



Notice is hereby given that an Ordinary meeting of Southland District Council will be held on:

**Date:** Wednesday, 14 May 2025  
**Time:** 9.30am  
**Meeting room:** Council Chamber  
**Venue:** Level 2  
20 Don Street  
Invercargill

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## **Council Agenda OPEN**

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### **MEMBERSHIP**

**Mayor**  
**Deputy mayor**  
**Councillors**

Rob Scott  
Christine Menzies  
Jaspreet Boparai  
Don Byars  
Derek Chamberlain  
Paul Duffy  
Darren Frazer  
Sarah Greaney  
Julie Keast  
Tom O'Brien  
Margie Ruddenklau  
Jon Spraggon  
Matt Wilson

### **IN ATTENDANCE**

**Committee advisor**  
**Chief executive**

Fiona Dunlop  
Cameron McIntosh

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Online: [Southland District Council YouTube](https://www.youtube.com/watch?v=9840)

**Full agendas are available on Council's website**  
**[www.southlanddc.govt.nz](http://www.southlanddc.govt.nz)**

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**Note:** The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. Should Members require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.

## Health and safety

**Toilets** – The toilets are located outside of the chamber, directly down the hall on the right.

**Earthquake** – Drop, cover and hold applies in this situation and, if necessary, once the shaking has stopped we will evacuate down the stairwell without using the lift, meeting again in the carpark on Spey Street.

**Evacuation** – Should there be an evacuation for any reason please exit down the stairwell to the assembly point, which is the entrance to the carpark on Spey Street. Please do not use the lift.

**Phones** – Please turn your mobile devices to silent mode.

**Recording** - These proceedings are being recorded for the purpose of live video, both live streaming and downloading. By remaining in this meeting, you are consenting to being filmed for viewing by the public.

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### PROCEDURAL

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Mā te whakarongo	Through listening
Mā te kōrero	Through talking
Mā te ngakau	From the heart
Mā te wairua	From the spirit
Mā te manaaki mai	Through giving
Mā te manaaki atu	And receiving respect
Ka puawai te maramatanga	Understanding will bloom
Tihei mauri ora	This is the essence of life

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#### Karakia Whakamutunga

Kia hora te marino	May peace be widespread
Kia whakapapa pounamu te moana	May the sea be like greenstone
Hei huarahi mā tātou i te rangi nei	A pathway for us all this day
Aroha atu, aroha mai	Let us show respect for each other
Tātou i a tātou katoa	For one another
Hui e! Tāiki e!	Bind us all together!





## 1 Apologies

At the close of the agenda no apologies had been received.

## 2 Leave of absence

At the close of the agenda no requests for leave of absence had been received.

## 3 Conflict of Interest

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

## 4 Extraordinary/Urgent Items

To consider, and if thought fit, to pass a resolution to permit the Council to consider any further items which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded.

Such resolution is required to be made pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987, and the Chairperson must advise:

- (i) The reason why the item was not on the Agenda, and
- (ii) The reason why the discussion of this item cannot be delayed until a subsequent meeting.

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

"Where an item is not on the agenda for a meeting,-

- (a) that item may be discussed at that 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
- (b) 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."

## 5 Confirmation of Council Minutes

5.1 Meeting minutes of Council held on 16 and 30 April 2025.

## 6 Public Participation

Notification to speak is required by 12noon at least one clear day before the meeting. Further information is available on [www.southlanddc.govt.nz](http://www.southlanddc.govt.nz) or phoning 0800 732 732



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## Council

# OPEN MINUTES

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Minutes of a meeting of Council held in the Council Chamber, Level 2, 20 Don Street, Invercargill on Wednesday, 16 April 2025 at 9.32am. (9.32am – 11.11am, 11.27am – 12.12pm, 12.17pm – 12.49pm, 1.54pm – 3.07pm (PE 11.110am – 11.11am, 11.27am – 12.12pm, 12.17pm – 12.49pm, 1.54pm – 2.25pm.))

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### PRESENT

<b>Mayor</b>	Rob Scott
<b>Deputy mayor</b>	Christine Menzies
<b>Councillors</b>	Jaspreet Boparai
	Don Byars
	Derek Chamberlain
	Paul Duffy
	Sarah Greaney
	Julie Keast
	Tom O'Brien
	Margie Ruddenklau
	Jon Spraggon
	Matt Wilson

### APOLOGIES

Councillor Darren Frazer (Council approved leave of absence)  
Councillor Sarah Greaney (lateness)

### IN ATTENDANCE

<b>Committee advisor</b>	Fiona Dunlop
<b>Chief executive</b>	Cameron McIntosh

Mayor Scott opened the meeting with a karakia timatanga as follows:

Mā te whakarongo	Through listening
Mā te kōrero	Through talking
Mā te ngakau	From the heart
Mā te wairua	From the spirit
Mā te manaaki mai	Through giving
Mā te manaaki atu	And receiving respect
Ka puawai te maramatanga	Understanding will bloom
Tihei mauri ora	This is the essence of life

## 1 Apologies

There were apologies for lateness from Councillor Greaney and apologies for absence from Councillor Frazer who is on Council approved leave of absence.

**Moved Cr Boparai, seconded Cr Spraggon and resolved:**

**That Council accept the apologies.**

## 2 Leave of absence

There were no requests for leave of absence.

## 3 Conflict of Interest

Councillor Duffy declared a conflict of interest in relation to item 7.7 – Future use of the Wyndham museum site – Wyndham and Districts Historical Society. He would not take part in debate or voting.

Councillor Wilson declared a conflict of interest in relation to item 7.3 – Milford Community Trust's Performance report for the year ended 30 June 2024. He would not vote on the matter.

Councillor Keast declared a conflict of interest in relation to item 7.5 – Progress Plan Change 2 as she was a member of the hearing panel.

## 4 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

5 Confirmation of Council Minutes

**Resolution**

Moved Cr Boparai, seconded Deputy Mayor Menzies **and resolved:**

**That the Council confirms the minutes of the meeting held on 2 April 2025 as a true and correct record of that meeting.**

6 Public Participation

There was no public participation.

Reports

7.5 Progress Plan Change 2

**Record No: R/25/4/15241**

Graduate Environmental Planner – Ashton Mismash, Strategic Planning and Policy Manager – Gavin McCullagh and GM Strategy and Partnerships – Vibhuti Chopra were in attendance for this item.

The purpose of the report was to:

- adopt the hearing recommendation report and the LAN recommendation report by the hearing panel for Plan Change 2
- approve the Council decision version of Plan Change 2 and the public notification of the decision version of Plan Change 2
- approve the corrected Southland District Council and Invercargill City Council Subdivision, Land Use and Development Code of Practice 2023 with Appendix B
- revoke the Southland District Council Subdivision, Land Use and Development Bylaw 2012.

(During discussion, Councillor Greaney joined the meeting at 9.50am.)

**Resolution**

Moved Cr Duffy, seconded Cr Boparai **and resolved:**

**That the Council:**

- a) receives the report titled “Progress Plan Change 2”.
- b) determines that this matter or decision be recognised not as significant in terms of Section 76 of the Local Government Act 2002.
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision;

and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.

- d) accepts the recommendation of the Hearing Panel in regards to Plan Change 2 pursuant to Clause 10 of the First Schedule of the Resource Management Act 1991, and Approves Plan Change 2 for the reasons, as per attachment (b), given in the Hearing Panel's recommendation dated 24 March 2025;
- e) reapproves Southland District Council and Invercargill City Council Subdivision, Land Use and Development Code of Practice 2023;
- f) approves the public notification of Council's decision that establishes that the Operative Southland District Plan is deemed to have been amended in accordance with the decision in (d) in accordance with Clause 11 of the First Schedule of the Resource Management Act;
- g) revoke the Subdivision, Land Use and Development Bylaw 2012.

## 7.2 Management report April 2025

**Record No: R/25/1/190**

Chief Executive – Cameron McIntosh was in attendance for this item.

Strategic manager transport - Hartley Hare, GM infrastructure and capital delivery – Fran Mikulicic, Programme delivery manager - David Connell, Manager community facilities - Mark Day, GM customer and community wellbeing Sam Marshall, Manager environmental health and licensing – Betty Holden, Team Leader Monitoring and Compliance - Dave Blanks and Manager building solutions – Jo Anderson were in attendance for this item and spoke to the areas that they are responsible for.

(During discussion, Councillor Byars left the meeting at 10.54am and returned at 10.57am.)  
(During discussion, Councillor Boparai left the meeting at 11.04am.)

### **Resolution**

Moved Mayor Scott, seconded Deputy Mayor Menzies **and resolved:**

**That the Council:**

- a) receives the report titled "Management report April 2025".

## Public Excluded

### Exclusion of the public: Local Government Official Information and Meetings Act 1987

#### Resolution

Moved Mayor Scott, seconded Cr O'Brien **and resolved:**

**That the public be excluded from the following part(s) of the proceedings of this meeting.**

#### C8.1 Reserve Management Plan review contract award

#### C8.2 Chief Executive's Appraisal

#### C8.3 Chief Executive's Reappointment

**The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution 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(1) for the passing of this resolution
Reserve Management Plan review contract award	<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 the local authority to carry out, without prejudice or disadvantage, commercial activities.</p>	That the public conduct of the whole or 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 exists.
Chief Executive's Appraisal	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.</p> <p>s7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information or information from the same source and it is in the public interest that such information should continue to be supplied.</p> <p>s7(2)(i) - the withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage,</p>	That the public conduct of the whole or 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 exists.

	negotiations (including commercial and industrial negotiations).	
Chief Executive's Reappointment	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.</p> <p>s7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information or information from the same source and it is in the public interest that such information should continue to be supplied.</p> <p>s7(2)(i) - the withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	That the public conduct of the whole or 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 exists.

The public were excluded at 11.10am.

The meeting adjourned at 11.11am and reconvened at 11.27am.

Mayor Scott and all present on the day were present when the meeting reconvened.

The meeting returned to open at 2.25pm.

(Councillors Byars and Ruddenklau left the meeting at 2.25pm.)

## 7.6 Proposed update to Delegations Manual - Fast Track Approvals Act 2024

**Record No: R/25/4/15973**

GM Strategy and Partnerships – Vibhuti Chopra and Senior Resource Management Planner  
Consents – Jonathan Gregg were in attendance for this item.

The purpose of this report is to present new delegations under the Fast Track Approvals Act 2024 to Council for adoption. These delegations will enable Council to efficiently fulfil its statutory obligations under the new legislation while maintaining appropriate oversight of decision-making processes.

### Resolution

Moved Cr O'Brien, seconded Deputy Mayor Menzies **recommendations a to e and a new f (as indicated) and resolved:**

**That Council:**

- a) receives the report titled "Proposed update to Delegations Manual - Fast Track Approvals Act 2024".
- b) determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) approves and adopts the new delegations under the Fast-track Approvals Act 2024 as detailed in Attachment A of the officer's report; and
- e) notes that these delegations will take effect on the date of this resolution, and that staff will update Council's Delegations Manual accordingly.
- f) delegates authority to the Chief Executive to approve minor amendments to the delegations covers in clause d.

(Councillor Boparai left the meeting at 2.47pm.)

(Councillor Duffy due to a conflict of interest withdrew from the table.)

## 7.7 Future use of the Wyndham museum site - Wyndham and Districts Historical Society

**Record No: R/25/3/13192**

Manager Property Services – Kevin McNaught and GM Customer and Community Wellbeing – Sam Marshall were in attendance for this item.

The purpose of the report was to consider a request from the Wyndham and Districts Historical Society to make the existing Wyndham museum property available to them, for a new museum, after the demolition of the existing building.

It was noted that the Waihopai Toetoe Community Board considered the request at its meeting on 17 March 2025 and agreed to resolution (d) below.



### Resolution

Moved Deputy Mayor Menzies, seconded Cr Chamberlain **and resolved:**

**That Council:**

- a) receives the report titled "Future use of the Wyndham museum site - Wyndham and Districts Historical Society".
- b) determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) agree in principle with the site at 31 Balaclava Street, Wyndham being Lot 1 DP 369, Part Lot 2 DP 369 and parts of Section 22 Block IV Town of Wyndham being made available to the Wyndham and Districts Historical Society subject to:
  - i. the society acknowledging that Council's position is in principle only and that Council will be required to make further final decisions regarding the availability of the site, once the society's plans, timelines and funding are more developed
  - ii. the society provide the Waihopai Toetoe Community Board and Council with written twice yearly updates (one of which is at the end of their financial year) of the proposed timelines and fundraising efforts
  - iii. that Council is open to having in principle discussions with the society regarding a combined office/library as part of the society's development planning.

(Councillor Duffy returned to the table.)

## 7.8 Dog registration fees for 2025/2026

**Record No: R/25/3/12660**

Team Leader Monitoring and Compliance – Dave Blanks was in attendance for this item.

The purpose of the report was to set the dog registration fees for the 2025/2026 year and also including fees and charges under the Impounding Act for stock animals.

### Resolution

Moved Deputy Mayor Menzies, seconded Cr O'Brien **and resolved:**

**That Council:**

- a) Receives the report titled "Dog registration fees for 2025/2026".

- b) Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) Agrees to set the dog registration fees and stock control fees (effective 1 July 2025 and inclusive of GST) for the 2025/2026 registration year as follows:

Type	Fee	
<b>Working dogs</b>		
New dog registration – working dogs and stock dogs	Flat fee Pro rata for part year	\$40.00
Renewal of dog registration – working dogs and stock dogs	Flat fee	\$40.00
Renewal of dog registration – service dogs with current papers		Free
New dog registration – service dogs with current papers		Free
<b>Pet dogs – new/renewal</b> (older than 3 months on 1 July)		
No discounts applied	Flat fee	\$110.00
Dog is spayed or neutered	Discounted fee	\$80.00
Dog has a responsible owner (according to Council's criteria)	Discounted fee	\$80.00
Dog is spayed or neutered and has a responsible owner (according to Council's criteria)	Discounted fee	\$50.00
Late payment fee all dogs - registration paid after 1 August	Percentage of applicable fee	+50%
<b>Dog control</b>		
Property inspections to verify discount / dog class etc.		\$50.00
Dog hearing lodgement fee		\$100.00
Replacement tag - first		\$6.50
Replacement tag – second and subsequent tags		\$13.00
After hours collection fee		\$180.00
Charge out rate for vehicles	Per kilometre	\$1.04
Multiple dog licence application fee		\$50.00
Sale of collars		\$10.00
Sale of leads		\$12.00

<b>Microchipping</b>		
Microchipping of a dog registered with SDC		No charge
Commercial breeders that require more than four pups to be microchipped per registration year	Per dog for the fifth and subsequent dog	\$30.00
<b>Impounding</b>		
Impounding of dog		\$150.00
Impounding of dog - second and subsequent impoundments (and infringement fees)		\$200.00
Long term stays (greater than one month) monthly fee Where a dog is impounded and is awaiting the outcome of a Court hearing or similar, a monthly fee will be applied, and monthly invoices will be issued to the owner		\$300.00
After hours release (minimum of one-hour staff time), only by prior arrangement and all outstanding fees and infringements must be paid		\$180.00
Surrendering of dog for rehoming		\$120.00
Sustenance of impounded dog	Per day or part thereof	\$25.00
Euthanasia/Veterinarian bills		Actual cost
<b>Rehoming</b>		
A dog impounded by SDC and released to an SDC authorised rehoming provider for either fostering or rehoming (initial registration only)		Free
A dog received by an SDC authorised rehoming provider for the purpose of rehoming, that is either from the Southland district, or to be rehomed in the Southland district (initial registration only)		Free
<b>Impounding Act</b> Under the Impounding Act Council also have a responsibility for removing stock from places where they should not be and returning stock to their owners.		
<b>Stock wandering</b>		
Fees for impounding of stock on district roads and highways		
Horses, donkeys, asses, mules, cattle, deer	Per head	\$60.00
Sheep, goats, pigs, and other stock	Per head	\$30.00
Council animal control officer callout	Per hour	\$120.00
Contractor callout		Actual cost
Sustenance		Actual cost
Hire of transportation or trailers		Actual cost
<b>Moving stock on district roads</b>		
Council animal control officer callout (does not apply to state highways)	Per hour	\$120.00
Contractor callout		Actual cost

- e) **Agrees to publicly notify the fees during and between the weeks starting 28 May 2025 and 27 June 2025.**

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**7.1 Submission on the 'Term of Parliament (Enabling 4-year Term) Legislation Amendment Bill'**

**Record No: R/25/4/15016**

GM Strategy and Partnerships – Vibhuti Chopra was in attendance for this item.

The purpose of the report was to provide an opportunity for Council to submit on the 'Term of Parliament (Enabling 4-year Term) Legislation Amendment Bill' (the bill).

