

# DRAFT – PROPOSED

## SCHEDULE OF FEES AND CHARGES 2025/26

The council may fix charges relating to its functions and responsibilities under Section 36 of the Resource Management Act 1991 (RMA). The council may also fix charges relating to its functions and responsibilities as provided for under other legislation identified in this schedule. The current policy and charges are provided below.

### APPLICATION CHARGES

#### **CHANGES TO POLICY STATEMENTS AND PLANS (SECTION 36(1)(a) of the RMA)**

When assessing applications for the preparation of, or changes to policy statements or regional plans, the council will:

- charge applicants actual and reasonable costs
- require applicants to pay a deposit of up to 50 per cent of the estimated costs with a minimum deposit of \$1,000, prior to carrying out its functions in relation to such applications
- require applicants or their agent to pay for the costs incurred on an ongoing basis.

#### **RESOURCE CONSENT APPLICATION PROCESSING (SECTION 36(1)(b) of the RMA)**

For pre-application engagement, and carrying out its functions in relation to the receiving, processing, and deciding on resource consent applications (including assessment of applications for certificates of compliance), and for considering and deciding on changes to or reviews of consent conditions and transfer of consents, the council will:

- charge applicants and consent holders actual and reasonable costs
- charge a fixed amount for specified consents (see table below) and require applicants and consent holders to pay the full charge prior to work commencing on the application or review
- require applicants or consent holders, where a specific amount has not been fixed, to pay a deposit of up to 50 per cent of the estimated costs with a minimum deposit of \$1,000 prior to consideration of the application or review, with the balance of the costs to be paid on a regular basis as costs are incurred
- require applicants or consent holders, where a specific amount has not been fixed, to pay the actual and reasonable costs for the processing of the application as determined, according to the following formula:

**Charge = staff time x charge rate + administration fee + direct costs including disbursements + notification and hearing costs**

Fixed application charges	2025/26 \$ (GST exclusive)	2024/25 Comparative \$ (GST exclusive)
Bore consent (controlled activity)	475	450
Mooring consent inside zoned mooring area (ZMA)	475	450
Change to mooring consent	235	225
Consent application lodgement fee (fee per activity)		
• One activity	275	260
• Two activities	220	210

• Three activities	195	185
• Four or more activities	170	160
Consent transfer fee (for one consent)	150	140
Each additional consent	105	100
Note: Actual and reasonable charges may be incurred for very complex transfers.		

#### STAFF CHARGE RATES\*

	2025/26 Rate per hour (\$) (GST exclusive)	2024/25 Comparative \$ (GST exclusive)
Technical expert	220	210
Technical officer	175	165
Manager, Team Leader, Principal Consents Advisor	200	190
Senior Consents / Monitoring / Compliance Officer	180	170
Consents / Monitoring / Compliance Officer, Duty Planner	160	150
Business support	105	100

\*These rates apply to charges incurred by council employees, but rates will vary in instances when aspects of consenting, monitoring, or technical aspects of assessment and reporting are undertaken by external parties at council discretion.

#### CHARGES FOR CONSENT PROCESSES ADMINISTERED BY OTHER AGENCIES

Council has certain functions, powers and duties, as well as discretionary ability to engage in, specified aspects of resource consent processes that are administered by other agencies. These include, but are not limited to, processes administered by the Environmental Protection Authority (under RMA Part 6AA and Fast Track Approvals Act) and Environment Court (under RMA s87C). The council will charge the actual and reasonable costs incurred in undertaking these functions, powers, duties, and engagement, to the extent provided for by the relevant provisions of the RMA and/or other empowering legislation. In this regard, “actual and reasonable costs” means in accordance with the staff charge rates in the table above and/or the council’s “Requests for Information and Documents” policy below (as relevant).

#### ANNUAL CONSENT HOLDER CHARGES (SECTION 36(1)(c) of the RMA)

##### CONSENT ADMINISTRATION CHARGE

The resource consent annual administration fee contributes to the cost the council incurs for undertaking its consenting and monitoring functions required under the Resource Management Act 1991. This includes generating resource consents, maintaining consent and compliance information, updating consent status, processing consent surrenders and expiries, annual charge enquiries as well as general oversight of the consenting and monitoring activities of the council. This charge is the same for all categories of resource consent.

