Code Compliance Certificate		\$50.00	\$53.00	\$3.00	6.00%	Inflation adjustment rounded
		\$0.00	\$167.00	New Fee		New fee for lodging a Building Consent (Hardcopy)
		\$0.00	\$223.00	New Fee		New fee for inspection required before lodging a Building Consent where the boundary fence forms part of the pool barrier
Building Warrant of Fitness and Compliance Schedule						
Processing annual Building Warrant of Fitness		\$105.00	\$111.00	\$6.00	5.71%	Inflation adjustment rounded
New and amendment of a Compliance Schedule		\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
plus charge per system or feature	per system or feature	\$100.00	\$106.00	\$6.00	6.00%	Inflation adjustment rounded

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Replacement Compliance Schedule and Warrant of Fitness Statement		\$53.00	\$53.00	No change		
Inspection of Compliance Schedule Maintenance and Reporting Procedures		\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
Compliance Schedule Re-inspection	hourly rate	\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
Swimming Pool & Fencing Compliance						
3 yearly pool audit - first visit		\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
additional audit visits	hourly rate	\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
Pre-purchase/sale Pool Inspection	hourly rate	\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
Other Applications						
Application for Waiver or Modification to the Building Code. Additional inspection charges may also apply.		\$599.00	\$635.00	\$36.00	6.01%	Inflation adjustment rounded
Request for exemption from building consent		\$300.00	\$309.00	\$9.00	3.00%	Increased by inflation and rounding (Excludes Commercial with proposed new fee)
			\$515.00	New Fee		Addition of Commercial Fee
Certificate of Acceptance Application (COA) Relevant Building Consent fee will also apply.		\$630.00	\$670.00	\$40.00	6.35%	Increased by inflation and rounding (Excludes Commercial with proposed new fee)
		\$0.00	\$890.00	New Fee		Addition of Commercial Fee
Change of Use Application		\$495.00	\$525.00	\$30.00	6.06%	Inflation adjustment rounded
Certificate of Public Use (CPU)		\$630.00	\$668.00	\$38.00	6.03%	Inflation adjustment rounded
Liquor Licence - Compliance with Building Code Certificate Additional Inspection charges may apply		\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
Section 77-83 - Building Act 2004		\$495.00	\$525.00	\$30.00	6.06%	Inflation adjustment rounded
Section 73-74 Fee		\$300.00	\$318.00	\$18.00	6.00%	Inflation adjustment rounded
Certificate of Title		\$53.00	\$53.00	No change		
			\$53.00	New Fee		Addition EQP Building Fee
			\$206.00	New Fee		Addition EQP Building Fee
Building Control Hourly Rates						
Technical Support Officer	hour	\$105.00	\$111.00	\$6.00	5.71%	Inflation adjustment rounded
Building Review Officer	hour	\$194.00	\$206.00	\$12.00	6.19%	Inflation adjustment rounded
Building Inspector	hour	\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
Compliance and Monitoring Officer	hour	\$210.00	\$223.00	\$13.00	6.19%	Inflation adjustment rounded
Team leader	Hour	\$242.00	\$257.00	\$15.00	6.20%	Inflation adjustment rounded
Manager	Hour	\$263.00	\$279.00	\$16.00	6.08%	Inflation adjustment rounded
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						
Signs on Footpaths						
Fee for new applications		\$85.00	\$90.00	\$5.00	5.88%	Inflation adjustment rounded
The stated administration fee plus the applicable annual fee portioned on a monthly basis						
a. Central zone - Annual fee	Annual fee	\$110.00	\$116.00	\$6.00	5.45%	Inflation adjustment rounded
Central core						
Hamilton East						
Commercial large suburban						
Commercial Hamilton East Office						

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
b. All other zones - Annual fee	Annual fee	\$110.00	\$116.00	\$6.00	5.45%	Inflation adjustment rounded
Merchandise Display	annual fee per sqare metre	\$110.00	\$116.00	\$6.00	5.45%	Inflation adjustment rounded
Fee for new applications		\$85.00	\$90.00	\$5.00	5.88%	Inflation adjustment rounded
The stated administration fee plus the applicable annual fee portioned on a monthly basis						
Annual fee per square metre		\$110.00	\$116.00	\$6.00	5.45%	Inflation adjustment rounded
FEE FOR USE OF GARDEN PLACE						
Commercial Stalls	Weekly	\$245.00	\$259.00	\$14.00	5.71%	Inflation adjustment rounded
Seized Signs Release Fee (excluding seized election signs)		\$47.00	\$50.00	\$3.00	6.38%	Inflation adjustment rounded
Tables & Chairs on Footpath						
Fee for new applications		\$85.00	\$90.00	\$5.00	5.88%	Inflation adjustment rounded
The stated administration fee plus the applicable annual fee portioned on a monthly basis						
Annual fee per table	per table - annual fee	\$25.00	\$27.00	\$2.00	8.00%	Inflation adjustment rounded
Other use of Footpaths	per event	\$20.00	\$21.00	\$1.00	5.00%	Inflation adjustment rounded
Mobile Shops						
Fee for new applications		\$85.00	\$90.00	\$5.00	5.88%	Inflation adjustment rounded
The stated administration fee plus the applicable annual fee portioned on a monthly basis						
Food vendors (food safety fees & charges also apply)	annual fee	\$125.00	\$132.00	\$7.00	5.60%	Inflation adjustment rounded
Vendors not requiring food license	annual fee	\$125.00	\$132.00	\$7.00	5.60%	Inflation adjustment rounded
Hawkers						
	annual permit	\$100.00	\$106.00	\$6.00	6.00%	Inflation adjustment rounded
Markets						
Small (up to 15 4x4 stalls)	annual license	\$155.00	\$164.00	\$9.00	5.81%	Inflation adjustment rounded
Large (15 4x4 stalls or more)	annual license	\$370.00	\$392.00	\$22.00	5.95%	Inflation adjustment rounded
Admin Fees						
Late payment penalty (for permit renewals made after 31 July):-		add 20%	add 20%	No change		
Personal Hire Devices (Transport)						
Admin	Annual fee	\$300.00	\$318.00	\$18.00	6.00%	Inflation adjustment rounded
Per ride	Per ride	\$0.13	\$0.13	No change		
Education Campaign	Per Operator	\$10,000.00	\$10,000.00	No change		
Item						
Request for CCTV footage. Please note request requires support from lawyer and Police.		\$27.00	\$28.00	\$1.00	3.70%	Inflation adjustment rounded
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	No change		

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
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	No change		
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.	\$300.00	\$300.00	No change		
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.	\$300.00	\$300.00	No change		
Depositing non-dangerous litter of more than 120 litres by volume in any place. Example: truck load of dirt/building waste.	\$400.00	\$400.00	No change		
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.	\$400.00	\$400.00	No change		
CEMETERIES AND CREMATORIUM					The fee schedule has been restructured and changed to include burial prices for adult, child, child under 1 year (rather than area), with two chapels priced seperately.
CREMATIONS					
Adult	\$630.00	\$630.00	No change		
Child under 15 years	\$305.00	\$305.00	No change		
Stillborn or under 1 year	\$0.00	\$0.00	No change		
Viewings	\$185.00	\$196.00	\$11.00	5.95%	Inflation adjustment rounded
		\$1,139.00	New Fee		
		\$447.00	New Fee		
		\$136.00	New Fee		
		\$168.00	New Fee		
		\$1,101.00	New Fee		
		\$872.00	New Fee		
		\$168.00	New Fee		
Ash disinterment	\$159.00	\$168.00	\$9.00	5.66%	Inflation adjustment rounded
Garden of Memories Tree (1 set, no plaque)					New Fee proposed under Ash Interment
Plot purchase	\$149.00		Remove Fee		New Fee proposed under Ash Interment
Interment	\$159.00		Remove Fee		New Fee proposed under Ash Interment
Total	\$308.00		Remove Fee		New Fee proposed under Ash Interment
Garden of Remembrance - Bellbird, Kereruu Kokako & Weka gardens (2 ash urns per plot)					New Fee proposed under Ash Interment
Plot purchase	\$1,039.00		Remove Fee		New Fee proposed under Ash Interment
Interment	\$159.00		Remove Fee		New Fee proposed under Ash Interment
Total	\$1,198.00		Remove Fee		New Fee proposed under Ash Interment
Granite Wall (1 ash urn per plot)					New Fee proposed under Ash Interment

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Plot purchase	\$823.00		Remove Fee		New Fee proposed under Ash Interment
Interment	\$93.00		Remove Fee		New Fee proposed under Ash Interment
Total	\$916.00		Remove Fee		New Fee proposed under Ash Interment
Ash Interment					
Ash Interment	\$159.00		Remove Fee		New Fee proposed under Ash Interment
Ash Spread only					
Interment	\$62.00		Remove Fee		New Fee proposed under Ash Interment
Disinterment of ashes					
Ash disinterment					Restructured under Ash Interment
ASH INTERMENT AREAS					
Web of Memories (4 sets)					
Plot purchase	\$1,075.00		Remove Fee		New Fee proposed under Ash Interment
Interment	\$159.00		Remove Fee		New Fee proposed under Ash Interment
Total	\$1,234.00		Remove Fee		New Fee proposed under Ash Interment
		\$4,040.00	New Fee		
		\$839.00	New Fee		
		\$801.00	New Fee		
	\$2,300.00	\$2,200.00	(\$100.00)	-4.35%	2023-24 Proposed Fee is inclusive of Digging Fee
	\$226.00	\$250.00	\$24.00	10.62%	This is not an increase this is the result of combining two fees to make it simpler for our customer (plot purchase and digging fees combined).
	\$324.00	\$450.00	\$126.00	38.89%	This is not an increase this is the result of combining two fees to make it simpler for our customer (plot purchase and digging fees combined).
Second Casket Burial - Digging fee	\$756.00	\$801.00	\$45.00	5.95%	Inflation adjustment rounded
		\$168.00	New Fee		
		\$4,673.00	New Fee		
		\$2,650.00	New Fee		
		\$1,060.00	New Fee		
BURIAL LAWNS					
Kowhai plot - Garden Berm Area					New Fee proposed under Burials
Plot purchase including plaque	\$221.00		Remove Fee		New Fee proposed under Burials
Digging fee	\$103.00		Remove Fee		New Fee proposed under Burials
Total	\$324.00		Remove Fee		New Fee proposed under Burials
Kowhai Plot - Lawn Area					
Plot purchase - does not include a plaque	\$113.00		Remove Fee		New Fee proposed under Burials
Digging fee	\$113.00		Remove Fee		New Fee proposed under Burials
Total	\$226.00		Remove Fee		New Fee proposed under Burials
Totara Services Lawn					New Fee proposed under Burials
Maintenance in Perpetuity	\$792.00		Remove Fee		New Fee proposed under Burials
Digging fee	\$751.00		Remove Fee		New Fee proposed under Burials
Total	\$1,543.00		Remove Fee		New Fee proposed under Burials
Adult - Oak, Olive, Chestnut or Forest Grove					New Fee proposed under Burials

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Plot purchase	\$3,812.00		Remove Fee		New Fee proposed under Burials
Digging fee	\$756.00		Remove Fee		New Fee proposed under Burials
Total	\$4,568.00		Remove Fee		New Fee proposed under Burials
Child - Apple Blossom (child only - 1 ash urn)					New Fee proposed under Burials
Plot purchase - ashes	\$985.00		Remove Fee		New Fee proposed under Burials
Internment fee - ashes	\$120.00		Remove Fee		New Fee proposed under Burials
Total	\$1,105.00		Remove Fee		New Fee proposed under Burials
Child - Oak, Olive, Chestnut, Forest Grove or Apple Blossom					New Fee proposed under Burials
Plot purchase	\$1,980.00		Remove Fee		New Fee proposed under Burials
Digging fee	\$320.00		Remove Fee		New Fee proposed under Burials
Total	\$2,300.00		Remove Fee		New Fee proposed under Burials
Second Casket Burial					Restructured under Burials
Digging fee					Restructured under Burials
Casket Disinterment					
Digging fee	\$4,409.00		Remove Fee		New Fee proposed under Burials
Kiwi Ash Scatter Garden (250mm x 150mm plaque)					
Berm plot purchase	\$422.00		Remove Fee		New Fee proposed under Burials
RSA Berm (2 sets)					New Fee proposed under Burials
Maintenance in Perpetuity	\$129.00		Remove Fee		New Fee proposed under Burials
Interment	\$159.00		Remove Fee		New Fee proposed under Burials
Total	\$288.00		Remove Fee		New Fee proposed under Burials
		\$330.00	New Fee		Correction of previous undercharging the fee now reflects the capacity in the chapel and provision of a staff member.
		\$245.00	New Fee		Price increased by inflation and this is a lower cost option for smaller funerals
		\$165.00	New Fee		Correction of previous undercharging the fee now reflects the capacity in the chapel and provision of a staff member.
		\$125.00	New Fee		Price increased by inflation and this is a lower cost option for smaller funerals
		\$125.00	New Fee		Correction of previous undercharging the fee now reflects the capacity in the chapel and provision of a staff member.
		\$80.00	New Fee		Price increased by inflation and this is a lower cost option for smaller funerals
Service DVD/CD	\$58.00	\$58.00	No change		
Chapel or Lounge - 1 hour service	\$232.00		Remove Fee		New Fee proposed
Chapel or Lounge - 1/2 hour service	\$118.00		Remove Fee		New Fee proposed
Chapel or Lounge - 15 minute service	\$62.00		Remove Fee		New Fee proposed
Viewing					Restructured under Cremations
Miscellaneous administration costs	\$113.00		Remove Fee		
Non Funeral Director Service administration cost	\$118.00		Remove Fee		New Fee Proposed under Additional Services
Courier Fees	\$51.00		Remove Fee		
		\$125.00	New Fee		

