

Agenda

**Notice is hereby given of
an Ordinary Council Meeting**

Tuesday 18 February 2020

Commencing at 9.30am

Council Chamber
Waimate District Council
125 Queen Street
Waimate

www.waimatedc.govt.nz

Notice is hereby given that a meeting of the Council will be held in the Council Chamber, Waimate District Council, 125 Queen Street, Waimate, on Tuesday 18 February 2020, commencing at 9.30am.

Elected Members

Craig Rowley	Chairperson
Sharyn Cain	Deputy Chairperson
Fabia Fox	Councillor
Sandy McAlwee	Councillor
Miriam Morton	Councillor
Tom O'Connor	Councillor
David Owen	Councillor
Colin Pankhurst	Councillor
Sheila Paul	Councillor

Quorum – no less than five members

Significance Consideration

Evaluation: Council officers, in preparing these reports have had regard to Council's Significance and Engagement Policy. Council and Committee members will make the final assessment on whether the subject under consideration is to be regarded as being significant or not. Unless Council or Committee explicitly determines that the subject under consideration is to be deemed significant then the subject will be deemed as not being significant.

Decision Making

The Council, in considering each matter, must be:

- i. Satisfied that it has sufficient information about the practicable options and their benefits, costs and impacts, bearing in mind the significance of the decision;
- ii. Satisfied that it knows enough about and will give adequate consideration to the views and preferences of affected and interested parties bearing in mind the significance of the decisions to be made.

Stuart Duncan
Chief Executive

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OPENING

1 COUNCIL PRAYER

Vicar Indrea Alexander of the Waimate District Cooperating Parish will open the meeting with a prayer and light the Minister's Association candle.

2 PUBLIC FORUM

3 APOLOGIES

The Chair will call for any apologies.

4 VISITORS

Murray Martin – 10.30am

5 CONFLICTS OF INTEREST

As per the Local Authorities (Members' Interests) Act 1968 (as below), the Chair will enquire if there are any Conflicts of Interest to be declared on any item on the agenda, and if so, for any member to declare this interest.

Local Authorities (Members' Interests) Act 1968

Councillors are reminded that if they have a pecuniary interest in any item on the agenda, then they must declare this interest and refrain from discussing or voting on this item and are advised to withdraw from the meeting table.

6 IDENTIFICATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

1. The Chair will call for any major (urgent business) or minor items not on the agenda to be raised according to Standing Orders, as below:

- a. **Standing Orders 3.7.5 – Major Items**

An item not on the agenda for a meeting may be dealt with at the meeting if the local authority by resolution so decides, and the presiding member explains at the meeting at a time when it is open to the public –

- i. The reason why the item was not listed on the agenda; and
 - ii. The reason why discussion of the item cannot be delayed until a subsequent meeting.

- b. **Standing Orders 3.7.6 – Minor Items**

An item not on the agenda for a meeting may be dealt with at the meeting if –

- i. That item is a minor matter relating to the general business of the local authority; and
 - ii. The presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
 - iii. No resolution, decision, or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.

MINUTES**7 CONFIRMATION OF MINUTES****7.1 MINUTES OF THE COUNCIL MEETING HELD ON 10 DECEMBER 2019**

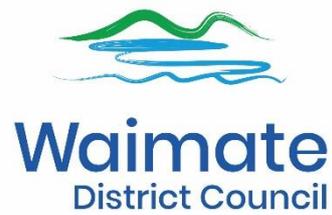
Author: Karalyn Reid, Committee Secretary and PA to the Mayor
Authoriser: Tina Stevenson, Corporate Services Group Manager
Attachments: 1. Minutes of the Council Meeting held on 10 December 2019

PURPOSE

To present the unconfirmed Minutes of the Council Meeting held on 10 December 2019 for confirmation.

RECOMMENDATION

That the Minutes of the Council Meeting held on 10 December 2019 be adopted as a true and correct record.



MINUTES

Ordinary Council Meeting

10 December 2019

**MINUTES OF WAIMATE DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, WAIMATE DISTRICT COUNCIL, 125 QUEEN STREET,
WAIMATE ON TUESDAY 10 DECEMBER 2019, COMMENCING AT 9.30AM**

- PRESENT:** Mayor Craig Rowley, Deputy Mayor Sharyn Cain, Cr Fabia Fox, Cr Sandy McAlwee, Cr Tom O'Connor, Cr David Owen, Cr Colin Pankhurst, Cr Sheila Paul
- APOLOGIES:** Cr Miriam Morton
- IN ATTENDANCE:** Stuart Duncan (Chief Executive), Paul Cooper (Regulatory and Compliance Group Manager), Fiona Hester-Smith (Human Resources Manager), Carolyn Johns (Community and Strategy Group Manager), Michelle Jones (Executive Support Manager), Dan Mitchell (Asset Group Manager), Tina Stevenson (Corporate Services Group Manager), Melissa Thomson (Accountant), Karalyn Reid (Committee Secretary)
- PARTIAL:** Leo Milani (Policy Analyst), Rob Moffat (Roading Manager), Kevin Tiffen (Resource Planner).

OPENING

The Mayor welcomed members to the meeting expressed his condolences to the victims of the volcanic eruption at White Island, and to Cr Morton with a family bereavement.

1 COUNCIL PRAYER

Pastor Paul Kuriger of Connect Church opened the Council Meeting with a prayer and lit the Ministers' Association candle.

2 PUBLIC FORUM

There were no speakers at the Public Forum.

3 APOLOGIES

APOLOGY

RESOLUTION 2019/87

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Sheila Paul

That the apology received from Cr Morton be accepted.

CARRIED

4 VISITORS

Nil

5 CONFLICTS OF INTEREST

The Chair called for Conflicts of Interests. There were no Conflicts of Interest identified.

6 IDENTIFICATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

There were no major/minor items identified.

MINUTES**7 CONFIRMATION OF MINUTES****7.1 MINUTES OF THE COUNCIL MEETING HELD ON 29 OCTOBER 2019****RESOLUTION 2019/88**

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Tom O'Connor

That the Minutes of the Council Meeting held on 29 October 2019 be adopted as a true and correct record.

CARRIED

7.2 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2019**RESOLUTION 2019/89**

Moved: Mayor Craig Rowley

Seconded: Deputy Mayor Sharyn Cain

That the Minutes of the Extraordinary Council Meeting held on 19 November 2019 be adopted as a true and correct record, with the below amendment.

CARRIED

Amendment:

7.1 Declaration by Councillor – the date of the declaration is 19 November 2019.

8 RECEIPT OF MINUTES

Nil

REPORTS**9 MAYOR'S REPORT****9.1 MAYOR'S REPORT****RESOLUTION 2019/90**

Moved: Mayor Craig Rowley

Seconded: Cr David Owen

That the Mayor's Report is accepted.

CARRIED

Note:

29 November 2019 – the Mayor did not attend the Lower Waitaki Rating District Meeting.

Council requested the Mayor request a debrief to Council on the Waimate 50 event. The organisation will be requested to appear before Council in 2020 to speak on their annual grant.

10 DEPUTY MAYOR'S REPORT**10.1 DEPUTY MAYOR'S REPORT****RESOLUTION 2019/91**

Moved: Cr Tom O'Connor

Seconded: Cr Colin Pankhurst

That the Deputy Mayor's Report is accepted.

CARRIED**11 COUNCILLORS' REPORTS****11.1 COUNCILLORS' REPORT****RESOLUTION 2019/92**

Moved: Cr Tom O'Connor

Seconded: Cr Sheila Paul

That the Councillors' Report is accepted.

CARRIED**12 CHIEF EXECUTIVE'S REPORT****12.1 AFFIXING OF THE COMMON SEAL****RESOLUTION 2019/93**

Moved: Mayor Craig Rowley

Seconded: Cr Fabia Fox

That the following documents be executed under the Common Seal of the Council:

1. Warrant of Appointment (Building Control Officer) John Watson – 29 October 2019
2. Warrant of Appointment (Noise Control Officer) Brendan Milne – 5 November 2019

CARRIED

13 COUNCIL ACTIONS REPORT**13.1 COUNCIL ACTIONS REPORT****RESOLUTION 2019/94**

Moved: Cr Sheila Paul

Seconded: Cr Sandy McAlwee

That the Council Actions Report is accepted.

CARRIED

14 HUMAN RESOURCES REPORT**14.1 HUMAN RESOURCES REPORT****RESOLUTION 2019/95**

Moved: Cr Tom O'Connor

Seconded: Deputy Mayor Sharyn Cain

That the Human Resources Manager's report is accepted.

CARRIED

Note:

Council asked for a special thank you opportunity to be arranged for Council's retired gardener Murray Martin to recognise his long service.

Council asked the Human Resources Manager to include a graph to show the current number of staff members.

15 HEALTH AND SAFETY REPORT**15.1 HEALTH AND SAFETY UPDATE****RESOLUTION 2019/96**

Moved: Cr Fabia Fox

Seconded: Cr Sheila Paul

That the Health and Safety update report is accepted.

CARRIED

16 AUDIT AND RISK COMMITTEE REPORT**16.1 AUDIT AND RISK COMMITTEE CHAIR'S REPORT****RESOLUTION**

Moved: Cr Sheila Paul
Seconded: Deputy Mayor Sharyn Cain

That the Audit and Risk Committee Chair's Report be accepted.

CARRIED**Note:**

Council noted that the Key Risk Register was taken in public excluded, and asked for this to be reviewed.

17 GENERAL REPORTS**17.1 EXPENDITURE VARIATION REPORT FOR THE 3 MONTHS ENDED 30 SEPTEMBER 2019****RESOLUTION 2019/97**

Moved: Deputy Mayor Sharyn Cain
Seconded: Cr Tom O'Connor

That the Expenditure Variation Report for the 3 months ended 30 September 2019 report is accepted.

CARRIED**17.2 LOCAL APPROVED PRODUCTS POLICY 314**

Council considered the reviewed draft of the Local Approved Products Policy 314.

RESOLUTION 2019/98

Moved: Deputy Mayor Sharyn Cain
Seconded: Cr Sheila Paul

1. That the Local Approved Products Policy 314 report is accepted; and
2. That Council adopts the Local Approved Products Policy 314, as presented.

CARRIED

17.3 DELEGATIONS POLICY AMENDMENT: SECTION 235 & SECTION 237B

Council considered amendments to Council's delegation policy.

RESOLUTION 2019/99

Moved: Mayor Craig Rowley

Seconded: Cr Sheila Paul

1. That the Delegation Policy Amendment: Section 235 and Section 237B report is accepted; and
2. That in accordance with section 34A of the Resource Management Act 1991, the Council delegates its powers, functions and duties in respect of sections 235 and 237B of this Act to Level 1, and
3. That the Waimate District Council Delegations Policy 308 Schedule 3B be amended to include the addition of sections 235 and 237B as specific delegations to Level 1 in order to give agreement to the creation of voluntary esplanade strips and voluntary access strips.

CARRIED

17.4 DISTRICT PLAN REVIEW & TIMETABLE

Council considered its upcoming obligation to review its District Plan timetable for the review and resourcing considerations.

RESOLUTION 2019/100

Moved: Mayor Craig Rowley

Seconded: Cr Fabia Fox

That the District Plan Review and Timetable report be received.

CARRIED

Note:

Council asked for staff to look at generic sharing where possible between Councils for some areas of the District Plan review.

17.5 WASTE MINIMISATION LONG TERM CONTRACT

Council considered the Local Government Act 2002 (LGA) Section 17A review for Waste Minimisation.

RESOLUTION 2019/101

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Tom O'Connor

1. That the Waste Minimisation Long Term Contract report is accepted; and
2. That Waimate District Council continues with the joint procurement process with Timaru District Council and Mackenzie District Council; and
3. That the Waimate District Council approves a contract term of 15 years with a maximum 5-year extension.

CARRIED

Note:

Council asked that the rural drop off recycling bins be reviewed as part of the process.

18 CONSIDERATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

Nil

PUBLIC EXCLUDED

19 EXCLUSION OF THE PUBLIC REPORT

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2019/102

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Tom O'Connor

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<p>19.1 - Investment Proposal 4-6 Gorge Road</p>	<p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

CARRIED

20 RE-ADMITTANCE OF THE PUBLIC REPORT**RESOLUTION 2019/103**

Moved: Cr David Owen

Seconded: Cr Tom O'Connor

That Council moves out of Closed Council into Open Council.

CARRIED

Council adjourned the meeting at 10.50am for morning tea.