##### INFORMATION GATHERING AND RESEARCH

Councils have a duty to gather information and monitor the environment under the Resource Management Act. A key part of this includes field monitoring (e.g. river flow, groundwater availability,

water quality, ecology, air quality) and scientific investigations to enable activities to occur in a sustainable way in the Waikato region.

Where council considers the need for this work is caused by or benefits consent holders, it can apportion some of the charge to consent holders.

The scale of charge assessed for each class of consent is based on the forecast expenditure for the relevant council work programmes and an assessment of the share of these costs that should be borne by consent holders or the public. Overall, the total funding contribution from consent holders is equivalent to approximately one-third of the total cost.

The monitoring and investigations undertaken are not usually specific to the location of an individual consent. It provides for managing the cumulative impacts of many activities and consents on a broader catchment, aquifer or airshed scale.

### **CONSENT COMPLIANCE MONITORING**

All monitoring of compliance with consent conditions, excluding farm dairy water take consents, will be charged on an actual cost basis.

Actual and reasonable costs for monitoring consent compliance will be directly charged according to the following formula:

**Charge = staff/contractor time x charge rate (\*refer to above page) + direct costs including disbursements**

Consent holders or their agent are required to pay for costs incurred on an ongoing basis as they occur, unless otherwise agreed by Waikato Regional Council.

Where a consent is held to take water for farm dairy purposes, an annual compliance monitoring charge of \$80 applies, which is included as part of the annual consent holder charge. This charge applies so long as monitoring determines that compliance has been achieved. If the consent holder is found to be non-compliant, any costs in addition to the \$80 charge will be directly charged in accordance with the above charging formula.

### **NATIONAL DIRECTION PERMITTED ACTIVITY COMPLIANCE MONITORING**

Monitoring of Permitted Activities under:

- (a) the National Environmental Standard for Commercial Forestry 2017 (NЕСF) pursuant to Part 3, Regulation 106, and
- (b) the National Environmental Standard for Freshwater 2020 (NESF) pursuant to Part 4, Regulation 75

will be charged actual and reasonable costs for monitoring compliance according to the following formula:

**Charge = staff/contractor time x charge rate (\*refer to refer to above page) + direct costs including disbursements**

Parties operating under the NESCF and/or NESF will be charged for costs incurred on an ongoing basis as they occur, unless otherwise agreed by Waikato Regional Council.

Waikato Regional Council may set fixed charges for monitoring activities carried out under the NESCF and/or NESF. Council may require operators to pay the full charge towards monitoring the activity prior to any monitoring taking place.

**REGIONAL PLAN PERMITTED ACTIVITY COMPLIANCE MONITORING, OTHER MONITORING AND ACTIVITIES ASSOCIATED WITH ABATEMENT NOTICES AND ENFORCEMENT ORDERS (S36(1)(caaa) to (caac))**

This section applies to:

- (a) charges payable by a person carrying out a permitted activity, for the carrying out by the local authority of monitoring the person’s compliance with any rule in a plan that relates to the permitted activity (s36(1)(caaa))
- (b) charges payable by a person who an enforcement officer considers has contravened this Act, a national environmental standard, a regulation, a rule in a plan, or a resource consent, for the carrying out by the local authority of any function necessary to determine whether the contravention has occurred (s36(1)(caab)): and
- (c) charges payable by a person who is the subject of an abatement notice or an enforcement order for the carrying out by the local authority of its functions relating to issuing, administering, supervising, or monitoring compliance with the notice or order (s36(1)(caac)).

Activities undertaken in accordance with s36(1)(caaa) to (caac) will be charged actual and reasonable costs for monitoring compliance according to the following formula:

**Charge = staff/contractor time x charge rate (\*refer to refer to above page) + direct costs including disbursements**

**Note:** provisions s36(1)(caaa) to (caac) are proposed by Clause 10 of the Resource Management (Consenting and Other System Changes) Amendment Bill, which at the time of finalising the Annual Plan, was not yet passed into law. The cost recovery policy described in this sub-section of the Schedule will therefore only have effect to the extent that it is enabled by the provisions of the Resource Management (Consenting and Other System Changes) Amendment Act if/when it is passed into law.