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL			2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
				\$60.00	New Fee		
				\$114.00	New Fee		
				\$320.00	New Fee		
Cremations & Ash Burials: Monday to Saturday after 4:30 pm			\$314.00	\$332.84	\$18.84	6.00%	Inflation adjustment rounded
Burials: Monday - Friday after 4:00pm; all Saturday			\$314.00	\$332.84	\$18.84	6.00%	Inflation adjustment rounded
Burials or ash interments on Sundays and public holidays			\$576.00	\$610.00	\$34.00	5.90%	Inflation adjustment rounded
MEMORIAL ONLY**							New Fee Proposed under Additional Services
Outdoor Book plaque			\$62.00		Remove Fee		New Fee Proposed under Additional Services
Book of Remembrance Inscription			\$108.00		Remove Fee		New Fee Proposed under Additional Services
** supplier fees may increase from time to time - contact cemetery for current price							New Fee Proposed under Additional Services
MEMORIAL INSTALLATION PERMITS							
Memorial Installation Permit Fee (except Kowhai Berm & Pedestal Permit Fee)			\$118.00		Remove Fee		New Fee Proposed under Additional Services
Kowhai Berm & Pedestal Permit Fee			\$57.00		Remove Fee		New Fee Proposed under Additional Services
AFTER HOURS (applicable when staff are required to work outside normal working hours)							
Burials: Monday - Friday after 4:00pm; all Saturday							Restructured under Additional Services
Cremations & Ash Burials: Monday to Saturday after 4:30 pm							Restructured under Additional Services
PUBLIC HOLIDAYS/SUNDAYS							Restructured under Additional Services
Burials or ash interments on Sundays and public holidays							Restructured under Additional Services
CITY PLANNING							
DISTRICT PLAN							
District Plan Change Request							
1st deposit; consider request	non-refundable deposit		\$11,772.00	\$12,478.00	\$706.00	6.00%	Inflation adjustment rounded
2nd deposit (processing charge)	non-refundable deposit		\$11,772.00	\$12,478.00	\$706.00	6.00%	Inflation adjustment rounded
and balance at cost, invoiced monthly							
District Plan Requirement/Heritage Order	non-refundable deposit		\$8,688.00	\$9,210.00	\$522.00	6.01%	Inflation adjustment rounded
Consideration and processing							
of notice and balance at cost, invoiced monthly							
Alteration of Designation	non-refundable deposit		\$2,490.00	\$2,640.00	\$150.00	6.02%	Inflation adjustment rounded
Consideration and processing							
of notice and balance at cost, invoiced monthly							
Removal of designation	non-refundable deposit		\$617.00	\$655.00	\$38.00	6.16%	Inflation adjustment rounded
Consideration and processing							
of notice and balance at cost, invoiced monthly							
ADDITIONAL CHARGES for Plan Changes; designations; development contributions							
Staff time - Administration	per hour		\$92.00	\$117.00	\$25.00	27.17%	Amended to reflect findings from PWC report on Growth Unit Fees and Charges - aligns with other metros.
Staff time - Planner / Development Contributions Analyst / Assessment Officer	per hour		\$182.00	\$194.00	\$12.00	6.59%	Inflation adjustment rounded

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Staff time - Senior Planner / Senior Strategic Policy Analyst / Development Contributions Officer	per hour	\$199.00	\$211.00	\$12.00	6.03%	Inflation adjustment rounded
Staff time - Team Leader	per hour	\$214.00	\$228.00	\$14.00	6.54%	Inflation adjustment rounded
Staff time - Unit Manager	per hour	\$229.00	\$245.00	\$16.00	6.99%	Inflation adjustment rounded
Staff time - Engineer	per hour	\$215.00	\$228.00	\$13.00	6.05%	Inflation adjustment rounded
Photocopying and printing						
Photocopying and Printing - A4	per page	\$1.20	\$1.30	\$0.10	8.33%	Inflation adjustment rounded
Photocopying and Printing - A3	per page	\$2.30	\$2.40	\$0.10	4.35%	Inflation adjustment rounded
ALCOHOL						
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	No change		
Low		\$609.50	\$609.50	No change		
Medium		\$816.50	\$816.50	No change		
High		\$1,023.50	\$1,023.50	No change		
Very High		\$1,207.50	\$1,207.50	No change		
Public notice administration fee (for new/renewal of on-license, off-license and club licence)		\$85.00	\$100.00	\$15.00	17.65%	Most fees are set by legislation this is one area we can increase the fee to account for inflation
2. Application for Special Licences						
Risk Factor Band:						
Class 3		\$63.25	\$63.25	No change		
Class 2		\$207.00	\$207.00	No change		
Class 1		\$575.00	\$575.00	No change		
3. Application Fee for Manager's Certificate and Renewal		\$316.25	\$316.25	No change		
4. Application for Temporary Authority		\$296.70	\$296.70	No change		
5. Annual Fee (for licensed premises)						
Risk Factor Band:						
Very Low		\$161.00	\$161.00	No change		
Low		\$391.00	\$391.00	No change		
Medium		\$632.50	\$632.50	No change		
High		\$1,035.00	\$1,035.00	No change		
Very High		\$1,437.50	\$1,437.50	No change		
Extract of record or register		\$57.50	\$57.50	No change		
6. Admin Fee - Publish Public Notices On Line	Per hour	\$88.00	\$100.00	\$12.00	13.64%	Most fees are set by legislation this is one area we can increase the fee to account for inflation
RECEPTION LOUNGE						
Reception Lounge Hire - Maximum 180 people						

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
There is no charge to use the venue for Hamilton City Council or other local government organisations. There is also no charge for Government agencies and Registered Community Groups.					
Cleaning fees apply to all bookings.					
Security fees apply to all bookings outside of business hours.					
For bookings that fall outside of these groups, venue costs are:					
Per hour	\$70.00	\$70.00	No change		
Max per day	\$420.00	\$420.00	No change		
Cleaning fee	\$60.00	\$60.00	No change		
Security per hour (Min. 3 hours applies).	\$35.00	\$35.00	No change		
Use of the foyer is charged separately as follows:					
Per hour	\$0.00	\$0.00	No change		
Max per day	\$0.00	\$0.00	No change		
ENVIRONMENTAL HEALTH					
Registration of a Food Control Plan [under Section 56 of the Food Act 2014]					
1. Processing an application for registration of a food control plan in relation to a new food business.	\$568.00	\$600.00	\$32.00	5.63%	Inflation adjustment rounded
2. Processing an application for registration of an amended food control plan due to a significant amendment (section 45(3)).	\$188.00	\$200.00	\$12.00	6.38%	Inflation adjustment rounded
3. Processing a notification of a significant change in circumstances (section 51) or a not-significant amendment (section 45(2)) in relation to a food control plan.	\$91.50	\$97.00	\$5.50	6.01%	Inflation adjustment rounded
4. Renewal of registration of a food control plan in accordance with Part 2 of Schedule 4 of the Food Act 2014 before the expiry of the current registration.	\$91.50	\$97.00	\$5.50	6.01%	Inflation adjustment rounded
5. Processing an application for a new registration of a food control plan in relation to an existing food business that failed to renew a now expired registration.	\$375.00	\$398.00	\$23.00	6.13%	Inflation adjustment rounded
Registration of Food Businesses subject to a National Programme [under Section 86(b) of the Food Act 2014]					
1. Processing an application for, assessment of, and registration of a new food business subject to a national programme.	\$140.00	\$148.00	\$8.00	5.71%	Inflation adjustment rounded
2. Renewal of registration of a food business subject to a national programme in accordance with Part 2 of Schedule 4 of the Food Act 2014 before the expiry of the current registration.	\$91.50	\$97.00	\$5.50	6.01%	Inflation adjustment rounded
3. Processing an application for a new registration of an existing food business subject to a national programme that failed to renew a now expired registration.	\$140.00	\$148.00	\$8.00	5.71%	Inflation adjustment rounded

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
4. Processing a notification of a significant change in circumstances (section 51) in relation to a food business subject to a national programme.	\$91.50	\$97.00	\$5.50	6.01%	Inflation adjustment rounded
Verification (including site visit, reporting and general administration)					
1. Verification (scheduled or unscheduled)					
- On-site Audit per hour (15-min units)	\$200.00	\$212.00	\$12.00	6.00%	Inflation adjustment rounded
- Follow-up per hour (15-min units)	\$200.00	\$212.00	\$12.00	6.00%	Inflation adjustment rounded
- Reporting per hour (15-min units)	\$200.00	\$212.00	\$12.00	6.00%	Inflation adjustment rounded
- Preparation per hour (15-min units)	\$200.00	\$212.00	\$12.00	6.00%	Inflation adjustment rounded
- Administration per hour (15-min units)	\$200.00	\$212.00	\$12.00	6.00%	Inflation adjustment rounded
2. Cancelling a verification within 3 working days of the scheduled date and time, or key personnel not available for the verification	\$104.00	\$110.00	\$6.00	5.77%	Inflation adjustment rounded
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), which results in a sanction(s) being imposed by the Food Safety Officer or some form of corrective action being required of the operator.	\$200.00	\$212.00	\$12.00	6.00%	Inflation adjustment rounded
2. Issue of improvement notice in accordance with Section 302 of the Act, including development of the notice.	\$200.00	\$212.00	\$12.00	6.00%	Inflation adjustment rounded
3. Application for review of issue of improvement notice under Section 303 of the Act.	\$200.00	\$212.00	\$12.00	6.00%	Inflation adjustment rounded
4. Compliance monitoring activity associated with a market.	\$200.00	\$212.00	\$12.00	6.00%	Inflation adjustment rounded
Other Food Related Fees					
2. Re-issue of registration and approval certificates on request of holder.	\$35.50	\$38.00	\$2.50	7.04%	Inflation adjustment rounded
REGULATED BUSINESSES [hairdressers, offensive trades, camping-grounds, mortuaries]					
Premises Registration Fees					
(a) New registrations:-					
July to December	\$254.00	\$270.00	\$16.00	6.30%	Inflation adjustment rounded
January to June	\$127.00	\$135.00	\$8.00	6.30%	Inflation adjustment rounded
(b) Upon renewal of registration	\$156.00	\$165.00	\$9.00	5.77%	Inflation adjustment rounded
Late payment penalty in relation to hairdressing shops only (for applications made after 30 June):-					
(c) Upon noting of certificate after any change in occupation of the premises	\$35.00	\$37.00	\$2.00	5.71%	Inflation adjustment rounded
FUNERAL DIRECTORS (with no mortuary)					
Registration Fees					
a) Upon application for new registration	\$35.00	\$37.00	\$2.00	5.71%	Inflation adjustment rounded
b) Upon renewal of registration	\$35.00	\$37.00	\$2.00	5.71%	Inflation adjustment rounded
RESOURCE MANAGEMENT ACT					
Actual and reasonable costs associated with processing applications for consent and for the monitoring of conditions of consent in relation to:-	\$172.00	\$182.00	\$10.00	5.81%	Inflation adjustment rounded

