

**REPORT OF THE FINANCE & POLICY COMMITTEE
MEETING HELD AT 11.50AM ON WEDNESDAY 18
APRIL 2007 IN THE MEMORIAL HALL SUPPER
ROOM, ESPLANDE, KAIKOURA.**

PRESENT: Councillor J Macphail (Chair), Mayor K Heays, Councillors S Thomas, M Pablecheque, J Diver, B Woods.

IN ATTENDANCE: S Grant (Chief Executive Officer), L Copping (Executive Officer), S Poulsen (Office Manager).

LEAVE OF ABSENCE: Councillor B Seddon

APOLOGIES: Councillor M McChesney

Moved by Councillor Pablecheque, seconded by Councillor Woods and resolved that apologies be accepted.

1. MATTERS ARISING FROM REPORT OF 21/03/2007

New Wharf

The Chief Executive Officer advised a hard copy of the resource consent had been received from Environment Canterbury and Ocel Consulting had been directed to proceed with tendering of the works.

2. MINUTES ACTION LIST

A graph showing a five year comparison of cash balances held by Council was included in the agenda following a request at the March meeting. The graph highlighted how Council's cash position had improved in the ten year period. Councillor Macphail commented it was a telling and commendable graph.

3. FINANCE REPORTS

The Chief Executive Officer presented the reports advising Council continued to operate an overdraft facility for day to day general activities with the aim long term to reduce it. In terms of the finance position, Council still had significant capital expenditure and was expecting a tourism subsidy any day of approximately \$480,000.

A halt had been drawn to capital works on water due to development contributions not coming in as anticipated. Works deemed to be critical had all been completed being the work undertaken on the new bore and on replacement of infrastructure which was now capable of serving the community well into the future.

The Chief Executive Officer advised a cheque for \$102,000 had just been received from Merrill & Ring for logging undertaken at Clarence Forest and a further cheque for \$60,000 was expected. Council's forestry manager, P Gilbert had commented he was more than pleased with the prices the trees had been fetching. In terms

of replanting, the Chief Executive Officer advised Council's lease expired prior to full rotation so this was something Council would need to think about once felling was completed. Asked if an extension could be asked for, the Chief Executive Officer advised there was no provision within the lease for an extension and as the existing owner was getting nothing from it he would unlikely want to extend it.

Moved by Councillor Pablecheque, seconded by Mayor Heays and resolved that the Finance Report, Statement of Financial Position, Statement of Financial Performance, Corporate Services Budget Report and Library Report be received.

4. QUARTERLY REPORTS

Moved by Councillor Pablecheque, seconded by Mayor Heays and resolved that the Investment Quarterly Report, Liability Management Policy, Special Funds Quarterly Report, Development Contributions and Traffic Quarterly Reports be received.

5. PROPOSED BUILDING COMPLIANCE LEVY AND REVISED FEES & CHARGES

Included in the agenda was a proposal to introduce a new building compliance levy which was in line with how other local authorities were proposing to recover increased costs of compliance with the New Zealand Building Act 2004 and the New Zealand Building Regulations 2006. The proposed fees were additional fees in order for Council to become accredited.

The Chief Executive Officer advised a review of Council's existing fees and charges had also been undertaken, primarily for resource consents, building control, engineering fees, resource management fees and fee hire of the Memorial Hall as a number of the fees had remained unchanged for quite some time. Council had been advised at previous meetings that substantially more financial costs would be incurred as a result of processing building consents under the new Act including the number of inspections required under the new regime.

It was proposed the costs would take effect on 1 July 2007 following the Annual Plan process.

Moved by Councillor Diver, seconded by Councillor Pablecheque and resolved that a Building Compliance Levy and the revised fees and charges of Council as outlined below be approved for inclusion in the draft Annual Plan.

Councillor Thomas asked if there were any significant fee changes and requested comparisons between old and new. A list of the old charges were supplied by the Office Manager. Councillor Thomas suggested one of the drawcards for Creative Communities coming to the district was the cheapness of the Memorial Hall. Councillor Woods advised while she appreciated Councillor Thomas' comment, they could in fact apply for funding from Creative New Zealand for the likes of the hall hire.