Council reconvened the meeting at 11.03am.

17.6 ECONOMIC DEVELOPMENT STEERING GROUP UPDATE AS AT 29 NOVEMBER 2019

Steering Group members Mandy Tangney, Peter Collins and Ian Moore were in attendance.

RESOLUTION 2019/104

Moved: Mayor Craig Rowley

Seconded: Deputy Mayor Sharyn Cain

1. That the Economic Development Steering Group Update as at 29 November 2019 is accepted; and
2. That Council approve the amended Waimate District Economic Development Steering Group Terms of Reference, with the below amendment; and
3. That Council consider section 3 improvement options of the 'Parkers Bush and Centrewood Park Road Route to White Horse Monument Upgrade Options Report' in terms of budgetary requirements and timing; and
4. That Council consider introducing a 60kph speed limit from the Mill Road/Parkers Bush Road intersection up to the White Horse monument and that it be included in the next Speed Limit Review; and
5. That Council confirms the members of the Economic Development Steering Group as being Ian Moore as Chair, Chris Paul, Mandy Tangney, Peter Collins and Council representatives Miriam Morton and Colin Pankhurst.

CARRIED

Notes:

Terms of Reference 'Membership' Paragraph 20: delete the word 'maximum'.

Council asked to be provided with the planting plan for the threshold areas at St Andrews, Makikihi and Glenavy on State Highways.

Council asked for consideration for bicycle parking on Queen Street when the landscaping plan is developed.

Council asked the Chief Executive to prepare a report on improvements of the route up to the White Horse monument, including funding options.

Key indicators will be included in the Economic Development Strategy as a means of measuring success.

Council thanked Mandy Tangney for organising the very successful Waimate Santa Parade last weekend.

MEETING CLOSURE

There being no further business, the Chair declared the meeting closed at 11.48am.

The minutes of this meeting are to be confirmed at the Ordinary Council Meeting scheduled on Tuesday 18 February 2020.

.....
CHAIRPERSON

8 RECEIPT OF MINUTES

Nil

REPORTS

9 MAYOR'S REPORT

9.1 MAYOR'S REPORT

Author: Karalyn Reid, Committee Secretary and PA to the Mayor

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: Nil

OPERATION CHRISTMAS CHILD



1. On behalf of Mayoress Lyn Stringer, I would like to thank all the residents of Waimate that supplied presents for the Operation Christmas Child promotion. It was again a fantastic effort from the district and the gifts were gratefully received by the Salvation Army for distribution within the Waimate District.

EXTERNAL MEETINGS & FUNCTIONS ATTENDED BY THE MAYOR

2. Outside of Waimate District Council meetings and general business from 30 November 2019 to 7 February 2020.

Date	Meetings and Functions
3 December 2019	Waimate District Civic Awards Committee meeting – Council
3 December 2019	Interagency meeting on Crop Residue Burning Activities – Timaru
6 December 2019	Operation Christmas Child gifts collected by Salvation Army – Council
12 December 2019	Main School Prizegiving – Waimate
14 December 2019	Opening of Strawberry Fare and roster for Council stand – Waimate
14 December 2019	Waimate Volunteer Fire Brigade Presentations Evening (with Mayoress) – Waimate
17 December 2019	Ted d’Auvergne Sculpture Project Fundraising Committee meeting – Waihao Forks
17 December 2019	Senior Citizens Christmas Afternoon Tea – Waimate
18 December 2019	Lower Waitaki South Coastal Canterbury Zone Committee meeting – Studholme
18 December 2019	Tuia Rangatahi Maori Leadership Development meeting – Council
18 December 2019	Christmas in the Square – Waimate
20 December 2019	Mayor’s Chat with OJ – Mediaworks

15 January 2020	Mayoral Forum Food & Fibre Innovation Programme – Young People’s Forum – Ashburton
16 January 2020	Waimate Community Anzac Group meeting – Council
16 January 2020	Alpine Energy Shareholders meeting – Timaru
21 January 2020	Waimate St John Briefing – Waimate
27 January 2020	Waimate District Civic Awards Meeting – Council
29 January 2020	Mayoral Forum Food & Fibre Innovation Programme – review project governance and management – via teleconference
3 February 2020	Mayoral Forum Workshop – Christchurch
5 February 2020	Civic Award Recipient Visits with Chair of Waimate District Civic Awards Committee
5 February 2020	Mayor’s Open Forum – Council

RECOMMENDATION

That the Mayor’s Report is accepted.

10 DEPUTY MAYOR'S REPORT**10.1 DEPUTY MAYOR'S REPORT**

Author: Karalyn Reid, Committee Secretary and PA to the Mayor
Authoriser: Tina Stevenson, Corporate Services Group Manager
Attachments: Nil

WAIMATE STRAWBERRY FARE AND JAPANESE CONSULAR GENERAL EVENT

Cls Sandy McAlwee, Sheila Paul and Deputy Mayor Sharyn Cain at the Council stand at the Waimate Strawberry Fare



Deputy Mayor Sharyn Cain with the Japanese Consular General

EXTERNAL MEETINGS & FUNCTIONS ATTENDED BY THE DEPUTY MAYOR

Outside of Waimate District Council meetings and general business from 30 November 2019 to 7 February 2020.

Date	Meetings and Functions
2 December 2019	Toot for Tucker Collection – Waimate
3 December 2019	Waimate Parenting Hub Christmas Morning Tea – Waimate
3 December 2019	Waimate High School year 7 visit and presentation – Council
7 December 2019	Waimate Christmas Parade – Waimate
14 December 2019	Strawberry Fare and roster for Council stand – Waimate
14 December 2019	Filipino Christmas Party (on behalf of Mayor) – Oamaru
18 December 2019	Christmas in the Square – Waimate
25 December 2019	Waimate Community Christmas Function – Waimate
16 January 2020	Alpine Energy Shareholders Meeting (via teleconference)
20 January 2020	Waimate St John Meeting – Waimate
21 January 2020	Waimate St John Meeting – Waimate
25 January 2020	Waimate Caledonian Games (on behalf of Mayor) – Waimate
31 January 2020	Celebration of Japanese Emperor's 60 th Birthday (on behalf of Mayor) - Christchurch

RECOMMENDATION

That the Deputy Mayor's Report is accepted.

11 COUNCILLORS' REPORTS**11.1 COUNCILLORS' REPORT**

Author: Karalyn Reid, Committee Secretary and PA to the Mayor
Authoriser: Tina Stevenson, Corporate Services Group Manager
Attachments: Nil

PURPOSE

To present for the information of Council a register of external meetings and functions attended by Councillors outside of Waimate District Council meetings and general business from 30 November 2019 to 7 February 2020.

Cr Fabia Fox	
Date	Meetings and Functions
14 December 2019	Roster at Council stand at Strawberry Fare

Cr Sandy McAlwee	
Date	Meetings and Functions
2 December 2019	Downlands Joint Standing Committee meeting – Timaru
14 December 2019	Roster at Council stand at Strawberry Fare
20 January 2020	Meeting with Ratepayer to view slip on Government Track (off Back Line Road)

Cr Miriam Morton	
Date	Meetings and Functions
3 December 2019	Waimate District Civic Awards Committee meeting – Council
3 December 2019	Waimate High School year 7 class visit to Council – Chambers
7 December 2019	Positive Waimate Christmas Parade
16 December 2019	Waimate CentreCare Christmas Function – Makikihi
18 December 2019	Christmas in the Square – Waimate
27 January 2020	Waimate District Civic Awards Committee meeting – Council
27 January 2020	Economic Development Steering Group meeting – Council

Cr Tom O'Connor	
Date	Meetings and Functions
28 January 2020	St Andrews residents meeting (recycling cardboard) – St Andrews
4 February 2020	St Andrews residents meeting (roads) – St Andrews
7 February 2020	Federated Farmers meeting on drought/irrigation – St Andrews

Cr David Owen	
Date	Meetings and Functions
7 December 2019	Waimate Christmas Parade
14 December 2019	Roster at Council stand at Strawberry Fare
18 December 2019	Christmas in the Square – Waimate
16 January 2020	Waimate Community Anzac Group Meeting – Council

Cr Sheila Paul	
Date	Meetings and Functions
3 December 2019	Meeting with Morven Domain Committee and Chief Executive – Morven
11 December 2019	Fraud and Corruption Webinar – Council
11 December 2019	Waihao Wainono Group AGM – Waihao Marae
14 December 2019	Roster at Council stand at Strawberry Fare
17 January 2020	Agenda content meeting for Infrastructure Committee – Council

RECOMMENDATION

That the Councillors' Report is accepted.

12 CHIEF EXECUTIVE'S REPORT**12.1 AFFIXING OF THE COMMON SEAL**

Author: Karalyn Reid, Committee Secretary and PA to the Mayor

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: Nil

PURPOSE

1. The following documents have been prepared in accordance with previous resolutions of the Council and/or the provisions of the Local Government Act, 1993 and other relevant statues.
2. It is now proposed that the Council authorise the signing and sealing of these documents.

RECOMMENDATION

That the following documents be executed under the Common Seal of the Council:

1. Warrant of Appointment (Noise Control Officer): Gavan Erasmus – 16 December 2019
2. Section 73 Certificate under Building Act 2004:Jonathon Paul Brighton and Elizabeth Ann Brighton – 15 January 2020.

13 COUNCIL ACTIONS REPORT**13.1 COUNCIL ACTIONS REPORT**

Author: Karalyn Reid, Committee Secretary and PA to the Mayor

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: 1. Council Action Report [↓](#) 

PURPOSE

For the outstanding Council Actions Report to be presented for the information of Council.

RECOMMENDATION

That the Council Actions Report is accepted.

Meeting	Officer/Director	Section	Subject
Council 31-May-18	Duncan, Stuart	General Reports	Library Redevelopment
RESOLUTION 2018/40			
That Council proceed with the plan for the redevelopment of the Library including the whole Council building, and fund the investigation and scoping report to the sum of \$100,000 from the 2130 Property Reserve in the year 2020/21.			
Note:			
The architect is scheduled to present preliminary designs to the Leadership Team and elected members in late February.			

Meeting	Officer/Director	Section	Subject
Council 19-Feb-19	Mitchell, Dan	General Reports	Waste Compactor - Waimate Resource Recovery Park
RESOLUTION 2019/14			
That Council approves the purchase and installation of a second hand waste compactor for the Waimate Resource Recovery Park.			
Note:			
The two compactor bins are completed. Drawings for the revised concrete pad and electrical layout are expected the week beginning 17 February 2020 when a final site visit will take place. Refurbishment and modification of the compactor are all but complete.			

Meeting	Officer/Director	Section	Subject
Audit and Risk Committee 20-Aug-19	Stevenson, Tina	General Reports	Audit and Risk Committee Workplan Update
COMMITTEE RESOLUTION 2019/15			
The Audit and Risk Committee agreed to review the Committee's reporting and Terms of Reference after the new Chair is appointed.			
Note:			
The review of the Terms of Reference and Workplan will be completed with the newly appointed Chair in advance of the March 2020 meeting.			

14 HUMAN RESOURCES REPORT**14.1 HUMAN RESOURCES REPORT**

Author: Fiona Hester-Smith, Human Resources Manager

Authoriser: Fiona Hester-Smith, Human Resources Manager

Attachments: Nil

PURPOSE

- For the Human Resources Manager to update Council.

RECRUITMENT

- Since my last report in December, the following staff have been employed by Council.

Position	Name	Permanent / Temporary
Lakes Rubbish	Adele Matchette	Temporary
Security After-hours	Geoff Burke	Permanent P/T
Security After-hours	Marc Pimm	Permanent P/T
Lakes Supervisor	Peter Brown	Temporary
Lakes Supervisor	Timothy Connor	Temporary
Pool Attendant	Cindy SewHoy	Temporary
Animal Control After-hours / Noise Control	Karen Buchanan	Permanent P/T
Gardener	Scott Tiffen	Permanent F/T
Three Waters Technical Administrator	Tracey Tiffen	Permanent F/T

EXITING STAFF

- Since my last report in December, the following staff have left Council.