The bill proposes to amend the Constitution Act 1986 and the Electoral Act 1993 to provide a pathway to a four-year parliamentary term on the condition that parliamentary select committees are proportional to the number of non-executive members of Parliament.

The submission prepared by staff:

- supports a four-year parliamentary term
- supports holding a referendum to query the public's appetite on changing the electoral term
- recommends the four-year term is set, not variable
- recommends the four-year term also applies to local government.

**Resolution**

Moved Deputy Mayor Menzies, seconded Cr Greaney **and resolved:**

**That the Council:**

- a) **receives the report titled "Submission on the 'Term of Parliament (Enabling 4-year Term) Legislation Amendment Bill' ".**
- b) **determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **approves the draft submission included with this report as attachment A of the officer's report.**
- e) **requests staff to lodge the submission with the Justice Committee before the end of the submission period.**

### 7.3 Milford Community Trust's Performance Report for the year ended 30 June 2024

**Record No: R/25/2/4171**

Project Accountant – Jo Hooper and GM Finance and Assurance – Anne Robson were in attendance for this item.

The purpose of the report was to:

- present and seek approval of the finalised Performance report for Milford Community Trust for the year ended 30 June 2024.
- present the management representation letter and seek approval for the Mayor to sign on behalf of the Trust.

Council noted that is normally the role of the trustees to do the above, but as the Trust does not currently have an active quorum, it is unable to undertake this function.

#### **Resolution**

Moved Deputy Mayor Menzies, seconded Cr O'Brien **and resolved:**

**That the Council:**

- a) Receives the report titled "Milford Community Trust's Performance Report for the year ended 30 June 2024".**
- b) determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) Approves the audited Performance Report for the year ended 30 June 2024.**
- e) Approves the representation letter to be provided to the auditors for the year end 30 June 2024.**
- f) Agrees to delegate authority to the Mayor to sign the Performance report and representation letter for the year ended 30 June 2024 on behalf of Council and the Trust.**

(Councillor Wilson abstained from voting.)

### 7.4 Ohai/Nightcaps water treatment plant - upgrade works on forestry reserve land

**Record No: R/25/3/9297**

GM Infrastructure and Capital Delivery – Fran Mikulicic was in attendance for this item.

The purpose of the report was to seek Council's approval to transfer land from the adjacent Council owned forestry land to the current Council owned water supply land at the Ohai/Nightcaps water treatment plant for the construction of a back-wash settlement pond.

Council noted that due to the current works being undertaken and expansion of the Ohai/Nightcaps water treatment plant, approval was being sought for a section of land (approximately 6,500 square metres) to be transferred from the adjacent council owned forestry land to the current Council owned water supply land at the Ohai/Nightcaps water treatment plant for construction of a back-wash settlement pond.

The land section of approximately 6,500 square metres would be transferred from the forestry land to water supply land. This will include changing the land's classification and designation.

Additional compliance requirements mean that Council needs to amend the treatment process in order to remove dissolved organic material from the raw water supply.

#### **Resolution**

Moved Cr Chamberlain, seconded Deputy Mayor Menzies **and resolved:**

#### **That the Council:**

- a) **receives the report titled "Ohai/Nightcaps water treatment plant - upgrade works on forestry reserve land".**
- b) **determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **approves the constructing of the settlement pond on the northern corner of the Southland District Council forestry reserve land, Section 222, Blk III, Wairio SD.**
- e) **approves the section of land be surveyed and transferred to the water supply reserve land at no cost for the land.**
- f) **agrees that resolving the access and right of way issues that exist at this location be corrected at the same time.**

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not publicly available unless released here.

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The meeting closed with a karakia whakamutunga as follows:

Kia hora te marino  
Kia whakapapa pounamu te moana  
Hei huarahi mā tātou i te rangi nei  
Aroha atu, aroha mai  
Tātou i a tātou katoa  
Hui e! Tāiki e!

May peace be widespread  
May the sea be like greenstone  
A pathway for us all this day  
Let us show respect for each other  
For one another  
Bind us all together!

The meeting concluded at 3.07pm

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE COUNCIL HELD ON WEDNESDAY  
16 APRIL 2025.

**DATE:**.....

**CHAIRPERSON:**.....



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## Council

# OPEN MINUTES

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Minutes of a meeting of Council held in the Council Chamber, Level 2, 20 Don Street, Invercargill on Wednesday, 30 April 2025 at 10am. (10am – 11.35am, 12.34pm - 1.04pm)

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### PRESENT

<b>Mayor</b>	Rob Scott
<b>Deputy mayor</b>	Christine Menzies
<b>Councillors</b>	Jaspreet Boparai
	Derek Chamberlain
	Paul Duffy
	Darren Frazer
	Sarah Greaney
	Julie Keast
	Tom O'Brien
	Margie Ruddenklau
	Jon Spraggon
	Matt Wilson

### APOLOGIES

Councillor Don Byars

### IN ATTENDANCE

<b>Committee advisor</b>	Fiona Dunlop
<b>Chief executive</b>	Cameron McIntosh



Mayor Scott opened the meeting with a karakia timatanga as follows:

Kia tau ngā manaakitanga a te mea ngaro  
ki runga ki tēnā, ki tēnā o tātou  
Kia mahea te hua mākihikihi  
kia toi te kupu, toi te mana, toi te aroha, toi te  
Reo Māori  
kia tūturu, ka whakamaui kia tīna! Tina!  
Hui e, Tāiki e!

*Let the strength and life force of our ancestors  
Be with each and every one of us  
Freeing our path from obstruction  
So that our words, spiritual power, love, and  
language are upheld;  
Permanently fixed, established and understood!  
Forward together!*

## 1 Apologies

There were apologies from Councillor Byars.

### Resolution

Moved Cr Boparai, seconded Deputy Mayor Menzies **and resolved:**

**That Council accept the apology.**

## 2 Leave of absence

Councillor Keast requested a leave of absence from 31 July 2025 to 12 August 2025.

Moved Cr Frazer, seconded Deputy Mayor Menzies **and resolved:**

**That Council agrees the leave of absence request.**

## 3 Conflict of Interest

Deputy Mayor Menzies advised that she had a conflict of interest in relation to item 7.1 Around the Mountains Cycle Trail Trust Update. She would take part in discussion and vote on the item.

Councillor O'Brien advised that he had a conflict of interest in relation to item 7.1 Around the Mountains Cycle Trail Trust Update. He would take part in discussion and vote on the item.

## 4 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

**5 Confirmation of Council Minutes**

There were no minutes to confirm.

**6 Public Participation**

There was no public participation.

**Reports**

**7.1 Around the Mountains Cycle Trail Trust Update**

**Record No: R/25/4/17641**

Nicola Wills – Chair of the Trust and Susan Mackenzie - Around the Mountains Cycle Trail Manager was in attendance for this item.

**Resolution**

Moved Mayor Scott, seconded Cr Greaney **and resolved:**

**That the Council:**

- a) receives the report titled “Around the Mountains Cycle Trail Trust Update”.**
- b) thanks the Trust for their update.**

**7.2 Mayor's report**

**Record No: R/25/4/16136**

Mayor Scott spoke to his report.

During discussion on the Mayor's report, Councillor Ruddenklau advised that she had had a successful Creative Communities meeting.

Anne Horrell – chair of the Tuatapere Te Waewae Community Board was in attendance to update on the activities of the Board.

**Resolution**

Moved Cr Keast, seconded Deputy Mayor Menzies **and resolved:**

**That the Council:**

- a) receives the report titled “Mayor's report”.**
- b) thank the chair of the Tuatapere Te Waewae Community Board and board members for their work.**

### 7.3 Review of Dog Control Bylaw 2015 and Dog Control Policy 2015

**Record No: R/25/2/8652**

Senior Policy Analyst – Ana Bremer and Group Manager Strategy and Partnerships – Vibhuti Chopra were in attendance for this item.

The purpose of the report was to provide a summary of the review of the Dog Control Policy 2015 and Dog Control Bylaw 2015 and seek approval for public consultation on the Draft Dog Control Policy 2025 and Draft Dog Control Bylaw 2025.

Council noted that there is a requirement to have a dog control policy in accordance with the Dog Control Act 1996. The policy was last updated in 2015 and is due for review.

A pre-engagement survey was undertaken between 20 September and 14 October 2024 which had over 600 responses. Feedback from the survey and community board meetings has been incorporated into the proposed draft policy and draft bylaw presented with the report. Other changes included updating aerial imagery to improve visibility of dog exercise areas.

Public consultation is scheduled to be undertaken from 12 May 2025 to 13 July 2025.

(During discussion, Councillor Wilson left the meeting at 10.52am.)

(During discussion, Councillor Ruddenklau left the meeting at 10.52am.)

(During discussion, Councillor Wilson returned to the meeting at 10.53am.)

(During discussion, Councillor Ruddenklau returned to the meeting at 10.54am.)

#### **Resolution**

Moved Cr Ruddenklau, seconded Cr Boparai **and resolved:**

**That the Council:**

- a) **receives the report titled “Review of Dog Control Bylaw 2015 and Dog Control Policy 2015”.**
- b) **determines that this matter or decision be recognised as significant in terms of Section 76 of the Local Government Act 2002.**
- c) **determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **approves the Draft Dog Control Policy 2025 for consultation.**
- e) **approves the Draft Dog Control Bylaw 2025 for consultation.**

## 7.5 Use of Hokonui Hall reserve

### Record No: R/25/4/14383

Community Partnership Leader – Karen Purdue and Group Manager Community and Customer Wellbeing – Sam Marshall were in attendance for this item.

The purpose of the report was for Council to approve unbudgeted expenditure for a sign to be located near the former Hokonui Hall site and transfer of the remaining Hokonui Hall reserve to Browns Community Centre reserve.

Council noted that in November 2016, the Hokonui Hall committee recommended to Council that the hall be closed as it had no regular users and required significant maintenance.

A public meeting was held on 10 April 2017 with the Hokonui community and ratepayers. The meeting resolved to close the hall and all surplus funds of the hall after disposal be held by Southland District Council to be used for a sign recording the location of Hokonui and the balance remaining transferred to the Browns Hall funds.

Council declared the hall property surplus to requirements at a meeting in June 2019.

The Oreti Community Board at their meeting on 19 August 2024 resolved for *“staff to seek approval from Council for purchase of a sign recording the location of Hokonui and transferring the balance of Hokonui Hall sale proceeds to the Browns Community Centre reserve, subject to the board receiving written clarification from the three remaining members of the hall committee that the meeting on 10 April 2017 took place and that the community endorsed the erection of the sign.”*

Confirmation from the remaining members of the Hokonui Hall Committee was received by Council in November 2024.

During discussions in the chairs report at the Oreti Community Board meeting on 16 December 2024 there was discussion on the cost of the proposed sign for the hall.

The following was resolved at the December meeting:

- a) *Seek written approval by 31 January 2025 from the three remaining members of the Hokonui Hall committee of the current design at its current quote of \$ 8,340 (excl GST) for the sign (including installation).*
- b) *If the three remaining members of the committee do not approve the current design the board recommends to Council that staff obtain 2-3 quotes for different design options for a sign (including installation). We recommend that installation of the sign is completed before 30 June 2025.*

Approval for the design and quote from McGregor concrete for the Hokonui Hall committee was received on 27 January 2025 with final clarification from the Hokonui Hall committee being sought about the outcome of the meeting on 10 April 2017 in regard to the intended use of the funds from the sale of the hall.

The clarification from the remaining hall committee members was received in March 2025.

### **Resolution**

Moved Deputy Mayor Menzies, seconded Cr Ruddenklau **and resolved:**

#### **That Council:**

- a) **Receives the report titled "Use of Hokonui Hall reserve".**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Approves unbudgeted expenditure of \$8,340 (excluding GST) to be funded from the Hokonui Hall reserve towards a sign recording the location of Hokonui.**
- e) **Approves the transfer of the remaining balance of the Hokonui Hall reserve to the Browns Community Centre reserve.**
- f) **Notes the Hokonui Hall reserve is estimated to be \$88,792 after paying for the sign.**

## **7.6 Waikaia speed limit reduction proposal update and next steps**

### **Record No: R/25/4/17836**

Strategic Manager Transport – Hartley Hare, Team Leader Organisational Policy – Chris Rout and Group Manager Capital Delivery and Infrastructure – Fran Mikulicic were in attendance for this item.

The purpose of the report was to provide Council with an update on the response received from the Director of Land Transport for dispensation on the proposed speed limit reduction for Waikaia and seek a decision from Council on the next steps.

Council noted that in April 2024 Council agreed to consult on a proposal from the Ardlussa Community Board to implement speed limit reductions to coincide with anticipated increases in cyclists attributed to the upcoming opening of mountain bike trails in Waikaia Forest, near Waikaia.

When taking steps to initiate consultation in October 2024, staff were informed that the Community Board believed that sufficient public consultation had been undertaken and that further consultation was not necessary.

October 2024 also saw the release of a new speed limits rule which increased the statutory requirements for Councils to implement speed limit changes.

An application was submitted on 28 February 2025 to the Director of Land Transport for the proposed speed limit changes in Waikaia in accordance with the requirements of the new rule and which recognises the Community Board's views on consultation.

Feedback was received from the Director of Land Transport declining the dispensation but willing to consider the proposal if the process set out in the new Setting of Speed Limit Rule 2024 is followed.

Staff advised that in light of the developments that they were seeking Council to reconsider the decision to consult on the Waikaia speed limit reduction proposal to be resubmitted for approval by the Director of Land Transport and then implemented.

Any consultation to be undertaken (including a revised proposal) will be done in accordance with the new Setting of Speed Limits Rule 2024.

### **Resolution**

Moved Cr Boparai, seconded Cr Greaney **and resolved:**

**That the Council:**

- a) **receives the report titled "Waikaia speed limit reduction proposal update and next steps".**
- b) **determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **requests staff to revise the Waikaia speed limit reduction proposal to meet the new requirements of the Setting of Speed Limits Rule 2024 for consultation.**
- e) **delegates authority to the Chief Executive to approve the revised Waikaia Speed Limit Reduction Proposal for consultation in accordance with the Setting of Speed Limits Rule 2024 and Section 82 of the Local Government Act 2002.**

## **7.7 Waikaia speed limit reduction signs - Unbudgeted expenditure request**

**Record No: R/25/4/17591**

Community Partnership Leader – Kelly Tagg and Group Manager Community and Customer Wellbeing – Sam Marshall were in attendance for this item.

The purpose of the report was to seek approval from Council for unbudgeted expenditure of up to \$10,000 plus GST for the purchase and installation of speed limit reduction signage

at the intersections of Willington Street, Riversdale-Waikaia Road and Piano Flat Road, in anticipation of the speed limit being reduced in this area.

Council noted that the Ardlussa Community Board resolved at its meeting on 9 April 2025 to recommend to Council that unbudgeted expenditure of up to \$10,000 plus GST be approved (to be funded via a locally funded loan) to allow for the installation of new signage in anticipation of the speed limit being reduced around the entrance to the Waikaia village.

#### **Resolution**

Moved Cr Boparai, seconded Cr Chamberlain **and resolved:**

#### **That the Council:**

- a) receives the report titled "Waikaia speed limit reduction signs - Unbudgeted expenditure request".
- b) determines that this matter or decision be recognized not significant in terms of Section 76 of the Local Government Act 2002.
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) approves unbudgeted expenditure of up to \$10,000 plus GST for the supply and installation of new signage in anticipation of the speed limit being reduced at the intersections of Willington Street, Riversdale-Waikaia Road and Piano Flat Road in Waikaia, to be funded by a 15 year loan to be repaid from the Ardlussa Community Board rate.
- e) notes that this expenditure will be dependent on the decision being received from the Director of Land Transport and that if the speed limit reduction is not approved, then the funding may not be required.

### **7.8 Winton CCTV camera project - unbudgeted expenditure request**

**Record No: R/25/4/17204**

Community Leadership Manager – Jared Cappie and Group Manager Community and Customer Wellbeing – Sam Marshall were in attendance for this item.

The purpose of the report was to seek approval for unbudgeted expenditure of up to \$65,000 (excluding GST) from the Winton Property Sales Reserve to cover the costs of works, hardware and installation of up to six CCTV Cameras and the necessary supporting systems.

Council noted that at the 14 April 2025 Oreti Community Board meeting, staff presented additional information to the Winton CCTV project scope and costings report that had been laid on the table from the 17 February 2025 meeting.

The Board resolved to:

*d) agrees to approve the high level scope and specifications (as detailed in attachment F of the officer's report) for the Winton CCTV camera project. This approval includes the necessary works, hardware, and installation of the CCTV cameras and supporting systems.*

*e) the board recommends that Council approve an unbudgeted expenditure of up to \$65,000 (excluding GST) from the Winton Property Sales Reserve to cover the costs of works, hardware, and installation of up to six CCTV cameras and the necessary supporting systems.*

*f) the board approves a three stage approach to the tender process and note that staff will request that the suppliers price each stage separately. The preferred solution obtained through the tender process will be presented to the board for feedback and further decision regarding next steps before any contract will be awarded.*

Council considered the request and approved the request of unbudgeted expenditure of up to \$65,000 (excluding GST) from the Winton Property Sales Reserve to cover the costs of works, hardware and installation of up to six CCTV Cameras and the necessary supporting systems.