PROPOSED BUILDING COMPLIANCE LEVY

Construction Value	Proposed Levy Rate	Effect
Up to \$20,000	0.4%	This would mean an additional cost of \$80 on a \$20,000 job, and only \$10 on a log fire installation
Over \$20,000	0.13%	An average dwelling of \$360,000 construction value would attract a levy of \$468, and a large commercial project of \$1,500,000 would incur a levy of \$1,950

Memorial Hall Daily Hire Fees

	All Prices Include GST
Hall with Alcohol	\$240.00
Hall without Alcohol	\$120.00
Supper Room with Alcohol	\$120.00
Supper Room without Alcohol	\$60.00 day \$30.00 half day
Meeting Room	\$5.00 per hour (\$10.00 minimum*)
Itinerant Trader	\$200.00
Chair Hire	50c per Chair, plus \$50.00 bond
Trestle Hire	\$5.00 per Trestle, plus \$50.00 bond
Hall and Supper Room Hire Bond (No alcohol)	\$100.00
Hall and Supper Room Hire Bond (Alcohol)	\$200.00

Hall hires are subject to an additional charge for metered use of heater.

- \$5.00 minimum does not apply to Council use of the meeting room.

Engineering Fees

	All Prices Include GST and are subject to additional actual costs
Hourly Charge Out Fees	
Asset Manager	\$135 per hour
Engineering Technical Support Officer	\$85 per hour
Road Crossing Fee	\$300
Applies to laying of services under a road or footpath	Plus \$100 per inspection should reinstatement fail to comply with the stated conditions.

Resource Management Fees

	All Prices Include GST and are subject to additional actual costs
Resource Consents	
Sign Consent Applications	\$85.00
Category 1 – Land use Flat Fee deposit Resource consent delegated to council officers including minor (<u>only one</u> breach) of the District Plan for the following rules: <ul style="list-style-type: none"> - Internal Boundary or Road Setback - Recession plane - Site Coverage - Height - Density Controlled Flood hazard	\$350.00
Category 2 – Other Non-Notified Land Use Consent Applications including visitor accommodation for up to 4 persons	\$650.00
Category 3 – Non-Notified Land Use Consent Applications for Visitor accommodation for more than 4	\$1000.00

persons	
Limited Notification	\$1000.00
Notified Land Use Consent Applications	\$2,812.50
Base Fee for all Subdivision Applications – 2 lots or less	\$650.00
Additional Lot Fee 2-11 lots	Base fee plus \$350.00 per lot
Additional Lot Fee 11+ lots	\$3800.00

	All Prices Include GST and are subject to additional actual costs
Resource Consents	
<p>Subdivision Consent - Post Decision (up to and including s224 stage) Post decision fees – this fee is invoiced on completion of the consent. These fees are charged on an hourly rate based on either planner’s time or engineering time.</p> <p>These fees and charges relate to the processing and administration of subdivision consent post decision up to the S224 stage and include the following:</p> <p>Planner’s time per hour:</p> <ul style="list-style-type: none"> - Title plan checking and certification s223 - Consent notice preparation & issue - Refundable bond preparation & issue - Checking & Issuing conditions certificate s224 - Registering bond preparation & releases <p>Engineering time per hour:</p> <ul style="list-style-type: none"> - Engineering Plan checking and approval - Roads, accessways and services/inspections <p>Any other meetings required</p>	<p style="text-align: right;">\$85.00-\$110.00</p> <p style="text-align: right;">\$135.00</p>
Hearings/Committee Meetings – non-notified applications	<p style="text-align: center;">\$70.00 for first ½ hour or part thereof \$140.00 per hour after first ½ hour, plus officer’s attendance \$85-\$135 per hour per officer, plus Commissioner (if required) at actual cost</p>
Hearings/Committee Meetings – notified applications	<p style="text-align: center;">Actual cost of committee + facility cost + officer attendance plus Commissioner (if required) at actual cost</p>