Position	Name	Permanent / Temporary
Parks and Reserves Supervisor	James Hewson	Permanent F/T
Pool Attendant	Ella Bray	Temporary
Pool Attendant	Ari Dungey	Temporary
Library Assistant	Deb Sheddan	Permanent P/T
Lakes Supervisor	Peter Brown	Temporary
Lakes Supervisor	Timothy Connor	Temporary

STAFF STATISTICS**PERMANENT STAFF**

Month	Total	Full Time	Part Time	FTE
Dec-19	63	43	20	51.47
Jan-20	63	42	21	50.40
Feb-20	63	43	20	51.40

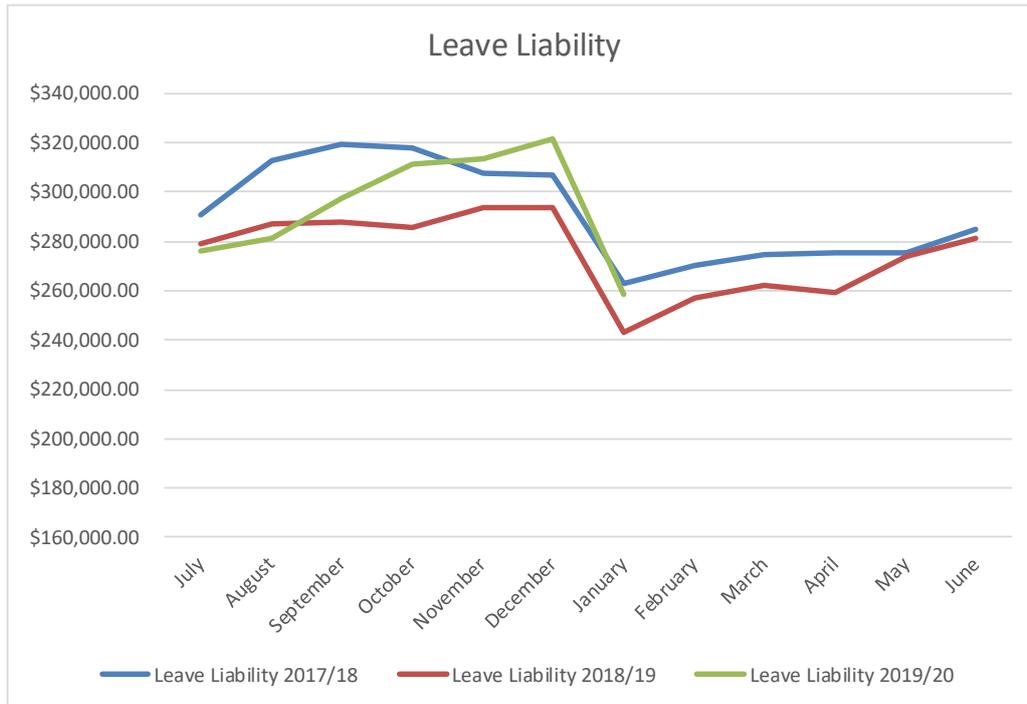
TEMPORARY AND CASUAL STAFF

Month	Total	Temporary	Casual	FTE
Dec-19	8	8	0	5.25
Jan-20	9	9	0	5.50
Feb-20	8	8	0	5.00

HISTORY AS AT JUNE EACH YEAR

Year	Total	FTE
2017	57	47.61
2018	58	48.58
2019	60	50.71
Feb -20	63	51.40

LEAVE LIABILITY STATISTICS



4. As expected the leave liability has dropped due to staff taking leave and the close down over the Christmas and New Year Period.
5. The number of Staff with excess leave has now reduced from 11 in November 2019 (as reported in my last Audit and Risk Committee report for 26 November 2019 meeting) to 7 at the end of January 2020. There is significant leave booked for those that still have excess leave over the next few months and we continue to monitor this and work on reducing Councils leave liability.

RECOMMENDATION

That the Human Resources Managers report is accepted.

15 HEALTH AND SAFETY REPORT

Nil

16 AUDIT AND RISK COMMITTEE REPORT

Nil

17 GENERAL REPORTS**17.1 RECOMMENDATIONS OF THE ENVIRONMENTAL SERVICES AND FINANCE COMMITTEE MEETING HELD ON 28 JANUARY 2020**

Author: Karalyn Reid, Committee Secretary and PA to the Mayor

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: Nil

17.1.1 CANTERBURY LOCAL AUTHORITIES' TRIENNIAL AGREEMENT 2020-22

Council were presented with the 2020-22 Triennial Agreement (the Agreement) between local authorities in Canterbury for approval.

COMMITTEE RECOMMENDATION

1. That the Canterbury Local Authorities Triennial Agreement 2020-22 report is accepted; and
2. That the Environmental Services and Finance Committee recommends that Council enters into the Canterbury Local Authorities Agreement 2020-22.

17.2 RECOMMENDATIONS OF THE DISTRICT INFRASTRUCTURE COMMITTEE MEETING HELD ON 28 JANUARY 2020

Author: Karalyn Reid, Committee Secretary and PA to the Mayor

Authoriser: Dan Mitchell, Asset Group Manager

Attachments: Nil

17.2.1 EXTENSION TO CONTRACT 15/1 ROAD NETWORK MAINTENANCE AND OPERATIONS

The District Infrastructure Committee considered extending Contract 15/1 Road Network Operations and Maintenance for a further seven months to 30 June 2021.

COMMITTEE RECOMMENDATION

1. That the Extension to Contract 15/1 Road Network Maintenance and Operations be accepted; and
2. That the District Infrastructure Committee recommends to Council that Contract 15/1 Road Network Operations and Maintenance be extended for a period of seven months to end on 30 June 2021.

17.3 LONG SERVICE ACKNOWLEDGEMENT: MURRAY MARTIN - 10.30AM

Author: Karalyn Reid, Committee Secretary and PA to the Mayor
Authoriser: Fiona Hester-Smith, Human Resources Manager
Attachments: Nil

PURPOSE

To enable Council to acknowledge and thank long-time staff member Murray Martin for his outstanding service to Council. Murray started on 10 May 1972, and has completed over 47 years' service with Council in the Parks and Reserves Department.

Murray has been invited to join Council for morning tea. Following morning tea, Council and relevant staff members will travel to Knottingley Park for a special tree planting in honour of Murray's long service.

17.4 AUDIT AND RISK COMMITTEE - APPOINTMENT OF INDEPENDENT CHAIR

Author: Karalyn Reid, Committee Secretary and PA to the Mayor

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: Nil

PURPOSE

1. For Council to be informed of the appointment of the Independent Chair of the Audit and Risk Committee.

BACKGROUND

2. The Independent Chair of the Audit and Risk Committee position has been vacant since April 2019.
3. Council advertised this vacancy and invited applications from suitably experienced persons.
4. The Mayor, Chief Executive and Deputy Chair of the Audit and Risk Committee recommended that Mr Damian Hogue be offered the role. Mr Hogue is now in a position to accept this appointment.
5. Council accepted the appointments of the Deputy Mayor, the Chairperson and the members of each committee of the territorial authority at the Inaugural meeting of Council on 29 October 2019, with the Mayor choosing to exercise the powers under Section 41A(3) of the Local Government Act 2002.
6. As the Independent Chair of the Audit and Risk Committee position was vacant at the time of the Inaugural meeting of Council, Council now needs to accept the appointment of Mr Damian Hogue as Independent Chair of the Audit and Risk Committee.
7. The Audit and Risk Committee Terms of Reference state that the Council will include the appointment of a non-elected (external Appointee) as Chairperson.
8. Mr Hogue will be chairing the next Audit and Risk Committee meeting scheduled for 19 March 2020.

The Role of a Committee Chair

9. The purpose of the Committee Chair's role is to co-ordinate, lead and direct the business of a Council Committee, in a manner consistent with the powers delegated by Council under its terms of reference.
10. Key tasks of Committee Chairs are to oversee, co-ordinate and direct all activities of the Committee within its specific terms of reference and delegated authorities, providing guidance and direction to Committee members and liaising regularly with Council management in setting the content and priorities of meeting agendas.
 - a. To speak on behalf of the Committee and act as an advocate for it and representing the Committee at meetings with external parties and the public.
 - b. To report to Council on the recommendations and work of the Committee.
 - c. To preside over Council Committee meetings ensuring that the Committee carries out its business in an orderly manner and enforcing standing orders as required.
 - d. To have an understanding and knowledge of Standing Orders and Code of Conduct.
11. The Committee Chair may be removed from office by resolution of the Council.

12. The Audit and Risk Committee Terms of Reference state that the external Appointee should have the following experience:
- i. financial reporting
 - ii. broad governance experience;
 - iii. familiarity with risk management disciplines (identification, evaluation and management);
 - iv. understanding of internal control and assurance frameworks;
 - v. a good understanding of the roles of internal and external audit;
 - vi. industry or sector expertise; and
 - vii. the ability to explain technical matters in their field of expertise to other members.

PROPOSAL

13. That Council accept the appointment of Mr Damian Hogue as Independent Chair of the Audit and Risk Committee.

ASSESSMENT OF SIGNIFICANCE

14. This matter is not deemed significant under Council's Significance and Engagement Policy.

CONSIDERATIONS

15. There are no known considerations.

Legislation

16. Under Section 41A(3) of the Local Government Act 2002, the Mayor has the power to appoint the Deputy Mayor, the Chairperson and the members of each committee of the territorial authority. Subsequently the Mayor chose to exercise the powers under Section 41A(3) when the appointments of all other positions were accepted at the Inaugural meeting of Council on 29 October 2019.

FINANCIAL

17. The Governance consultancy budget of \$5,300 excl. GST for the year ended 30 June 2020 includes provision for fees and mileage to be paid to an Independent Chair of the Audit and Risk Committee.

RECOMMENDATION

1. That the Audit and Risk Committee – Appointment of Independent Chair report is accepted; and
2. That the appointment of Mr Damian Hogue as the Independent Chair of the Audit and Risk Committee is accepted.

17.5	WAIMATE DISTRICT COUNCIL COMMUNITY AND SPORTS COMMITTEE MEMBERSHIP
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Author: Carolyn Johns, Community and Strategy Group Manager

Authoriser: Carolyn Johns, Community and Strategy Group Manager

Attachments: Nil

PURPOSE

- To consider membership of the Waimate District Council Sports and Community Committee due to receiving two resignations since the refresh of the committee in October 2018.

BACKGROUND

- The new Community and Sports Committee has a membership of 10 with a quorum of 5. The new committee to consist of one Council representative and Mayor as ex officio, an Iwi representative, a Sport South Canterbury representative and the balance community representatives with a mix of community and sports interests.
- In September 2018, Council advertised for members of the community who had an interest in Community and Sports to register their names for consideration.
- Current Community and Sports Committee members are:

Name	Role
Sharyn Cain	Council rep and chair
Mayor Craig Rowley	Council ex officio
Graeme Lane	Iwi representative
Nigel Davenport	Sport South Canterbury representative
Jason Evered	Deputy chair and Community representative
Margery Giles	Community representative
Toni Oudemans	Community representative
Peter Vendetti	Community representative
Ellen White	Resigned
Nyssa Willcocks	Resigned

PROPOSAL

- Following the resignation of two community representatives, the below two people, who expressed interest in 2018, were approached and are still interested in being on this committee. They are:

Name	Role
Hazel Fish	Involved in theatre, dancing and sporting groups. Current chair of the Creative NZ Committee
Lauren McKnight	Preschool teacher. Children attend primary and high school.

RECOMMENDATION

1. That the Waimate District Council Community and Sports Committee Membership report be accepted, and
2. Council approve Hazel Fish and Lauren McKnight as community representatives on the Waimate District Council Community and Sports Committee.

17.6 FEES & CHARGES 2020/21

Author: Leonardo Milani, Policy Analyst

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: 1. Fees & Charges 2020/21 [↓](#) 

PURPOSE

1. To adopt the Waimate District Council's Fees & Charges for the timeframe of 2020-2021 financial year.

BACKGROUND

2. The attached Draft Fees & Charges 2020/21 document has been prepared and reviewed by Waimate District Council's managers and general managers, resulting in a series of proposed modifications, as presented. Subsequently, the draft document was presented to Council Workshop on 28 January 2020 for further discussion.
3. As the result, Council requested staff to review and revise the proposed fees in the four following sections, now amended as per discussion:
 - a. Section 'Waste Management', Subsection 'Refuse'
 - b. Section 'Cemeteries', Subsections 'Interments', 'Plot Purchase', and 'Additional Charges'
 - c. Section 'Swimming Pool', Subsection 'Admission'
 - d. Section 'Waimate Event Centre', Subsections 'Meeting Room, Club Room, Mezzanine Office/Floor or Gallery', 'Cricket Pitch', and 'Kitchen or Bar Hire'.