### **Resolution**

Moved Cr Ruddenklau, seconded Cr Greaney **and resolved:**

**That the Council:**

- a) **receives the report titled "Winton CCTV camera project - unbudgeted expenditure request"**
- b) **determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002**
- c) **determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter**
- d) **approves unbudgeted expenditure of up to \$65,000 (excluding GST) from the Winton Property Sales Reserve to cover the costs of works, hardware and installation of up to six CCTV Cameras and the necessary supporting systems.**

(The meeting adjourned at 11.35am and reconvened 12.34pm.)



**7.4 2024 Rule Speed Limits Rule - Required Speed Limit Amendments - Report laid on the table from 2 April 2025 Meeting**

**Record No: R/25/4/15003**

Team Leader, Organisational Policy – Chris Rout, Strategic Manager Transport – Hartley Hare and Group Manager Infrastructure and Capital Delivery – Fran Mikulicic were in attendance for this item.

New Zealand Transport Agency Acting Director of Regional Relationships – Ian Duncan was present via video link.

At the Council meeting on 2 April 2025, Council considered the 2024 Rule Speed Limits Rule - Required Speed Limit Amendments report that identified concerns with the decision to set the new speed limits.

The concerns centred around:

- reduced safety versus economic benefit
- requirements not reflecting nuance and knowledge of local roads, such as short streets, and other road factors
- ignored community sentiment for the original speed limits
- places a further unfunded mandate on Council to implement frequent changes
- directive from central government undermining the principle of local decision making

Following discussion at the 2 April 2025 meeting Council laid the report on the table and resolved that invitation be provided to NZTA to address the concerns raised by Council and understand the motivations for Council to adhere to these requirements.

Mr Duncan advised that as a regional controlling authority, NZTA was bound by the new national rule, which left no room for flexibility.

Councillors expressed their frustration and would reluctantly approve the directive to change speed limits.

**Moved Mayor Scott, seconded Councillor Boparai recommendations a to k of the officer's report and a new l as follows:**

**New l) That Council agree that Mayor Scott writes to the Minister of Transport to express the Council's frustration on having to agree to a rule which is not fit for purpose and of an extra expense to Council having to comply.**

**Recommendations a to d were put and declared CARRIED.**

Councillors Frazer, Ruddenklau and Wilson requested that their dissenting votes be recorded.

**Recommendation e was put and declared CARRIED.**

**Recommendation f was put and declared CARRIED.**

Councillors Frazer, O'Brien, Ruddenklau and Wilson requested that their dissenting votes be recorded.

**Recommendation g was put and declared CARRIED.**

Councillors Frazer, O'Brien, Ruddenklau and Wilson requested that their dissenting votes be recorded.

**Recommendation h was put and declared CARRIED.**

Councillors Frazer, O'Brien, Ruddenklau and Wilson requested that their dissenting votes be recorded.

**Recommendation i was put and declared CARRIED.**

Councillors Frazer, O'Brien, Ruddenklau and Wilson requested that their dissenting votes be recorded.

**Recommendation j was put and declared CARRIED.**

Councillors Chamberlain, Frazer, O'Brien, Ruddenklau and Wilson requested that their dissenting votes be recorded.

**Recommendation k was put and declared CARRIED.**

Councillors Frazer, O'Brien, Ruddenklau and Wilson requested that their dissenting votes be recorded.

**New recommendation k was put and declared CARRIED.**

**Recommendation**

**That the Council:**

- a) receives the report titled "2024 Rule Speed Limits Rule - Required Speed Limit Amendments - Report laid on the table from 2 April 2025 Meeting".
- b) receives the report titled "2024 Rule Speed Limits Rule - Required Speed Limit Amendments - Report laid on the table from 2 April 2025 Meeting" presented to Council at its meeting on 02 April 2025.
- c) determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- d) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- e) acknowledges the Land Transport Rule: Setting of Speed Limits 2024 requires it to change speed limits on specified roads with speed limit changes implemented since 1 January 2020.
- f) agrees to change the following permanent speed limits as previously proposed on 2 April 2025:

- 
- i) at Central Southland College, on Mackenzie Street and Grange Street, from 30km/h to a 30/50km/h variable speed limit;
  - ii) at St Thomas Aquinas School, on Church Street, from 30km/h to a 30/50km/h variable speed limit;
  - iii) at Heddon Bush Primary School, on Hall Road and Shaws Trees Road, from 60km/h to a 60/100km/h variable speed limit;
  - iv) at Limehills Primary School, on Derby Road and Pisa Road, from 30km/h to a 30/50km/h variable speed limit;
  - v) at Menzies College and Wyndham Primary, on Florence Street, Alma Street, and Raglan Street, from 30km/h to a 30/50km/h variable speed limit;
  - vi) at Mossburn Primary School, on Surrey Street, from 30km/h to a 30/50km/h variable speed limit;
  - vii) at Northern Southland College and Lumsden Primary, on Maria Street, from 30km/h to a 30/50km/h variable speed limit;
  - viii) at Otautau Primary School, on Macandrew Street, from 30km/h to a 30/50km/h variable speed limit;
  - ix) at Riversdale Primary School, on Kent Street, Hull Street, and Rutland Street, from 30km/h to a 30/50km/h variable speed limit;
  - x) at Thornbury Primary School, on Muriel Street and Murchie Street, from 30km/h to a 30/50km/h variable speed limit;
  - xi) at Tokanui Primary School, on Duncan Street, from 30km/h to a 30/50km/h variable speed limit;
  - xii) at Tutarau Primary School, on Shanks Road, from 30km/h to a 30/100km/h variable speed limit;
  - xiii) at Waikaia Primary School, on Leamington Street, from 30km/h to a 30/50km/h variable speed limit;
  - xiv) at Aparima College and Riverton Primary School, on Leader Street, Princess Street to 100m southeast of Ngarimu Street, Napier Street, and Ngarimu Street, from 30km/h to a 30/50km/h variable speed limit;
  - xv) In Riverton, on Princess Street from 100m southeast of Ngarimu Street, Carrol Street, and Pomare Street, from 30km/h to a 50km/h permanent speed limit.
- g) agrees to change the following permanent speed limit as amended from the speed limit proposed on 2 April 2025:

- i) at Hillside Primary School, on McCaughan Street, from 30km/h to a 30/60km/h variable speed limit;
- h) agrees to change the following additional permanent speed limits:
  - i) at Central Southland College, on Dunmore Place, Hilary Street and Home Street, from 30km/h to a 50km/h permanent speed limit;
  - ii) at Hillside Primary School, on Off McCaughan Street to Fire Station, from 30km/h to a 30/60km/h variable speed limit;
  - iii) at Mossburn Primary School, on Kent Street and Cornwall Street, from 30km/h to a 50km/h permanent speed limit;
  - iv) at Northern Southland College and Lumsden Primary, on Folia Street, Helena Street, and Pluto Road, from 30km/h to a 50km/h permanent speed limit;
  - v) at Thornbury Primary School, on Broderick Street, from 30km/h to a 30/50km/h variable speed limit;
- i) resolves that the speed limit changes will come into force in alignment with installation of updated signage between 1 May 2025 and 1 July 2025.
- j) approves unbudgeted expenditure of \$50,000 for speed signs to implement speed limit changes. To be funded \$27,500 from New Zealand Transport Agency, through an application for additional funds; and \$22,500 from the roading rates reserve.
- k) agrees that for each new variable speed limit listed in resolutions f), g), and h) (above) delegates authority to the chief executive to
  - i) approve the hours of operation within the limitations set out under the Land Transport Rule: Setting of Speed Limits 2024 and taking into consideration feedback provided by local schools"; and
  - ii) make any further minor adjustments to these changes due to any practical site constraints.

**New l) Agree that Mayor Scott writes to the Minister of Transport to express the Councils frustration on having to agree to a rule which is not fit for purpose and of an extra expense to Council having to comply.**

The meeting closed with a karakia whakamutunga as follows:

Kia hora te marino  
Kia whakapapa pounamu te moana  
Hei huarahi mā tātou i te rangi nei  
Aroha atu, aroha mai  
Tātou i a tātou katoa  
Hui e! Tāiki e!

May peace be widespread  
May the sea be like greenstone  
A pathway for us all this day  
Let us show respect for each other  
For one another  
Bind us all together!

The meeting concluded at 1.04pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE COUNCIL HELD ON WEDNESDAY  
30 APRIL 2025.

**DATE:**.....

**CHAIRPERSON:**.....



## Changes to fees and charges 2025/2026 - submissions and hearings

Record no: R/25/3/14106  
Author: Nicole Taylor, Finance development co-ordinator  
Approved by: Anne Robson, Group manager finance and assurance

☐ Decision ☐ Recommendation ☒ Information

### Purpose

- 1 The purpose of this report is to provide information on the submissions received during consultation on the proposed changes to fees and charges 2025/2026. This report also outlines the submitters who have requested to be heard in support of their submission.
- 2 This report does not contain the staff analysis/deliberations report which is scheduled to be considered on 28 May 2025.

### Executive summary

- 3 On 2 April 2025, Council endorsed the statement of proposal regarding the proposed changes to fees and charges 2025/2026 for consultation (attachment B). Submissions were accepted between 4 April and 3 May 2025.
- 4 While there were no changes to around half of Council's fees, the remainder were proposed to increase by 1-6% with a small number proposed to be added and removed. The main changes related to building and resource consent fees, food and health licence fees, cemetery interment fees, refuse/recycling fees, road and service fees, community housing rents and Stewart Island wharf/jetty fees. Most changes were due to higher costs being incurred to provide the services and account for inflation. To maintain services, Council either needs to adjust fees or find other funding sources (like rates) to cover the extra costs.
- 5 A minor correction was also made to the statement of proposal on 15 April 2025 to make it clear that Winton RSA Hall fees were not proposed to increase.
- 6 Council received six submissions on the proposal during the consultation period which are included in the submission booklet as attachment A.
- 7 During the consultation process, submitters were asked to provide feedback about the proposals including whether the extra activity costs should be funded from fees, rates, a mix of these or whether Council should do something else.
- 8 67% of submitters (four) said that Council should adjust fees as suggested rather than funding extra activity costs from rates (option 1) with a number commenting that rates are already too high, and user pays is more appropriate. One submitter said that Council should use a mix of fee and rate increases (option 3). One submitter (Oreti Community Board) also requested that a new hire charge for a hall meeting room be added to the fees as well as asking Council to consider waiving consent fees for heritage buildings. A further submitter (Federated Farmers) requested clarification on some of the suggested increases.
- 9 Federated Farmers has requested to be heard on this matter and will speak at this meeting.

- 10 Staff commentary on the submissions will be presented to Council for the deliberations meeting scheduled for 28 May 2025. The full fees and charges schedule will then be included in the Annual Plan 2025/2026 to be adopted 25 June 2025.

## **Recommendation**

### **That the Council:**

- a) **receives the report titled “Changes to fees and charges 2025/2026 - submissions and hearings”.**
- b) **determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **receives all written submissions received during the submission period of 4 April 2025 to 3 May 2025.**
- e) **notes the submitter who wishes to be heard on the proposed changes to fees and charges 2025/2026.**

## **Background**

- 11 Council can set fees and charges to recover costs associated with its functions, services and activities. Setting fees and charges aligns with the Council's Revenue and Financing Policy by allocating some of the costs of Council services to users of those services, rather than ratepayers. Fees are typically applied where specific individuals use and directly benefit from the service or cause costs, and, where the costs can easily be connected to them.
- 12 Fees are reviewed during the annual budgeting/planning process and adjusted to ensure they are up to date and reflect the reasonable costs to deliver an activity or service. This includes ensuring any additional processes or new costs are able to be recovered via fees in line with the Revenue and Financing Policy (adopted by Council as part of the long term plan (LTP)).
- 13 Fees and charges are usually reviewed as part of the LTP or annual plan process. In March 2025, Council resolved not to consult on the annual plan as there were no significant or material changes from what was proposed for 2025/2026 in the LTP. Consequently, separate consultation was undertaken on proposed changes to fees and charges (excluding animal control fees which are resolved separately) to ensure all legal obligations were met in a single process.



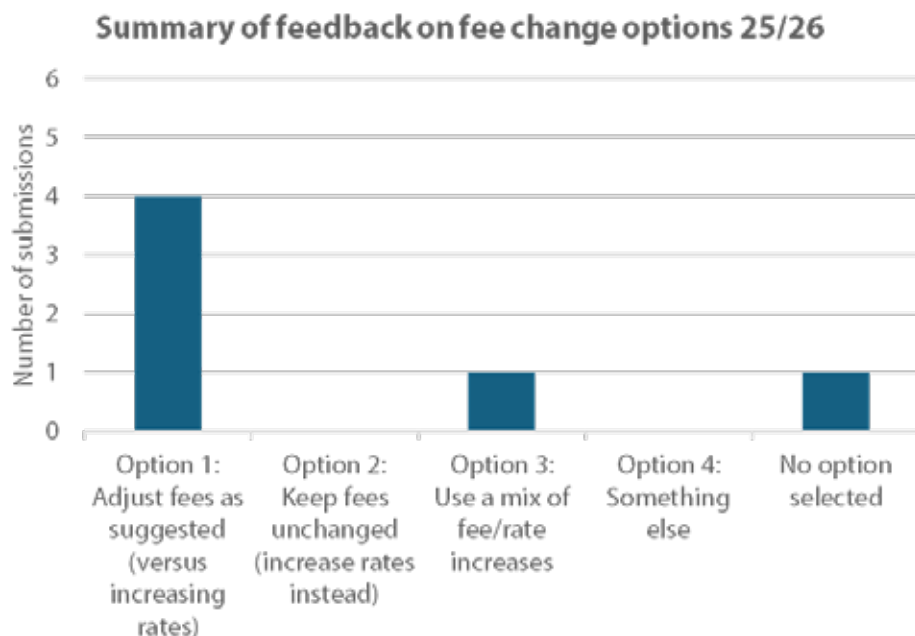
- 14 On 2 April 2025, Council adopted a statement of proposal (attachment B) which included a schedule showing the proposed fee changes in the following areas. The items **bolded\*** indicate the activity areas where Council has received a submission on a specific fee change.
- a) alcohol - sale and supply of alcohol and gambling
  - b) alfresco dining
  - c) building solutions\***
  - d) community housing rents
  - e) early payment of specified rates – liability schedule
  - f) environmental health – other fees
  - g) food\***
  - h) halls, community centres and council property\***
  - i) interment fees for cemeteries
  - j) library and office charges
  - k) miscellaneous charges\***
  - l) registered premises (non-food)
  - m) refuse, transfer stations and recycling\***
  - n) resource management\***
  - o) Riverton harbour licensing fees
  - p) road reserve and service fees\***
  - q) SIESA – electricity charges
  - r) Stewart Island/Rakiura jetties
  - s) Stewart Island/Rakiura visitor levy
  - t) trading in public places
  - u) water tanker charges
  - v) wheelie bins
- 15 Consultation on the proposed changes to fees and charges ran from 4 April – 3 May 2025. A further update was made on 15 April 2025 to pages 22-23 of the statement of proposal on Make It Stick to correct an error related to the Winton RSA hall fees which were showing an increase when no increase was actually proposed by the Oreti Community Board. The issue stemmed from an error in the minutes from the Oreti CB meeting 16 December 2024 which the board corrected by resolution at their meeting 14 April 2025. The update (as shown in attachment B) was made part-way through the process to ensure the consultation material accurately reflected the board's intention once the error had been remedied.

## Issues

### Submissions

- 16 Council received six submissions on the statement of proposal during the consultation period which are included with this report as attachment A.
- 17 Southland Federated Farmers (Jason Herrick - President) has requested to be heard and are scheduled to speak at 9.30am. They will have ten minutes to speak to their submission including any points of clarification from elected members.

- 18 The graph below summarises the feedback on the options included in the submission form (included in attachment B). 67% of submitters (four) said that Council should adjust fees as suggested rather than funding extra activity costs from rates (option 1). One submitter (17%) said that Council should use a mix of fee and rate increases (option 3). One submitter did not select an option and provided feedback about specific proposals as noted below.