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
- Noise emissions						
- Hazardous contaminants in soil						
- Hazardous facility screening procedure						
- Radio frequency radiation						
BUILDING ACT						
Actual and reasonable costs associated with processing application for consents, which may include but not be limited to:-		\$168.00	\$178.00	\$10.00	5.95%	Inflation adjustment rounded
-noise emission						
-hazardous contaminants in soil;						
-hazardous substances.						
INFORMATION REQUESTS						
On application for an extract from any record or register (per application)		\$44.00	\$46.00	\$2.00	4.55%	Inflation adjustment rounded
Photocopying and printing						
Photocopying and Printing - A4		\$1.20	\$1.30	\$0.10	8.33%	Inflation adjustment rounded
Photocopying and Printing - A3		\$2.30	\$2.45	\$0.15	6.52%	Inflation adjustment rounded
Where staff time exceeds 30-mins this additional charge shall apply. Chargeable in 15 minute units.		\$22.00	\$23.00	\$1.00	4.55%	Inflation adjustment rounded
NOISE CONTROL						
a) Recovery of seized property		\$250.00	\$265.00	\$15.00	6.00%	Inflation adjustment rounded
b) Recovery of costs for disabling building and car alarms:-		as invoiced	as invoiced	No change		
HAMILTON GARDENS						
Enclosed Gardens Admission Fee						
Hamilton Residents		FREE	FREE	No change		New fee to introduce paid admission to the Enclosed Gardens from December 2023
Adult (16 years and over)	per person	\$10.00	\$10.00	No change		A flat fee as per previous council resolution. Further detailed fee structure to be established prior to December 2023.
Child (15 and under)		FREE	FREE	No change		Same as 1 above
Annual Pass (one adult)	1 Adult – unlimited entry for 12 months	\$35.00		Remove Fee		
Group (10 or more adults)	per person in group of 10+	\$9.00		Remove Fee		
Friends of the Gardens		FREE		Remove Fee		
Guided Tours (75 mins)						
Adult (16 years and over)	per person	\$20.00	\$25.00	\$5.00	25.00%	Currently underpriced, first increase in 3 years
Child (5-15 years)	per person	\$13.00	\$15.00	\$2.00	15.38%	Currently underpriced, first increase in 3 years
Child (0-4 years)		FREE	FREE	No change		
	Per group of up to 6 people		\$150.00	New Fee		New offering - priced at equivalent of 6 pax

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Single unit, 3hr hire		\$10.00		New Fee		New product
						From March to November 2023, all Hamilton Gardens Pavilion Venue hire fees discontinued due to construction of Visitor Centre. During this time hire fees will be set on a quote basis. Once the visitor centre is completed a new venue hire fee structure will apply.
Various		QUOTE		New Fee		
Summerhouse Hire (2hrs)	4 hr hire	\$500.00	\$500.00	\$0.00		Time Extended
8 hr Hire		\$800.00		New Fee		
Medici Court/Gallery Closed Garden	2hr Hire	\$570.00		Remove Fee		Remove Fee
Various		QUOTE		New Fee		Reserved space for events (not including weddings) quoted on a case per case basis depending on garden (outer or enclosed) type of event and number of attendees.
Huddleston room						
Commercial Use (Any hirer without Charitable status)						
Half day	8am – 12.30pm / 12.30pm – 5pm	\$112.00		Remove Fee		
Full day	8am – midnight	\$316.00		Remove Fee		
After hours	5pm – midnight	\$125.00		Remove Fee		
Community Use (66.6% discount on commercial charges)						
Half day	8am – 12.30pm / 12.30pm – 5pm	\$37.41		Remove Fee		
Full day	8am – midnight	\$105.54		Remove Fee		
After hours	5pm – midnight	\$41.75		Remove Fee		
Refundable bond		\$102.00		Remove Fee		
Cleaning charge		\$26.75		Remove Fee		
Plus Kitchen (see below)						
Chartwell Room						
Commercial Use (Any hirer without Charitable status)						
Half day	8am – 12.30pm / 12.30pm – 5pm	\$225.00		Remove Fee		
Full day	8am – midnight	\$570.00		Remove Fee		
After hours	5pm – midnight	\$250.00		Remove Fee		
Community Use (66.6% discount on commercial charges)						
Half day	8am – 12.30pm / 12.30pm – 5pm	\$75.15		Remove Fee		
Full day	8am – midnight	\$190.38		Remove Fee		
After hours	5pm – midnight	\$83.50		Remove Fee		

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Refundable bond		\$225.00		Remove Fee		
Cleaning charge		\$81.29		Remove Fee		
Plus Kitchen (see below)						
Kitchen (Sole Use)						
Half day	8am – 12.30pm / 12.30pm – 5pm	\$73.00		Remove Fee		
Full day	8am – midnight	\$216.00		Remove Fee		
After hours	5pm – midnight	\$80.00		Remove Fee		
Kitchen (Shared use)						
Half day	8am – 12.30pm / 12.30pm – 5pm	\$38.00		Remove Fee		
Full day	8am – midnight	\$107.00		Remove Fee		
After hours	5pm – midnight	\$41.50		Remove Fee		
Exhibition Hall						
Commercial Use (Any hirer without Charitable status)						
Half day	8am – 12.30pm / 12.30pm – 5pm	\$207.00		Remove Fee		
Full day	8am – midnight	\$547.00		Remove Fee		
After hours	5pm – midnight	\$245.00		Remove Fee		
Community Use (66.6% discount on commercial charges)						
Half day	8am – 12.30pm / 12.30pm – 5pm	\$69.14		Remove Fee		
Full day	8am – midnight	\$182.70		Remove Fee		
After hours	5pm – midnight	\$81.83		Remove Fee		
Refundable bond		\$276.00		Remove Fee		
Cleaning charge		\$80.78		Remove Fee		
Central Court						
Commercial Use (Any hirer without Charitable status)						
Half day	8am – 12.30pm / 12.30pm – 5pm	\$279.00		Remove Fee		
Full day	8am – midnight	\$767.00		Remove Fee		
After hours	5pm – midnight	\$328.00		Remove Fee		
Community Use (66.6% discount on commercial charges)						
Half day	8am – 12.30pm / 12.30pm – 5pm	\$93.19		Remove Fee		
Full day	8am – midnight	\$256.18		Remove Fee		
After hours	5pm – midnight	\$109.55		Remove Fee		
Refundable bond		\$327.00		Remove Fee		
Cleaning charge		\$134.80		Remove Fee		
Miscellaneous Fees/Conditions						
Schedule of equipment rates is available on request.						
Set up and Pack down rates (per 1/2 hour)		\$32.00		Remove Fee		
Additional Cleaning (carpet clean) per hour		\$38.00		Remove Fee		

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Additional Cleaning (carpet clean including carpet shampoo) per hour		\$107.00		Remove Fee		
Wedding in Gardens	2hrs	\$400.00	\$400.00	No change		
Closed garden (maximum 75 minutes)	2hrs	\$685.00	\$1,085.00	\$400.00	58.39%	Combination of existing wedding and closed garden fees, no actual increase in cost to client.
Additional time (maximum 180 minutes during non-summer months)		\$340.00		Remove Fee		Not a popular option, inconvenience for public and gardens staff
						Prices effective from 1 Jan 2024 to reflect scheduled introduction of paid entry fee in Dec 2023
	2hrs	\$400.00	\$400.00	No change		
			\$100.00	New Fee		New product due to entry fee
Wedding in Gardens	2hrs	\$400.00	\$800.00	\$400.00	100.00%	Increased to cover cost of entry
Closed garden (maximum 75 minutes)	2hrs	\$685.00	\$1,485.00	\$800.00	116.79%	Increased to cover cost of entry
HAMILTON CITY LIBRARIES						
Rental Collection						
Best sellers	first week	\$5.00	\$5.00	No change		
Pay magazines	first week	\$2.20	\$2.20	No change		
DVDs	first week	\$2.70		Remove Fee		Fee removed to enable community access
Kitset collections	14 days	\$2.00	\$2.00	No change		
Daily Overdue Charges						
Adult Collections:						
Books	per day	\$0.50	\$0.50	No change		
Talking Books	per day	\$0.50	\$0.50	No change		
Pay Magazines	per day	\$0.50	\$0.50	No change		
Free Magazines	per day	\$0.50	\$0.50	No change		
DVDs	per day	\$0.50	\$0.50	No change		
Best sellers	per day	\$1.00	\$1.00	No change		
Kit collections	per day	\$0.50	\$0.50	No change		
Subscriptions (non-residents only)						
Group Subscription (12 months)	per annum	\$180.00	\$180.00	No change		
Individual Subscription (4 item loan limit) (12 months)	per annum	\$80.00	\$80.00	No change		
Replacement Card		\$3.80	\$3.80	No change		
Photocopying & Printing						
A4 (b&w)	per side	\$0.20	\$0.20	No change		
A4 (colour)	per side	\$1.00	\$1.00	No change		

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
A3 (b&w)	per side	\$0.40	\$0.40	No change		
A3 (colour)	per side	\$2.20	\$2.20	No change		
Heritage Collection Reproduction and use fees (supply within 10 working days)						
High Resolution TIFF	Per image	\$20.00	\$20.00	No change		
Reproductions from the Waikato Times Collection (High Resolution)	Per image	\$25.00	\$25.00	No change		
Reproductions from the Waikato Times Collection (Low Resolution)	Per image	\$10.00	\$10.00	No change		
Fee for urgent delivery (3-5 day delivery)	per order	\$50.00	\$50.00	No change		
Contract Research	per half hour	\$37.00	\$40.00	\$3.00	8.11%	Inflation adjustment rounded
Reservations / Same Day Holds (Adult collection)	per item	\$1.50	\$1.50	No change		
Interloans						
Standard interloan fee	per item	\$10.00	\$10.00	No change		
Standard international interloan		POA	POA	No change		
Urgent standard international interloan		POA	POA	No change		
Library Facility Hire						
KG room (not-for-profit organisation)	4 hour blocks	\$18.00		Remove Fee		
	per hour	\$4.50	\$10.00	New Fee		Fee Increase. Removed 4 hour minimum booking requirement (\$18 per booking). Charge \$10 for the first hour, \$5 for each subsequent hour for a maximum of 4 hours
KG room (for-profit organisation)	4 hour blocks	\$60.00		Remove Fee		
	per hour	\$15.00	\$30.00	New Fee		Fee increase. Removed 4 hour minimum booking requirement (\$60 per booking)
Auaha Community Room (not-for-profit organisation)	4 hour blocks	\$36.00		Remove Fee		
	per hour	\$9.00	\$10.00	New Fee		Fee increase. Removed 4 hour minimum booking requirement (\$36 per booking)
Auaha Community Room (for-profit organisation)	4 hour blocks	\$120.00		Remove Fee		
	per hour	\$30.00	\$40.00	New Fee		Fee increase. Removed 4 hour minimum booking requirement (\$120 per booking)
Private booking Auaha makerspace (not-for-profit organisation)	per hour	\$48.00		Remove Fee		
Facilitated private booking Auaha Community Room (for-profit organisation)	up to 2 hour session	\$250.00		Remove Fee		
Facilitated private booking Auaha Community Room (for-profit organisation)	1/2 day session	\$400.00		Remove Fee		
Facilitated private booking Auaha Community Room (for-profit organisation)	Full day session	\$650.00		Remove Fee		
Rototuna multi-purpose space - Single (not-for-profit organisation)	4 hour block	\$36.00		Remove Fee		
	per hour	\$9.00	\$20.00	New Fee		Fee increase. Removed 4 hour minimum booking requirement (\$36 per booking)
Rototuna multi-purpose space - Single (for-profit organisation)	4 hour block	\$120.00		Remove Fee		
	per hour	\$30.00	\$50.00	New Fee		Fee increase. Removed 4 hour minimum booking requirement (\$120 per booking)
Rototuna multi-purpose space - Double (not-for-profit organisation)	4 hour block	\$72.00		Remove Fee		
	per hour	\$18.00	\$40.00	New Fee		Fee increase. Removed 4 hour minimum booking requirement (\$240 per booking)
Rototuna multi-purpose space - Double (for-profit organisation)	4 hour block	\$240.00		Remove Fee		