PROPOSAL

4. Council is asked to approve the adoption of the Fees & Charges 2020/21, effective 1 July 2020.

OPTIONS

5. Council may:
 - a. Adopt Fees & Charges 2020/21; or
 - b. Adopt Fees & Charges 2020/21 with amendments; or
 - c. Not adopt Fees & Charges 2020/21 at this time.

ASSESSMENT OF SIGNIFICANCE

6. Fees & Charges 2020/21 is not deemed significant under the Waimate District Council's Significance & Engagement Policy.

RECOMMENDATION

1. That Council accepts the Draft Fees & Charges 2020/21 report; and
2. That Council adopts the Fees & Charges 2020/21, as presented, or with amendments.

All fees and charges are GST inclusive.	2018/2019	2019/20	2020/2021	%Change
Discretion				
The Chief Executive or the Managers of the Planning and Regulatory functions are authorised to reduce deposits or fees in cases of reduced staff input being required or in special circumstances. Where Council charges are based on the recovery of Council costs, these will be calculated as follows:				
Officers — at Council charge-out labour rates Expenses — at the actual costs incurred by Council, Vehicle Mileage — at current IRD rates.				
Urban Water, Sewage and Stormwater				
Network Application Fees				
Connections, Alterations (status change [Full/Vacant] and re-positioning) and / Disconnections — Urban Water, Sewer, Stormwater — per either valuation number, lot number, or dwelling	\$130.00	\$135.00	\$140.00	3.7%
Connections, Alterations, Disconnections — Urban Water, Sewer, Stormwater — per valuation number or dwelling				
Hydraulic Modelling — per connection (as required)	\$552.00 plus difference to cover actual costs	\$644.00 plus difference to cover actual costs	\$747.50 plus difference to cover actual costs	16.1%
Utility Physical Works				
Urban Water, Sewer, Stormwater	Actual Cost	Actual Cost	Actual Cost	
Targeted Connection Fees				
Sewer Connections (Capital Contribution GST inclusive)				
High Street Sewer Extension - Gravity Main	\$4,663.80	\$4,817.70	\$4,923.70	2.2%
High Street Sewer Extension - Pumped Main	\$6,771.00	\$6,994.40	\$7,148.30	2.2%
Timaru Road Sewer Extension	\$15,000.00	\$15,000.00	\$15,000.00	
Mill Road Sewer Extension	\$12,935.00	\$13,517.00	\$14,125.00	4.5%
King Street Sewer Extension	\$12,765.00	\$13,186.30	\$13,476.30	2.2%
Capital Contribution				
For a new connection, for habitable dwelling, at a proposed, or newly created lot due to subdivision or an existing parcel of land within the newly designated urban/business zone for the Waimate Township that previously have not paid any vacant rates for utilities.				
For a newly created lot due to subdivision or an existing parcel of land within the newly designated urban/business zone for the Waimate Township that previously have not paid any vacant rates for utilities.				
For a newly created lot due to subdivision, or an existing parcel of land within the newly designated urban/business zone for the Waimate Township that previously have not paid any vacant rates for utilities.				
Urban Water	\$2105.00	\$2,105.00	\$2,105.00	
Sewer	\$5,625.00	\$5,625.00	\$5,625.00	
Stormwater	\$1,545.00	\$1,545.00	\$1,545.00	
Extraordinary Water Supply				
Properties in excess of one hectare or properties deemed to have an extraordinary supply as outlined in the Waimate District Council Bylaws, section 1418.3, shall be equipped with a metered water connection. Any water used in excess of 200m ³ within a six month period is charged at \$1.00 per m ³ .	\$1.00 per m ³	\$1.05 per m ³	\$1.12 per m ³	6.6%
Properties in excess of one hectare, or all other purposes for which water is supplied other than Ordinary Supply, shall be deemed to be an Extraordinary Supply and may be subject to conditions and limitations. Such purposes include: spa or swimming pool in excess of 10m ³ , commercial business, trade/industrial, fire protection systems. Any water used in excess of 200m ³ within a six month period is charged at the specified rate.				
Urban Water Backflow Preventer				
Registration and inspection — per annum	\$100.00	\$105.00	\$110.00	4.8%
Other Fees				

All fees and charges are GST inclusive.	2018/2019	2019/20	2020/2021	%Change
Application is required to take bulk water from the Urban supply. Bulk water will be charged at per m3 take. Council will provide a metered, double checked stand pipe with conditions of use.	\$5.00 per m ³	\$5.00 per m ³	\$5.10 per m3	2.2%
Pipeline Location and notification of works around the Urban water supply network infrastructure	No Charge	No Charge	No Charge	
Unauthorised actions, resulting in damage to the network supply infrastructure, and or contamination to the Urban water supply	Actual Cost	Actual Cost	Actual Cost	
Unauthorised water tampering or take from the Urban supply	\$2,000.00 plus actual cost	\$2,000.00 plus actual cost	\$2,000.00 plus actual cost	
Rural Water Supply				
Application Fees				
Single (or primary application) for Connections, Alterations (increase/decrease, transfers & re-positioning) and Disconnections — per either valuation number, lot number, or dwelling	\$130.00	\$135	\$140.00	3.7%
Connection, Alteration, or Disconnection (primary application) (original wording with small addition)				
Additional Connections, Alterations (increase/decrease or transfers) and Disconnections — appended to primary application from the legal and rated owner of land and connections, alteration and disconnections,	\$50.00	\$55	\$60.00	9%
Additional Connections, Alterations, or Disconnections (Connected to primary application)				
Hydraulic Modelling — per connection	\$552.00 plus difference to cover actual costs	\$644.00 plus difference to cover actual costs	\$747.50 plus difference to cover actual costs	16.1%
Utility Physical Works				
Rural Water	Actual Cost	Actual Cost	Actual Cost	
Capital Contribution				
Capital Contribution for all rural water schemes	\$2.00 per litre per day	\$2.00 per litre per day	\$2.00 per litre per day	
Targeted Connection Fees				
Water Connections				
Glenavy Developments - Bignall Lane, Cherry Lane, Stocker Lane (Note: allocation 1000L per day)	Capital Contributions paid at time of Resource Consent	Capital Contributions paid at time of Resource Consent	Capital Contributions paid at time of Resource Consent	
Willowbridge Water Extension	\$2,719.75	\$2,719.75	\$2,719.75	
Other Fees				
Restrictor Frost Plug (available at Waimate District Council Office)	No Charge	No Charge	No Charge	
Restrictor Screen (available at Waimate District Council Office)	No Charge	No Charge	No Charge	
Installation of Restrictor Frost Plug	\$50.00	\$55.00	\$56.00	2.2%
Installation of Restrictor Screen	\$55.00	\$60.00	\$61.00	2.2%
Installation of Restrictor Face Plate (for reasons other than fair wear and tear)	\$110.00	\$112.00	\$114.00	2.2%
Replace Point of Supply — Restrictor unit and associated fittings (for reasons other than fair wear and tear)	Min \$250.00 plus difference to cover actual cost	Min \$250.00 plus difference to cover actual cost	Min \$250.00 plus difference to cover actual cost	
Pipeline Location and notification of works around water scheme network infrastructure	No Charge	No Charge	No Charge	
Unauthorised actions, resulting in damage to the water scheme network infrastructure and or contamination to the Rural water supplies	Actual Cost	Actual Cost	Actual Cost	
Staff Charge Out Fees	Actual Cost	Actual Cost	Actual Cost	
Unauthorised Water Tampering or take from the Rural supplies	\$2,000.00 plus actual cost	\$2,000.00 plus actual cost	\$2,000.00 plus actual cost	
Emergency Additional Supply				

All fees and charges are GST inclusive.	2018/2019	2019/20	2020/2021	%Change
Business Hours (8.00am — 4.30pm Mon — Fri)	\$250.00	\$255.00	\$260.00	2.0%
After Hours, Weekends and Public Holidays	\$350.00	\$355.00	\$360.00	1.4%
Temporary Water Allocation				
Temporary water allocation is charged at three times the normal scheme rate plus re-jetting fees of \$90 per visit (two visits required)	Temporary water allocation is charged at three times the normal scheme rate plus re-jetting fees of \$90 per visit (two visits required)	Temporary water allocation is charged at three times the normal scheme rate plus re-jetting fees of \$90 per visit (two visits required)	Temporary water allocation is charged at three times the normal scheme rate plus re-jetting fees of \$95 per visit (two visits required)	5.6%
WASTE WATER Effluent disposal into Waimate into Waste Water Treatment Plant at grit trap on Racecourse Road	\$10.00 per m ³	\$10.50 per m ³	\$11.00 per m ³	4.8%
Waste Management				
Refuse Kerbside Collection				
Refuse bins can be allocated to a property during the financial year and will be payable in advance based on months remaining and thereafter it will be charged on your rates.				
<i>Collection days on Council website.</i>				
Official Waimate District Council Rubbish Bag (available from Council Office and Information Centre)	\$8.00	\$8.50	\$9.00	5.8%
Resource Recovery Park				
Note: Charging is determined by volume. Examples of vehicles are indicative only.				
Refuse (Rubbish)				
Standard rubbish bag 60 litre	\$7.00	\$7.00	\$7.50	5.0%
Small to Medium loads up to 2 m ³ of refuse e.g. car, station wagon, ute, trailer or van.	\$26.00 per m ³ or part charge there of	\$26.00 per m ³ or part charge there of	\$28.00 per m ³ or part charge there of	5.0%
Large load >2 cubic metres eg large trailer or light truck	\$29.00 per m ³	\$26.00 per m ³	\$28.00 per m ³	5.0%
Weighed load eg trucks larger than 2.5 tonnes tare (per tonne)	\$260.00	\$270.00	\$280.00	5.0%
Whiteware — drop off	\$15.00	\$15.00	\$16.00	5.0%
Vehicles — drop off	*\$30.00	*\$30.00	*\$32.00	5.0%
*An additional \$2021.00 charge applies if cars contain liquids, refuse or other material. Note: Direct to Redruth all trucks only — charged directly by Timaru District Council.				
Greenwaste or Hardfill				
Small to Medium loads from half to 2 m ³ of greenwaste e.g. car, station wagon, ute, trailer or van.	\$13.00 per m ³ or part charge there of	\$13.00 per m ³ or part charge there of	\$13.00 per m ³ or part charge there of	
Large load >2 cubic metres eg large trailer or light truck	\$13.00 per m ³	\$13.00 per m ³	\$13.00 per m ³	
Weighed load, eg trucks larger than 2.5 tonnes tare (per tonne)	\$76.00	\$76.00	\$76.00	
Recyclables and Escrap				
All Recyclables	No Charge	No Charge	No Charge	
Escrap — all items excluding charged items listed below	No Charge	No Charge	No Charge	
All TVs	\$12.00	\$12.00	\$12.00	
CRT computer monitors	\$12.00	\$12.00	\$12.00	
Tyres	\$7.00	\$7.00	\$7.00	
Extraordinary Access Resource Recovery Park (additional to above charges)				
(a) Request and appointment — two hours notice 8.00am – 5.00pm working day	\$60.00	\$60.00	\$60.00	
(b) As above, except appointment outside hours	\$110.00	\$110.00	\$110.00	
(c) Extra 'on demand' fee to waive notice requirement additional to either (a) or (b)	\$60.00	\$60.00	\$60.00	
Roading and Footpaths				