- 19 The Oreti Community Board also requested that Council:
- include an additional set of fees for hiring the Memorial Hall supper room (\$30 per hour with \$200-\$400 bond and exclusions as noted in their submission). Currently the hire of this room is covered under the full hall hire (\$50 per hour with \$200-\$500 bond)
  - consider waiving or discounting consent fees for any work on heritage buildings.
- 20 In their submission Federated Farmers did not provide feedback on the options but requested clarification on some of the suggested changes including:
- more detail on what cost increases are caused by legal requirements. Staff note that fee increases directly related to changes in legal requirements include:
    - the new MPI domestic business food levy listed under food application fees
    - fee for degassing whiteware under refuse fees as Council is required to use a certified technician to remove refrigerant from appliances prior to disposal
    - increases in refuse fees at transfer stations as a result of the \$5 per tonne per year increase in the government's waste disposal levy (1 July 2025 to 1 July 2027).
  - cost breakdown and additional detail relation to the electronic submission fees for building solution administration service provider charges
  - the amount of the rates refund fee (\$15) under miscellaneous fees
  - the description and basis of the fee for pre application meetings for resource management under other matters

- what is included in the new \$165 fee for dust suppression carried out by the applicant under road carriageway fees and whether this fee could be avoided by Council accepting photos from the applicant
- the amount of the Traffic Management Plan Priority Processing Fee application fee (\$310) under road traffic management plan applications.

## **Factors to consider**

### **Legal and statutory requirements**

- 21 Council is required to consult on most fees in a manner that considers the principles of consultation as set out in section 82 of the Local Government Act 2002 (LGA) as well as the Council's Significance and Engagement Policy. This grants Council flexibility in choosing the most effective way to engage with the community. However, Council must consult on some charges using the special consultative procedure (SCP) as set out in section 83 of the LGA. This includes Resource Management fees (section 36(3) of the RMA) and Food fees (section 205(3) of the Food Act).
- 22 Consequently, at its meeting on 2 April 2025 Council decided to consult on all changes to fees and charges using the SCP to ensure all legal obligations are met in a single process (excluding animal control fees which are subject to public notification requirements).
- 23 Providing the opportunity for submitters to present their submissions to Council is a requirement of the SCP and a consideration under the principles of consultation in section 82.

### **Community views**

- 24 The community were advised that Council was consulting on the proposed changes to fees and charges 2025/2026 via Make It Stick, First Edition, the Ensign and Express as well as through Council's social media channels including Council/community board Facebook pages as well as via Antenno.
- 25 Reminders were given via Facebook and Antenno following the correction to the Winton Memorial Hall and at the start of the final week of the consultation period.
- 26 An overview of community views captured through the consultation process on the statement of proposed are outlined in the Issues section of this report. Individual submissions are included as attachment A.

### **Costs and funding**

- 27 The decision to accept submissions has no financial implication. The deliberations on submissions in 28 May 2025 will consider the financial implications as part of deliberating on the content in the submissions.

### **Policy implications**

- 28 User fees and charges are one revenue source that Council can use to fund its services as outlined in the Revenue and Financing Policy. The policy details the target proportion of user pays fee revenue for each Council activity noting that activities with a higher proportion of individual benefit (e.g. building consents) are funded by a higher proportion of targeted funding sources like user pays fees, whilst activities with a higher proportion of general community-wide benefit (e.g. library services) are more likely to be funded by district wide rates.

- 29 Where feedback suggests that fees should differ from what has been proposed, Council will need to consider if a change is to be made, how this fits with the targeted funding mix as provided for in the Revenue and Financing Policy.

## **Analysis**

### **Assessment of significance**

- 30 Staff have assessed that receiving and hearing submissions as being of some importance in relation to Council's Significance and Engagement Policy. This is because the report deals primarily with the acceptance of the submissions received and is not making a decision on the fees at this stage.
- 31 As noted above, Council has carried out the SCP under section 83 of the LGA given that some fee changes require this.

### **Recommended option**

- 32 Council has asked the community for its views, so it is recommended that Council receive the submissions on proposed changes to fees and charges and hear the submitters who wish to be heard on the proposed changes to fees and charges 2025/2026.
- 33 The advantages of this option are to hear further community views on this matter, and to comply with consultation requirements in the LGA. There are no known disadvantages associated with this option.

### **Next steps**

- 34 Council will deliberate on the submissions and agree the fees for 2025/2026 at its meeting on 28 May 2025. The full fees and charges schedule will then be included in the Annual Plan 2025/2026 to be adopted 25 June 2025.

## **Attachments**

- A Submission booklet - changes to fees and charges 2025/2026
- B Statement of proposal for changes to fees and charges 2025/2026



## Submission booklet

Changes to fees and charges 2025/2026

Southland District Council  
Te Rohe Pōtae o Murihiku

PO Box 903  
15 Forth Street  
Invercargill 9840

0800 732 732  
sdc@southlanddc.govt.nz  
southlanddc.govt.nz

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## Fees and charges (Ref: 7780)

### Privacy statement

I have understood and agree with the privacy statement

Yes

### Personal details

Full name Madelaine Ray van de Wetering

Organisation

### Your feedback

I wish to speak to Council about my submission. (Hearings are scheduled for 14 May 2025. We will contact you to arrange a time).

No

I think Council should use a mixed approach and fund some of the extra activity costs from fees and charges and some from rates (please tell us which activity fees should increase and which should be funded from rates instead and why below)

To help us  
understand why  
you have picked  
this option,  
please explain  
your thinking  
here:

Do you have  
any other  
feedback or  
comments to  
make about a  
specific fee  
change?





## Fees and charges (Ref: 7795)

### Privacy statement

I have understood and agree with the privacy statement

Yes

### Personal details

Full name Sandra Harry

### Your feedback

I wish to speak to Council about my submission. (Hearings are scheduled for 14 May 2025. We will contact you to arrange a time).

No

I think Council should adjust the fees and charges as suggested to help fund the extra activity costs rather than funding from rates (please tell us why you have picked this option below)

To help us understand why you have picked this option, please explain your thinking here:

Rates are high enough as it is, adjusting fees and charges separately taps into a wider funding base.

**Do you have  
any other  
feedback or  
comments to  
make about a  
specific fee  
change?**



## Fees and charges (Ref: 7805)

### Privacy statement

I have understood and agree with the privacy statement

Yes

### Personal details

Full name Anita Kennard

Organisation

### Your feedback

I wish to speak to Council about my submission. (Hearings are scheduled for 14 May 2025. We will contact you to arrange a time).

No

I think Council should adjust the fees and charges as suggested to help fund the extra activity costs rather than funding from rates (please tell us why you have picked this option below)

To help us understand why you have picked this option, please explain your thinking here:

Rates are already high enough. To increase them even more is unacceptable. Charging the user of the service(s) directs the fee to the specific user, which seems more fair.

Do you have  
any other  
feedback or  
comments to  
make about a  
specific fee  
change?

No



## Fees and charges (Ref: 7806)

### Privacy statement

I have understood and agree with the privacy statement

Yes

### Personal details

Full name Nicola Doolan

Organisation

### Your feedback

I wish to speak to Council about my submission. (Hearings are scheduled for 14 May 2025. We will contact you to arrange a time).

No

I think Council should adjust the fees and charges as suggested to help fund the extra activity costs rather than funding from rates (please tell us why you have picked this option below)

To help us understand why you have picked this option, please explain your thinking here:

I believe "user pays" is more appropriate as ratepayers are struggling enough with Rates increases already!

**Do you have  
any other  
feedback or  
comments to  
make about a  
specific fee  
change?**



## Fees and charges (Ref: 7849)

### Privacy statement

I have understood and agree with the privacy statement

Yes

### Personal details

Full name Katie Allan (Chair)

Organisation Oreti Community Board

### Your feedback

I wish to speak to Council about my submission. (Hearings are scheduled for 14 May 2025. We will contact you to arrange a time).

No

I think Council should adjust the fees and charges as suggested to help fund the extra activity costs rather than funding from rates (please tell us why you have picked this option below)

To help us understand why you have picked this option, please explain your thinking here:

User pays, rather than the ratepayer as a collective.

**Do you have  
any other  
feedback or  
comments to  
make about a  
specific fee  
change?**

The Oreti Community Board made the following resolutions on 14 April 2025: 1. submits that there are separate fees and charges for the Memorial Hall Supper Room as follows: - \$30 per hour - minimum two hours - bond \$200 regular users, \$400 casual users - discount of 50% not for profit/community group - excluded from hiring are children's and 21st Birthday parties' - bookings for the main hall to take priority and not to be taken for the same dates/time 2. agrees that the board submits on the consultation to the fees and charges 2025/26 and recommends to Council to consider waiving or discounting of consent fees for any work on heritage buildings. If adopted by Council, the board recommends that each effected building owner will be notified of this change and include information about funding or other assistance to preserve heritage buildings.



# SUBMISSION

TELEPHONE 0800 327 646 | WEBSITE [WWW.FEDFARM.ORG.NZ](http://WWW.FEDFARM.ORG.NZ)



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To: Southland District Council

Submission on: **Feedback on River Management Funding Review**

Date: 3 May 2025

Submission by: Southland Federated Farmers  
**Jason Herrick**  
Southland Provincial President  
Federated Farmers of New Zealand

Address for service: **Eleanor Linscott**  
SI Policy Manager  
Federated Farmers of New Zealand

## **SUBMISSION TO SOUTHLAND DISTRICT COUNCIL ON THE PROPOSED FEES AND CHARGES 2025**

### **1. Introduction**

- 1.1. Southland Federated Farmers welcomes the opportunity to submit on Southland District Councils Proposed Fees and Charges 2025.
- 1.2. Southland Federated Farmers submission represents the views of over 900 farming members and rate payers from the Southland District Council area.
- 1.3. We wish to be heard in support of our submission.

### **2. General Comments**

- 2.1. We note from the consultation document that some cost increases are caused by new legal requirements. We would like to have further clarification on what specific legislative changes are requiring an increase in fees and charges – if not already specifically referenced in the consultation material. This information is useful for the broader context of the cost of legislative change and its flow on effects.
- 2.2. Our comments are related to specific fees and charges that may impact Feds farmer members. We understand from the consultation document that changes made to the fees based on feedback from consultation may result (if fees are lowered or revoked) that there will be a reduced cost to users of the service, and conversely if fees are increased that this will reduce the amount of rates required to fund the Council services and facilities. We understand the Councils perceived disadvantages on that being if fees are lowered, then further rates would be required to fund services beyond those required by Option 2. Federated Farmers in this submission is looking for clarification and understanding of what the specific changes mean and the reasoning behind increases or new charges. Federated Farmers members pay their fair share of rates – we just want to ensure that increases in fees and charges are fair, reasonable, and transparent.
- 2.3. Regarding the Administration service provider charges, Federated Farmers would like more clarity on the cost breakdown of the Electronic Submission fee charges. In particular in the new fees for building consent application amendments. If the submission is electronic, why is the submission fee so high, and what relevance does it have to the cost of the value of work.
- 2.4. It is also unclear to us how the electronic submission fee relates to the other charges under the "minimum building consent fees", where some (eg freestanding fireplace)

specify that they do not include an electronic submission fee.

- 2.5. Federated Farmers would also like clarification on whether the electronic submission fee is an actual fee, on top of the building consent fee, or a deposit. This is not clear from the consultation material.
- 2.6. We note that there is also a fee (noted that it is small) for a rates refund. Just noting that if a ratepayer is eligible for a rates refund that \$15 might make a difference.
- 2.7. Federated Farmers would like clarification on one of the points in the RMA section, under Other Matters, "where pre-application meetings are sought ~~and agreed to by the council~~ for large ~~or complex projects~~ including but not limited to consultation requested under the fast track approvals act, or where there are multiple meetings for other proposals or matters which extend beyond 30 minutes then council can charge the officer's time to the potential applicant". Previously, this cost was noted as a deposit lodgment fee plus actual cost and disbursements, now it is listed as \$500 per hour. Inclusion of the "including but not limited to" broadens the application of the cost (potentially) to other meetings – ie that may inadvertently get captured by this descriptor and subject to a \$500 per hour cost. It may not have been Councils' intent to include the catch all to inadvertently capture other meetings.
- 2.8. We note the new cost for applicants to apply dust suppressants to roads where the work is carried out by the applicant rather than Council. The new cost is \$165 and is listed as the cost of reviewing and inspecting the dust suppression to ensure it complies with Councils requirements. Presuming this cost will include travel time and staff cost on top of the \$165. Could this fee be covered by the applicant uploading photos to Council of the completed job – to save both the applicant and Council cost and time.
- 2.9. The Traffic Management Plan (applications) includes a priority processing fee of \$310 where approval is required is less than the statutory time frame (ie start date is less than 5 days from submission date). Federated Farmers note that TMPs are associated with stock crossings and sometimes these events can be urgent or time pressured depending on the farm system, and that \$310 is a large fee. We would like to highlight that farmers operate their businesses with health and safety at the forefront of their thinking. Farmers want to ensure that when they need to use local authority roads to move their livestock, the safety of their workers, themselves, their animals, and other road users is maintained.

ENDS



## Proposed changes to fees and charges 2025/26

### Statement of Proposal

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### 1. What are fees and charges?

Council provides a wide range of services and functions to the community which have a cost associated with them.

Our fees and charges are one of the ways of funding these services (e.g. building and resource consent fees, food licence fees, use of community facilities like halls and jetties and other assets like road reserves).

Our Revenue and Financing Policy explains that we use fees and charges to pass on costs to those who use and directly benefit from these activities or that cause the cost and where the costs can be easily connected to them. This reduces the amount of funding that needs to be collected through rates.

Our policy provides guidance around what proportion of activity costs we aim to recover by fees. The actual fees and charges collected by Council can vary depending on a number of factors. You can read more about this in the Revenue and Financing Policy here:

<https://www.southlanddc.govt.nz/council/bylaws-and-policies/policies/>

Fees and charges can be set under section 150 of the Local Government Act 2002 (LGA), or under specific legislation, i.e. the Resource Management Act 1991 (RMA), the Building Act 2004, Food Act 2014, Dog Control Act 1996, Impounding Act 1955, Biosecurity Act 1983, Utilities Access Act 2010, Waste Minimisation Act 2008 (WMA) and Local Government Act 1974. Where there is no legislation specified for the setting of fees and charges, Council relies on its general power of competency under section 12 of the LGA for other services and activities.

### 2. Reason for proposal

As part of the annual budgeting process, either as part of our long term plan (LTP) or annual plan, fees and charges are reviewed to ensure the costs of providing these services are recovered by those who use them. This annual review provides an opportunity to adjust the fees for changes in the service costs and ensure they are kept up to date and reflect the actual and reasonable costs to deliver an activity or service. This also ensures that we collect fees for any additional processes or new costs in line with the Revenue and Financing Policy.

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Te Rohe Pūtae o Murihiku

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3/04/2025



A number of fees are being increased to cover higher operating costs and ensure services are not subsidised further by rates. The increases are caused by a range of factors like higher contract costs, processing/staff costs as well as new legal requirements.

Some fees have also been maintained at the 2024/2025 level where Council is already meeting cost recovery levels.

Normally we would carry out consultation about the fee changes as part of our annual plan. However, this year we are doing this separately because there are no significant or material changes from what was proposed for 2025/2026 in the LTP to consult on.

We're using the special consultative procedure under the Local Government Act 2002 for this consultation because the changes to some of our fees require this process to be followed. We're consulting on all fees that are changing from the prior year excluding animal control/dog fees which will be considered by Council and publicly notified later in April or May.

### 3. What fee changes are proposed and why?

The majority of Council's fees and charges have increased between 1%-6% to recover the cost of providing the services and account for inflation.

A schedule showing the fees that are proposed to change are attached. The below information provides an explanation of the key changes where increases are higher than inflation or where new fees are proposed. Where appropriate, fees and charges have been rounded up or down to the nearest dollar. Please note that fees that aren't changing are not in schedule, however you can view the schedule of all the current 2024/25 fees online here (<https://www.southlanddc.govt.nz/assets/Fees-and-charges/individual/Fees-and-charges-Road-reserve-and-service-fees.pdf>).

#### Alcohol - sale and supply of alcohol and gambling

New administration charge and application hard copy scanning to better reflect the actual cost of processing these applications and to adjust for inflation.

Removal of fee for building/planning certificates replaced with reference to relevant fee sections listed separately for sale of alcohol reviews in Building and Resource Management.

#### Alfresco dining

Small increase in alfresco dining application, administration and renewal fees to recover higher actual processing costs (including staff and administration costs).

#### Building solutions

Increase in building fees to recover higher actual processing costs (including staff hourly rate and administration costs) and align with other councils.

Revised pricing from Council's software provider for electronic submission of consent applications and associated processes (e.g. PIMs). These fees have been tiered for different consent values and replace the current flat rate electronic submission fee.

New hourly charge for complex or extensive LIM applications and additional certificate of title searches to allow recovery of actual staff costs and increased charges from Land Information New Zealand.



Removal of LIM refunds given processing costs already incurred prior to cancellation and to align with other councils.