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
	per hour	\$60.00	\$100.00	New Fee		Fee increase. Removed 4 hour minimum booking requirement (\$240 per booking)
	per hour		\$30.00	New Fee		
	per hour		\$10.00	New Fee		New fee added. Charge \$10 for the first hour, \$5 for each subsequent hour for a maximum of 4 hours.
Laser cutting						
	each	\$0.00	\$5.00	New Fee		
Plywood 500mm x 300mm	each	\$12.00		Remove Fee		
Plywood 250mm x 150mm	each	\$10.00		Remove Fee		
MDF 500mm x 300mm	each	\$8.00		Remove Fee		
MDF 250mm x 150mm	each	\$6.00		Remove Fee		
3D Printing						
3D printing - filament use (ABS, PLA, and PLA+)	per gram	\$0.20	\$0.20	No change		
Print set up fee	each	\$2.00	\$2.00	No change		
	per millilitre		\$0.30	New Fee		
Vinyl cutting						
Stickers (100mm x 450mm strip)	each	\$2.00	\$2.00	No change		
	per 10cm strip		\$2.00	New Fee		
	per 10cm strip		\$2.00	New Fee		
	per 10cm strip		\$2.00	New Fee		
	per 10cm strip		\$3.00	New Fee		
	per 10cm strip		\$6.00	New Fee		
Vacuum forming						
EVA foam sheet	each	\$2.50	\$2.50	No change		
HIPS sheet	each	\$2.00	\$2.00	No change		
	per sheet		\$2.00	New Fee		
	each set		\$1.50	New Fee		
	each set		\$3.00	New Fee		
	each set		\$2.00	New Fee		
HAMILTON ZOO						
Adult		\$26.00	\$26.00	No change		
Child (3-15)		\$12.00	\$12.00	No change		
Senior citizen		\$19.00	\$19.00	No change		
Beneficiary, student		\$19.00	\$19.00	No change		
Family (2 adults & up to 4 children)		\$75.00	\$75.00	No change		
Education Rate (adult or child)		\$7.00	\$7.00	No change		
Concessions						
Group concession (adult)		\$20.00	\$20.00	No change		
Group concession (child)		\$10.00	\$10.00	No change		
Group concession; senior citizen, beneficiary, student.		\$15.00	\$15.00	No change		
Zoo Annual Membership Fees						

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Annual Member: adult (unlimited day-time visits)		\$85.50	\$85.50	No change		
Annual Member: child (unlimited day-time visits)		\$39.50	\$39.50	No change		
Annual Member: senior citizen, beneficiary, student (unlimited d/t visits)		\$62.50	\$62.50	No change		
Annual Member: child flexipass (unlimited day-time visits - named child + any adult)		\$125.00	\$125.00	No change		
Annual Member: family (unlimited day-time visits)		\$249.00	\$249.00	No change		
Zoo Encounters						
Face2Face (per person)	per person	\$25.00	\$30-\$150			Refreshed offering post covid-hiatus. Priced for mid position with competitors. Price range reflects the mix of different animal experiences that may be offered on different days to suit audiences, weather and availability of animals and keepers.
Exclusive Animal Encounter (up to 6 persons)	per group	\$180.00	\$300-\$800			Refreshed offering post covid-hiatus. Priced for market position as more exclusive offering and now INCLUDES Zoo entry. By prior arrangement only. Max number of participants per group and price will vary depending on the encounter experience selected.
Premier Tour (for up to 2 people)		\$500.00	per quote	New Fee		Introducing bespoke premium Zoo experience packages. These will be negotiated on a case-by-case basis and priced accordingly.
	per quote					
School Sleepover (per person)	per person	\$50.00	\$50.00	No change		
Education Encounter (per person)	per person	\$15.00	\$15.00	No change		
Hire						
Day-time function: reserved area	per 2 hours	\$40.00		Remove Fee		
BBQ	per 2 hours	\$15.40		Remove Fee		
Pram Hire	per 3 hours	\$10.00	\$10.00	No change		
MUSEUM						
Hire Charges						
Museum Foyer						
Floor hire	per hire - from 5pm	\$330.00	\$500.00	\$170.00	51.52%	Changed from 3hr hire with additional hours at extra cost, to per hire fee
additional hour		\$60.00		Remove Fee		
Lecture Theatre						
Floor hire	8am-12pm or 1pm-5pm	\$330.00	\$375.00	\$45.00	13.64%	Changed from 3hr hire with additional hours at extra cost, to half day, full day and after hours pricing
additional hour		\$60.00		Remove Fee		
	8am -5pm		\$675.00	New Fee		
	per hire - from 5pm		\$400.00	New Fee		New fee - Priced higher than daytime fee to reflect additional security/staffing cost.
Gallery 13						
Floor hire	per 3 hours	\$330.00		Remove Fee		
additional hour		\$60.00		Remove Fee		
ArtsPost						
Floor hire	per 3 hour	\$330.00	\$330.00	No change		
additional hour		\$60.00	\$60.00	No change		

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
ArtsPost						
Gallery hire						
Commission on sales will be charged in addition to gallery hire						
Chartwell Gallery	per week	\$175.00	\$175.00	No change		
Ida Carey Gallery	per week	\$65.00	\$65.00	No change		
Margot Philips Gallery	per week	\$65.00	\$65.00	No change		
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		\$6.00	\$5.00	(\$1.00)	-16.67%	Change in price weighting to reflect appeal for kids/adults
Children - Fee is for 3-15 / 0-2 yr olds free		\$9.00	\$10.00	\$1.00	11.11%	Change in price weighting to reflect appeal for kids/adults
Children (ages 0 to 2)		\$0.00	\$0.00	No change		
Concession (Concession applies to students, Friends of Waikato Museum, senior citizens and Community Services Card holders – ID is required.)		\$5.00		Remove Fee		
Small Family (1 adult and 2 children)		\$20.00		Remove Fee		
Large family - (2 adults and up to 4 children)		\$40.00	\$29.00	(\$11.00)	-27.50%	New fee - changed to one family price, consistent with Zoo approach.
unlimited visits for 12 months			\$37.00	New Fee		Equivalent of 4th visit at discounted price, consistent with Zoo
unlimited visits for 12 months			\$50.00	New Fee		Equivalent of 4th visit at discounted price, consistent with Zoo
unlimited visits for 12 months			\$115.00	New Fee		Equivalent of 4th visit at discounted price, consistent with Zoo
						New Product
per person			\$15.00	New Fee		New Product
per person			\$5.00	New Fee		New Product
per person			\$0.00	New Fee		New Product
Education Classes						
Short education programme	per student	\$6.00	\$6.00	No change		
Extended education programme	per student	\$8.00	\$8.00	No change		
Full day education programme	per student	\$10.00	\$10.00	No change		
Exscite and Inventors and Innovations: Waikato Bright Sparks Education programme	per student	\$8.00	\$8.00	No change		
Exscite and Inventors and Innovations: Waikato Bright Sparks + a gallery programme	per student	\$10.00	\$10.00	No change		
Rates available for school group bookings.						
Museum Collection Reproduction Fees						
Digital imaging						
per Low Res Image (Files supplied as low-res digital file: JPEG, RGB (1000px along the longest edge maximum)		\$20.00	\$30.00	\$10.00	50.00%	Increase aligned to other institutions
per High Res image (Files supplied as high-res digital file: TIFF, RGB (2000px along the longest edge minimum)		\$40.00	\$50.00	\$10.00	25.00%	Increase aligned to other institutions

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Book Cover/ Jackets						
New Zealand rights	per image	\$250.00	\$250.00	No change		
World rights	per image	\$500.00	\$500.00	No change		
Books, periodical, Magazines e-books, exhibition catalogues						
New Zealand rights - 1-2 images	per image	\$55.00	\$60.00	\$5.00	9.09%	Increase aligned to other institutions
New Zealand rights - 3-5 images	per image	\$45.00	\$50.00	\$5.00	11.11%	Increase aligned to other institutions
New Zealand rights - 6+ images	per image	\$40.00	\$45.00	\$5.00	12.50%	Increase aligned to other institutions
World rights - 1-2 images	per image	\$250.00	\$260.00	\$10.00	4.00%	Increase aligned to other institutions
World rights - 3-5 images	per image	\$200.00	\$210.00	\$10.00	5.00%	Increase aligned to other institutions
World rights - 6+ images	per image	\$150.00	\$160.00	\$10.00	6.67%	Increase aligned to other institutions
Calendars and Prints, Postcards, Greeting Cards, Christmas Cards. Advertising and Decoration (includes CD covers, Labels, Packaging Posters)						
New Zealand rights	per image	\$250.00	\$250.00	No change		
World rights	per image	\$250.00	\$250.00	No change		
Television, Television advertising and Commercial Motion Pictures						
New Zealand rights - 1-2 images	per image	\$85.00	\$85.00	No change		
New Zealand rights - 3-5 images	per image	\$75.00	\$75.00	No change		
New Zealand rights - 6+ images	per image	\$60.00	\$60.00	No change		
World rights - 1-2 images	per image	\$125.00	\$125.00	No change		
World rights - 3-5 images	per image	\$110.00	\$110.00	No change		
World rights - 6+ images	per image	\$95.00	\$95.00	No change		
Non-commercial decoration and display in public areas						
New Zealand rights	per image	\$100.00	\$100.00	No change		
World rights	per image	\$250.00	\$250.00	No change		
Internet use (low-res files only)						
New Zealand rights	per image	\$40.00	\$50.00	\$10.00	25.00%	Increase aligned to other institutions
World rights	per image	\$40.00	\$50.00	\$10.00	25.00%	Increase aligned to other institutions
Research Fees - First 15 mins fee. (Additional research charges POA)	per 15 min	\$15.00	\$20.00	\$5.00	33.33%	Increase due to products increase
Loan Administration Fee (Packaging Materials and Crate cost subject to loan requirements)	per loan	\$50.00	\$50.00	No change		
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 Park				No change		
Meteor Theatre Car Park				No change		
Museum Car Park				No change		
Sonning Car Park				No change		
Garden Place Car Park Building				No change		
						Additional Properties included
On-Street Carpark Rental						

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Short-term reservation Reservation period > 2 weeks		Free	Free	No change		
	per hour	\$6.00		(\$6.00)	-100.00%	Requires Review
	per day	\$30.00	\$30.00	No change		
		Negotiated Rate	Negotiated Rate	No change		
		\$6.00	Requires DRP (Demand Responsive pricing)	New Fee		Pricing approved by resolution of the Hearings and Engagement Committee (March 2021). Zones approved by the Traffic Speed Panel 2022. Variable by location and based on occupancy
Fees set and adjusted to reflect market demand. Current fees and conditions are displayed at each facility and shown on Council website - Parking Page						
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)		\$264.00	\$280.00	\$16.00	6.06%	Inflation adjustment rounded
- Events using under 500m2 (per day)		\$47.00	\$50.00	\$3.00	6.38%	Inflation adjustment rounded
(\$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		\$665.00	\$705.00	\$40.00	6.02%	Inflation adjustment rounded
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)		\$35.00	\$35.00	No change		
Full Day (over 5 hours)		\$52.00	\$52.00	No change		
Wedding		\$218.00	\$218.00	No change		
Mobile Trader						
Administration fee for new applications in relation to mobile traders		\$86.00	\$150.00	\$64.00	74.42%	Increased to match what sister Council's set for the same process.
The stated administration fee plus the applicable annual fee below, portioned on a monthly basis (\$10 per month)						
Mobile traders (food safety fees & charges also apply if applicable)		annual fee	\$127.00	Remove Fee		
Mobile traders (food safety fees & charges also apply if applicable)		Per booking	\$35.00	New Fee		
Dog Obedience Lawns (Melville & Bristol Parks)						
Per Day of the Week						
1 year		\$289.00	\$305.00	\$16.00	5.54%	Inflation adjustment rounded
Bonds (refundable if no damage occurs)						
Park Use/Event						

ORIGINAL	2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Dependent on scale and nature of the Activity. Park Manager's discretion to set bond	\$100-\$5,000	\$100-\$5,000	No change		
Key Deposit	\$30.00	\$30.00	No change		
Pest Trap	\$20.00	\$20.00	No change		
PLANNING GUIDANCE					
Planning Guidance fees and charges are based upon actual and reasonable costs incurred by Council in terms of staff time, technical advice and overheads.					
In cases where applications are withdrawn before a decision is reached, Council will refund any application deposit balance remaining less processing costs incurred.					
<u>LAND USE</u>					
Land use related applications are subject to the following non refundable deposits as per application type.					
Any actual or reasonable costs including, additonal planning assessment and administration time spent beyond that covered by the deposits will be charged at the relevant hourly rates specified below.					
Other additional fees may also apply. See Additional Planning Related Charges below.					
Publically Notified Land Use Consent Applications	\$15,750.00	\$16,695.00	\$945.00	6.00%	Inflation adjustment rounded
Limited Notified Land Use Applications	\$7,350.00	\$7,791.00	\$441.00	6.00%	Inflation adjustment rounded
Non-Notified Land Use Consent Applications					
Controlled Activity (Fast Track 10 Day) s87AAC & 87AAD	\$1,575.00	\$1,669.50	\$94.50	6.00%	Inflation adjustment rounded
Restricted Discretionary	\$2,467.00	\$2,615.00	\$148.00	6.00%	Inflation adjustment rounded
Discretionary Activity	\$3,150.00	\$3,339.00	\$189.00	6.00%	Inflation adjustment rounded
Non-Complying Activity	\$3,795.00	\$4,023.00	\$228.00	6.01%	Inflation adjustment rounded
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.	\$3,090.00		Remove Fee		