Commented [LM1]: Section's Fees Reviewed and Revised as Instructed by Council

All fees and charges are GST inclusive.	2018/2019	2019/20	2020/2021	%Change
Access to the Road Corridor for Utilities and Private Services				
Private access request for Minor work <ul style="list-style-type: none"> Less than 14 days from commencement to final reinstatement and Works completion notice lodgement. Work in road berm up to 6m²and/or 20m length. Work in footpath less than 3m². Work in road pavement less than 2m² and/or 3m length Single Road Crossing sealed road using trenchless method. Single Road Crossing unsealed road. Road crossing Pipe size less than 120 mm diameter 	\$69.00	\$86.25	\$90.00	10%
Private access Deed of Grant request for Major work <ul style="list-style-type: none"> Less than 14 days from commencement to final reinstatement and Works completion notice lodgement. Work in footpath or road berm greater than 6m² and/or 20m length. Work in road sealed pavement greater than 2m² and/or 5m length 	\$356.50	\$402.50	\$500.00	24%
<u>Private access Deed of Grant request for Project work.</u> <ul style="list-style-type: none"> <u>Greater than 14 days from commencement to final reinstatement and Works completion notice lodgement. But less than 28 days</u> <u>Road crossing Pipe greater less than 120 mm diameter</u> 			\$1000.00	New
<u>Utility corridor access request for Project Works Preliminary Notification Required for all projects</u>			No charge	New
Utility corridor access Global request for minor work, multiple sites.	\$356.5	\$402.5	\$500.00	24%
Utility corridor access request for Minor work <ul style="list-style-type: none"> Less than 14 days from commencement to final reinstatement and Works completion notice lodgement. Work in road berm up to 6m²and/or 20m length. Work in footpath less than 3m². Work in road pavement less than 2m² and/or 3m length Single Road Crossing sealed road using trenchless method Single Road Crossing on a unsealed road. 	\$69.00	\$86.25	\$90.00	10%
Utility corridor access request for Major work <ul style="list-style-type: none"> Less than 14 days from commencement to final reinstatement and Works completion notice lodgement. Work in footpath or road berm greater than 6m² and/or 20m length. Work in road sealed pavement greater than 2m² and/or 5m length 	\$356.50	\$402.50	\$500.00	24%
<u>Utility corridor access request for Project work which has a Preliminary Notification.</u> <ul style="list-style-type: none"> <u>Greater than 14 days from commencement to final reinstatement and Works completion notice lodgement. But less than 28 days</u> 			\$1000.00	New
<u>Utility corridor access request for Project work with no Preliminary Notification</u> <ul style="list-style-type: none"> <u>Greater than 14 days from commencement to final reinstatement and Works completion notice lodgement. But less than 28 days</u> 			\$1300.00	New
Utility corridor access request for Project work and private requests, which have a duration greater than 28 days from commencement to final reinstatement. The Council Corridor manager may choose to issue approvals for separable potations of the work, which are less than 28 days. Fees will be depend ing on application processing and supervision time and will be decided by negotiation.				
<u>Additional weekly fee where works exceed the stated period.</u>			\$150.00	new
Seal opening reseal texturising fee per m ²	\$15.00 per	\$15.00 per	\$15.00 per	
Traffic Overweight Permit				

All fees and charges are GST inclusive.	2018/2019	2019/20	2020/2021	%Change
Plus actual and reasonable costs for any structural checking and inspections where required	\$65.00 and actual costs	\$86.25 and actual costs	\$90.00 and actual costs	4.3%
Applications Fees and Licences				
Regular Dairy Stock Crossing Licence	\$356.50	\$402.50	\$500.00	24%
Dairy Stock Crossing Licence Non-compliance Fee Non-compliance fee inspection fee per hour (minimum charge 1 hour)	\$120.00	\$120.00	\$150.00	25%
Road Encroachment, Cattle Stop, Gate (plus advertising)	\$69.00	\$86.25	\$300.00	347%
Storage on roadside	\$120.00	\$86.25		
Construct of kerb crossing or vehicle access — actual and reasonable cost recovery:	Actual cost	Actual cost		
Penalty fee for non-notification on permitted activities Penalty fee for unauthorised or non-notification of activities on the Road Reserve	\$500.00	\$500.00	\$300.00	-66%
Urgent permits will incur an additional mileage fee at the current IRD rate				
Vehicle Access to District Roads				
Urban residential kerb & channel and footpath crossing single 4m wide, construction and application fee		\$2,200.00	\$2,200.00	
Urban residential kerb & channel and footpath crossing double 6m wide, construction and application fee		\$3,100.00	\$3,100.00	
Urban residential no kerb & channel District Plan clause 2.14.3 including culvert or concrete swale 4.0m wide, construction and application fee		\$2,800.00	\$2,800.00	
Rural and urban heavy vehicle access, application fee			\$150.00	new
Temporary Road Closures				
Community Events — non-commercial or not-for-profit organisations Application fee for administering the Road Closure for non-commercial or not-for-profit Community Events.	Upon Application	Upon Application	\$150.00	new
Application fee for administering the Road Closure. Per event and group of roads. This does not include advertising and Traffic Management plan and signage, these are at the event organisers cost.	\$500.00	\$500.00	\$500.00	Multiple events within one application will receive multiple fees
External advertising	Actual Cost	Actual Cost	Actual Cost	
Damage assessment inspection	Actual Cost	Actual Cost	Actual Cost	
Road damage repair	Actual Cost	Actual Cost	Actual Cost	
Road / Street / Footpath Damage				
Bond — for Asset Protection, new build. This bond will only be refunded on demonstration that there has not been any damage or interference with any works or property owned, constructed, acquired or used by Waimate District Council.	\$1,650.00	\$1,650.00		
Council may charge at cost for the repair of any damage to the footpath or street incurred as a result of house relocation, building, demolition or similar activities. Council may charge at cost for the repair and inspection fee for any damage to a Road Street or footpath incurred as a result of house relocation, building, demolition or other activities.	Actual Cost	Actual Cost	Actual Cost	
Abandoned Vehicle Recovery				
Waimate Urban Area			\$200.00	new
All other Areas			\$350.00	new
Camping				
Victoria Park Motor Camp				
Standard Cabins				
Per adult — per night	\$30.00	\$35.00	\$35.00	
Per child (under 12 years) — per night Change to Per child (15 years and under) per night	\$6.00	\$6.00	\$10.00	67%
Long term, per person — per week (conditions may apply)	\$130.00	\$135.00	\$150.00	11.1%
En Suite Cabins				
Single adult — per night	\$50.00	\$65.00	\$65.00	
Two adults — per night	\$80.00	\$90.00	\$90.00	

All fees and charges are GST inclusive.	2018/2019	2019/20	2020/2021	%Change
Additional person — per night (greater than two adults per night fee)	\$15.00	\$15.00	\$15.00	
Long term, per person — per week (conditions may apply)	\$220.00	\$230.00	\$230.00	
Camping — Power Sites				
Per adult — per night	\$15.00	\$16.00	\$16.00	
Per child (under 12 years) — per night	\$5.00	\$5.00	\$5.00	
Long term, one person — per week (conditions may apply)	\$100.00	\$110.00	\$110.00	
Long term, two people — per week (conditions may apply)	\$130.00	\$140.00	\$140.00	
Camping — Non-power Sites				
Per adult — per night	\$14.00	\$15.00	\$15.00	
Per child (under 12 years) — per night	\$5.00	\$5.00	\$5.00	
Long term, one person — per week (conditions may apply)	\$90.00	\$100.00	\$100.00	
Long term, two people — per week (conditions may apply)	\$120.00	\$130.00	\$130.00	
Other Charges				
Shower — Non-campers, per person	\$3.00	\$3.00	\$3.00	
Knottingley Park				
Camping — Power Sites				
Per adult — per night	\$15.00	\$16.00	\$16.00	
Per child (under 12 years) — per night	\$5.00	\$5.00	\$5.00	
Long term, one person — per week (conditions may apply)	\$100.00	\$110.00	\$110.00	
Long term, two people — per week (conditions may apply)	\$130.00	\$140.00	\$140.00	
Camping — Non-power Sites				
Per adult — per night	\$14.00	\$15.00	\$15.00	
Per child (under 12 years) — per night	\$5.00	\$5.00	\$5.00	
Long term, one person — per week (conditions may apply)	\$90.00	\$100.00	\$100.00	
Long term, two people — per week (conditions may apply)	\$120.00	\$130.00	\$130.00	
Other Charges				
Shower — Non-camper, per person	\$3.00	\$3.00	\$3.00	
Dump Station	\$5.00	\$5.00	\$5.00	
Waitaki Lakes				
Season Ticket	\$340.00	\$350.00	\$350.00	
Extra adults — per night (camping on season ticket site)	\$10.00	\$10.00	\$10.00	
Camp Site, two adults & dependants under 16 years — per night	\$20.00	\$20.00	\$20.00	
Individual adult camper — per night	\$10.00	\$10.00	\$10.00	
Waitaki Lakes – Living on moored yachts same fees apply as to campers				
St Andrews Domain				
Camping — Power Sites				
Per adult — per night	\$15.00	\$16.00	\$16.00	
Per child (under 12 years) — per night	\$5.00	\$5.00	\$5.00	
Long term, one person — per week	\$90.00	\$110.00	\$110.00	
Long term, two people — per week	\$120.00	\$140.00	\$140.00	
Camping — Non-power Sites				

All fees and charges are GST inclusive.	2018/2019	2019/20	2020/2021	%Change
Per adult — per night	\$13.00	\$15.00	\$15.00	
Per child (under 12 years) — per night	\$5.00	\$5.00	\$5.00	
Long term, one person — per week	\$80.00	\$100.00	\$100.00	
Long term, two people — per week	\$110.00	\$130.00	\$130.00	
Other Charges				
Shower — Non-camper, per person	\$3.00	\$3.00	\$3.00	
Dump Station	\$5.00	\$5.00	\$5.00	
Morven Reserve Camping				
Powered and non-powered sites, per person — per night	\$10.00	\$10.00	\$10.00	
Cemeteries (Waimate and Otiao Cemeteries)				
Interments				
Ashes	\$195.00	\$250.00	\$300.00	20%
Stillborn and Babies (up to 12 months)	\$150.00	\$200.00	\$250.00	25%
Children (1 - 12 years)	\$440.00	\$500.00	\$550.00	10%
Adult	\$790.00	\$900.00	\$1100.00	22.2%
Extra Depth (double)	\$850.00	\$1,000.00	\$1200.00	20%
Old Cemetery Plot Opening — Concrete Plot	\$265.00	\$400.00	\$500.00	25%
Plot Purchase (including concrete beam)				
Ash Plots	\$345.00	\$345.00	\$350.00	1.44%
Stillborn and Babies (up to 12 months)	\$335.00	\$335.00	\$335.00	
Children (1 - 12 years)	\$465.00	\$465.00	\$465.00	
Adult	\$1,030.00	\$1,030.00	\$1100.00	6.7%
Additional Charges				
Interments — Saturdays, Sundays or Statutory Holidays, also Monday to Friday after 3.00pm May to September and after 4.00pm October to April	\$440.00	\$450.00	\$500.00	11.11%
Ashes Interments on Saturdays, Sundays or Statutory Holidays	\$135.00	\$400.00	\$450.00	12.5%
Dig Grave — Saturdays, Sundays or Statutory Holidays	\$400.00	\$400.00	\$450.00	12.5%
Ashes Dig Saturdays, Sundays or Statutory Holidays	\$170.00	\$200.00	\$250.00	25%
Triple Depth Plot — Old Cemetery only	\$700.00	\$700.00	\$700.00	
Record search (in excess of one per day)	\$15.00	\$15.00	\$15.00	
Swimming Pool				
Admission				
Adult — per swim	\$4.00	\$4.00	\$5.00	25%
Child — per swim	\$2.00	\$2.00	\$2.50	25%
Pre-School Child — per swim	No Charge	No Charge	No Charge	
80 years and over	No Charge	No Charge	No Charge	
Family Season Ticket (Two adults, two children)	\$170.00	\$170.00	\$170.00	
Adult Concessions — per 20 swims	\$70.00	\$70.00	\$70.00	
Child Concessions — per 20 swims	\$35.00	\$35.00	\$35.00	
Adult Season Ticket	\$148.00	\$150.00	\$150.00	
Child Season Ticket	\$75.00	\$75.00	\$75.00	

Commented [LM2]: Section's Fees Reviewed and Revised as Instructed by Council

Commented [LM3]: Section's Fees Reviewed and Partially Revised as Instructed by Council

Commented [LM4]: Section's Fees Reviewed and Partially Revised as Instructed by Council

Commented [LM5]: Fee Revised as Instructed by Council

Commented [LM6]: Fee Revised as Instructed by Council

All fees and charges are GST inclusive.