	All Prices Include GST and are subject to additional actual costs
Resource Consents	
Application for Variation of Consent Conditions including change of consent notices Base Fee	\$225.00
Application for Extension of Lapsed Consents Base Fee	\$170.00
Application for Existing Use Rights (s10(2) RMA)	\$350.00
Certificate of Compliance (s139 RMA)	\$350.00
Processing Fees & Administration	
Processing Fees (hourly rate)	Planning Officers \$85.00 Senior Planners \$110.00 Administration Staff \$45.00 Engineering Staff \$135.00
Consultancy/Legal Advice	At actual cost
Creation/Variation or Waiver of Esplanade Strips and Reserves	\$250.00
Monitoring and Enforcement	
Compliance monitoring	\$85.00 per hour, plus 56.25c per km outside residential or business zone boundaries
Plan Changes & Designations	
Plan Change	\$3,500.00
Requirement for Designations or Heritage Orders	\$1,700.00
Alteration of Designation	\$550.00
Extension Prior to Lapsing of Designations	\$220.00
Assessment of Outline Plan	\$330.00
Removal of Designation	\$330.00

	All Prices Include GST and are subject to additional actual costs
Miscellaneous Charges	
Consultation of more than 15 minutes regarding interpretation of Transitional District Plan or Proposed District Plan	Per hour based on staff position
Cancellation of Building Line Restriction	\$330.00
Cancellation of Easements	\$275.00
Plan Approval	\$170.00
Certified Resolution	\$275.00
Right of Way Approval	\$275.00
Completion Certificate	\$170.00
Withdrawal of Caveat	\$110.00
Certificate Under s226 of the RMA	\$330.00
Reports and Plans	
Kaikoura Transitional District Plan	\$65.00
Kaikoura Proposed District Plan (including maps)	\$75.00
Kaikoura Proposed District Plan (maps only)	\$20.00
Coastal Management Strategy	\$75.00

Note:

Fees are based on actual processing time based on staff time. "Additional actual costs" includes photocopying and postage, additional staff processing time above the base fee, and consultants charges, legal advice, etc. The above fees and charges are the *minimum* fee payable.

Building Control Fees

These prices include processing, set inspections, and Code Compliance Certificate unless otherwise stated. Extra inspections required will be charged out at \$100.00 per inspection. (Prices includes GST). Building Consent Category A1 to D1 are **Deposit Only** with any extra costs invoiced to the client. Building Consent Category E1 to M1 and including W1, 2, 3, 4 will be subject to extra processing costs if these category's are processed by outside **Building Consultants**.

			Total Price	Pim
A1	Com/Ind	>\$500,000	\$2,750.00 (deposit)	\$285.00
B1	Com/Ind	<\$500,000	\$1,790.00 (deposit)	\$190.00
B2	Com/Ind	Medium	\$1,290.00 (deposit)	\$190.00
B3	Com/Ind	Small with Pim	\$795.00 (deposit)	\$95.00
B4	Com/Ind	Small without Pim	\$500.00 (deposit)	
C1	Com Accom	>9 occupants	\$2,785.00 (deposit)	\$285.00
D1	Com Accom	<9 occupants	\$2,337.00 (deposit)	\$237.00
E1	Res dwelling	> 250m ²	\$2,090.00	\$190.00
F1	Res dwelling	<250m ²	\$1,790.00	\$190.00
F2	2 flats one Pim		\$2,590.00	\$190.00
NON DWELLING ALTERATIONS				
F3	<i>Building Alter – Large (non dwelling)</i>		\$1,590.00	\$190.00
FA	<i>Building Alter – Medium (non dwelling)</i>		\$1,195.00	\$95.00
FB	<i>Building Alter - Small Pim 5 inspections</i>		\$895.00	\$95.00
FC	<i>Building Alter - Small no pim/5insp</i>		\$800.00	
FD	<i>Building Alter - Small Pim 4 inspections</i>		\$795.00	\$95.00
FE	<i>Building Alter - Small no pim/4 inspections</i>		\$700.00	
			Total Price	Pim
FF	<i>Building Alter – Small Pim 3 inspections</i>		\$695.00	\$95.00
FG	<i>Building Alter - Small No Pim 3 inspections</i>		\$600.00	
FH	<i>Building Alter – Small Pim/2 inspec</i>		\$595.00	\$95.00
FI	<i>Building Alter - Small no pim/2 inspec</i>		\$500.00	
DWELLING ALTERATIONS				
G1	Dwelling Alter – Large		\$1,490.00	\$190.00
H1	Dwelling Alter – Medium		\$1,195.00	\$95.00
H4	Dwelling Alter Small Pim 5 inspections		\$895.00	\$95.00
H8	Dwelling Alter - Small No pim/5 inspects		\$800.00	
H2	Dwelling Alter - Small Pim 4 inspections		\$795.00	\$95.00
H6	Dwelling Alter Small <i>no pim/4 inspections</i>		\$700.00	
H7	Dwelling Alter – small Pim 3 inspections		\$695.00	\$95.00
H3	Dwelling Alter -Small <i>No Pim 3 inspections</i>		\$600.00	
H9	Dwelling Alter - Small Pim/2 inspec		\$595.00	\$95.00
H5	Dwelling Alter Small <i>no pim/2 inspec</i>		\$500.00	
I1	Dwelling reloc	Foundation & services	\$1,090.00	\$190.00