**2025/26 RESOURCE CONSENT HOLDER CHARGES**

All amounts are GST exclusive.

Consent class	Description	Consent administration	Information gathering, research and data monitoring	Compliance monitoring	Total	2024/25 Comparative
<b>Air</b>						
• <b>Discharge of contaminants</b>	Discharges of contaminants to the air under NES for Air Quality	165	615	-	780	770
• <b>Other discharges</b>	Other discharges to air including odour	165	-	-	165	155
<b>Agricultural</b>						
<b>Agricultural discharges</b>	Discharges to land and water from agricultural sector activities	165	950	-	1,115	905
<b>Process discharges</b>						
• <b>Major</b>	Stormwater discharge >4ha land; Sewage >15m <sup>3</sup> per	165	1050	-	1,215	1143

Consent class	Description	Consent administration	Information gathering, research and data monitoring	Compliance monitoring	Total	2024/25 Comparative
	day; mine wastewater >100m <sup>3</sup> per day					
• <b>Minor</b>	Industrial, mining, quarry, urban and commercial discharges to land and water that do not fall into 'Major' class	165	539	-	704	694
<b>Geothermal</b>						
• <b>Discharge</b>	Discharge of geothermal sourced fluids	165	16 cents per tonne or m <sup>3</sup> (daily rate)			16 cents per tonne or m <sup>3</sup> (daily rate)
• <b>Take</b>	Takes of geothermal sourced fluids	165	30 cents per tonne or m <sup>3</sup> (daily rate)			30 cents per tonne or m <sup>3</sup> (daily rate)
<b>Water takes</b>						
<b>Water takes</b>	Takes of surface or ground water, excluding farm water takes	165	Minimum charge of \$65, then 48 cents per m <sup>3</sup>	-		
<b>Farm water takes</b>	Takes of surface or ground water for farming support	165	Minimum charge of \$65, then 48 cents per m <sup>3</sup>	80		
<b>Non-consumptive water takes (no impact)</b>	Non-consumptive water takes with no impact on water availability, or for flood management or environmental purposes	165	-	-	165	155
<b>Non-consumptive water takes (impact)</b>	Non-consumptive water takes that impact flow regimes or water availability	165	600	-	765	755
<b>Dams</b>						
• <b>Waikato</b>	Large dams within the Waikato hydro network used for electricity generation	165	11,228per dam	-	11,393	11,727
• <b>Large</b>	Dams deeper than 3 metres and which	165	7,186 per dam	-	7,351	7,270

Consent class	Description	Consent administration	Information gathering, research and data monitoring	Compliance monitoring	Total	2024/25 Comparative
	hold more than 20,000m <sup>3</sup> of water					
• <b>Small</b>	All dams not covered by the consent classes above	165	337 per dam	-	502	488
<b>Coastal</b>						
• <b>Marine farms</b>		165	45 per hectare	40		
• <b>Moorings</b>	All mooring structures Refer to the bylaw requirement table for further charges.	165	25	15	205	195
• <b>Other</b>	Activities requiring consent which may significantly impact upon the coastal environment and/or do not sit within the classes listed above	165	657	-	822	755
<b>Land use</b>						
• <b>Major</b>	Large scale land use activities that have potential to generate significant land instability or sediment discharges. Including (but not limited to): Forestry harvesting >20ha Metal extraction >500m <sup>3</sup> Earthworks >10,000m <sup>3</sup>	165	1,921	-	2,086	1,951
• <b>Minor</b>	Large scale land use activities that have some potential to generate significant land instability or sediment discharges. Including (but not limited to): Forestry harvesting <20ha Metal extraction <500m <sup>3</sup> Earthworks <10,000m <sup>3</sup>	165	360	-	525	492

Consent class	Description	Consent administration	Information gathering, research and data monitoring	Compliance monitoring	Total	2024/25 Comparative
<b>Land use - Lake Taupō</b>						
• <b>Large</b>	Land areas greater than 100 hectares	165	684	-	849	960
• <b>Medium</b>	Land areas from 20 to 100 hectares	165	344	-	509	560
• <b>Small</b>	Land areas less than 20 hectares	165	166	-	331	350
<b>Administration</b>						
<b>Administration charge only</b>	Activities requiring consent which do not fit within the consent classes above, and which are not expected to have environmental effects that will require some supervision and monitoring by Waikato Regional Council	165	-	-	165	155

**Note:**

1. All charges exclude GST.
2. GST at the prevailing rate will be added to all charges when invoiced.
3. Whitebait stands and bore permits will not be charged an annual charge.