	2018/2019	2019/20	2020/2021	%Change
Spectator/Guardian			\$0.00	New
Pool Hire				
Schools — per hour	\$50.00	\$50.00	\$50.00	
Swimming Club — per hour	\$50.00	\$50.00	\$50.00	
Other — per hour	\$60.00	\$60.00	\$60.00	
Provision of Life Guard — per hour	\$35.00	\$35.00	\$35.00	
Parks				
Power for Seddon Square — Charges will be fixed on individual requests taking usage into account.				
Library				
Membership	No Charge	No Charge	No Charge	
Replacement Card (Adult & Children)	\$4.50	\$4.50	\$4.50	
Borrowing				
New Fiction — per three weeks	\$1.20	\$1.40	\$1.50	7.1%
Magazines — per two weeks	\$0.70	\$0.80	\$0.80	
CDs — per three weeks	\$2.50	\$2.50		
DVDs — per three days	\$4.00	\$4.00	\$4.00	
E-books	No Charge	No Charge	No Charge	
Overdue Charges				
Adult Category 1-13 days overdue – per item	\$2.00	\$2.00	\$2.00	
Adult Category 14-20 days overdue – per item	\$4.00	\$4.00	\$4.00	
Adult Category 21 days overdue onwards – per item	\$5.00	\$5.00	\$5.00	
Child and Young Adult Category overdue	No Charge	No Charge	No Charge	
Lost Items after 30 days	Replacement plus \$15.00 admin charge	Replacement plus \$15.00 admin charge	Replacement plus \$15.00 admin charge	
Services				
Interloan (minimum charge)	\$6.50 plus postage	\$7.00 plus postage	\$7.00 plus postage	
Reserves (Adult and Children)	No Charge	No Charge	No Charge	
Internet use	No Charge	No Charge	No Charge	
Scanning — per scan	\$1.00	\$1.00	\$1.50	50%
Printing/Photocopying per A4 page/black and white	\$0.20	\$0.30	\$0.30	
Printing/Photocopying per A3 page/black and white	\$0.50	\$0.60	\$0.60	
Printing/Photocopying per A4 page/colour	\$2.00	\$2.50	\$2.50	
Printing/Photocopying per A3 page/colour	\$3.00	\$4.00	\$4.00	
Note: No charge for school children's projects.				
Economic Development – Marketing				
Brochure Display – Waimate District Tourism Business	No Charge	No Charge	No Charge	
Brochure Display – non-Waimate District Tourism Business (except official visitor guides)	\$155.25	\$155.25	\$155.25	
Tier One – Basic Website Business Directory Listing – per annum	No charge	No charge	No charge	
Tier Two – paid link – per annum	\$69.00	\$69.00		
Tier Three – Facebook post – per annum	\$207.00	\$207.00		

Commented [LM7]: Fee Item Introduced as Instructed by Council

All fees and charges are GST inclusive.

	2018/2019	2019/20	2020/2021	%Change
Tier Four – blog article – per annum	\$345.00	\$345.00		
Web page – per annum	\$304.75	\$304.75		
Real Estate blog – per property	\$276.00	\$276.00		
Real Estate blog – per additional property	\$69.00	\$69.00		
Facebook post – each	\$138.00	\$138.00		
Web blog and post – each	\$276.00	\$276.00		
Waimate Event Centre				
The below charges are priced for local uses (ie Waimate District residents). Commercial, out-of-district users and special event hire rates are available on request. Quoted prices will vary depending on the nature of the event, spaces required, door charges, services required etc. A bond of up to \$1,000 may be charged depending on the usage/function. The Waimate Event Centre reserves the right to adjust the final account based on the actual increased level of use, additional services provided and any damage incurred.				
Casual Hire				
Casual hire – per person per ½ hour, per activity. Available activities – Badminton, Basketball shots, Netball shots, Table Tennis, walking.	\$3.50	\$3.50	\$3.50	
Table Tennis (per table) – per 1/2 hour	\$7.00	\$7.00	\$7.00	
Court Hire – per court				
Per hour	\$35.00	\$35.00	\$40.00	14.3%
One session – up to four hours	\$125.00	\$125.00	\$145.00	16.0%
Two consecutive sessions – up to nine hours	\$250.00	\$250.00	\$290.00	16.0%
Three consecutive sessions – full day and evening	\$350.00	\$350.00	\$400.00	14.3%
Meeting Room, Club Room, Mezzanine Office, Mezzanine Floor or Gallery (up to 20 people)				
Per hour	\$23.00	\$23.00	\$26.00	13.0%
One session – Up to four hours	\$70.00	\$70.00	\$80.00	14.3%
Two consecutive sessions – up to nine hours	\$125.00	\$125.00	\$140.00	12.0%
Three consecutive sessions – full day and evening	\$180.00	\$180.00	\$200.00	11.1%
Function Room Hire (up to 50 people)				
Per hour	\$35.00	\$35.00	\$40.00	14.3%
One session – Up to four hours	\$125.00	\$125.00	\$145.00	16.0%
Two consecutive sessions – up to nine hours	\$250.00	\$250.00	\$290.00	16.0%
Three consecutive sessions – full day and evening	\$350.00	\$350.00	\$400.00	14.3%
Cricket Pitch (up to 6 people in netted area)				
Casual per person per hour	\$7.00	\$7.00	\$8.00	14.3%
Per hour	\$23.00	\$23.00	\$26.00	13.0%
One session – Up to four hours	\$70.00	\$70.00	\$80.00	14.3%
Two consecutive sessions – up to nine hours	\$125.00	\$125.00	\$145.00	16.0%
Three consecutive sessions – full day and evening	\$180.00	\$180.00	\$205.00	13.9%
Kitchen or Bar Hire				
Tea and Coffee only	\$10.00	\$10.00	\$12.00	20.0%
Per hour	\$23.00	\$23.00	\$28.00	21.7%
One session – Up to four hours	\$70.00	\$70.00	\$80.00	14.3%
Two consecutive sessions – up to nine hours	\$125.00	\$125.00	\$150.00	20.0%
Three consecutive sessions – full day and evening	\$180.00	\$180.00	\$220.00	22.2%
Offices Downstairs				

Commented [LM8]: Fee Revised as Instructed by Council

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All fees and charges are GST inclusive.

	2018/2019	2019/20	2020/2021	%Change
Per hour		\$11.50	\$12.00	New charge
Per day		\$57.50	\$60.00	New charge
In-line Skating (approved skates required)				
Children (under 15 years) — per hour	\$7.00	\$7.00	\$8.00	14.3%
Adult — per hour	\$11.50	\$11.50	\$12.00	4.3%
Skate hire — per hour	\$2.50	\$2.50	\$3.00	20.0%
Climbing Wall				
Children (under 15 years) — per hour	\$7.00	\$7.00	\$8.00	14.3%
Adult — per hour	\$11.50	\$11.50	\$12.00	4.3%
Family Pass (two adults, two children) — per hour	\$30.00	\$30.00	\$32.00	6.7%
Supervision fees – per hour, per supervisor (Where Supervision is provided by Event Centre); Pre-approved Supervision must be registered with Event Centre.	\$40.00	\$40.00	\$45.00	12.5%
Group Session (up to 20 people)				
Per hour	\$50.00 plus supervision fees if required	\$50.00 plus supervision fees if required	\$55.00 plus supervision fees if required	10.0%
School Holiday Programmes (as scheduled — Contact Event Centre for details)				
Activities will be charged as advertised. Children under the age of 14 years are very welcome but must be accompanied by an adult/parent/guardian.				
Other Charges				
School Groups – calculated on number of students	Price on request	Price on request	Price on request	
Public Holiday Surcharge	15%	15%	15%	
Security After Hours unlock/lock up (bookings outside of advertised opening hours i.e. before 9am and/or after 8pm)	\$60.00	\$60.00	\$65.00	8.3%
After Hours Staff Charge — per hour (for any booking outside of advertised opening hours)	\$40.00	\$40.00	\$45.00	12.5%
Cancellation of booking — charge may apply \$20 30 or 15% whichever is greater (within 30 days of the booking date)	\$20.00	\$20.00	\$30.00	50.0%
Additional cleaning — per hour minimum charge	\$40.00	\$40.00	\$45.00	12.5%
Security unlock/lock up (before 8am and/or after 8pm)	\$60.00	\$60.00		
Event bond – may apply	\$1000.00	\$1,000.00	\$1,000.00	
Tournament/Season Bond	\$500.00	\$500.00	\$500.00	
Damage to Event Centre	Actual Cost	Actual Cost	Actual Cost	
Catering – by arrangement	price on request	price on request	price on request	
Catering Staff — per hour, per staff member	\$40.00	\$40.00	\$45.00	12.5%
User clubs storage (per annum)	\$60.00	\$60.00	\$60.00	
Data Projector and Screen	\$10.00	\$10.00	\$10.00	
Hire Carpet Tiles per court (does not include installation - hire only)		\$250.00	\$250.00	
Electronic Key Tag (for authorised Fitness Centre/Squash Club area)				
New or replacement electronic key tag	\$15.00	\$20.00	\$20.00	
Note: key tags no longer required can be returned to Waimate District Council and a \$5.00 refund will be provided				
Information Services				
Specific requests for copies of records or information held under the Official Information and Meetings Act 1987	First 30 mins no charge	First 60 mins no charge	First 60 minutes no charge	
Labour charge rate (after 60mins)	\$38.00 per 30 mins plus disbursements	\$38.00 per 30 mins plus disbursements	\$38.00 per 30 mins plus disbursements	

All fees and charges are GST inclusive.	2018/2019	2019/20	2020/2021	%Change
Council Document Reproduction (e.g. Annual Plan, Annual Report):				
Printing/Photocopying per A4 page/black and white	\$0.20	\$0.30	<u>\$0.30</u>	
Printing/Photocopying per A4 page/colour	\$2.00	\$2.50	<u>\$2.50</u>	
Full document (black and white) inc binding	\$25.00	\$25.00	<u>\$25.00</u>	
Full document (colour) inc binding	\$65.00	\$65.00	<u>\$65.00</u>	
Geographical Information Systems				
Map printing charges				
Print A4 — Colour	\$10.50	\$10.50	<u>\$10.50</u>	
Print A4 — Black and White	\$7.00	\$7.00	<u>\$7.00</u>	
Print A3 — Colour	\$12.50	\$12.50	<u>\$12.50</u>	
Print A3 — Black and White	\$8.00	\$8.00	<u>\$8.00</u>	
Print A2 — Colour	\$24.00	\$24.00	<u>\$24.00</u>	
Print A2 — Black and White	\$13.00	\$13.00	<u>\$13.00</u>	
Print A1 — Colour	\$47.00	\$47.00	<u>\$47.00</u>	
Print A1 — Black and White	\$24.50	\$24.50	<u>\$24.50</u>	
Print A0 — Colour	\$70.00	\$70.00	<u>\$70.00</u>	
Print A0 — Black and White	\$37.00	\$37.00	<u>\$37.00</u>	
Laminate A4 and A3	\$4.50	\$4.50	<u>\$4.50</u>	
Laminate A2, A1 and A0	\$10.00	\$10.00	<u>\$10.00</u>	
Customised mapping charges				
Non-profit — per 15 mins (or part thereof)	\$16.00	\$16.00	<u>\$16.00</u>	
Public — per 15 mins (or part thereof)	\$25.00	\$25.00	<u>\$25.00</u>	
Building				
Building Consents				
Building consent fees exclude all travel charges (which are based on district rating zones), BRANZ Levy, DBH Levy and Building Consent Authority Accreditation Levy charges. Additional inspections are charged as per the schedule of fees and charges.				
NOTE: Building Research Association New Zealand (BRANZ) and Department of Building and Housing levies, are to be paid in addition to the total fee, as set by statute and may be subject to change				
Log Fire — includes 1 Inspection, PIM, CCC, Processing	\$299.00	\$299.00	<u>\$299.00</u>	
Project Value \$0.00 - \$5,000 (Carports etc) — includes 2 Inspections, PIM, CCC, Processing	\$319.00	\$319.00	<u>\$319.00</u>	
Project Value \$5,001 - \$15,000 (Minor Alterations, Additions, Garage, Farm Buildings) — includes 3 Inspections, PIM, CCC, Processing	\$694.00	\$694.00	<u>\$694.00</u>	
Project Value \$15,001 - \$25,000 (Sleepout, Alteration, Additions, Farm Buildings) — includes 3 Inspections, PIM, CCC, Processing	Residential: \$823.00 Commercial/ Industrial: \$963.00	Residential: \$823.00 Commercial/ Industrial: \$963.00	<u>Residential: \$823.00</u> <u>Commercial/ Industrial: \$963.00</u>	
Project Value \$25,001 - \$50,000 (Large Alterations, Additions, Commercial) — includes 5 Inspections, PIM, CCC, Processing	Residential: \$1,155.00 Commercial/ Industrial: \$1,295.00	Residential: \$1,155.00 Commercial/ Industrial: \$1,295.00	<u>Residential: \$1,155.00</u> <u>Commercial/ Industrial: \$1,295.00</u>	
Project Value \$50,001 - \$100,000 (Large Alterations, Additions, Farm Buildings, Commercial, Industry) — includes 9 Inspections, PIM, CCC, Processing	Residential: \$2,280.00 Commercial/ Industrial: \$2,420.00	Residential: \$2,280.00 Commercial/ Industrial: \$2,420.00	<u>Residential: \$2,280.00</u> <u>Commercial/ Industrial: \$2,420.00</u>	
Project Value \$100,001 - \$300,000 (New Dwelling, Commercial, Industrial, Processing) — includes 13 Inspections, PIM, CCC, Processing	Residential: \$3,180.00 Commercial/ Industrial: \$3,320.00	Residential: \$3,180.00 Commercial/ Industrial: \$3,320.00	<u>Residential: \$3,180.00</u> <u>Commercial/ Industrial: \$3,320.00</u>	

All fees and charges are GST inclusive.