Consolidation of charges for certificate for public use charges and removal of copying charges included under Library/Office fees.

Clarification that sale of alcohol and resource consent assessments in relation to the Building Act and Building cost are charged per hour.

#### Community housing rents

Community housing rents are increasing to ensure that units are well maintained and rents cover higher maintenance and replacement costs and account for inflation.

#### Early payment of specified rates

Increased with interest updated to match Council's annual plan interest rate.

#### Environmental health – other fees

Increase in fees to recover staff costs.

#### Food

Increase in food fees to recover higher actual processing costs (including staff and administration costs).

A new Ministry of Primary Industries (MPI) Domestic Food Business Levy which is collected by Council on behalf of the Ministry of Primary Industries and includes Council staff time.

#### Halls, community centres and council property

Operating costs for some halls have increased due to a mix of higher maintenance, insurance or loan interest repayments. Some halls have had new fees added for particular hire types and bonds added to enable funds to be retained to cover any damage costs.

Increase in fee for using Council provided public shower facilities at Te Anau Lions Park due to inflationary cost increases and removal of additional charges for soap and mats now the facility is no longer staffed.

New fees have been added for the Wyndham camping ground for different types of camping. This campground was previously operated by an independent lessee who set the fees which has now reverted to Council.

#### Interment fees for cemeteries

Interment fees for cemeteries need to increase to offset the increased costs of contractors and staff time to ensure full cost recovery.

#### Library and offices charges

Interloan fees have increased to recover higher postage costs. Replacements fees now include an administration charge to cover the costs involved in replacing an item.

#### Miscellaneous charges

Rate postponement fee interest has been updated to match Council's annual plan interest rate.



A new rate refund fee has been added to cover the administration costs and staff time associated with processing requests for rate refunds where a property is in credit.

Clarification and standardisation of the hourly rate fees for researching Council's archives and/or filing.

#### Registered premises (non-food)

Increase in fees to recover higher actual processing costs (including staff and administration costs).

#### Refuse and transfer station charges

Refuse and other fees are proposed to increase due to higher contract and regulation costs as well as a \$5 per tonne increase in the government's waste disposal levy for waste sent to the regional landfill.

Council is now required to 'degas' whiteware such as refrigerators, freezers, and air conditioners to ensure that cooling/heating refrigerant contained in the appliance is disposed of safely to prevent harmful effects to our environment, atmosphere and health. The degassing must be done by certified technicians and Council is introducing a new fee to cover this cost.

Fees for car and 4WD tyres are proposed to be removed with Council looking to join the Tyrewise stewardship scheme which aims to prevent tyres ending up in landfill and encourage them to be recycled into other useful products. Council is also proposing to remove the charge for disposing of household recycling at transfer stations to make it easier to access recycling facilities.

#### Resource management fees

Increase in staff charge out rates to reflect actual staff costs.

A new right of way approval certification has been added for issuing documents confirming a right of way (providing access across another person's property) has been approved. This is a new fee separate from the right of way approval fee and covers the actual time and cost of preparing the approval documentation.

Inclusion of fee for sale of alcohol assessments in relation to the District Plan and RMA requirements previously listed under the alcohol fee section.

Removal of the fee for processing applications for exemption under the Subdivision Land Use and Development Bylaw 2012 following the expiry of the related bylaw.

Clarification that the section including rates and pre-application costs apply also to local authority involvement as required under the Fast-track Approvals Act 2024.

Fee description for pre-application meetings for large or complex projects adjusted to reference Fast-track Approvals Act with additional detail on circumstances under which staff will charge for pre-application meetings to provide greater clarity.

#### Riverton harbour Licensing fees

Small increase in wharf fee and transfer fee inflationary increase in operating costs.

#### Road reserve and service fees

Road reserve and service fees have been amended to better reflect the actual cost of processing these applications and to adjust for inflation.





The fee structure for temporary closure of roads has been simplified down to one fee for closures that are not for public events.

A new fee has been added for applications to apply dust suppressants to roads where the work is carried out by the applicant rather than Council. The new charge covers the cost of reviewing and inspecting the dust suppression to ensure it complies with Council's requirements.

#### Stewart Island Electricity Supply Authority (SIESA) electricity charges

The SIESA fixed monthly charge has been adjusted for inflation.

New connection fee descriptions have been amended to clarify wording and make it clear these are fees for new electricity connections with a new meter supplied. The fees for new connections have been increased to reflect the actual costs incurred from the contractor for supplying and programming meters.

New fees have been added to make it clear that meter certification fees and distributed general connection installation fees are additional to application fees with a price on application as these can vary depending on the actual travel and staff costs incurred by Council's contractor to complete this work.

Fees for extending/upgrading the electricity network for a new connection have also been shown separately to make it clear that the cost of extending or upgrading the network to service a new connection will need to be paid for by the consumer with the cost variable as it is dependent on several factors.

#### Stewart Island/Rakiura jetties

Several new fees are proposed by the Stewart Island/Rakiura Community Board to help fund increasing operating and maintenance costs of Council's six wharf and jetty facilities on and around Stewart Island/Rakiura and ensure that these can be operated on a stable financial basis. These are located at Ulva Island, Golden Bay, Millars Beach, Fred's Camp, Little Glory and Port William. The fees are focussed on collecting income from tourists/visitors to offset the cost to Stewart Island ratepayers of providing/maintaining wharves and jetties on the Island.

The new fees are targeted at visitors using commercial passenger/charter operators, as opposed to recreational boat users. Commercial operators refer to owners, operators or lessees of vessels transporting goods and/or passengers for hire or reward or undertaking other activities for hire or reward (e.g. water taxis, ferries, charter boats). The aim is to provide a steady source of funding to help pay for the upkeep of these facilities to keep them in good order. The income generated will be held by Council for the specific benefit of Stewart Island and will only be used on the costs associated with the provision and maintenance of wharves/jetties on the island. The extra funding would also reduce the amount of Stewart Island Visitor Levy funding needed for annual maintenance, freeing up these funds for other community initiatives and infrastructure projects.

While these fees are in addition to the existing annual user licence fee that regular operators pay per vessel (\$3,000 including GST), they are designed to make sure that all commercial operators contribute (including casual users not located on the island) and scale contributions based on passenger numbers to reflect varying amounts of use.

The new fees for commercial operators include:

1. **Ulva Island wharf inbound and outbound passenger fee for commercial operators**





The fee is proposed to be \$2 (including GST) per passenger each way to Ulva Island and equating to \$4 in total for a round trip (\$2 to embark and \$2 to disembark). It would exclude travel undertaken by landowners adjoining the wharf/jetty structures.

*The new fee will only be implemented once the Ulva Island wharf has been upgraded.*

2. **Stewart Island/Rakiura wharf and jetty casual daily user fee for commercial operators using Council's marine facilities**

The fee is proposed to be \$50 (including GST) per day per vessel. This fee would be paid by casual commercial operators that use island wharves/jetties that do not already pay the existing annual user licence fee for regular users. The fee will ensure these casual users also contribute toward wharf costs. Casual users would include commercial boats not based on island but that use the wharves for their charter operations etc.

While the board are continuing to work through how and when to operationalise the new fees with operators, this consultation process aims to identify whether there is support generally in the community for proposed fees.

*How much is needed and what revenue will the new fees generate?*

Council's long term plan anticipates over \$22 million will need to be invested in Stewart Island wharves and jetties over the next ten years to ensure that the six wharves and jetties are appropriately maintained/replaced. The programme includes maintenance projects to extend the life of facilities at Millars Beach and Fred's Camp (\$184,000) as well as capital projects to replace Ulva Island (\$891,000), develop infrastructure at Golden Bay (\$18.7 million) and eventually replace Millars Beach (\$1.8 million). While these projects are budgeted to be funded by a mix of reserves and grants (including grants from central government and the visitor levy), there is no guarantee that the grant funding will be provided. As a result, Council is also budgeting to fund many of these projects via loan which will increase annual loan interest and principal repayments over the life of the plan from around \$31,000 in year one to \$1.5 million per annum by year ten.

In addition, a further \$30,000-50,000 per annum is needed to cover other general operating and maintenance costs for the six facilities. This is made up of insurance (\$20,000-\$35,000), annual monitoring costs required for wharf/jetty consents (\$4,000-\$5,000) and general maintenance costs for things like repairing decking boards or piles (\$10,000-\$12,000) recognising that these costs may be higher than this in any given year and require additional loan funding.

Collectively this means that over the life of the plan, annual operating expenditure (including loan interest and principal repayments) for wharves and jetties is projected to increase from around \$75,000 to \$1.6 million whereas fee income is only forecast increase slightly from \$55,000 to \$64,000. **The rest is budgeted to come from rates and at the moment the rates for the jetties are forecast to increase from \$32,000 (around \$62 per property) to \$1.5 million (around \$2,984 per property) by year ten if an alternative funding source is not found.**

While the board intends to seek grants from sources like the Stewart Island Visitor Levy to fund a lot of the costly replacement projects to reduce the impact on rates, they also see the new fees as an additional tool to help fund the annual costs.

With around 40,000 visitors travelling to Stewart Island/Rakiura annually and 15,000-30,000 expected to travel to Ulva Island, the proposed fees could eventually generate between \$60,000-\$120,000 of extra income which could be used to fund associated operating and maintenance costs. Additional income at



this level would equate to a reduction in rates required to fund the remaining costs of around \$120-240 per property.

#### Stewart Island/Rakiura visitor levy

To reflect the \$5 increase in the levy previously agreed by Council at the 22 March 2022 meeting as part of the Stewart Island/Rakiura Visitor Levy Bylaw which has already been consulted on. The round trip charge is now \$15 per passenger (\$7.50 inbound, \$7.50 outbound).

#### Trading in public places

The annual licence fee for trading in public places has been adjusted for inflation.

#### Water tanker charges

Water tanker charges are increasing from \$1.76 m<sup>3</sup> to \$2.90m<sup>3</sup> to reflect the increased costs to operate and maintain water services as well as additional regulation.

### 4. Timetable for consultation

The dates below outline the timetable for the consultation process. Any changes to these dates will be publicly advised on Council's Facebook page and website.

When	What
2 April 2025	Council confirms proposal <i>Council endorses fees and charges statement of proposal including the proposed changes to fees for consultation</i>
4 April 2025	Submissions open
3 May 2025	Submissions close
14 May 2025	Submissions and hearings (should people wish to speak to their submissions) <i>Report to Council with a copy of the submissions received with hearings for any submitters who wish to speak at the hearing</i>
28 May 2025	Deliberations <i>Report to Council analysing the issues following consultation and presenting options for Council to consider</i>
11 June 2025	Finance and Assurance recommend adoption <i>Final fees and charges incorporating any changes from deliberations included in the draft Annual Plan 2025/2026</i>
25 June 2025	Adoption <i>Final fees and charges adopted by Council as part of Annual Plan 2025/2026</i>
June-July 2025	Council notifies submitters of the outcome and advertises the new fees
1 July 2025	Fees and charges become effective



## 5. How to make a submission and be heard

Anyone can make a submission. Submissions will be accepted from Friday 4 April 2025 and must be received by Saturday 3 May 2025. Following the consultation, Council can either adopt the proposed fees or amend these based on the submissions received.

There are four ways you can make a submission:

- using the form online at [www.makeitstick.nz](http://www.makeitstick.nz)
- email your submission to [submissions@southlanddc.govt.nz](mailto:submissions@southlanddc.govt.nz), subject line 'fees and charges'
- post your submission to: Fees and Charges consultation, Southland District Council, PO Box 903, Invercargill 9840.
- drop your submission into a SDC office.

All submissions should state:

- the submitter's name
- the submitter's contact details
- whether or not the submitter would like to speak to Council about this matter.

If you need help submitting, please contact Council at 0800 732 732, or call in to one of Council's offices. All written submissions made to Council will be acknowledged and made available to the public. Late or oral submissions without prior written material will only be accepted where special circumstances apply.

Council intends to hold a hearing 14 May 2025, at which any party who wishes to do so can present their submission in person. This meeting will be open to the public. If you indicate you would like to be heard, Council staff will get in touch with you to arrange a time for you to speak at the hearing. If you have any requirements for your hearing time, please let us know.

## 6. Analysis of options

The following options have been considered regarding how Council should proceed.

### Option 1: adopt the fees as proposed, to be implemented from 1 July 2025

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>• reflects Council's actual cost to deliver the affected services and facilities and is consistent with the adopted Revenue and Financing Policy</li> <li>• increased user pays fees reduces the amount of rates required to fund the Council services and facilities.</li> </ul>	<ul style="list-style-type: none"> <li>• increased direct costs to those in the community that use and benefit from the affected services and facilities</li> <li>• changes fees that applicants/public are familiar with.</li> </ul>

### Option 2: retain status quo – no changes to fees

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>• charges to users of the services identified in this document remain the same</li> <li>• applicants/public familiar with current fees.</li> </ul>	<ul style="list-style-type: none"> <li>• fees would not reflect the actual costs of delivering affected services and facilities.</li> <li>• services with a private benefit will need to be further subsidised by rates. This means that</li> </ul>



	<p>rates would need to be increased to cover the shortfall</p> <ul style="list-style-type: none"> <li>any actual increases would depend on which fees are affected</li> <li>funding targets set in the Revenue and Financing Policy would not be met.</li> </ul>
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**Option 3: change fees (revoke/lower the fees or increase the fees)**

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>if fees revoked or lowered there will be a reduced cost to users of the services and activities identified in this document</li> <li>if fees increased this will reduce the amount of rates required to fund the Council services and facilities.</li> </ul>	<ul style="list-style-type: none"> <li>funding targets set in the Revenue and Financing Policy would not be met.</li> <li>if fees revoked or lowered, further rates increases would be required to fund services beyond those required by Option 2, or cuts to services or activities may need to be considered</li> <li>if fees increased, the charge may recover more than the reasonable costs incurred by Council and as such not comply with this legislative requirement</li> <li>changes fees that applicants/public are familiar with.</li> </ul>

## 7. Next steps

Following this consultation Council will adopt the fees and charges which will be charged from 1 July 2025.



## Submission Form

### Proposed Fees and Charges 2025/2026

Submissions close 3 May 2025

Sub No.

For office use only

You can share your views by:

- completing our online submission form at [www.makeitstick.nz](http://www.makeitstick.nz)
- completing this submission form and returning it to us by:
  - emailing it to [submissions@southlanddc.govt.nz](mailto:submissions@southlanddc.govt.nz), subject line 'fees and charges'
  - post it to: Fees and Charges consultation, Southland District Council, PO Box 903, Invercargill 9840
  - drop it into an SDC office (Invercargill, Oban, Otautau, Riverton Aparima, Te Anau, Lumsden, Winton or Wyndham).

Full Name:

Organisation

(if responding  
on behalf of)

Phone:

Address

Postcode

Email:

The Local Government Act 2002 requires submissions to be made available to the public. Your name and/or organisation will be published with your submission and made available in a report to elected members and to the public.

I wish to speak to Council about my submission.

(Hearings are scheduled for 14 May 2025. We will contact you to arrange a time).

Yes

☐

No

☐

### Privacy statement

The personal information that you provide in this form will be held and protected by Southland District Council in accordance with our [privacy policy](#) and with the Privacy Act 2020. The privacy policy explains how we can use and share your personal information in relation to any interaction you have with Council, and how you can access and correct that information.

Please know that your name will become public along with your submission and opinions on the changes to fees and charges as part of the consultation process. Your contact details will not be made public but these may be used by elected members if they wish to talk with you about your submission. Your contact details may also be used by Council staff but only in the administration of the consultation process, which includes analysing feedback.

☐

I have understood and agree with the privacy statement (required)

Southland District Council  
Te Rohe Pōtāe o Murihiku

PO Box 903  
15 Forth Street  
Invercargill 9840

0800 732 732  
@ [sdcs@southlanddc.govt.nz](mailto:sdcs@southlanddc.govt.nz)  
▲ [southlanddc.govt.nz](http://southlanddc.govt.nz)

3/04/2025



## YOUR FEEDBACK

It's costing Council more to provide a number of our services. In order to maintain these services, we either need to adjust our fees and charges or other funding sources (like rates) to cover the extra costs. Thinking about this, please tell us which of the four options you prefer (please tick ✓ only one option):

1. ☐ I think Council should adjust the fees and charges as suggested to help fund the extra activity costs rather than funding from rates *(please tell us why you have picked this option in box 5 below)*
2. ☐ I think Council should keep the fees and charges unchanged and fund all of the extra activity costs from rates *(please tell us why you have picked this option in box 5 below)*
3. ☐ I think Council should use a mixed approach and fund some of the extra activity costs from fees and charges and some from rates *(please tell us which activity fees you think should increase and which ones you think should be funded from rates instead and why in box 5 below)*
4. ☐ I think Council should do something else *(please explain what you would like Council to do in box 5 below)*

5. To help us understand why you have picked this option, please tell us your thinking here:

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

6. Do you have any other feedback or comments to make about a specific fee change?

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3/04/2025

Sub No.