## REMISSION

Under Section 36(5) of the RMA, council has discretion to remit the whole or any part of any charge. Charges will be remitted where:

- charges to individual consent holders are deemed to be unreasonable
- a redress of relative benefits to the consent holder is necessary
- the information produced by an applicant for a resource consent benefits the community as a whole.
- for Land use - Lake Taupo a remission of the information gathering, research and data monitoring component of this charge will be considered where the consent holder can demonstrate that the consented land use is primarily a low nutrient discharge.

## NAVIGATION SAFETY RELATED CHARGES

Pursuant to section 33M of the Maritime Transport Act 1994, Waikato Regional Council has made a bylaw in respect of navigation safety within the Waikato region. Section 33R of the Maritime Transport Act 1994 allows Waikato Regional Council to set fees in respect of activities that it has to undertake to implement the bylaw.

Any costs incurred for particular services provided for navigation safety which are not outlined below are fully recoverable from the person or organisation causing this cost to be incurred.

Bylaw requirement	Proposed 2025/26 Fee (\$) (GST exclusive)	2024/25 comparative
Application for temporary events (Clause 5.6), or suspension or exemption of any provisions within this bylaw (Bylaw 4.2)	\$130.00	\$120
Application for permanent speed uplifting's (Clause 5.8)	Actual and reasonable costs	Actual and reasonable costs
Public notice for a temporary event (Clause 5.6.5)	Actual and reasonable costs	Actual and reasonable costs
Mooring fee – Harbourmaster activities (charged annually) Refer to the moorings charge in the resource consent holder charges table for additional charges.	\$140.00	\$130.00
Mooring Licence Fee (when PA rule in Coastal Plan is operative)	\$140.00	\$130.00
Management of navigation safety related activities for Port Taharoa	Actual and reasonable costs	Actual and reasonable costs
Management and inspection of navigation safety-related activities	Actual and reasonable costs	Actual and reasonable costs



Assessment and report on any RMA consent application which has the potential to affect navigational safety

Actual and reasonable costs

Actual and reasonable costs

Note:

1. The bylaw does not apply to Lake Taupo
2. All charges exclude GST, GST at the prevailing rate will be added to charges when Invoiced

#### **KAWHIA MOORING LICENSE FEE**

Waikato Regional Council holds a consent for the management of a number of moorings within the Kawhia harbour. A charge of \$140.00 per annum will be charged where council licenses the use of these moorings to individuals. The charge covers costs incurred to administer these moorings under the terms of the council's consent. All prices are GST exclusive.

#### **CHARGES UNDER THE BUILDING ACT 2004**

Waikato Regional Council will charge for all application, inspection, and compliance processes associated with its regulatory role under the Building Act 2004, including but not limited to PIM's, building consents, compliance schedules, inspections, code of compliance certificates, DSAP. Annual WOF and dam classification certificates.

#### **REQUESTS FOR INFORMATION AND DOCUMENTS: RESOURCE MANAGEMENT PLANS AND CONSENTS**

Excepts as provided in relation to policy document, actual and reasonable costs will be charged for providing documents, information, and advice in respect of resource management plans and resource management consents (sections 36(1)(e) and (f) of the Resource Management Act 1991). The first half hour of staff time will not be charged, after which the total staff time spent on actioning the request will be charged at the relevant staff rate.

#### **MARINE OIL SPILL RESPONSE: CHARGES UNDER THE MARITIME TRANSPORT ACT 1994**

In accordance with section 444 of the Maritime Transport Act (MTA) regional councils exercising a delegated function or power may charge a fee in relation to that function or power. This includes fees and charges for the functions set out in Section 33R(a)-(d) of the MTA. The total hours charged for cost recovery will be at the discretion of the Regional On Scene Commander. Staff hourly rates will be at the appropriate rate as set out in the schedule of fees and charges.