	2018/2019	2019/20	2020/2021	%Change
Project Value \$300,001 - \$500,000 (New Dwelling, Commercial Industrial, Processing) — includes 13 Inspections, PIM, CCC, Processing	Residential: \$3,780.00 Commercial/ Industrial: \$3,920.00	Residential: \$3,780.00 Commercial/ Industrial: \$3,920.00	<u>Residential: \$3,780.00</u> <u>Commercial/ Industrial:</u> <u>\$3,920.00</u>	
Project Value \$500,001 - \$1,000,000 (New Dwelling, Commercial Industrial, Processing) — includes 13 Inspections, PIM, CCC, Processing	Residential: \$4,380.00 Commercial/ Industrial: \$4,520.00	Residential: \$4,380.00 Commercial/ Industrial: \$4,520.00	<u>Residential: \$4,380.00</u> <u>Commercial/ Industrial:</u> <u>\$4,520.00</u>	
Project Value greater than \$1,000,001 (New Dwelling, Commercial Industrial, Processing) — includes 13 Inspections, PIM, CCC, Processing	\$4520.00 plus actual hours processing at \$200.00 per hour	\$4520.00 plus actual hours processing at \$200.00 per hour	<u>\$4520.00 plus actual hours processing at \$200.00 per hour</u>	
Additional Building Consent Fees				
Additional Inspection Fee (plus applicable travel charge)	\$125.00	\$125.00	<u>\$125.00</u>	
Re-inspection Fee (plus applicable travel charge)	\$125.00	\$125.00	<u>\$125.00</u>	
Travel Charges, as per rating zones — Zone 1	\$32.70	\$32.70	<u>\$32.70</u>	
— Zone 2	\$60.80	\$60.80	<u>\$60.80</u>	
— Zone 3	\$121.60	\$121.60	<u>\$115.00</u>	-5.4%
Septic tank & effluent field only	\$444.00	\$444.00	<u>\$444.00</u>	
Project Information Memorandum (PIM) Costs				
Log Fire	\$30.00	\$30.00	<u>\$30.00</u>	
Under \$15,000 (Garage, carports, minor alterations, additions)	\$50.00	\$50.00	<u>\$50.00</u>	
Over \$15,000 (All residential dwellings, alterations, garages, farm buildings)	\$260.00	\$260.00	<u>\$260.00</u>	
All commercial & industrial work (new and alterations)	\$400.00	\$400.00	<u>\$400.00</u>	
Certificate of Acceptance				
Lodging and administration	\$350.00	\$350.00	<u>\$350.00</u>	
Technical process — per hour	\$270.00	\$270.00	<u>\$270.00</u>	
Inspection (plus applicable travel charge)	\$200.00	\$200.00	<u>\$200.00</u>	
Other Fees				
Processing Fees — Plan check/amended plans — per hour	\$200.00	\$200.00	<u>\$200.00</u>	
<u>Scanning — per Building Consent Application</u>			<u>\$75.00</u>	New
Compliance schedule (includes Compliance Schedule Statement)	\$300.00	\$300.00	<u>\$300.00</u>	
Compliance schedule amendments	\$150.00	\$150.00	<u>\$150.00</u>	
Warrant of Fitness reminders/acknowledgement of receipt	\$100.00	\$100.00	<u>\$100.00</u>	
Warrant of Fitness audit	\$250.00	\$250.00	<u>\$250.00</u>	
Notice to Rectify (Dangerous and Insanitary Buildings)	Actual cost	Actual cost	<u>Actual cost</u>	
Marquees over 100m2 (plus applicable travel charge)	\$75.00	\$75.00	<u>\$75.00</u>	
Statistical reports — per year	\$300.00	\$300.00	<u>\$300.00</u>	
Statistical report — one off	\$50.00	\$50.00	<u>\$50.00</u>	
Reports and advisory functions	Actual cost	Actual cost	<u>Actual cost</u>	
Mileage per km (where applicable and/or at current IRD rates)	\$0.73	\$0.73	<u>\$0.79</u>	8.2%
Fire and Emergency New Zealand — section 46 notice. (plus any FENZ charges)	Current NZ Fire Service Charge	Current NZ Fire Service Charge	<u>Current NZ Fire Service Charge</u>	
Notice to Fix	\$300.00	\$300.00	<u>\$300.00</u>	
Certificate under Sale and Supply of Alcohol Act 2012	\$170.00	\$170.00	<u>\$170.00</u>	
Application to extend time for which a building consent is valid	\$130.00	\$130.00	<u>\$130.00</u>	

All fees and charges are GST inclusive.	2018/2019	2019/20	2020/2021	%Change
Fencing of swimming pools modification (includes report to Council)	\$260.00	\$260.00	\$260.00	
Property file access and view records	\$35.00	\$35.00	\$35.00	
Monitoring of swimming pools	\$180.00	\$180.00	\$180.00	
Re-inspection of swimming pools	\$180.00	\$180.00	\$180.00	
Investigation of illegal building work	Actual cost	Actual cost	Actual cost	
Section 1(2) Territorial Authority Exemption Change		\$200.00	\$200.00	
Section 73 – Building on land subject to Natural Hazard		\$200.00	\$200.00	
Section 77 — Construction of building on 2 or more allotments	\$60.00	\$200.00	\$200.00	
Certificate of Public Use	\$400.00	\$400.00	\$400.00	
Certificate of Title	\$20.00	\$20.00	\$20.00	
District RAPID number book	\$200.00	\$200.00	\$200.00	
District RAPID number book for Emergency Services	No Charge	No Charge	No Charge	
RAPID number plates —new plate	\$60.00	\$60.00	\$60.00	
RAPID number plates — replacement or additional supply only	\$40.00	\$40.00	\$40.00	
Levies				
BRANZ Levy exemption up to \$20,000	No Charge	No Charge	No Charge	
BRANZ Levy on value over the exemption amount of \$19,999.99	\$1.00 per \$1,000 of project value	\$1.00 per \$1,000 of project value	\$1.00 per \$1,000 of project value	
MBIE Levy exemption up to \$20,445	No Charge	No Charge	No Charge	
MBIE Levy on value over the exemption amount of \$20,444	\$2.01 per \$1,000 of project value	\$2.01 per \$1,000 of project value	\$2.01 per \$1,000 of project value	
Building Consent Authority Accreditation Levy (minimum charge \$1.00)	\$1.00 per \$1,000 of project value	\$1.00 per \$1,000 of project value	\$1.00 per \$1,000 of project value	
Community Housing				
Single unit, per week (beneficiary)	\$88.00	\$100.00	\$115.00	15.0%
Single unit, per week (limited income)		\$110.00	\$130.00	18.2%
Double unit, per week (beneficiary)	\$93.00	\$110.00	\$125.00	13.6%
Double unit, per week (limited income)		\$120.00	\$140.00	16.7%
Resource Management				
The Lodgement Fee will be required to accompany the Resource Consent Application. An invoice will be sent for additional fees. The Lodgement Fee is a deposit only and may not be the complete charge. There may be additional fees or a part refund as explained above				
If applications for resource consent and applications to change or cancel conditions are not processed within the statutory time frames, discounts shall be paid on administrative charges. The discounts shall be in accordance with the Regulations to the Resource Management Act 1991.				
Section 36 of the Resource Management Act 1991 enables Council to charge additional fees to recover actual and reasonable costs where the Lodgement Fee is inadequate.				
When the total cost to process an application exceeds the Lodgement Fee, Charge Out Rates may apply.				
Council also reserves its discretion to refund part of the fixed fee if the work required to process the application is less than usual.				
These fees will not be refunded if the application is declined or withdrawn.				
For Financial Contributions please see the Waimate District Council Financial Contributions Policy or the Waimate District Plan.				
Resource Consent Applications				
Notified Consent (plus*)	\$4,000.00 deposit	\$4,000.00 deposit	\$4,000.00 deposit	
Limited Notified (service only) Consent (plus*)	\$2,000.00 deposit	\$2,000.00 deposit	\$2,000.00 deposit	
Non-notified Subdivision Consent	\$1,000.00 deposit	\$1,000.00 deposit	\$1,000.00 deposit	

All fees and charges are GST inclusive.	2018/2019	2019/20	2020/2021	%Change
Non-notified Land Use Consent (plus*)	\$800.00 deposit	\$800.00 deposit	\$800.00 deposit	
Non-notified Land Use Consent (minor) (plus*)	\$400.00 deposit	\$400.00 deposit	\$400.00 deposit	
Non-notified Subdivision Consent — Change to flats plan or unit title	\$660.00 deposit	\$660.00 deposit	\$660.00 deposit	
* Consent Compliance Monitoring – paid at time of lodging Land Use Resource Consent application		\$200.00	\$200.00	
Additional monitoring of resource consents and monitoring of non-compliance with the Waimate District Plan or the Resource Management Act 1991 — per hour or part thereof	\$125.00	\$150.00	\$150.00	
Lodgements				
Revocation of Easements (not included in Subdivision Consent)	\$460.00	\$460.00	\$460.00	
Existing Allotments Section 226 Certificate (new titles created)	\$235.00	\$235.00	\$235.00	
Section 223 Certificate (subdivision sealing completion)	\$235.00	\$235.00	\$235.00	
Section 224(c) Certificate including Section 223 Certificate	\$235.00	\$235.00	\$235.00	
Removal of building line restriction	\$460.00	\$460.00	\$460.00	
Certificates of Compliance	\$460.00	\$460.00	\$460.00	
Permitted Boundary Activity Application (plus**)	\$300.00 deposit	\$300.00 deposit	\$300.00 deposit	
Permitted Marginal or Temporary Activity Applications (plus**)	\$300.00 deposit	\$300.00 deposit	\$300.00 deposit	
** Permitted Activity Compliance Monitoring – paid at the time of lodging deemed permitted activities			\$100.00	New
Change or cancellation of conditions	\$400.00 deposit	\$400.00 deposit	\$400.00 deposit	
Existing use rights and existing use certificate	\$450.00	\$450.00	\$450.00	
Extension of time	\$400.00 deposit	\$400.00 deposit	\$400.00 deposit	
Charge Out Rates				
Pre-application advice — after the first hour of staff time (per hour or part thereof)	\$125.00	\$150.00	\$150.00	
Staff time charge out rate — per hour or part thereof	\$125.00	\$150.00	\$150.00	
Public Notices	Actual cost	Actual cost	Actual cost	
Other Applications				
Outline Plan	\$400.00 deposit	\$400.00 deposit	\$400.00 deposit	
Alteration to a designation	\$1,000.00 deposit	\$1,000.00 deposit	\$1,000.00 deposit	
Extension of time to a designation	\$1,000.00 deposit	\$1,000.00 deposit	\$1,000.00 deposit	
Private Plan change	\$5,000.00 deposit	\$5,000.00 deposit	\$5,000.00 deposit	
Notice of requirements for designations	\$3,000.00 deposit	\$3,000.00 deposit	\$3,000.00 deposit	
Right of Way Approval (not included in Subdivision Consent)	\$460.00	\$460.00	\$460.00	
Certificates for Licensed Motor Vehicle Dealer (LMVD)	\$175.00	\$175.00	\$175.00	
Certificates under the Sale and Supply of Alcohol Act 2012	\$175.00	\$175.00	\$175.00	
Disbursements				
Consultants/Legal Advice	Actual cost	Actual cost	Actual cost	
Commissioning Special Reports	Actual cost	Actual cost	Actual cost	
Hearing Fees				
Hearing Fee per hour or part thereof (minimum charge-out of one hour)	\$620.00	\$620.00	\$620.00	
Commissioner	Actual cost	Actual cost	Actual cost	
Environmental Services				
Licensing				
Camping Grounds	\$350.00	\$350.00	\$350.00	