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Twice normal fee		New Fee				
Land Use Certificates						
Certificate of Compliance		\$930.00	\$985.80	\$55.80	6.00%	Inflation adjustment rounded
Existing Use Right		\$2,047.00	\$2,169.82	\$122.82	6.00%	Inflation adjustment rounded
Planning Verification (fixed fee)		\$346.00	\$366.76	\$20.76	6.00%	Inflation adjustment rounded
Outline Plan		\$1,338.00	\$1,418.28	\$80.28	6.00%	Inflation adjustment rounded
Other Land-Use Related Applications						
Extension of Time Limit		\$1,134.00	\$1,202.04	\$68.04	6.00%	Inflation adjustment rounded
Change or Cancellation of Consent Condition		\$1,260.00	\$1,335.60	\$75.60	6.00%	Inflation adjustment rounded
Surrender of Consent (whole or part)		\$525.00	\$556.50	\$31.50	6.00%	Inflation adjustment rounded
Deemed Permitted Boundary Activities		\$262.00	\$500.00	\$238.00	90.84%	Increased to better reflect cost increases
Deemed Permitted Marginal or Temporary Activities		\$262.00	\$500.00	\$238.00	90.84%	Increased to better reflect cost increases
Minor non-notified land use consent applications		\$1,260.00	\$1,335.60	\$75.60	6.00%	Inflation adjustment rounded
Minor non-notified land use consent applications for listed permitted activities failing no more than two standards in the Proposed District Plan (10 working day target)						
<u>SUBDIVISION</u>						
Subivision related applications are subject to the following non refundable deposits as per application type.						
Any actual or reasonable costs including, additonal planning assessment and administration time spent beyond that covered by the deposits will be charged at the relevant hourly rates						
Other additional fees may also apply. See Additional Planning Related Charges below.						
Notified and Limited Notified Subdivision Consent Applications		\$6,300.00	\$6,678.00	\$378.00	6.00%	Inflation adjustment rounded
Non-Notified Subdivision Consent Applications						
Includes subdivision related works for earthworks, roads, retaining walls and 3 waters infrastructure e.g. pump stations.						
Restricted Discretionary Activity (Fee simple)		\$2,467.00	\$2,615.00	\$148.00	6.00%	Inflation adjustment rounded
Restricted Discretionary Activity (Unit Title)		\$2,100.00	\$2,226.00	\$126.00	6.00%	Inflation adjustment rounded
Discretionary Activity, Restricted Discretionary Activity, Non-Complying Activity		\$3,150.00	\$3,339.00	\$189.00	6.00%	Inflation adjustment rounded
Restricted Discretionary subdivision application in the Residential Zone for < 4 lots/ units where no roads/reserves are proposed		\$2,100.00	\$2,226.00	\$126.00	6.00%	Inflation adjustment rounded
plus per lot/unit/flat charge						
3-50 lots	per lot/unit/flat	\$67.00	\$71.00	\$4.00	5.97%	Inflation adjustment rounded
51-100 lots	per lot/unit/flat	\$23.00	\$24.00	\$1.00	4.35%	Inflation adjustment rounded
101 lots and greater	per lot/unit/flat	\$11.50	\$12.00	\$0.50	4.35%	Inflation adjustment rounded

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
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.		\$2,100.00	\$2,226.00	\$126.00	6.00%	Inflation adjustment rounded
plus per lot/unit/flat charge						
3-50 lots	per lot/unit/flat	\$52.00	\$71.00	\$19.00	36.54%	Inflation adjustment rounded
51-100 lots	per lot/unit/flat	\$0.00	\$24.00	\$24.00		To align fees with Restricted Discretionary Subdivision
101 lots and greater	per lot/unit/flat	\$0.00	\$12.00	\$12.00		To align fees with Restricted Discretionary Subdivision
Permitted Activity - Certificate of Compliance, Amendment to Flats Plans, Boundary Adjustments		\$945.00	\$1,000.00	\$55.00	5.82%	Inflation adjustment rounded
Twice normal fee				New Fee		
Subdivision Related Approval Applications						
Section 75-83 - Building Act 1994		\$656.00	\$695.00	\$39.00	5.95%	Inflation adjustment rounded
Proposed Unit Development Plan		\$829.00	\$878.00	\$49.00	5.91%	Inflation adjustment rounded
Revocation of Building Line Restriction (charge include E-Dealing)		\$1,050.00	\$1,113.00	\$63.00	6.00%	Inflation adjustment rounded
Right of Way Approval (section 348 LGA)		\$840.00	\$890.00	\$50.00	5.95%	Inflation adjustment rounded
Revocation of Easement (section 243 RMA)		\$498.00	\$527.00	\$29.00	5.82%	Inflation adjustment rounded
Second and subsequent stage non-complying cross lease subdivision applications		\$1,200.00	\$1,272.00	\$72.00	6.00%	Inflation adjustment rounded
Road Naming		\$929.00	\$984.00	\$55.00	5.92%	Inflation adjustment rounded
			\$1,500.00	New Fee		Proposed fee to better reflect the amount of time on such applications
Amend or Delete Consent Notice (section 221 RMA)		\$1,186.00	\$1,257.00	\$71.00	5.99%	Inflation adjustment rounded
Other Subdivision Related Applications						
Extension of Time Limit		\$1,134.00	\$1,202.00	\$68.00	6.00%	Inflation adjustment rounded
Change or Cancellation of Consent Condition		\$1,260.00	\$1,335.00	\$75.00	5.95%	Inflation adjustment rounded
Surrender of Consent (whole or part)		\$515.00	\$545.00	\$30.00	5.83%	Inflation adjustment rounded
Subdivision Certificates						
s.223 RMA		\$498.00	\$528.00	\$30.00	6.02%	Inflation adjustment rounded
s.224c RMA		\$498.00	\$528.00	\$30.00	6.02%	Inflation adjustment rounded
s.224(f) RMA (fixed fee)		\$105.00	\$111.00	\$6.00	5.71%	Inflation adjustment rounded
32 (2)A Unit Title Act (fixed fee)		\$105.00	\$111.00	\$6.00	5.71%	Inflation adjustment rounded
s.221 RMA		\$630.00	\$668.00	\$38.00	6.03%	Inflation adjustment rounded
s.226 RMA		\$966.00	\$1,024.00	\$58.00	6.00%	Inflation adjustment rounded
Re-issue of Certificate and Other Certificates		\$498.00	\$528.00	\$30.00	6.02%	Inflation adjustment rounded
ADDITIONAL PLANNING RELATED CHARGES						
Monitoring Deposit		\$340.00	\$360.00	\$20.00	5.88%	Inflation adjustment rounded
A monitoring deposit applies to all Land Use applications. The monitoring deposit will apply to Subdivision applications, as appropriate. Additonal time and associated costs including, but not limited to additonal monitoring, site inspections, certification and enforcement will apply at the rates specified below.						

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Fixed Fee		\$200.00		New Fee		Fixed fee of \$200 per building consent. Currently this is not charged
Engineering review of the Land Use, Subdivision and Miscellaneous Consent						
Minimum non-refundable Engineering Deposit for engineering review of the Land Use, Subdivision and Miscellaneous Consent. Any additonal engineering time will be charged at rate specified below.		\$860.00	\$911.00	\$51.00	5.93%	Inflation adjustment rounded
Detailed Engineering Design Plan and Construction Management Plan Review						
As per the fees schedule below	per hour	\$215.00	\$227.00	\$12.00	5.58%	Inflation adjustment rounded
Engineering Construction Inspections	Site Visit (2 hr)	\$430.00	\$456.00	\$26.00	6.05%	Inflation adjustment rounded
Water, wastewater, stormwater and transportation engineering construction inspections to cover works under a land use and subdivision consent. Additional time and costs associated with a site inspection, including additonal inspections due to non compliance will be charged at the rates specified below.						
Subdivision - works clearance application review and inspections						
Additonal time and costs associated with a site inspection, including additonal inspections due to non compliance will be charged at the rate specified below.	Site Visit (4 hr)	\$860.00	\$912.00	\$52.00	6.05%	Inflation adjustment rounded
Engineering 223c and 224c review	per hour	\$215.00	\$228.00	\$13.00	6.05%	Inflation adjustment rounded
Charged on an hourly rate as per the rate specfied below						
Planner hourly charge						
Planner hourly charge	per hour	\$183.00	\$194.00	\$11.00	6.01%	Inflation adjustment rounded
Principal/Senior Planner hourly charge	per hour	\$199.00	\$211.00	\$12.00	6.03%	Inflation adjustment rounded
Planning Team Leader hourly rate	per hour	\$215.00	\$228.00	\$13.00	6.05%	Inflation adjustment rounded
Planning Manager Hourly rate	per hour	\$231.00	\$245.00	\$14.00	6.06%	Inflation adjustment rounded
Administration hourly charge	per hour	\$92.00	\$117.00	\$25.00	27.17%	Amended to reflect findings from PWC report on Growth Unit Fees and Charges - aligns with other metros.
Subdivision Officer	per hour	\$183.00	\$194.00	\$11.00	6.01%	Inflation adjustment rounded
Additional Monitoring	per hour	\$173.00	\$184.00	\$11.00	6.36%	Inflation adjustment rounded
Engineering Rate	per hour	\$215.00	\$228.00	\$13.00	6.05%	Inflation adjustment rounded
Consultant and specialist fees including but not limited to: Expert evidence/advice, external consultants, provision of external legal advice, external peer reviews	actual cost	Actual costs	actuals costs	No change		
Independent Commissioner Panel Member	per hour (GST excl.)	\$200.00	\$212.00	\$12.00	6.00%	Inflation adjustment rounded
Independent Commissioner Chair	per hour (GST excl.)	\$225.00	\$239.00	\$14.00	6.22%	Inflation adjustment rounded
INFORMATION REQUESTS						
Staff Search Time Cost	per half hour	\$46.00	\$49.00	\$3.00	6.52%	Inflation adjustment rounded
Property Enquiry		\$56.00	\$59.00	\$3.00	5.36%	Inflation adjustment rounded
Plus hourly rate after 1 hour	per hour	\$183.00	\$194.00	\$11.00	6.01%	Inflation adjustment rounded
SPORTS AREAS						