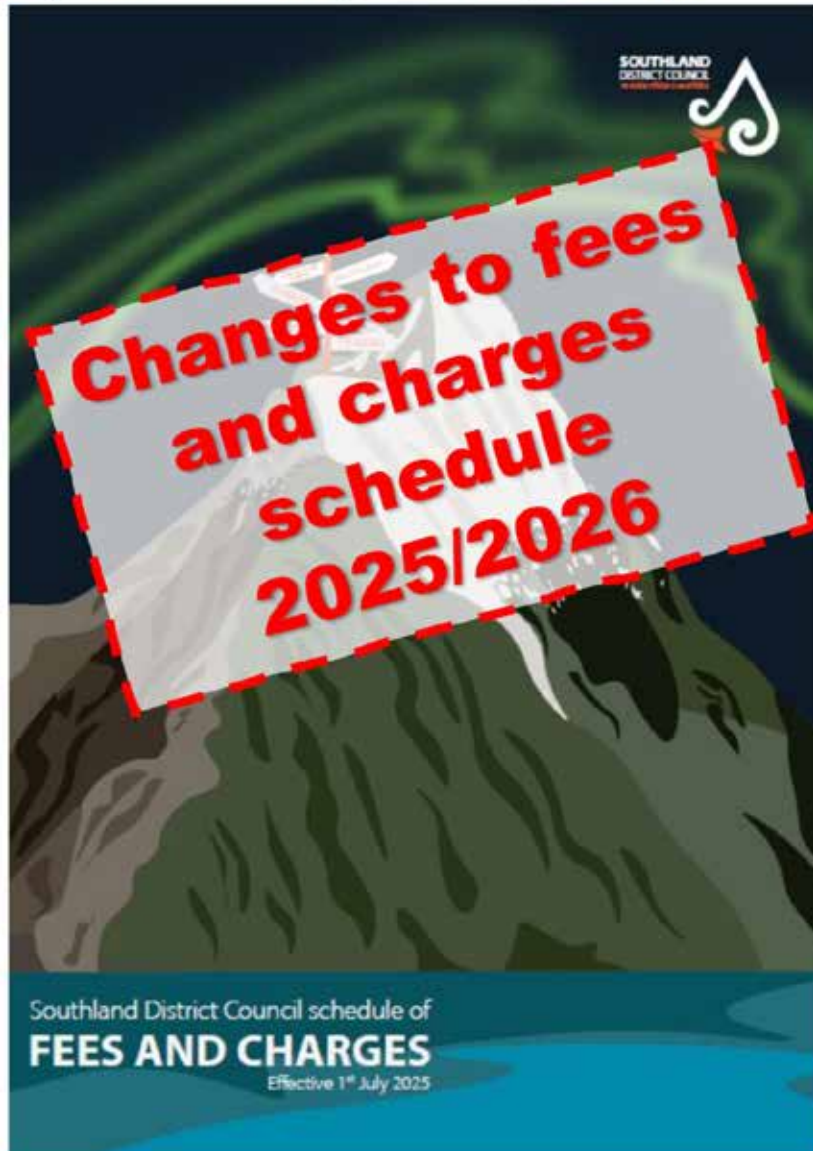
Page 10

For office use only



**Attachment - Schedule of proposed changes to fee/charges 2025/2026**

This schedule shows those fees which are proposed to change in 2025/2026 (excluding animal control fees which will be determined and publicly notified by Council separately in April/May). Orange shading indicates fees which are proposed to increase and green shading indicates new fees. For context, the full list of the current 2024/2025 fees can be found here <https://www.southlanddc.govt.nz/assets/Fees-and-charges/Schedule-of-fees-and-charges/Fees-and-Charges-2024-2025.pdf>



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**Note: All figures are inclusive of GST (except where stated otherwise)**



### Alcohol - sale and supply of alcohol and gambling

		2024/25	2025/26	Change
Public notice fee		\$89.90	\$93.00	\$3.10
Pre-application lodgment meeting	30 minutes capped		Free	New fee
Administration fee	Per hour		\$160.00	New fee
Application hard copy scanning			\$50.00	New fee
Charge out rate for vehicles	Per kilometre	\$1.00	\$1.04	\$0.04
Building and/planning certificate processing and resource management assessments for alcohol applications (refer s100(f) Sale and Supply of Alcohol Act)		\$259.00	Refer to separate fee 'Sale of alcohol assessments' listing in Building Solutions/ Resource Management	N/A

### Alfresco dining

		2024/25	2025/26	Change
Administration/application fee (new/variation)	One-off charge	\$328.00	\$338.00	\$10.00
Renewal fee		\$132.00	\$136.00	\$4.00
Applicable to all registration renewals after the date of expiry of the licence				
Charge out rate for vehicles	Per kilometre	\$1.00	Removed	

### Building solutions

#### Note:

All fees stipulated in the below table are a 'minimum cost' which has been set as an indicative average cost. Additional work, typically related to more complex applications which may include processing, inspections or external professional advice required for any application will be charged in addition to these minimum fees 'at cost'.

- any work performed by Council which is not stipulated in the below table will be charged 'at cost'. This will be applied as hourly rate, quantity of inspections or external work 'as invoiced' to Council
- indicative building consent fees do not include MBIE/BRANZ/Accreditation levies for building work
- where there is history of poor payment, the fees are to be paid at the time of lodging
- infringements issued are as specified in the Building (Infringement Offences, Fees, and Forms) Regulations 2007 - <https://www.legislation.govt.nz/regulation/public/2007/0403/latest/whole.html#DLM6340507>
- costs associated with review of a PS1 will be invoiced as an additional charge. Complex projects may require calculations and/or a PS2 in support of a PS1. A PS2 design review statement will be required for projects exceeding \$2.5 million
- fees and charges outstanding at submission of Form 6 "Application for Code Compliance Certificate" will prevent issuing of the Code Compliance Certificate

		2024/25	2025/26	Change
<b>Processing time charge-out rates</b>				
Administration	Per hour	\$153.00	\$160.00	\$7.00
Building control/compliance officer	Per hour	\$235.00	\$247.00	\$12.00

SDC's Schedule of Fees and Charges 2025-2026

		2024/25	2025/26	Change
<b>Additional Inspection charge-out rate</b>				
allow a site arrival fee plus time on-site for inspection/compiling field notes and any necessary follow-up includes re-inspection (after a failed inspection) and also cancelled inspections (if not cancelled by 2pm the day prior to the inspection booking).	Per inspection hour	\$365.00	\$385.00	\$20.00
<ul style="list-style-type: none"> <li>indicative building consent fees are 15% GST inclusive.</li> </ul>				
<b>Minimum building consent fees</b>				
<b>Building work</b>				
Freestanding fireplace (Residential only - includes new and second-hand as well as warranty replacement installations and wetback heaters). Includes code compliance certificate application fee and no electronic submission fee will be applied.		\$615.00	\$645.00	\$30.00
Inbuilt fireplace (Residential only - includes new and second-hand as well as warranty replacement installations and wetback heaters). Includes code compliance certificate application fee and no electronic submission fee will be applied.		\$829.00	\$870.00	\$41.00
\$0 - \$5,000		\$1,135.00	\$1,190.00	\$55.00
\$5,001 - \$10,000		\$1,462.00	\$1,540.00	\$78.00
\$10,001 - \$20,000		\$2,165.00	\$2,270.00	\$105.00
\$20,001 - \$50,000		\$2,895.00	\$3,050.00	\$155.00
\$50,001 - \$100,000		\$3,720.00	\$3,900.00	\$180.00
\$100,001 - \$250,000		\$4,910.00	\$5,145.00	\$235.00
\$250,001 - \$500,000		\$6,370.00	\$6,700.00	\$330.00
\$500,001 - \$900,000		\$7,845.00	\$8,200.00	\$355.00
\$900,000 +		\$10,217.00	\$10,700.00	\$483.00
*Unlined shed/accessory building - \$20,001-\$500,000		\$2,389.00	\$2,500.00	\$111.00
*Unlined shed/accessory building - \$500,001-\$900,000		\$4,043.00	\$4,240.00	\$197.00
*Unlined shed/accessory building - \$900,000 +		\$4,857.00	\$5,100.00	\$243.00
Residential re-roof/re-clad only (includes addition of insulation)		\$1,554.00	\$1,630.00	\$76.00
All value of building work above is including GST				
The estimated value of your building work must be calculated as the value of the completed build (excluding land value). This includes labour and materials and cannot be less than \$2,500 per m2 for a new residential build. The estimate of your project's value must include: materials, including salvaged materials; design work; building; plumbing and other contractor charges such as labour at normal contractor charge out rates. This method of calculation is also required where an "owner builder" is completing the work.				
All commercial building applications are lodged using the above minimum fee which will have actual and reasonable costs charged in addition to the lodgement amount.				
*The above specified shed fees relate ONLY to stand-alone/detached unlined sheds and/or accessory building that: have been engineer designed, with a Producer Statement 1 (PS1) provided to Council, contain no				

SOC's Schedule of Fees and Charges 2025-2026

		2024/25	2025/26	Change
plumbing/drainage (other than stormwater), contain no specified systems/safety systems, and have no lined occupied spaces.				
<b>Other fees and charges applied to a building consent (where relevant)</b>				
Site service assessment		\$384.00	\$405.00	\$21.00
Compliance schedule/statement	Per Compliance Schedule Issued	\$235.00	\$247.00	\$12.00
Application for minor variation	Cost is per hour. Minor variations relate <del>ONLY to</del> changes able to be captured and approved on-site and documented as 'minor variation' during an inspection.	\$168.00 + hourly rate for processing time spent and inspections required.	\$235.00 + hourly rate for processing time spent and inspections required.	\$67.00
Amendment to building consent (includes durability modification applications)	Cost is per hour. Amendments relate ONLY to amending works within the scope the original application. Additional works that expand the scope are required to be applied for as a new building consent	\$235.00 + hourly rate for processing time spent and inspections required.	\$247.00 + hourly rate for processing time spent and inspections required.	\$12.00
Extension of time for building consent		\$96.00	\$105.00	\$9.00
Building Act certificate - Section 37 (Resource Consent Required)		\$153.00	\$160.00	\$7.00
Building Act certificate - Section 71-74 (Natural Hazard)		\$235.00	\$247.00	\$12.00
Building Act certificate - Section 75-83 (Building over allotments)		\$235.00	\$247.00	\$12.00
Code compliance certificate application		\$134.00	\$141.00	\$7.00
<b>Other applications received by Council</b>				
<b>Service required</b>	<b>Fee/ charges comprises</b>			
PIM	Project information memorandum (PIM only application)	\$384.00	\$485.00	\$101.00
PIM – commercial/industrial	Project information memorandum (PIM only application)	\$547.00	\$667.00	\$120.00
LIM – Residential - 10 working days (Non-refundable)	Land information memorandum (includes single title search)	\$410.00	\$420.00	\$10.00
LIM - Commercial, Industrial, Rural (over one hectare) - 10 working days (Non-refundable)	Land information memorandum (includes single title search)	\$475.00	\$500.00	\$25.00
Council may charge additional fees (including the set fee) for complex or extensive LIM applications	Per hour		\$110.00	New fee
<b>LIM Refunds if cancelled</b>				
Within 1 working day and processing has not commenced		Full Fee-100%	Removed	
Between 1 and 3 working days		Half Fee-50%	Removed	
after 3 working days		No Refund	Removed	
Additional certificate of title search fee			\$9.00	New fee
Tent/marquee (> 100 m²)		\$535.00	\$645.00	\$110.00



SDC's Schedule of Fees and Charges 2025-2026

		2024/25	2025/26	Change
Certificate for public use <u>Note: cost of subsequent CPU application = previous charge x 2</u>	First application	\$397.00	\$415.00	\$18.00
Certificate for public use	First renewal	\$790.00	Removed	
Certificate for public use	Second and subsequent renewals	\$2,250.00	Removed	
Certificate of acceptance – urgent works	Applies to emergency work only	\$1,253.00	\$1,320.00	\$67.00
Exemption to building consent application - Schedule 1	Acceptance of paperwork	\$171.00	\$272.00	\$101.00
Exemption to building consent application - Schedule 1 (2)		\$471.00	\$577.00	\$106.00
<b>Other fees for activities/services performed by Council</b>				
<b>Service required</b>	<b>Fee/charges comprises</b>			
Building warrant of fitness (BWF) onsite inspection	1-3 systems <u>types</u>	\$367.00	\$385.00	\$18.00
Building warrant of fitness (BWF) onsite inspection	4-5 systems <u>types</u>	\$551.00	\$580.00	\$29.00
Building warrant of fitness (BWF) onsite inspection	6+ systems <u>types</u>	\$643.00	\$675.00	\$32.00
Annual BWF renewal	Per Hour – Minimum 1 hour	\$153.00	\$160.00	\$7.00
Relocatable building report		\$509.00	\$535.00	\$26.00
Earthquake prone building	Engineer report review and decision	\$352.00	\$370.00	\$18.00
Replacement Earthquake Prone Building Notice (after 2 issued)		\$150.00	\$157.00	\$7.00
Exemption from undertaking seismic strengthening	Application fee	\$449.00	\$470.00	\$21.00
Compliance schedule – amendments	Per hour – minimum 1 hour	\$257.00	\$270.00	\$13.00
Change of use (S115) – <u>if no building consent lodged or building work required to be undertaken</u>		\$384.00	\$405.00	\$21.00
Swimming pool inspection <u>(includes spa pools and pool safety barrier)</u>		\$225.00	\$237.00	\$12.00
Swimming pool re-inspection		\$171.00	\$180.00	\$9.00
Swimming pool report	Receipt of independent qualified pool inspector review	\$54.00	\$56.00	\$2.00
Alternative solution or waiver <u>(formal request to add to Council's register)</u>	Assessment of other than minor alternatives (paid on lodging)	\$1,297.00	\$1,365.00	\$68.00
Sale of alcohol <u>reviews and resource consent assessments in relation to the Building Act and Building Code</u>	<u>Per hour – minimum 1 hour</u>	\$150.00	\$157.00	\$7.00
Notice to fix – Not supplying a building warrant of fitness <u>(BWF)</u>		\$257.00	\$270.00	\$13.00
Notice to fix – Issued for all reasons excluding not supplying building warrant of fitness. Includes Issuing Dangerous / Insanitary Notice for circumstances that are not incidental e.g. fire and not		\$500.00	\$525.00	\$25.00

SOC's Schedule of Fees and Charges 2025-2026

		2024/25	2025/26	Change
displaying earthquake prone building notice.				
Monthly data report	Per monthly report	\$33.00	\$35.00	\$2.00
<b>Administration service providers charges</b>				
Electronic submission fee - value of work equal to or less than \$124,999	Building consent applications amendments	\$168.00	\$92.00	-\$76.00
Electronic submission fee - value of work greater than \$125,000 and less than \$2.5 million	Building consent applications amendments		Value of work x \$0.0008625	New fee
Electronic submission fee - equal to and over 2.5 million - \$1,875 flat fee (excl GST)	Building consent applications amendments		\$2,156.25	New fee
COA Electronic submission fee - value of work equal to or less than \$124,999			\$92.00	New fee
COA Electronic submission fee - fixed fee value of work greater than \$125,000			\$402.50	New fee
CPU Electronic submission fee			\$92.00	New fee
Document filing or search	0.33/hr processing	\$45.00	Removed	
Search fee of certificate of title and appellation details.	Each	\$35.00	\$36.00	\$1.00
Copying charge A4	Per sheet	\$0.20	Removed	
Copying charge A3	Per sheet	\$0.50	Removed	
Copying charge A2/A1	Per sheet	\$5.00	Removed	
Electronic Digitised property file – 3-5 working days (Non-refundable) request (per file for non-owner)	Per residential valuation number	\$15.00	\$25.00	\$10.00
Electronic Digitised property file – 3-5 working days (Non-refundable) request	Per commercial, industrial, rural	\$30.00	\$45.00	\$15.00
Council may charge additional fees (including the set fee) for complex or extensive property file requests	Per hour		\$110.00	New fee
<b>Service providers charges</b>				
Public service vehicle charge per/km		\$1.00	\$1.04	\$0.04

### Community housing rents

		2024/25	2025/26	Change
Location, address and number of units		Single-double occupancy per week		
Edendale - Pioneer Place (10)	Per week	\$130.00 to \$154.00	\$155.00	\$1.00 to \$25.00
Edendale - Seaward Road (1 two bedroom)	Per week	\$154.00	\$175.00	\$21.00
Lumsden - 4 Tauna Street (4)	Per week	\$130.00 to \$154.00	\$155.00	\$1.00 to \$25.00
Nightcaps - 12 Annan Street (6)	Per week	\$130.00 to \$154.00	\$155.00	\$1.00 to \$25.00
Ohai - 100 Birchwood Road (5)	Per week	\$130.00 to \$154.00	\$155.00	\$1.00 to \$25.00
Otautau - 1 Rochdale Street (1 unit)	Per week	\$130.00 to \$154.00	\$175.00	\$21.00 to \$45.00
Otautau - 50 King Street (4)	Per week	\$130.00 to \$154.00	\$155.00	\$1.00 to \$25.00
Riversdale - 48 York Road (2)	Per week	\$130.00 to \$154.00	\$155.00	\$1.00 to \$25.00

SDC's Schedule of Fees and Charges 2025-2026

		2024/25	2025/26	Change
Riverton/Aparima - 125 Havelock Street (Trotters Court) (8 single flats only)	Per week	\$130.00 to \$154.00	\$155.00	\$1.00 to \$25.00
Riverton/Aparima - 111 Havelock Street (Jacobs Court) (4 all double flats)	Per week	\$154.00	\$175.00	\$21.00
Tuatapere - 26 Orawia Road (8)	Per week	\$130.00 to \$154.00	\$155.00	\$1.00 to \$25.00
Winton - 3 Queen Street (6)	Per week	\$130.00 to \$154.00	\$155.00	\$1.00 to \$25.00
Wyndham - Menzies Court (10)	Per week	\$130.00 to \$154.00	\$155.00	\$1.00 to \$25.00
Non-priority tenant rents any location	per week	\$154.00 to \$174.00	\$186.00 to \$210.00	\$32.00 to \$36.00

**Note**

- applies to new and reviewed tenancies.
- existing double tenancies will be reviewed at the single rate due to the basis of their fees and charges and contracts of the time of the commencement of the tenancy.