All fees and charges are GST inclusive.	2018/2019	2019/20	2020/2021	%Change
Food Premises — All classes including premises with food safety	\$350.00	\$350.00		Covered by Food Act
Food Premises — Non-perishable foods, eg gift shops	\$220.00	\$220.00		Covered by Food Act
Hairdressers	\$155.00	\$155.00	\$155.00	
Offensive Trades	\$310.00	\$310.00	\$310.00	
Mobile Food Shops	\$155.00	\$155.00	\$155.00	
Trading in Public Places – Annual Licence	\$110.00	\$110.00	\$130.00	18.2%
Trading in Public Places – Day Licence (per day)		\$20.00	\$20.00	
Boarding House	\$200.00	\$200.00	\$200.00	
Circus	\$200.00	\$200.00	\$200.00	
Funeral Directors	\$205.00	\$205.00	\$205.00	
Transfer Fee of Health Licence (ie following sale of business)	\$100.00	\$100.00	\$100.00	
Stereo Seizures	\$100.00 plus recovery of actual seizure costs	\$100.00 plus recovery of actual seizure costs	\$100.00 plus recovery of actual seizure costs	
Re-inspection for non-compliance — by-laws, health, liquor, dangerous goods, <u>roading</u>	\$150.00 per hour	\$150.00 per hour	\$150.00 per hour	
Verification audit / site audit (food control plans)	\$150.00 per hour	\$150.00 per hour	\$150.00 per hour	
Special Inspections	Hourly rate plus mileage	Hourly rate plus mileage	Hourly rate plus mileage	
Water samples — Labour plus hospital testing minimum	Actual cost	Actual cost	Actual cost	
Keeping of Animal Permits	\$70.00	\$70.00	\$70.00	
Skin Piercing, Beauty Facilities, Tattooing etc.	\$225.00	\$225.00	\$225.00	
Footpath Dining — Licence to Occupy	\$110.00	\$110.00	\$130.00	18.2%
Existing Food Safety Programmes (Includes processing and verification of application up to a maximum of two hours. Charge-out fee per hour or part thereof applies thereafter)	\$300.00 plus \$150.00 per hour	\$300.00 plus \$150.00 per hour		Covered by Food Act
Food Act 2014				
New Registration				
Payment of application fees is upon application and any other fees are payable within 20 days from invoice date.				
Food Control Plan — Single Site	\$150.00 plus \$75.00 per half hour after first hour	\$150.00 plus \$75.00 per half hour after first hour	\$150.00 plus \$75.00 per half hour after first hour	
Food Control Plan — Multi-Site	\$225.00 plus \$75.00 per half hour after first hour	\$225.00 plus \$75.00 per half hour after first hour	\$225.00 plus \$75.00 per half hour after first hour	
National Programme	\$150.00 plus \$75.00 per half hour after first hour	\$150.00 plus \$75.00 per half hour after first hour	\$150.00 plus \$75.00 per half hour after first hour	
Optional Consultancy — new business set up assistance / pre-opening visit	\$150.00 per hour	\$150.00 per hour	\$150.00 per hour	
Optional Food Plan Control Mentoring	\$300.00	\$300.00	\$300.00	
Registration Renewal				
Food Control Plan — Single Site — 12 month renewal	\$150.00	\$150.00	\$150.00	
Food Control Plan — Multi-Site — 12 month renewal	\$225.00	\$225.00	\$225.00	
National Programme — 24 month renewal	\$200.00	\$200.00	\$200.00	
Food Control Plan Mentoring	\$300.00	\$300.00	\$300.00	
Compliance and Monitoring				
Food Control Plan — Annual (including those Food Control Plans registered before 1 March 2016)	\$75.00	\$75.00	\$75.00	
National Programme — 24 month	\$150.00	\$150.00	\$150.00	
Verification (Audit)				

All fees and charges are GST inclusive.	2018/2019	2019/20	2020/2021	%Change
Food Control Plan — Single Site Audit	\$300.00 plus \$75.00 per half hour after first two hours	\$300.00 plus \$75.00 per half hour after first two hours	<u>\$300.00 plus \$75.00 per half hour after first two hours</u>	
Food Control Plan — Multi-Site Audit	\$300.00 plus \$75.00 per half hour after first two hours	\$300.00 plus \$75.00 per half hour after first two hours	<u>\$300.00 plus \$75.00 per half hour after first two hours</u>	
Food Control Plan Audit Close-out over 15 minutes	\$150.00 per hour	\$150.00 per hour	<u>\$150.00 per hour</u>	
National Programme 1 — Check (one-off)	\$150.00 per hour	\$150.00 per hour	<u>\$150.00 per hour</u>	
National Programme 2 — Audit (three-yearly)	\$150.00 per hour	\$150.00 per hour	<u>\$150.00 per hour</u>	
National Programme 3 — Audit (two-yearly)	\$150.00 per hour	\$150.00 per hour	<u>\$150.00 per hour</u>	
Complaint Driven Investigation				
Complaint resulting in issue of improvement notice by Food Safety Officer and its review	\$150.00 per hour plus actual mileage and disbursements	\$150.00 per hour plus actual mileage and disbursements	<u>\$150.00 per hour plus actual mileage and disbursements</u>	
Exemption				
Application and Assessment	\$150.00 per hour	\$150.00 per hour	<u>\$150.00 per hour</u>	
Travel Charges				
Fixed Charge for Waimate District	\$30.00	\$30.00	<u>\$30.00</u>	
Actual Travel Costs (where applicable)	\$0.85 per km plus travel time at \$150.00 per hour	\$0.85 per km plus travel time at \$150.00 per hour	<u>\$1.04 per km plus travel time at \$150.00 per hour</u>	22.4%
Gaming Machine Licensing				
New Gaming Venue Licence. Includes processing of application to a maximum of two hours. Charge-out fee applies thereafter \$150 per hour	\$250.00	\$250.00	<u>\$250.00</u>	
Liquor Licensing				
As set by the sale and supply of Alcohol (Fees) Regulations 2013 - may be subject to change				
Note: Applicants can apply to the Secretary of the Liquor Licensing Committee for a reduction of one fee category for Low Risk events				
On Licence / Off Licence / Club Licence — Category				
Very low	\$368.00	\$368.00	<u>\$368.00</u>	
Low	\$609.50	\$609.50	<u>\$609.50</u>	
Medium	\$816.50	\$816.50	<u>\$816.50</u>	
High	\$1,023.50	\$1,023.50	<u>\$1,023.50</u>	
Very high	\$1,207.50	\$1,207.50	<u>\$1,207.50</u>	
Annual Licence Fees — Category				
Very low	\$161.00	\$161.00	<u>\$161.00</u>	
Low	\$391.00	\$391.00	<u>\$391.00</u>	
Medium	\$632.50	\$632.50	<u>\$632.50</u>	
High	\$1,035.00	\$1,035.00	<u>\$1,035.00</u>	
Very high	\$1,437.50	\$1,437.50	<u>\$1,437.50</u>	
Special Licence / Fees				
Class 3 — One or two small events	\$63.25	\$63.25	<u>\$63.25</u>	
Class 2 — Three to twelve small events, or one to three medium events	\$207.00	\$207.00	<u>\$207.00</u>	
Class 1 — One large event; more than three medium events; more than twelve small events	\$575.00	\$575.00	<u>\$575.00</u>	
Other Application Fees				
Manager's Certificate Application and Renewals	\$316.25	\$316.25	<u>\$316.25</u>	

All fees and charges are GST inclusive.	2018/2019	2019/20	2020/2021	%Change
Temporary Authority	\$296.70	\$296.70	\$296.70	
Temporary Licence	\$296.70	\$296.70	\$296.70	
Appeal to ARLA (paid to ARLA)	\$517.50	\$517.50	\$517.50	
Extract of Register	\$57.50	\$57.50	\$57.50	
Permanent Club Charter	\$632.50	\$632.50	\$632.50	
Public notification administration fee		\$50.00	\$50.00	
Dog and Animal Management				
Registration Per Dog				
Registration — Non-Working Dogs	\$100.00	\$100.00	\$100.00	
Registration — Neutered Non-Working Dogs and Dogs under 12 months	\$60.00	\$60.00	\$60.00	
Registration — Selected Owner, Working Dogs and Farm Pets	\$30.00	\$30.00	\$30.00	
Dangerous Dogs 150% of applicable fee	\$150.00	150% of applicable fee	150% of applicable fee	
General				
Selected Owner Application fee including one inspection (apply once only) *	\$60.00	\$60.00	\$60.00	
Licence to keep three or more dogs including one inspection (apply once only) *	\$50.00	\$50.00	\$50.00	
* If applied for both at the same time			\$70.00	New
Additional Inspections	\$20.00	\$20.00	\$20.00	
Replacement Tags	No Charge	No Charge	No Charge	
Collars — Various Sizes	As per schedule	As per schedule	As per schedule	
Penalties				
Late Registration Fee — Percentage of base fee	150%	150%	150%	
Drop-Off / Call-Out Fee (where dog is not impounded)	\$40.00	\$40.00	\$40.00	
Dog Impounding				
1st impoundment in 12 month period — per dog				
Dog wearing tag	\$95.00	\$95.00	\$95.00	
Dog not wearing tag	\$130.00	\$130.00	\$130.00	
2nd impoundment in 12 month period — per dog, plus micro chipping charge				
Dog wearing tag	\$110.00	\$110.00	\$110.00	
Dog not wearing tag	\$160.00	\$160.00	\$160.00	
3rd impoundment in 12 month period — per dog				
Dog wearing tag	\$130.00	\$130.00	\$130.00	
Dog not wearing tag	\$160.00	\$160.00	\$160.00	
Infringement Fee	\$200.00	\$200.00	\$200.00	
Other Fees				
Daily sustenance	\$20.00	\$20.00	\$20.00	
Surrender	\$60.00	\$60.00	\$60.00	
Barking Collar Hire	\$50.00 (including \$25.00 refundable bond)	\$50.00 (including \$25.00 refundable bond)	\$50.00 (including \$25.00 refundable bond)	
Impounding — other than dogs				
Rangers charge-out rate — per hour	\$90.00	\$90.00	\$90.00	
Administration fee for impounding	25% of total fee	25% of total fee	25% of total fee	

All fees and charges are GST inclusive.	2018/2019	2019/20	2020/2021	%Change
To be charged at the actual charge out rate per hour or part thereof plus any other costs including travel and impounding fees.				
Planning and Regulatory - General				
Certificate of Title	\$20.00	\$20.00	<u>\$20.00</u>	
Copy of By-Laws	\$70.00	\$70.00	<u>\$70.00</u>	
Waimate District Plan	\$200.00 plus postage	\$200.00 plus postage	<u>\$200.00 plus postage</u>	
Land Information Memorandum — Residential and Rural properties of less than 2.5 hectare	\$350.00	\$350.00	<u>\$350.00</u>	
Land Information Memorandum - Non-Residential and Rural properties greater than 2.5ha. Processing of LIM to a maximum of 4 hours. Charge out fee applies thereafter (\$150 per hour)	\$500.00	\$500.00	<u>\$500.00</u>	
Amusement Device (as set by legislation)	\$11.50	\$11.50	<u>\$11.50</u>	
Additional Amusement Device (as set by legislation)	\$2.30	\$2.30	<u>\$2.30</u>	
Consent Applications				
Note: All consents etc with a deposit fee will be charged at time and cost.				
Upon completion of the application (ie when consent is either granted or declined) Council will render a final account for its services. This account may include charges for any or all of the following:				
Postage, photocopying, advertising, mileage (site visit and property identification), property identification (signage), pre-hearing meetings, consultant fees, legal cost, planning cost, engineering cost, environmental health cost, planning staff cost, hearing cost (proportion of cost for daily hearing), monitoring fee (dependant on conditions set).				
The deposit lodged with the application will be credited against this final account.				
Interim Account: In some cases, where completion of a consent is delayed, or takes a long time, an interim account may be rendered.				
Miscellaneous Fees				
Other consents, certificates, authorities, services or inspections not specially provided to be charged at the cost of time and disbursements.				
The non-statute fees above are those approved by Council but at the date of compilation of the Annual Plan, had not been advertised in terms of the Local Government Act 2002 or individual specific Acts.				

18 CONSIDERATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

Nil

PUBLIC EXCLUDED

19 EXCLUSION OF THE PUBLIC REPORT

RESOLUTION TO EXCLUDE THE PUBLIC

RECOMMENDATION

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
19.1 - Public Excluded minutes of the Council Meeting held on 10 December 2019	s6(a) - the making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
19.2 - Holme Station Proposed Road Stopping and Land Exchange	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**20 RE-ADMITTANCE OF THE PUBLIC REPORT
MEETING CLOSURE**