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
<u>SPORTS AREA - SUMMER</u>					
<u>PORRITT STADIUM</u>					
Casual Use (Entire Complex)					
Half Day (up to 5 hours)	\$188.00	\$188.00	No change		
Full Day (over 5 hours)	\$345.00	\$345.00	No change		
Seasonal Use (Entire Complex) Per Half Day of the week (up to 5 hours)					
3 months	\$1,284.00	\$1,284.00	No change		
6 months	\$2,554.00	\$2,554.00	No change		
Seasonal Use (Entire Complex) Per Full Day of the week (over 5 hours)					
3 months	\$2,554.00	\$2,554.00	No change		
6 months	\$5,107.00	\$5,107.00	No change		
<u>CRICKET</u>					Cricket pitches require more intense maintenance, but pay less in fees comparative to cost for other codes. While a full review is required this incremental increase as per recommended 6% will move Cricket in the right direction compared to other codes.
Senior Grass					
Casual Use (per wicket)					
Half Day (up to 5 hours)	\$48.00	\$50.00	\$2.00	4.17%	Inflation adjustment rounded
Full Day (over 5 hours)	\$88.00	\$95.00	\$7.00	7.95%	Inflation adjustment rounded
Seasonal Use (per wicket, per day of the week)					
3 months	\$684.00	\$725.00	\$41.00	5.99%	Inflation adjustment rounded
6 months	\$1,363.00	\$1,445.00	\$82.00	6.02%	Inflation adjustment rounded
Senior Artificial					
Casual Use (per wicket)					
Half Day (up to 5 hours)	\$26.00	\$28.00	\$2.00	7.69%	Inflation adjustment rounded
Full Day (over 5 hours)	\$38.00	\$40.00	\$2.00	5.26%	Inflation adjustment rounded
Seasonal Use (per wicket, per day of the week)					
3 months	\$345.00	\$365.00	\$20.00	5.80%	Inflation adjustment rounded
6 months	\$684.00	\$725.00	\$41.00	5.99%	Inflation adjustment rounded
Junior Grass					
Casual Use (per wicket)					
Half Day (up to 5 hours)	\$26.00	\$28.00	\$2.00	7.69%	Inflation adjustment rounded
Full Day (over 5 hours)	\$38.00	\$40.00	\$2.00	5.26%	Inflation adjustment rounded
Seasonal Use (per wicket, per day of the week)					
3 months	\$178.00	\$188.00	\$10.00	5.62%	Inflation adjustment rounded
6 months	\$345.00	\$365.00	\$20.00	5.80%	Inflation adjustment rounded
Junior Artificial					
Casual Use (per wicket)					
Half Day (up to 5 hours)	\$26.00	\$28.00	\$2.00	7.69%	Inflation adjustment rounded
Full Day (over 5 hours)	\$38.00	\$40.00	\$2.00	5.26%	Inflation adjustment rounded
Seasonal Use (per wicket, per day of the week)					
3 months	\$88.00	\$95.00	\$7.00	7.95%	Inflation adjustment rounded

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL	2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
6 months	\$178.00	\$188.00	\$10.00	5.62%	Inflation adjustment rounded
<u>SOFTBALL</u>					Added baseball to title as this includes the Hamilton Raiders baseball club using Mahoe Sports Park.
Senior Grass					
Casual Use (per diamond)					
Half Day (up to 5 hours)	\$48.00	\$48.00	No change		
Full Day (over 5 hours)	\$72.00	\$72.00	No change		
Seasonal Use (per diamond, per day of the week)					
3 months	\$345.00	\$345.00	No change		
6 months	\$684.00	\$684.00	No change		
Senior Skin					
Casual Use (per diamond)					
Half Day (up to 5 hours)	\$26.00	\$26.00	No change		
Full Day (over 5 hours)	\$38.00	\$38.00	No change		
Seasonal Use (per diamond, per day of the week)					
3 months	\$178.00	\$178.00	No change		
6 months	\$345.00	\$345.00	No change		
Junior Grass					
Casual Use (per diamond)					
Half Day (up to 5 hours)	\$26.00	\$26.00	No change		
Full Day (over 5 hours)	\$38.00	\$38.00	No change		
Seasonal Use (per diamond, per day of the week)					
3 months	\$88.00	\$88.00	No change		
6 months	\$178.00	\$178.00	No change		
Junior Skin					
Casual Use (per diamond)					
Half Day (up to 5 hours)	\$26.00	\$26.00	No change		
Full Day (over 5 hours)	\$38.00	\$38.00	No change		
Seasonal Use (per diamond, per day of the week)					
3 months	\$48.00	\$48.00	No change		
6 months	\$88.00	\$88.00	No change		
<u>CYCLING</u>					
Hillcrest Velodrome					
Casual Use					
Half Day (up to 5 hours)	\$36.00	\$36.00	No change		
Full Day (over 5 hours)	\$54.00	\$54.00	No change		
Seasonal Use					
3 months	\$345.00	\$345.00	No change		
6 months	\$684.00	\$684.00	No change		
<u>SUMMER SPORTS</u>					
<u>TOUCH, 6 ASIDE SOCCER) CODES USING EQUIVALENT OF WINTER SPORTS FIELD SIZE</u>					

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Casual (per equivalent field size)						
Half Day (up to 5 hours)		\$36.00	\$36.00	No change		
Full Day (over 5 hours)		\$54.00	\$54.00	No change		
Seasonal Use (per equivalent field size, per day of the week)						
3 months		\$345.00	\$345.00	No change		
6 months		\$684.00	\$684.00	No change		
WINTER SPORTS						
RUGBY UNION, LEAGUE & FOOTBALL (SOCCER)						
Senior Use						
Casual Use (per field)						
Half Day (up to 5 hours)		\$83.00	\$83.00	No change		
Full Day (over 5 hours)		\$146.00	\$146.00	No change		
Training Use (per week, per day of the week)						
3 months		\$345.00	\$345.00	No change		
6 months		\$684.00	\$684.00	No change		
Competition Use (per field, per day of the week)						
3 months		\$689.00	\$689.00	No change		
6 months		\$1,363.00	\$1,363.00	No change		
Junior Use						
Casual Use (per field)						
Half Day (up to 5 hours)		\$42.00	\$42.00	No change		
Full Day (over 5 hours)		\$72.00	\$72.00	No change		
Training Use (per week, per day of the week)						
3 months		\$88.00	\$88.00	No change		
6 months		\$178.00	\$178.00	No change		
Competition Use (per field, per day of the week)						
3 months		\$178.00	\$178.00	No change		
6 months		\$345.00	\$345.00	No change		
NETBALL						
Minogue Park						
Seasonal (entire netball complex)						
3 months		\$8,977.00		Remove Fee		
6 months		\$17,964.00		Remove Fee		
Sports Field Damage Fee						
Per field per event for unauthorised line marking		\$601.00	\$635.00	\$34.00	5.66%	Increase to cover additional cost of materials and services to remedy damage.
	per annum		\$100.00	New Fee		
	per annum		\$150.00	New Fee		
	per annum		\$200.00	New Fee		
	per annum		\$250.00	New Fee		
	per annum		\$300.00	New Fee		
SWIMMING FACILITIES						

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Entry into the Swimming facilities for children under 5 years of age is free		Free	Free	No change		
Entry Fees						
Adult - Waterworld		\$7.70	\$7.80	\$0.10	1.30%	Inflation; reflects increased operating costs (i.e. gas charges)
Adult - Gallagher Pools		\$7.20	\$7.20	No change		
Child (5 - 15 years)		\$4.00	\$4.00	No change		
Spectator		\$2.00	\$2.00	No change		
Senior citizen		\$4.00	\$4.00	No change		
Disabled		\$4.00	\$4.00	No change		
Hydrotherapy	1 hour	\$8.00	\$8.00	No change		
School concession		\$2.50	\$2.70	\$0.20	8.00%	4 teachers are now required to deliver lessons (previously 3 required). Passing on some of the additional cost of the 4th instructor to the school
Family day concession	2 adults & up to 4 children	\$25.00	\$25.00	No change		
Super Family One Day Pass Includes Hydroslices	2 adults & up to 4 children	\$40.00	\$40.00	No change		
Hydrotherapy Pool Disabled Admission		\$6.40	\$6.40	No change		
Sauna and Steam Room						
	Single use	\$8.70	\$8.70	No change		
	per person		\$5.00	New Fee		
Shower only		\$5.00	\$5.00	No change		
Navy / Police Test	per person	\$25.00	\$25.00	No change		
Swim Concession Cards (10 swims)						
Adult (excludes hydrotherapy)		\$68.00	\$68.00	No change		
Child (excludes hydrotherapy)		\$36.00	\$36.00	No change		
Senior - Casual Swim (excludes hydrotherapy)		\$36.00	\$36.00	No change		
Swim Concession Cards						
Hydrotherapy pool - 10 Swims		\$67.50	\$67.50	No change		
Hydrotherapy pool - Senior (65years +) / Disabled - 10 Swims		\$54.00	\$54.00	No change		
Disabled (excludes hydrotherapy) - 10 Swims		\$36.00	\$36.00	No change		
Disabled (excludes hydrotherapy) - 20 Swims		\$49.00	\$49.00	No change		
Disabled (excludes hydrotherapy) - 30 Swims		\$71.00	\$71.00	No change		
Swim Memberships						
Hydrotherapy Pool - 1 Month		\$85.00	\$85.00	No change		
Hydrotherapy Pool - 3 Months		\$240.00	\$240.00	No change		
Hydrotherapy Pool - 6 Months		\$440.00	\$440.00	No change		
Hydrotherapy Pool - 12 Months		\$650.00	\$650.00	No change		
Hydroslice						
Single	1 hour	\$5.00	\$5.20	\$0.20	4.00%	
Day Pass (Sat & Sun/School Holidays) 10 -5	All Day	\$8.00	\$8.50	\$0.50	6.25%	
School Concession	half hour	\$3.00	\$3.50	\$0.50	16.67%	
BBQ Hire						
	(\$10.00 deposit)	\$15.00	\$16.00	\$1.00	6.67%	
Learn to Swim						
Direct Debit Registration Fee						
Private lessons	25 minutes	\$15.00	\$15.00	No change		
Lessons - Babies, Pre-schoolers, School children, Adults	12 lessons	\$48.00	\$48.00	No change		
		\$186.00	\$186.00	No change		

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Lessons - Babies, Pre-schoolers, School children, Adults	Weekly	\$15.50	\$15.50	No change		
Squad Lessons - 12 lessons - Direct Debit	Weekly	\$16.50	\$16.50	No change		
Squad Lessons - 12 lessons - Upfront Payment	12 lessons	\$198.00	\$198.00	No change		
Up to 30 Children			\$160.00	New Fee		
Waterworld - General Pool Hire Charges						
Lane Hire - 25m Off Peak	per hour	\$12.30	\$12.30	No change		
Lane Hire - 25m Peak	per hour	\$14.30	\$14.30	No change		
Lane Hire - 50m Off Peak	per hour	\$19.40	\$19.40	No change		
Lane Hire - 50m Peak	per hour	\$23.50	\$23.50	No change		
Lido Pool	per hour	\$103.00	\$103.00	No change		
Splash Pad & Toddler Pool	per hour	\$51.00	\$51.00	No change		
* Peak time is 5.30am to 8 am and 3.30pm to 8pm						
Gallagher Aquatic Centre - Facility Hire Charges						
Gallagher Aquatic Centre - 6 lane hire	per hour	\$82.00	\$82.00	No change		
Full Facility Hire	per hour (min 2 hrs)	\$148.00	\$148.00	No change		
Outdoor table area	per hour	\$20.50	\$20.50	No change		
Dive Pool Charges						
Dive pool - half pool	30 minutes	\$11.80	\$11.80	No change		
Dive pool - half pool	per hour	\$23.50	\$23.50	No change		
Dive pool - whole pool	1 hour minimum	\$45.50	\$45.50	No change		
Dive pool - whole pool - plus grandstand and control room	1 hour minimum	\$100.00	\$100.00	No change		
Waterworld - Swim Meet Facility Hire						
Bulkhead shift (one off payment when hiring 50m pool)		\$100.00	\$100.00	No change		
Bulkhead extension install & uninstall (Organisation/club Waikato region based – local)		\$100.00	\$100.00	No change		
Bulkhead extension install & uninstall (Organisation/club outside of the Waikato region – not local)		\$200.00	\$200.00	No change		
Short Course Hire (25m of 50m pool, includes grandstand and control room)	per hour	\$115.00	\$115.00	No change		
Long course Hire (50m pool, includes grandstand and control room)	per hour	\$225.00	\$225.00	No change		
Cancellation Fee - within 30 days	25%			No change		
Cancellation Fee - within 14 days	50%			No change		
Cancellation Fee - within 7 days	100%			No change		
Waterworld - Other Facility Hire						
Kitchen and agenda room hire						
Indoor Party Area	per hour	\$25.50		Remove Fee		
Rainbow Zone	per hour	\$20.30	\$25.00	\$4.70	23.15%	Align Fee with The Hub
Agenda Room Hire (includes kitchenette)	per hour	\$46.00	\$46.00	No change		
Security guard	per hour	\$30.60	\$45.00	\$14.40	47.06%	Reflects actual cost from 3rd party supplier
Parking warden	per hour	\$30.60	\$35.00	\$4.40	14.38%	Recovery of Actual Cost
Bouncy castle	per hour (min 2hr)	\$51.00	\$51.00	No change		
Additional Lifeguard	Per hour (min 4hr)	\$30.60	\$35.00	\$4.40	14.38%	Recovery of Actual Cost
The Hub	per hour	\$25.00	\$25.00	No change		
Hydroslide - Group Hire (max 20 people)	All day	\$102.00	\$110.00	\$8.00	7.84%	
Pool Inflatable Hire	per hour (min 2 hrs)	\$50.00	\$80.00	\$30.00	60.00%	Recovery of Actual Cost, inclusion of setup, packdown and supervision