**Early payment of specified rates – liability schedule**

This schedule below outlines the liability outstanding for each of the following separate rates. Please refer to the Early Payment of Rates Policy for further details.

	2024/25	2025/26	Change
Edendale sewerage loan - 25 years (incl connection cost)	\$4,534.00	\$4,123.00	-\$411.00
Edendale sewerage loan - 25 years (excl connection cost)	\$3,752.00	\$3,412.00	-\$340.00
Edendale water loan charge - 25 years	\$1,067.00	\$978.00	-\$89.00
Tuatapere sewerage loan charge - 25 years	\$2,363.00	\$2,115.00	-\$248.00
Wallacetown sewerage loan charge - 25 years	\$1,938.00	\$1,700.00	-\$238.00
Wyndham sewerage loan - 25 years (incl connection cost)	\$4,495.00	\$4,137.00	-\$358.00
Wyndham sewerage loan - 25 years (excl connection cost)	\$3,652.00	\$3,362.00	-\$290.00
Wyndham water loan charge - 25 years	\$1,124.00	\$1,034.00	-\$90.00

**Environmental health – other fees**

		2024/25	2025/26	Change
<b>Nuisances</b>				
Hourly rate to investigate, visit, research or attend to correspondence/ administration; a situation where it has been established that a property is causing a nuisance and the owner has failed to abate the nuisance		\$163.00	\$168.00	\$5.00
<b>E-coli water sampling fee</b>				
Each sampling visit of a camping ground that has a private water supply		\$53.00	\$54.50	\$1.50
<b>The Keeping of Animals, Poultry and Bees Bylaw</b>				
<del>Application for dispensation/permit</del>		<del>\$328.00</del>	Removed	
Hourly rate to investigate, visit, research or attend to correspondence/ administration where it has been established that a permit was required plus actual travel costs and disbursements	Per hour	\$163.00	\$168.00	\$5.00
<b>General hourly rate</b>				
All other activities undertaken by environmental health staff, shall be charged at the actual cost calculated at	Per hour	\$163.00	\$168.00	\$5.00

SOC's Schedule of Fees and Charges 2025-2026

		2024/25	2025/26	Change
All hourly rates in relation to environmental health are calculated in 15-minute blocks or part thereof				
Charge out rate for vehicles	Per kilometre	\$1.00	\$1.04	\$0.04

## Food

		2024/25	2025/26	Change
<b>Food businesses operating under the Food Act 2014</b>				
With food control plans or national programmes				
<b>Application fees</b>				
Establishment and registration of a new single or multi-site template food control plan or national programme		\$410.00	\$422.00	\$12.00
<u>MPI food business levy fee (flat rate payable annually per site on new and renewal applications) including Council collection fee</u>			\$78.78	New fee
For each additional site	For a multi-site business	\$138.00	\$142.00	\$4.00
Renewal of registration of a single or multi-site template food control plan or national programme	Per site	\$132.00	\$136.00	\$4.00
Voluntary suspension (per notification plus hourly rate after first hour)		\$86.00	\$88.00	\$2.00
Significant amendment to registration (plus hourly rate after first hour)		\$153.00	\$205.00	\$52.00
Minor amendment to registration (plus hourly rate after first hour)		\$76.00	\$78.00	\$2.00
<b>Verification fees</b>				
Base fee	<u>For verifier time preparing for the verification</u> <u>Fixed fee includes preparation, data entry and invoicing</u>	\$244.00	\$251.00	\$7.00
Hourly rate for the verification	Verifier time on-site for the verification and verification report preparation time	\$163.00	\$168.00	\$5.00
Hourly rate for corrective actions	Relating to all activities including correspondence, preparation, travel, on-site and report	\$163.00	\$168.00	\$5.00
Cancellation of verification	Not including within 24 hours of making the appointment	\$163.00	\$168.00	\$5.00
Unscheduled verification (per hour)		\$163.00	\$168.00	\$5.00
<b>Compliance under the Food Act 2014</b>				
Investigation and enforcement activity related to registration or complaint (hourly rate)		\$163.00	\$168.00	\$5.00
Hourly rate for food safety officer (relating to all activities including correspondence, preparation, travel, on-site and reports)		\$163.00	\$168.00	\$5.00



SDC's Schedule of Fees and Charges 2025-2026

**Halls, community centres and Council property**

		2024/25	2025/26	Change
<b>Clifden hall</b>				
Bond	No GST	\$220.00	\$250.00	\$30.00
Bond (ratepayers)	No GST	<del>\$100.00</del>	Removed	
Bond (after-midnight)	No GST	<del>\$160.00</del>	Removed	
<b>Colac Bay hall</b>				
Cabaret, socials, weddings		\$150.00	\$300.00	\$150.00
Bowls - afternoon and night		\$50.00	\$60.00	\$10.00
Main hall <u>hire</u>	Per hour	\$15.00	\$20.00	\$5.00
Bond (refundable) (may be imposed at discretion of the custodian and advised at time of booking)	No GST	\$250.00	\$300.00	\$50.00
<b>Limehills hall</b>				
Hall hire	Per hour (minimum 4 hour booking for casual users, no minimum for verified users)	\$5.56	\$12.50	\$6.94
	Per day	\$50.00	\$100.00	\$50.00
Hall hire – night charge	Per night (after 5pm)	<del>\$30.00</del>	Removed	
<b>Ohai hall</b>				
Bond	No GST	\$250.00	\$125.00	-\$125.00
<b>Orawia hall</b>				
Hall <u>hire</u> Per-hour	Per hour (note minimum 4 hour booking for casual user)	\$12.50	\$15.00	\$2.50
	Per day (8 hours)	\$64.00	\$115.00	\$51.00
	<u>Additional night charge</u>		\$175.00	New fee
Not for profit/community group	Per hour	\$5.00	\$11.50	\$6.50
Bond (at the discretion of the custodian)	No GST		\$250.00	New fee
<b>Orepuki hall</b>				
	Per day (8 hours)	\$64.00	\$115.00	\$51.00
Not for profit/community group	Per hour	\$6.00	\$11.50	\$5.50
<b>Lounge</b>				
	<u>Additional night charge</u>		\$175.00	New fee
<b>Ryal Bush hall</b>				
Hall <u>hire</u>	Per hour (note minimum 4 hour booking for casual user)	\$6.75	\$12.50	\$5.75
	Per day (8 hours)	\$50.00	\$100.00	\$50.00
Bond (refundable) (may be imposed at discretion of the custodian and advised at time of booking)	No GST	\$200.00	\$250.00	\$50.00
<b>Te Anau – Lions Park public toilets shower</b>				
Shower base fee	Per 8 mins	\$5.00	\$7.50	\$2.50
<u>shampoo/conditioner/soap packs</u>		\$5.00	Removed	
<u>towel and shower mat</u>		\$6.00	Removed	
<b>Thornbury hall</b>				
Funerals		\$0.00 (100% discount)	\$100.00	\$100.00

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SOC's Schedule of Fees and Charges 2025-2026

		2024/25	2025/26	Change
		from \$100.00)		
Cabaret, socials, <u>weddings</u>		\$0.00 (100% discount from \$150.00)	\$300.00	\$300.00
Weddings		<del>\$165.00 (100% discount from \$165.00)</del>	Removed	
Hire of any room	Per hour	\$15.00	\$20.00	\$5.00
Bond ( <u>refundable</u> ) ( <u>may be imposed at discretion of the custodian and advised at time of booking</u> )	No GST	\$250.00	\$300.00	\$50.00
<b>Tokanui hall</b>				
Hall <u>hire</u>	Per hour (minimum booking 4 hours for casual users, no minimum for verified users)	\$9.00	\$10.00	\$1.00
	Per day (8 hours)-	\$70.00	\$80.00	\$10.00
	Night charge per night (after 5pm)	\$130.00	\$120.00	-\$10.00
Heating	Per 20 minutes	<del>\$2.00</del>	Removed	
<b>Tuatapere hall</b>				
Hall <u>hire</u>	Per day (8 hours)	\$64.00	\$115.00	\$51.00
<b>Tussock Creek hall</b>				
Hall <u>hire</u>	Per hour		\$12.50	New fee
	Per day		\$100.00	New fee
Not for profit/community group or at discretion of hall committee			Up to 100% discount	New fee
Bond – Regular users (12 month duration for bond, reviewed and renewed every 12 months)	No GST. These are discretionary and to be advised at time of booking		\$250.00	New fee
<b>Winton Memorial hall</b>				
Hall <u>hire</u>				
Bond - casual/one-off users	No GST. These are discretionary and to be advised at time of booking	\$400.00	\$500.00	\$100.00
<b>Winton RSA hall</b>				
Hall <u>hire</u>	Per hour (minimum booking 4 hours for casual users, no minimum for verified users)	\$12.50	\$50.00	\$37.50
	Per day		\$400.00	\$300.00
Not for profit/community group or at discretion of hall committee			Up to 100% discount	New fee
Bond – Regular users (12 month duration for bond, reviewed and renewed every 12 months)	No GST. These are discretionary and to be advised at time of booking	\$100.00	\$200.00	\$100.00

**Correction (15 April 2025)**

**Please note that Winton RSA Hall fees are not proposed to increase in 2025/2026. This correction to the statement of proposal has been made to align with the resolution of the Oreti Community Board on 14 April 2025 to amend the board meeting minutes of 16 December 2024 which incorrectly showed an increase in hall fees**

SDC's Schedule of Fees and Charges 2025-2026

		2024/25	2025/26	Change
Bond - casual/one-off users	No GST, These are	\$200.00	\$400.00	\$200.00
<b>Correction: Refer above</b>				
	booking			
<b>Wyndham camping ground</b>				
Powered site (2 adults, 2 children)	Per day (maximum 6 people per site)		\$38.00	New fee
Non powered vehicle site	Per day (maximum 6 people per site)		\$38.00	New fee
Non powered tent site	Per day (maximum 6 people per site)		\$25.00	New fee
Cabin site	Per day		\$65.00	New fee
Additional persons per site	Adult per day		\$10.00	New fee
	Child (up to 15 years) per day		\$5.00	New fee
Shower base fee	Per use		\$4.00	New fee
Washing machine/dryer	Per use		\$6.00	New fee
Dump station	Per use		\$5.00	New fee

### Interment fees for cemeteries

	2024/25	2025/26	Change
<b>Standard interment five years old and over</b>			
Calcium (Isla Bank)	\$2,385.00	\$2,460.00	\$75.00
Centre Hill	\$2,385.00	\$2,460.00	\$75.00
Dipton	\$2,385.00	\$2,460.00	\$75.00
Edendale	\$2,385.00	\$2,460.00	\$75.00
Halfmoon Bay	\$2,385.00	\$2,460.00	\$75.00
Lumsden	\$2,385.00	\$2,460.00	\$75.00
Lynwood	\$2,385.00	\$2,460.00	\$75.00
Otautau	\$2,385.00	\$2,460.00	\$75.00
Otautau RSA (less \$300)	\$2,085.00	\$2,160.00	\$75.00
Riverton	\$2,385.00	\$2,460.00	\$75.00
Riverton RSA (less \$200)	\$2,185.00	\$2,260.00	\$75.00
Nightcaps (Wairio)	\$2,385.00	\$2,460.00	\$75.00
Wallacetown	\$2,385.00	\$2,460.00	\$75.00
Winton	\$2,385.00	\$2,460.00	\$75.00
Woodlands	\$2,385.00	\$2,460.00	\$75.00
Wreys Bush	\$2,385.00	\$2,460.00	\$75.00
Wyndham	\$2,385.00	\$2,460.00	\$75.00
<b>Other cemetery fees</b>			
Interment one year old and up to five years old	\$1,192.50	\$1,230.00	\$37.50
Interment stillborn and up to one year old	\$596.25	\$615.00	\$18.75
Purchase of exclusive right to burial - standard or ashes plot	\$159.00	\$165.00	\$6.00
Cremated ashes into existing ashes or standard plot - Council to prepare:			
• grass surface	\$731.40	\$754.00	\$22.60
• hard surface, ie concrete (fee plus actual contractor costs based on a time and material basis)	\$159.00	\$165.00	\$6.00
Cremated ashes into existing ashes or standard plot - family or funeral director to prepare and finish site	\$159.00	\$165.00	\$6.00
Memorial wall - placement of plaque	\$159.00	\$165.00	\$6.00

SOC's Schedule of Fees and Charges 2025-2026

		2024/25	2025/26	Change
Probes		\$265.00	\$273.00	\$8.00
Out of standard hours burial		\$720.80	\$742.00	\$21.20

### Library and office charges

		2024/25	2025/26	Change
Interloans (New Zealand-wide for reciprocal libraries)	Per item	\$10.00	\$15.00	\$5.00
Replacement of lost/damaged item	Per item	At cost	At cost + \$5.00	\$5.00
Photocopying/printing A2/A1	Per sheet		\$5.00	New fee

### Miscellaneous charges

		2024/25	2025/26	Change
Rate postponement fee - one-off charge upon approval of postponement of rates and annual interest charged on balance of postponed rates	Per property	5.67%	4.91%	-0.76%
Rates refund			\$15.00	New fee
Research of Council's archives and/or filing search fees	Per hour (first 30 minutes free) 0.33/hr processing	\$45.00	\$110.00	\$65.00

### Registered premises (non-food)

		2024/25	2025/26	Change
This includes licencing for camping grounds, offensive trades, hairdressers, sale yards and funeral directors.				
<b>Other registered premises – annual fees</b>				
Camping grounds		\$379.00	\$390.00	\$11.00
Offensive trades		\$379.00	\$390.00	\$11.00
Hairdressers		\$296.00	\$305.00	\$9.00
Sale yards		\$214.00	\$220.00	\$6.00
Funeral directors		\$214.00	\$220.00	\$6.00
Hourly rate for re-inspections	Inspector time for travel, onsite inspections, and report	\$163.00	\$168.00	\$5.00
<b>Other fees</b>				
Certificate of exemption from Camping-Grounds Regulations 1985		265.00	\$273.00	\$8.00
Any other certificate or amendment	Per hour	\$163.00	\$168.00	\$5.00

### Refuse, transfer stations and recycling

		2024/25	2025/26	Change
<b>Refuse and recycling</b>				
Car loads	Refuse	\$32.00	\$34.00	\$2.00
Ute type loads and small trailers	Refuse	\$48.00	\$50.00	\$2.00
	Commercial recycling and reuse & green waste	\$26.00	\$28.00	\$2.00
Tandem trailers or high side trailers	Refuse	\$90.00	\$92.00	\$2.00
	Commercial recycling and reuse & green waste	\$42.00	\$44.00	\$2.00