J1	Garage	with plumbing	\$795.00	\$95.00
K1	Garage/farm bg	2 inspects/Pim	\$495.00	\$95.00
K2	Garage reloc	foundations & stormwater	\$395.00	\$95.00
K3	Garage	existing Pim	\$400.00	
K4	2 garages/farm	2 garages with 1 pim	\$695.00	\$95.00
			Total Price	Pim
K6	Garage + 1	Garage extra inspection	\$595.00	\$95.00
L1	Sleepout	no plumbing	\$695.00	\$95.00
M1	Sleepout	with plumbing	\$795.00	\$95.00
N1	Demol/Reml	Residential or Commercial	\$495.00	\$95.00
O1	Septic tank/drain	New or replacement	\$345.00	\$95.00
O2	Plumbing	Minor plumbing/drainage	\$100.00	
P1	Minor work	Minor alterations (1 inspec)	\$200.00	
P2	Minor work	Minor alterations + extra inspe	\$300.00	
R1	Solid Fuel Heaters	Freestanding	\$101.25	
S1	Solid Fuel Heaters	Inbuilt	\$168.75	
T1	Masts & Misc	Specific Design	\$395.00	\$95.00
T2	Masts & Misc/no pim		\$500.00	
T3	Small Signs		\$100.00	
T4	Marquee over 30m ²		\$49.50	
T5	Marquee over 30m ²	more than 1	\$80.00	
U1	Rectification work		\$100.00	
	Pim only	Commercial >\$500,000	\$285.00	
	Pim only	Commercial Accom >9	\$285.00	
	Pim only	Commercial Accom <9	\$237.00	
	Pim only	Com/Residential/relocation	\$190.00	
	Pim only	Med/Small/garage	\$95.00	
			Total Price	Pim
W1	Dwelling Existing Pim		\$1,600.00	
W2	Large Dwelling Existing Pim		\$1,900.00	
W3	Large Alterations Existing Pim		\$1,400.00	
W4	Med alterations existing Pim		\$1,100.00	
X1	Work No Fees			
B.O.W. Audit Section 108 BA04 - \$100 per hour				
Compliance Schedule/or amendments			\$100.00 + costs	
Notice to fix			\$100.00 + costs	
Section 37 (RMA Matters)			\$100.00 per hour	
Section 52 (Lapse of Building Consent)			\$100.000 plus costs	
Certificate of Acceptance (Sec 99) Application fee			\$500.0 +	
Building Consent fee, levies if applicable plus any				
Cost of Legal Review.				
Branz Fee	.1% of value of building work over \$20,000			DBH
	.197 of value of building work over \$20,000			

There being no further business the meeting closed at 12.10pm.