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL			2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Hydro Fit Membership (Includes Hydrotherapy Pool Access)						
	Weekly		\$14.00	New Fee		
	Weekly		\$20.00	New Fee		
Swim Fit (does not include access to Hydrotherapy Pool)						
Swim Only - Contract	Weekly	\$14.00	\$14.00	No change		
Swim Only Up front payment (no cancellation fee)	Annual	\$728.00	\$728.00	No change		
Swim Only - No Contract	Weekly	\$16.00	\$16.00	No change		
Physio membership - all inclusive		6 weeks	\$120.00	\$120.00	No change	
Corporate Fit						
Corporate Fit - Contract - 12 months	Weekly	\$14.00	\$14.00	No change		
Corporate Fit - No Contract	Weekly	\$20.00	\$20.00	No change		
Corporate Fit - Upfront Payment	Annual	\$728.00	\$728.00	No change		
Personal Training						
Ground Floor Gym Studio - Personal Trainer Use	Weekly	\$150.00		Remove Fee		
	Monthly		\$100.00	New Fee		
	Monthly		\$150.00	New Fee		
Personal Trainer	per hour	\$60.00	\$65.00	\$5.00	8.33%	benchmarked against industry standard
Personal Trainer	30 Minute session	\$35.00	\$45.00	\$10.00	28.57%	benchmarked against industry standard
TRANSPORTATION						
Corridor Access Requests (CAR)						
Access to carry out any work within road corridor - Refer to Utility Code of Practice for definitions						
A negotiated rate for multiple applications may apply for CARs.						
Application fee - Project	per application	\$990.00	\$1,015.00	\$25.00	2.53%	Inflation adjustment rounded
Application fee - Major	per application	\$630.00	\$646.00	\$16.00	2.54%	Inflation adjustment rounded
Application fee - Minor	per application	\$320.00	\$328.00	\$8.00	2.50%	Inflation adjustment rounded
Application fee - Bundling	Up to 20 Minor residential applications per month	\$990.00	\$1,015.00	\$25.00	2.53%	Inflation adjustment rounded
Non Notification Penalty Fee (in addition to application fee)	per hour	\$120.00	\$125.00	\$5.00	4.17%	Inflation adjustment rounded
Site Inspections (for inspections in addition to the minimum set with the application)	per hour	\$120.00	\$125.00	\$5.00	4.17%	Inflation adjustment rounded
Event Road Closure Advertising (events organised by Registered Charitable Organisations will be exempt from this charge)		Actual costs	Actual costs	No change		
Vehicle crossings						
Vehicle Crossing Inspection (covers 3 site visits. Any additional site visits are covered by the additional inspection fee)	per application	\$320.00	\$375.00	\$55.00	17.19%	Increased due to increase in hourly rate.
Site Inspections (for inspections in addition to the minimum set with the application)	per visit	\$120.00	\$125.00	\$5.00	4.17%	Inflation adjustment rounded
Overweight vehicles						
Overweight permit application	per application	\$120.00	\$125.00	\$5.00	4.17%	Inflation adjustment rounded

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Encroachments						
Encroachment application fee (covers 3 hours time and any additional time will be agreed in advance and charged at the hourly rate)		\$360.00	\$375.00	\$15.00	4.17%	Increased due to increase in hourly rate
Hourly rate for encroachment applications in addition to the minimum set with the application	per hour	\$120.00	\$125.00	\$5.00	4.17%	Inflation adjustment rounded
Encroachment annual rental (e.g. advertising billboards)		To be determined on a case by case basis	To be determined on a case by case basis	No change		
WASTEWATER, STORMWATER AND WATER						
Water and Wastewater network capacity screening assessment by engineering team.	per hour	\$215.00	\$215.00	No change		
Water and Wastewater network capacity screening assessment by consultant or specialist.		Actual costs	Actual costs	No change		
WASTEWATER, STORMWATER AND WATER CONNECTIONS						
Wastewater, Stormwater and Water Connection application fee		\$250.00	\$310.00	\$60.00	24.00%	Increased to reflect the actual time and cost incurred to process a standard three wtaers connection application
			\$125.00	New Fee		New fee required to cover our administrative costs of non-standard Three Waters connection applications
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						
Consent to Enter						
Basic processing of consent to enter		\$325.00	\$335.00	\$10.00	3.08%	Inflation adjustment rounded
Work effort required beyond initial written request to affected parties, charged for on a time cost recovery basis	per hour	\$120.00	\$125.00	\$5.00	4.17%	Inflation adjustment rounded
Reinstatement						
Reinstatement of sealed roadways, footways and light vehicle entrances (concrete, cobbles and kerb and channel)		Quote	Quote	No change		
Third party damages						
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 include but not limited to plumbers, consultants, legal fees.		Actual costs	Actual costs	No change		
Stormwater and Wastewater connections						
100mm Stormwater and Wastewater on Private Property		Quote	Quote	No change		
100mm Stormwater and Wastewater in the Transport Corridor		Quote	Quote	No change		
Water connections						
Single service connection, 20mm		Quote	Quote	No change		
Single service connection, 25mm		Quote	Quote	No change		
Service connection , 50mm (multi unit residential only)		Quote	Quote	No change		

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Single metered, 20 mm		Quote	Quote	No change		
Single metered, 25 mm		Quote	Quote	No change		
Single metered, 50 mm		Quote	Quote	No change		
Multi, 2*20 mm		Quote	Quote	No change		
Multi, 3*20 mm		Quote	Quote	No change		
Multi, 4*20 mm		Quote	Quote	No change		
Water connections 50mm or greater - additional charges						
Bacteria testing		Quote	Quote	No change		
Pressure testing		Quote	Quote	No change		
Catch pit connections						
a) 300 diameter		Quote	Quote	No change		
b) full size catch pit for 2 or more properties		Quote	Quote	No change		
Stormwater Bubble Up Connections		Quote	Quote	No change		
Larger Diameter Connections (>150mm)		Quote	Quote	No change		
Manhole Installation Required		Quote	Quote	No change		
Modification of existing connection						
Relocation of existing connection		Quote	Quote	No change		
Install of flow restrictor		Quote	Quote	No change		
Upgrades of infrastructure to enable the connection		Actual costs	Actual costs	No change		
Inspection fees						
Closed Circuit TV Inspection		Quote	Quote	No change		
On site pipe location		\$450.00	\$465.00	\$15.00	3.33%	Inflation adjustment rounded
Water, wastewater and stormwater connection inspection fee for connections undertaken by an approved contractor		\$300.00	\$300.00	No change		
Stormwater Pipes to Kerb and Channel (domestic only)						
1 pipe in trench \$/m	per metre	\$300.00	\$390.00	\$90.00	30.00%	Increase to reflect current market rates
Private systems						
All internal and external costs associated with locating, repairing and reinstatement of private water, wastewater and stormwater assets will be recovered from the owner. This includes remediation costs associated with remediating: - wastewater and stormwater cross connections, - private water leaks - preventing continued non compliant discharges - Failure to complete works required under compliance notice. Actual costs include but are not limited to clean up costs, plumbers, consultants, legal fees.		Actual costs	Actual costs	No change		
	per hour		\$215.00	New Fee		New charge to recover staff time.

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
STORMWATER						
Inspection of high-risk facility	per hour	\$120.00	\$125.00	\$5.00	4.17%	Inflation adjustment rounded
Enforcement of Stormwater Bylaw 2015 (e.g. remedial work, catchpit cleaning, cross connection remediation and clean-up)		Actual costs	Actual costs	No change		
WASTEWATER, STORMWATER AND WATER DISCONNECTIONS						
Application Fees						
Wastewater, Stormwater and Water disconnection application fee		\$250.00	\$310.00	\$60.00	24.00%	Increased to reflect the actual time and cost incurred to process a standard Three Waters connection application
Wastewater and Stormwater Disconnection						
Disconnection		Quote	Quote	No change		
Water service Disconnection						
20 - 50 mm diameter		Quote	Quote	No change		
Above 50 mm diameter		Quote	Quote	No change		
Fire mains		Quote	Quote	No change		
TRADE WASTE						
Trade waste Application Fees						
Permitted/Controlled Discharge (including final inspection if required)		\$222.00	\$230.00	\$8.00	3.60%	Inflation adjustment rounded
Conditional Consent (covering 4 hours work including final inspection, including tanker disposal)		\$410.00	\$425.00	\$15.00	3.66%	Inflation adjustment rounded
Hourly rate for applications	per hour	\$112.50	\$120.00	\$7.50	6.67%	Inflation adjustment rounded
Temporary Discharge (including final inspection)		\$222.00	\$230.00	\$8.00	3.60%	Inflation adjustment rounded
Renewal Fee for permitted or conditional Trade Waste Consents (plus additional hourly rate for more than one hours time noting that site inspection charges may also apply)		\$112.50	\$120.00	\$7.50	6.67%	Inflation adjustment rounded
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)		\$57.00	\$60.00	\$3.00	5.26%	Inflation adjustment rounded
Special tradewaste agreements, variations or renewals. Actual costs recovered including but not limited to consultant or legal fees.		Actual costs	Actual costs	No change		
Site Inspection Fees						
Permitted/Controlled Discharge - Site Inspection/Audit	per site visit	\$163.00	\$170.00	\$7.00	4.29%	Inflation adjustment rounded
Conditional Consent - Site Inspection/Audit		\$242.00	\$250.00	\$8.00	3.31%	Inflation adjustment rounded
Temporary Discharge - Inspection/Audit		\$242.00	\$250.00	\$8.00	3.31%	Inflation adjustment rounded
Site Inspection/Audit - Non Compliance		\$247.00	\$255.00	\$8.00	3.24%	Inflation adjustment rounded
Quantity charge rates for Conditional Consent Holders						
a) Flow Volume	per m3	\$1.69	\$1.85	\$0.16	9.47%	Increased to recover the cost of the wastewater treatment activity
b) Suspended solids	per kg	\$0.85	\$1.03	\$0.18	21.18%	Increased to recover the cost of the wastewater treatment activity
c) cBOD5 (Organic loading)	per kg	\$1.20	\$1.41	\$0.21	17.50%	Increased to recover the cost of the wastewater treatment activity
d) Total Kjeldahl Nitrogen	per kg	\$2.43	\$2.90	\$0.47	19.34%	Increased to recover the cost of the wastewater treatment activity

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
e) Total Phosphorous	per kg	\$8.92	\$10.76	\$1.84	20.63%	Increased to recover the cost of the wastewater treatment activity
f) Arsenic	per kg	\$288.71	\$369.54	\$80.83	28.00%	Increased to recover the cost of the wastewater treatment activity
g) COD (Chemical loading)	per kg	\$0.12	\$0.13	\$0.01	8.33%	Increased to recover the cost of the wastewater treatment activity
Annual Charge						
Permitted/Controlled/Special	annual fee	\$59.00	\$65.00	\$6.00	10.17%	Inflation adjustment rounded
Conditional/Special - Risk Class 3 - Costs of any independent monitoring (sampling and analysis) is recovered through a separate fee and charge	annual fee	\$1,692.00	\$1,735.00	\$43.00	2.54%	Inflation adjustment rounded
Conditional/Special - Risk Class 2 - Costs of any independent monitoring (sampling and analysis) is recovered through a separate fee and charge	annual fee	\$989.00	\$1,015.00	\$26.00	2.63%	Inflation adjustment rounded
Any temporary Discharge - Costs of any independent monitoring (sampling and analysis) is recovered through a separate fee and charge	annual fee	\$222.00	\$230.00	\$8.00	3.60%	Inflation adjustment rounded
Independent (Council) monitoring for consented trade waste discharges and tankered waste disposal at the Wastewater Treatment Plant (sampling and analysis)	per sample collected	\$242.00	\$250.00	\$8.00	3.31%	Inflation adjustment rounded
Tankered Waste Disposal						
Tankered Waste disposal to Wastewater Treatment Plant or reticulation in accordance with Tradewaste Bylaw schedule 1A and 1B	per m3	\$79.00	\$81.00	\$2.00	2.53%	Inflation adjustment rounded
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 not 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.						
Tankered waste administrative charge	annual fee	\$772.80	\$795.00	\$22.20	2.87%	Inflation adjustment rounded
Enforcement and penalties						
Enforcement of Trade Waste and Wastewater Bylaw 2016 (e.g. tracing illegal discharge, cross connection remediation and clean-up, remediation of blockage)		Actual costs	Actual costs	No change		
Illegal discharge penalty charges		As per agreement	As per agreement	No change		
WATER SUPPLY						
Backflow						
Backflow prevention device registration		\$92.00	\$95.00	\$3.00	3.26%	Inflation adjustment rounded
Testing of backflow device		Quote	Quote	No change		
Water meters						
Special Meter Readings		\$57.00	\$60.00	\$3.00	5.26%	Inflation adjustment rounded
Install 20mm meter on existing service line		Quote	Quote	No change		
Install 25mm meter on existing service line		Quote	Quote	No change		
Testing meters as per prices provided by certified independent service provider		Quote	Quote	No change		