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		2024/25	2025/26	Change
Trucks per 1,000 kg gross weight		\$94.00	\$100.00	\$6.00
Cars (Te Anau), single trailer/ute (Te Anau), tandem trailer (Te Anau) /tonne	Refuse	\$300.00	\$310.00	\$10.00
Cars (Te Anau), single trailer/ute (Te Anau), tandem trailer (Te Anau)/tonne	Recycling and green waste	\$80.00	\$82.00	\$2.00
Trucks per tonne confirmed by weight docket		\$300.00	\$310.00	\$10.00
Unstripped car body surcharge		\$156.00	\$160.00	\$4.00
Stripped car body		\$54.00	\$56.00	\$2.00
Scrap cars (Stewart Island/Rakiura only)		\$54.00	\$56.00	\$2.00
Car-tyres	Each	<del>\$12.00</del>	Removed	
4WD-tyres	Each	<del>\$24.00</del>	Removed	
Whiteware – desgassing	Each		\$40.00	New fee
Gas bottles		\$15.00	\$20.00	\$5.00
<b>Recycling and reuse only available at Stewart Island/Rakiura</b>				
TV/computer monitor		\$18.00	\$20.00	\$2.00
Car batteries		\$12.00	\$15.00	\$3.00
Whiteware		\$20.00	\$21.00	\$1.00
<b>Greenwaste/cleanfill – Braggs Bay</b>				
Small trailer/ute		\$28.00	\$30.00	\$2.00
Tandem trailers or high side trailers		\$42.00	\$45.00	\$3.00
Truck		\$60.00	\$65.00	\$5.00
<b>Other Items available to purchase only at Stewart Island/Rakiura</b>				
Black bags	Commercial each	\$6.00	\$7.00	\$1.00
Rubbish bags	SDC bag of 52	\$210.00	\$215.00	\$5.00
Recycling bin		\$24.00	\$25.00	\$1.00
Food bucket		\$16.00	\$20.00	\$4.00
Burn bin - commercial	Per trailer/ute	\$32.00	\$33.00	\$1.00
Burn bin - household	Per trailer/ute	\$24.00	\$25.00	\$1.00
<p>All loads over 8 tonnes gross weight for compacting transfer stations (Winton and Te Anau) or 3 tonnes gross weight at non-compacting transfer stations (all others) will NOT BE accepted unless prior written approval has been granted by the group manager infrastructure and capital delivery or their agent.</p> <p>Stewart Island transfer station does not accept any truckloads of general waste. Building and commercial waste may <b>not</b> always be accepted. We encourage contractors to allow to supply their own commercial skip bin directly to and from the mainland for individual construction activity.</p> <p>Hazardous waste from the same individual or organisation in excess of 10 kilograms or 10 litres will be subject to special charge by negotiation with the engineer or his delegated representative on a case by case basis.</p> <p><b>Recycling and reuse include:</b></p> <ul style="list-style-type: none"> <li>greenwaste - separated clean greenwaste (where accepted). Excludes soils, flaxes, branches over 150mm diameter and tree stumps</li> <li>scrap metal - separated clean scrap metal (where accepted)</li> <li>reuse/recyclables - domestic household recyclables, including cardboard, glass, plastics, aluminium, and tin cans (all recyclables and reuse items have to be clean from contamination).</li> </ul>				

## Resource Management

### Note:

Any work performed by Council under the [Resource Management Act \(RMA\)](#), [Fast-track Approvals Act](#) and [Local Government Act](#) which is not stipulated in the below tables will be charged 'at cost'. This will be applied as an hourly

SOC's Schedule of Fees and Charges 2025-2026

rate for the relevant role(s) required to undertake the work, or as work undertaken on Councils behalf as an external resource and will be charged 'as invoiced' to Council. Inspections will incur the additional vehicle fee per kilometre in addition to the staff member's hourly rate.

Any contravention of the Resource Management Act 1991 (RMA), including non-compliance with Abatement Notices issued are subject to infringement fees according to the Resource Management (Infringement Offences) Regulations 1999. Infringements issued are as specified by this regulation. More information can be found at the following location: <https://www.legislation.govt.nz/regulation/public/1999/0359/16.0/whole.html#DLM300060>

		2024/25	2025/26	Change
<b>Staff charge out rates for any input into Resource Management Act, Fast-track Approvals Act and Local Government Act matters</b>				
Planning manager/team leader	Per hour	\$230.00	\$235.00	\$5.00
Senior planner	Per hour	\$185.00	\$190.00	\$5.00
Graduate/planner	Per hour	\$165.00	\$170.00	\$5.00
Planning administration	Per hour	\$165.00	\$170.00	\$5.00
Monitoring and enforcement officer	Per hour	\$235.00	\$240.00	\$5.00
Development engineer	Per hour	\$195.00	\$200.00	\$5.00
Ecologist	Per hour	\$205.00	\$210.00	\$5.00
Roading asset manager or transport manager	Per hour	\$230.00	\$241.50	\$11.50
Building control staff	Per hour	\$235.00	\$247.00	\$12.00
All other internal staff	Per hour	\$165.00	\$170.00	\$5.00
<b>Resource Consents</b>				
Section 357 review ( <u>S.357 and 357A Resource Management Act</u> ) ( <u>S.357A(1)(f) or (g) Resource Management Act</u> ) where a person requests under Section 357AB that the objection be considered by a hearing's commissioner	Deposit lodgement fee plus actual cost and disbursements	\$800.00	\$800.00	
Notice to surrender consent (S.138 Resource Management Act)	Flat fee	\$240.00	\$240.00	
<b>Other functions relating to subdivision activity including easements</b>				
<u>Cancellation or variation</u> Change or cancellation of consent notices or easements (S.221, 241, 348)	Deposit lodgement fee plus actual cost and disbursements	\$1,100.00	\$1,100.00	
<u>Right of way approval certification of documents</u> (S.348 Local Government Act 1974)	Flat fee		\$250.00	New fee
<b>National Environmental Standards for Plantation Forestry</b>				
Afforestation	Deposit Lodgement Base Fee Plus actual cost and disbursements	\$800.00	\$800.00	
Harvesting	Deposit Lodgement Base Fee Plus actual cost and disbursements	\$800.00	\$800.00	
<b>Other matters</b>				
<u>Sale of alcohol assessments in relation to the District Plan and RMA requirements</u>	Per hour - minimum 1 hour		\$170.00	New fee
Processing application for exemption under the Subdivision Land Use and Development Bylaw 2012	Deposit Lodgement Fee Plus actual costs and disbursements	\$1,100.00	Removed	
Where pre-application meetings are sought and agreed to by the council for large or complex projects including but not limited to consultation requested under the Fast-track Approvals Act, or where there are multiple meetings for other proposals or matters which	Per hour: Deposit lodgement fee plus actual cost and disbursements	\$500.00	\$500.00	

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		2024/25	2025/26	Change
extend beyond 30 minutes then Council can charge the officers' time to the potential applicant				
The charge out rate for vehicles	Per kilometre	\$1.00	\$1.04	\$0.04
<b>Note</b> Where a deposit lodgement fee is required, this must be paid at the beginning by the applicant in order for the application to be considered complete and start the processing time clock under the <a href="#">RMA Resource Management Act</a> . However, if there is additional time required to process the application then the actual cost will be charged resulting in a further invoice.				

### Riverton Harbour licensing fees

		2024/25	2025/26	Change
Wharf fee	Per metre	\$39.04	\$39.61	\$0.57
Transfer fee (cost of transferring license fee)		\$176.16	\$179.68	\$3.52

### Road reserve and service fees

		2024/25	2025/26	Change
<b>All application includes 1 inspection</b>				
Additional work, typically related to more complex applications which may include processing, inspections or external professional advice required for any application will be charged in addition to these minimum fees 'at cost'				
<b>Additional inspection fee (all services)</b>				
Roading asset manager or transport manager	Per hour	\$230.00	\$241.50	\$11.50
Roading contract manager or roading engineer	Per hour	\$165.00	\$173.25	\$8.25
<b>Corridor management</b>				
<b>Corridor access request and corridor management activities</b>				
Small invasive (up to 3 lineal metres in any direction)	Fee	\$155.00	\$165.00	\$10.00
Medium invasive (3 to 20 lineal metres in any direction)	Fee	\$235.00	\$250.00	\$15.00
Large invasive (over 20 lineal metres in any direction)	Fee	\$315.00	\$330.00	\$15.00
Temporary closure of roads for public events (treat as road opening)	Fee	\$160.00	\$165.00	\$5.00
	Bond (no GST)	No charge	Removed	
Temporary closure of roads	Fee		\$250.00	New fee
Temporary closure of roads level 1 road	Bond (no GST)	<del>\$320.00</del>	Removed	
Temporary closure of roads low volume (less than 500 vehicle movements per day)	Fee	<del>\$160.00</del>	Removed	
<b>Corridor manager additional activities</b>				
Standard revisions (including incomplete applications)	Fee	\$80.00	\$82.50	\$2.50
Detailed revisions (including incomplete applications). Includes up to 1 hour	Fee	\$160.00	\$165.00	\$5.00
Desktop audit/inspections. Includes up to 30 minutes	Fee	\$80.00	\$82.50	\$2.50
Walk-out/site audit, includes up to 1 hour	Fee	\$240.00	\$245.00	\$5.00
Follow up on overdue start/end worksite notification to Council	Fee	\$80.00	\$82.50	\$2.50

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SOC's Schedule of Fees and Charges 2025-2026

		2024/25	2025/26	Change
Light investigations. Includes up to 1 hour in relation to the work, discussion from the corridor manager required with the public and/or contractor	Fee	\$160.00	\$165.00	\$5.00
Declined investigation (health and safety breach, breach of code/work access permit/traffic management plan). Includes up to 2 hours.	Fee	\$320.00	\$330.00	\$10.00
<b>Traffic management plans (TMP)</b>				
<b>Traffic management plan (TMP) applications</b>				
Standard traffic management plan	Fee	\$160.00	\$165.00	\$5.00
Traffic Management Plan Priority Processing Fee – where approval is required in less than that the statutory timeframe (i.e. start date is less than 5 days <u>from submission date for a standard TMP</u> )	Fee	\$300.00	\$310.00	\$10.00
Generic traffic management plan. Includes 2 hours of work, additional time required will be charged at rate of \$160.00	Fee	\$320.00	\$330.00	\$10.00
Processing of a traffic management plan that fails to meet the preliminary check - inadequate documentation or information to process traffic management plan from outset.	Fee	\$50.00	\$82.50	\$32.50
<b>Stock management</b>				
Stock droving	Fee	\$70.00	\$82.50	\$12.50
<b>Drainage</b>				
Stormwater connection to kerb and channel	Fee	\$70.00	\$82.50	\$12.50
<b>Crossings/vehicular accessways</b>				
Urban – unsealed	Fee	\$135.00	\$165.00	\$30.00
Urban – sealed	Fee	\$135.00	\$165.00	\$30.00
Commercial urban/rural (includes dairy tanker access)	Fee	\$190.00	\$250.00	\$60.00
Rural – private	Fee	\$190.00	\$165.00	-\$25.00
<b>Carriageway</b>				
Application of 150m of semi-permanent dust suppressant <u>where carried out by Council</u>	Fee	Price on application	Price on application	
<u>Application fee where dust suppressant carried out by applicant</u>	Fee		\$165.00	New fee
<b>Road margin</b>				
Application for permit on road margin, not specified below	Fee	\$82.00	\$82.50	\$0.50
Dust suppression	Bond (no GST)	No charge	Removed	
<u>Application fee where dust suppressant carried out by applicant</u>	Fee	No charge	Removed	
Signs on roads				

SOC's Schedule of Fees and Charges 2025-2026

		2024/25	2025/26	Change
	Fee (resource consents)	\$82.00	\$82.50	\$0.50
Road margin planting				
	Fee	\$82.00	\$82.50	\$0.50
Cultivation of road margin				
	Fee	\$82.00	\$82.50	\$0.50
Storage on the road margin (type 3 roads only)				
	Fee	\$82.00	\$82.50	\$0.50
Whitebait huts on the road margin				
	Fee	\$82.00	\$165.00	\$83.00
<b>Water, wastewater and stormwater</b>				
Connect to piped utilities (urban or rural water supply, stormwater, and wastewater)				
	Bond (no-GST)	No charge	Removed	
Alteration to existing rural water service connection (change in unit allocation only)				
	Bond (no-GST)	No charge	Removed	
<b>Note</b> <ul style="list-style-type: none"> <li>bonds are established to reflect the costs Council might be exposed to if needed to complete works when another party defaults. However, the bonds reflect the likely minimum cost to undertake simple tasks rather than location specific, and to keep such compliance costs to a minimum</li> <li>permits shall have a two-year period before expiring</li> <li>bonds shall be released on satisfactory completion of the permitted activity.</li> </ul>				

### SIESA – electricity charges

General tariffs and charges for SIESA are to be reviewed each December following an analysis of electricity use on the Island

#### Meter reading

Invoicing is undertaken on a monthly basis.

All payments are to be made to:

Stewart Island Electrical Supply Authority, PO Box 903, Invercargill, or Council's office in Ayr Street, Stewart Island.

	2024/25	2025/26	Change
<b>Connections</b>			
Fixed monthly charge	\$103.40	\$105.06	\$1.66
<b>New connections</b>			
Application fee for a new electricity connection (including supply of new meter) <del>New consumer connection fee</del>	\$293.83	\$531.30	\$237.47
Application fee for a distributed electricity generation connection (including supply of new meter) <del>Distributed generation connection</del>	\$592.25	\$646.30	\$54.05
Fee for certifying meter installation		Price on application	New fee
Fee for extending/upgrading network for a new electricity connection or distributed electricity generation connection		Price on application	New fee
<ul style="list-style-type: none"> <li>all new connections (or load extensions that increase the base load by 2 kW or more) require an application for supply form to evaluate potential load and voltage problems</li> <li>a new consumer connection fee must be paid before the power can be turned on. This fee covers the installation of one meter in the consumer-provided meter box, the connection at the boundary, and administrative costs</li> <li>a capital development charge is payable for all new power connections. The charge will be payable by the owner/ applicant at the time an application for a new power connection is made (a small number of properties</li> </ul>			



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	2024/25	2025/26	Change
have paid this fee at the time of subdivision and will not be required to pay the capital development charge at the time of connection).			
<b>Note</b> <ul style="list-style-type: none"> <li>all costs of connection within the consumer boundary are the responsibility of the consumer</li> <li>the cost of extensions or upgrades to the network as a result of an application for supply will be the responsibility of the applicant. This work must be approved by SIESA before commencing and can only be done by a SIESA approved contractor.</li> </ul>			
Not metered and special connections	\$564.14	Removed	

### Stewart Island/Rakiura jetties

		2024/25	2025/26	Change
The licensee shall pay Council an annual licence fee for each vessel used by the licensee in accordance with this licence				
Wharf and jetty annual user licence fee for commercial operators and Department of Conservation (DOC) using Council's marine facilities for longer than 8 weeks per year	Per annum per vessel	\$3,000.00	\$3,000.00	
Wharf and jetty casual daily user fee for commercial operators using Council's marine facilities for up to 8 weeks per year	Per day per vessel		\$50.00	New fee
Ulva Island wharf inbound per passenger fee via commercial operators/vessels (excludes travel by adjoining landowners)	Per person		\$2.00	New fee
Ulva Island wharf outbound per passenger fee via commercial operators/vessels (excludes travel by adjoining landowners)	Per person		\$2.00	New fee
Boat park fee		\$1,150.00	\$1,150.00	
Commercial operators refer to owners, operators or lessees of vessels transporting goods and/or passengers for hire or reward or undertaking other activities for hire or reward				

### Stewart Island/Rakiura visitor levy

	1 October 2023	1 October 2025	Change
Inbound levy fee from passengers of approved operators	\$5.00	\$7.50	\$2.50
Outbound levy fee from passengers of approved operators	\$5.00	\$7.50	\$2.50
Levy fee for freedom travellers	\$10.00	\$15.00	\$5.00
Replacement fee for lost, stolen, or damaged Stewart Island/Rakiura visitor levy photo identification cards	\$10.00	\$15.00	\$5.00

### Trading in public places

Licence under the Trading in Public Places Bylaw:	2024/25	2025/26	Change
Annual fee for trading at sites, or any mobile trader	\$132.00	\$136.00	\$4.00

### Water tanker charges

Fees and charges applicable to the extraordinary supply of water from fire hydrants or tanker filling points on Council reticulated supplies			
	2024/25	2025/26	Change
Standard charge for supply of water per cubic metre (1,000 L)	\$1.76	\$2.90	\$1.14

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## Wheelie bins

After the initial interim invoice for wheelie bins, the annual charge from 1 July to 30 June will be included with your rates.

		2024/25	2025/26	Change
New/additional wheelie bin administration fee		\$25.00		
New/additional recycling bin collection fee (per month charge from 1st of the month following request bin to 30 June of the following year)	<a href="#">Monthly equivalent of annual recycling bin collection rate</a>	\$18.32	\$18.68	\$0.36
New/additional rubbish bin collection fee (per month charge from 1st of the month following request bin to 30 June of the following year)	<a href="#">Monthly equivalent of annual rubbish bin collection rate</a>	\$18.32	\$18.68	\$0.36