<b>Marine Oil Spill role</b>	<b>2025/26 Rate per hour (GST exclusive)</b>	<b>2024/25 Comparative</b>
Regional On-Scene Commander (ROSC)	\$215	\$205

Subject Matter Expert (SME) i.e. wildlife, environmental scientist.	\$168	\$160
Senior Regional Responder (SRR)/Leading Hand/EOC Function Manager	\$168	\$160
Regional Responder (RR), Operations team member, EOC function team member	\$147	\$140
Business Support (after termination of response)	\$105	\$100
Disbursements (e.g. but not limited to; meals and accommodation, vehicle running costs, specialist equipment, external agency advice, waste management)	Actual costs incurred	Actual costs incurred

## DOCUMENTS AND DATA

### TECHNICAL REPORTS

Many of our technical reports are available to download free of charge on the council's website: [www.waikatoregion.govt.nz](http://www.waikatoregion.govt.nz)

Technical reports will be charged at a base rate of \$20.00 plus \$0.15 per A4 page and \$0.30 per A3 page. Earlier technical reports priced less than \$10.00 will be provided free of charge. All prices are GST exclusive.

### POLICY DOCUMENTS

Many of our policy documents and plans are available to download free of charge on the council's website: [www.waikatoregion.govt.nz](http://www.waikatoregion.govt.nz)

Requests for policy documents and plans will be charged at the following rates:

Document	2025/26 Fee (\$) (GST exclusive)	2024/25 Comparative
Regional Coastal Plan – hard copy	\$120	\$120
Waikato Regional Plan – hard copy	\$120	\$120
Waikato Regional Plan Maps (full set) – hard copy	\$1,800	\$1,600
Waikato Regional Plan – individual maps	Cost of production	Cost of production
Transitional Regional Plan	\$20	\$20

### SPATIAL INFORMATION DATA

Waikato Regional Council, at its discretion, may charge for access to or extraction of spatial information data. The total staff time spent will be charged at the technical officer charge rate as per the schedule of fees and charges. There is no charge for the data itself.

### RIVER AND CATCHMENT SERVICE CHARGES

Waikato Regional Council, at its discretion, may charge for the provision of information and advice relating to the following:

- Hazard information and advice
- Technical information and advice
- Property information
- Provision of historic information and records
- Licences to construction structures on Waikato Regional Council owned or managed land
- Provision of other information or services where costs, including staff time, are incurred by Waikato Regional Council.

Actual and reasonable costs will be charged for the provision of information, documents and technical advice. The first half hour of staff time involved in providing the service will not be charged, after which the total staff time spent providing the service may be charged.

### CHARGES FOR REQUESTS FOR OFFICIAL INFORMATION

The Local Government Official Information and Meetings Act 1987 (LGOIMA) provides that any charge for the supply of official information must be reasonable. Regard may be had to the cost of the labour and materials involved in making the information available and any costs incurred pursuant to a request of the applicant to make the information available urgently.

Accordingly, where costs are recovered for the provision of official information, the amount charged for staff time will be in accordance with the Ministry of Justice guidelines for charging for services<sup>1</sup>. Time spent by staff searching for relevant material, abstracting and collating, copying, transcribing and supervising access where the total time involved *is in excess of one hour* will be charged out as follows, after that first hour:

- An initial charge of \$38 (including GST at the prevailing rate) for the first chargeable half hour or part thereof; and
- Then \$38 (including GST at the prevailing rate) for each additional half hour or part thereof

### CHARGES FOR THE RATES POSTPONEMENT POLICY

The council currently has a rates postponement policy that allows eligible individuals to postpone their rates.

Application fees in relation to these postponements are as follows.

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<sup>1</sup> [Charging guidelines for OIA requests | New Zealand Ministry of Justice](#)

1. Costs to register a statutory land charge in relation to the postponed rates. The fee will reflect the current charges set by LandOnline at the time the statutory land charge is registered.
2. Costs to release statutory land charge in relation to the postponed rates. The fee will reflect the current charges set by LandOnline at the time the statutory land charge is released.

#### **CHARGES FOR DEBT COLLECTION**

In situations where the council is required to engage the service of a debt collection agent to recover amounts owing to the council, the cost charged by the collection agency to the council will be payable by the debtor.