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Non-Domestic Water Supply Charges						
Individual Customer Agreements						
Individual High User Water supply agreement application fee	per application	\$1,050.00	\$1,335.00	\$285.00	27.14%	Increased to align with similar hourly charge out rates.
Annual administrative charge for Individual Customer Agreements (covers 3 hours time and any additional time will be charged at the hourly rate)	annual fee	\$360.00	\$645.00	\$285.00	79.17%	Increased to align with similar hourly charge out rates.
Hourly rate for Individual Customer Agreements	per hour	\$120.00	\$215.00	\$95.00	79.17%	Increased to align with similar hourly charge out rates.
Application for water supply						
Application for water supply	per hour	\$247.00	\$215.00	(\$32.00)	-12.96%	Application Fee changed to an hourly rate to simplify charging
Assessment under the Three Waters Connection Policy for application for water supply categories 2, 3 and 4	per hour	\$158.00	\$215.00	\$57.00	36.08%	Increase to align with similar hourly charge out rates
Out of District Water Supply Permit	per hour	\$247.00	\$215.00	(\$32.00)	-12.96%	Application Fee changed to an hourly rate to simplify charging
Water Drawn from Water Take Points						
a) Permit to draw from a water take point (mandatory)	annual fee	\$126.00	\$126.00	No change		
b) per kilolitre	per kilolitre	\$4.70	\$4.93	\$0.23	4.89%	Increase to align with revised water by meter revenue target
	per month		\$20.00	New Fee		New fee to cover administrative costs of invoicing water drawn from water take points.
d) additional key		\$18.00	\$18.00	No change		
Rateable city						
Rateable city	per m3	\$1.85	\$1.95	\$0.10	5.41%	Increased the water by meter charge to recover the cost of the water supply activity
3 monthly minimum charge (based on 60 m3)		\$111.00	\$117.00	\$6.00	5.41%	Increased the water by meter charge to recover the cost of the water supply activity
1 monthly minimum charge (based on 20m3)		\$38.00	\$39.00	\$1.00	2.63%	Increased the water by meter charge to recover the cost of the water supply activity
High Water Users						
High Water Users	per m3	\$1.85	\$1.95	\$0.10	5.41%	Increased the water by meter charge to recover the cost of the water supply activity
Non-rateable city						
Non-rateable city	per m3	\$1.85	\$1.95	\$0.10	5.41%	Increased the water by meter charge to recover the cost of the water supply activity
3 monthly minimum charge (based on 60 m3)		\$111.00	\$117.00	\$6.00	5.41%	Increased the water by meter charge to recover the cost of the water supply activity
1 monthly minimum charge (based on 20m3)		\$38.00	\$39.00	\$1.00	2.63%	Increased the water by meter charge to recover the cost of the water supply activity
Outside city						
Outside city	per m3	\$1.85	\$1.95	\$0.10	5.41%	Increased the water by meter charge to recover the cost of the water supply activity
3 monthly minimum charge (based on 60 m3)		\$111.00	\$117.00	\$6.00	5.41%	Increased the water by meter charge to recover the cost of the water supply activity
Rural restricted supply						
Rural restricted supply	per kilolitre	\$1.65	\$1.74	\$0.09	5.45%	Increased the water by meter charge to recover the cost of the water supply activity

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
3 monthly minimum charge (based on 60 m3)		\$99.00	\$104.40	\$5.40	5.45%	Increased the water by meter charge to recover the cost of the water supply activity
Waikato District Council - Rural Supply Agreement	per m3	\$1.67	\$1.75	\$0.08	4.79%	Increased the water by meter charge to recover the cost of the water supply activity
Fire Main	per m3	\$1.59	\$1.59	No change		
Enforcement and penalties						
Enforcement of Water Supply Bylaw 2013 (e.g. reinstatement of backflow risk, installation of backflow prevention device, repair of water leak)		Actual costs	Actual costs	No change		
Investigation and enforcement of illegal water take against bylaw or agreement		Actual costs	Actual costs	No change		
Unpermitted use of water (in addition to any investigation costs)	per m3 (estimated)	\$3.00	\$3.00	No change		
High water user penalty charges		As per agreement	As per agreement	No change		
Impoundment fee for hydrant		\$200.00	\$200.00	No change		
CUSTOMER SERVICES						
Photocopying and printing						
Photocopying and Printing - A4	per page	\$1.20	\$1.20	No change		
Photocopying and Printing - A3	per page	\$2.30	\$2.30	No change		
Information Requests						
Property Information Search Request Including but not limited to: Service Logs, Property Search, Aerials, Scanned Images, Archived records Additional photocopying and printing charges will apply where applicable		\$15.50	\$15.50	No change		
Where staff search time exceeds 15 minutes, additional hourly rate (will be pro-rated to the nearest 15 minutes)	per hour	\$72.00	\$72.00	No change		
Property File Requests						
Residential Property	per file	\$15.50	\$15.50	No change		
Commercial Property	per disc	\$87.50	\$87.50	No change		
Where the time for the preparation of this disc exceeds over an hour then this additional charge will apply (this will be pro-rated to the nearest 15 minutes)	per hour	\$72.00	\$72.00	No change		
Land Information Memorandum						
Residential		\$370.00	\$370.00	No change		
Commercial		\$535.00	\$535.00	No change		
plus additional hourly rate where over 3 hours	per hour	\$84.00	\$84.00	No change		
Express LIM - residential only (within 3 days)		\$485.00	\$485.00	No change		
RUBBISH AND RECYCLING						
Payment for replacement bins will only be expected where the bin is damaged or lost on any day that is not the households scheduled collection day. Council will cover the cost if the bin goes missing while out on the berm for collection, on the households collection day, as per the Waste Minimisation Bylaw						
Where a property is receiving their bins for the first time (e.g. new development) Council will cover the cost of the first set of bins.						

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
With the establishment of the new service, a set number of bins will be allocated to each property. Currently, there is no allowance for the resident to purchase additional bins as part of the service.						
Replacement of missing or damaged bin						
120L red lidded wheelie bin, general waste	per bin	\$53.00	\$69.00	\$16.00	30.19%	Increased to reflect increased contract rate and includes delivery fee
240L yellow lid wheelie bin, recycling	per bin	\$53.00	\$69.00	\$16.00	30.19%	Increased to reflect increased contract rate and includes delivery fee
23L food scraps bin	per bin	\$16.00	\$22.00	\$6.00	37.50%	Increased to reflect increased contract rate and includes delivery fee
Green glass crate	per crate	\$16.00	\$17.00	\$1.00	6.25%	Aligned to reflect increased contract rate and includes delivery fee
Delivery of replacement bin to household, wheelie bin		\$7.70		Remove Fee		Included in replacement fee
Delivery of replacement bin to household, food scraps bin		\$3.60		Remove Fee		Included in replacement fee
Delivery of replacement bin to household, green glass crate		\$1.80		Remove Fee		Included in replacement fee
Repair of damage to existing bins						
Replacement lid - 120L bin	per part, incl. delivery and servicing	\$27.00	\$30.00	\$3.00	11.11%	Increased to reflect increased contract rate
Replacement lid - 240L bin	per part, incl. delivery and servicing	\$27.00	\$30.00	\$3.00	11.11%	Increased to reflect increased contract rate
Replacement axle - 120L, 240L	per part, incl. delivery and servicing	\$16.00	\$18.00	\$2.00	12.50%	Increased to reflect increased contract rate
Replacement hinge - 120L, 240L	per part, incl. delivery and servicing	\$16.00	\$18.00	\$2.00	12.50%	Increased to reflect increased contract rate
Other charges						
Assisted collection administration fee (waiver available if criteria met)		\$53.00	\$55.00	\$2.00	3.77%	Inflation adjustment rounded
Three strike bylaw yellow bin reinstatement		\$105.00	\$110.00	\$5.00	4.76%	Inflation adjustment rounded
Solid Waste Management						
Licensing of waste facilities, collectors and transporters operating within the City		\$250.00	\$250.00	No change		
Annual licensing fee		\$250.00	\$250.00	No change		
Bond		\$1,000.00	\$1,000.00	No change		
WASTE MINIMISATION						
Events waste						
Events Waste Plan application fee (waiver available for not for profit or charitable events)		\$250.00	\$260.00	\$10.00	4.00%	Inflation adjustment rounded
Events Waste Plan inspection fee	per hour	\$120.00	\$125.00	\$5.00	4.17%	Inflation adjustment rounded
Multi-Unit (MUD) waste						
Multi-Unit Development (MUD) Waste Plan application fee		\$250.00	\$260.00	\$10.00	4.00%	Inflation adjustment rounded
Multi-Unit Development (MUD) Waste Plan inspection fee	per hour	\$120.00	\$125.00	\$5.00	4.17%	Inflation adjustment rounded
Site waste						

Fees and Charges (including GST) Proposed for Year 3 2023/24 of the 2021-31 10-Year Plan

ORIGINAL		2022/23	2023/24 {Proposed}	Fee Change	% increase/ decrease 2022/23 to 2023/24	Comments 2023/24
Site Waste Plan for building work application fee		\$250.00	\$260.00	\$10.00	4.00%	Inflation adjustment rounded
Site Waste Plan for building work inspection fee	per hour	\$120.00	\$125.00	\$5.00	4.17%	Inflation adjustment rounded
Other						
Enforcement of Waste Management and Minimisation Bylaw 2019 (e.g. illegal dumping, costs for removal)		Actual costs	Actual costs	No change		
COMMUNITY FACILITIES						
Enderley Park Centre						
Note: We only charge Dining/Kitchen as one price now \$6.50						
Dining room						
Community Rate	Per hour(Or part thereof)	\$6.50		Remove Fee		
Commercial Rate	Per hour(Or part thereof)	\$13.50		Remove Fee		
Gym (Main Hall Downstairs)						
Community Rate	Per hour(Or part thereof)	\$7.40		Remove Fee		
Commercial Rate	Per hour(Or part thereof)	\$21.00		Remove Fee		
Dining room & kitchen hired as one venue						
Community Rate	Per hour(Or part thereof)	\$20.50		Remove Fee		
Commercial Rate	Per hour(Or part thereof)	\$51.00		Remove Fee		
Dining room						
Community Rate	Per hour(Or part thereof)	\$7.40		Remove Fee		
Commercial Rate	Per hour(Or part thereof)	\$20.00		Remove Fee		
Bond		\$305.00		Remove Fee		
TE RAPA SPORTSDROME: Prices are Inclusive GST						
Sports hall - full	Per hour(Or part thereof)	\$51.00	\$51.00	\$0.00		Introduce an off peak rate between 6am - 3pm weekday only of full hall \$30 p/h, half hall \$16 p/h. This is comparing off peak fees to The Peak
		Per hour(Or part thereof)	\$30.00	New Fee		Introduce an off peak rate between 6am - 3pm weekday only of full hall \$30 p/h, half hall \$16 p/h. This is comparing off peak fees to The Peak
Sports half - half	Per hour(Or part thereof)	\$25.50	\$25.50	\$0.00		Introduce an off peak rate between 6am - 3pm weekday only of full hall \$30 p/h, half hall \$16 p/h. This is comparing off peak fees to The Peak
		Per hour(Or part thereof)	\$16.00	New Fee		Introduce an off peak rate between 6am - 3pm weekday only of full hall \$30 p/h, half hall \$16 p/h. This is comparing off peak fees to The Peak
10% Discount for Customers who have weekly block bookings (minimum 30 Weeks per Year)						
LGOIMA						
First three hours free, charge per half and hour or part thereof after	per half hour	\$38.00	\$38.00	No change		
First 20 A4 and A3 copies free, charge thereafter		Actual	Actual	No change		
Specialist expertise		Actual	Actual	No change		
Materials (USB drive etc)		Actual	Actual	No change		