



**The Ordinary Meeting of the
Kawerau District Council will be held
on Tuesday, 26 April 2022
in the Council Chambers
commencing at 9.00am**

AGENDA

GUIDELINES FOR PUBLIC FORUM AT MEETINGS

1. A period of thirty minutes is set aside for a public forum at the start of each Ordinary Council or Standing Committee meeting, which is open to the public. This period may be extended on by a vote by members.
2. Speakers may address meetings on any subject. However, issues raised must not include those subject to legal consideration, or be issues, which are confidential, personal, or the subject of a formal hearing.
3. Each speaker during the public forum is permitted to speak for a maximum of three minutes. However, the Chairperson has the discretion to extend the speaking time.
4. Standing Orders are suspended for the duration of the public forum.
5. Council and Committees, at the conclusion of the public forum, may decide to take appropriate action on any of the issues raised.
6. With the permission of the Chairperson, members may ask questions of speakers during the period reserved for public forum. Questions by members are to be confined to obtaining information or clarification on matters raised by the speaker.

**Minutes of the Ordinary Meeting of the Kawerau District Council
will be held on Tuesday 29 March 2022
in the Council Chamber commencing at 9.00am**

Present: His Worship the Mayor M J Campbell
Deputy Mayor F K N Tunui
Councillor B J Julian
Councillor C J Ion
Councillor S Kingi
Councillor D Sparks
Councillor W Godfery
Councillor A Rangihika
Councillor R G K Savage

In Attendance: Chief Executive Officer (R George)
Group Manager, Operations & Services (H van der Merwe)
Group Manager, Regulatory and Planning (M Glaspey)
Group Manager, Finance & Corporate Services (P Christophers)
Acting Economic and Development Manager (L Barton)
Communications Manager (T Humberstone)
Administration Officer (T Barnett)

Apologies

No apologies were received.

Leave of Absence

No leave of absence were received.

Opening Prayer

Pastor Mark Kingi opened the meeting with a prayer.

Public Forum

No public forum was heard.

Declarations of Conflict of Interest

No declarations of conflict of interest were received.

1 CONFIRMATION OF COUNCIL MINUTES

1.1 Ordinary Council – 22 February 2022

Resolved

Deputy Mayor Tunui / Councillor Kingi

That the minutes of the Ordinary Council Meeting held on 22 February 2022 is confirmed as a true and accurate record.

2 RECEIPT OF COMMITTEE MINUTES

2.2 Regulatory and Services Committee – 15 March 2022

Resolved

Chair Ion / Councillor Rangihika

That the Minutes of the Regulatory and Services Committee held on 15 March 2022 is confirmed as a true and accurate record.

3 Action Schedule (101120)

Resolved

Councillors Sparks / Rangihika

That the updated Action Schedule of resolutions/actions requested by Council is received.

4 His Worship the Mayor's Report (101400)

Action Item:

The Group Manager, Finance and Corporate Services, was requested to forward to elected members a copy of the revised subdivision for Te Ariki / Bell Street

Resolved

His Worship the Mayor / Deputy Mayor Tunui

That His Worship the Mayor's report for the period Wednesday 16 February 2022 to Tuesday 22 March 2022 is received.

5 Annual Plan Performance for the 6 Months ended 31 December 2021 (Group Manager, Finance and Corporate Services) (110400)

Council discussed the report "Annual Plan Performance for the 6 Months ended 31 December 2021"

Resolved

Councillors Ion / Kingi

That the report "Annual Plan Performance for the 6 Months ended 31 December 2021" is received.

6 BOPLASS Limited – Draft Statement of Intent 2022 – 2025 and Half Yearly Report to 31 December 2021 (Chief Executive Officer) (104023)

Council discussed a report from the CEO on the Draft Statement of Intent 2022 – 2025 and Half Yearly Report to 31 December 2021 for BOPLASS

Resolved

Councillors Savage / Sparks

- 1. That the report "BOPLASS Limited – Draft Statement of Intent 2022 – 2025 and Half Yearly Report to 31 December 2021" be received.*
- 2. That Council approves the BOPLASS Limited Draft Statement of Intent for 2022 – 2025.*

7 Review of Election Policies (Group manager, Finance and Corporate Services) (101287)

Council discussed the report "Review of Election Policies".

Resolved

Councillors Julian / Savage

- 1. That the report "Review of Election Policies" be received.*
- 2. That Council adopts the Kawerau District Council Election Signs Policy as presented, effective from 1 June 2022.*
- 3. That Council adopts the Public Communications by Elected Members in a Pre-Election Period Policy as presented effective from 1 June 2022.*

8 2022 Triennial Council Elections (Electoral Officer Dale Ofoske) (101287)

Council discussed the report "2022 Triennial Council Elections".

Resolved

Councillors Kingi / Sparks

- 1. That the report "2022 Triennial Council Elections" be received.*
- 2. That Council resolves to adopt the alphabetical order of candidate names as permitted under regulation 31 of the Local Election Regulations 2001.*

9 Exclusion of the Public

Resolved

Councillors Ion / Rangihika

That the public is excluded from the following part of the proceedings of this meeting, namely:

1. Confirmation of Minutes of the Ordinary Council Meeting (Confidential) – 22 February 2022
2. NGTA Easement Request – Spencer Avenue (Confidential) (Group Manager, Operations and Services) (407000)
3. Geothermal Zone – Sewer Line Replacement (Confidential) (Group Manger, Operations and Services) (405000)
4. Appointment of Eastern Bay of Plenty District Licensing Committee.

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

General Subject of the 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
1. Confirmation of Minutes of the Ordinary Council Meeting (Confidential) – 22 February 2022 2. NGTA Easement Request – Spencer Avenue 3. Geothermal Zone – Sewer Line Replacement. 4. Appointment of Eastern Bay of Plenty District Licensing Committee.	Maintain the effective conduct of public affairs through the free and frank expression of opinions.	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48 (1) (a) (i)

This resolution is made in reliance on Section 48(1) (a) of the Local Government Official Information & Meetings Act 1987 and the particular interest or interests protected by Section 7 (2) (b) (i) of that Act.

Meeting closed 10.06am

M J Campbell

Mayor

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Minutes of the Extraordinary Meeting of the Kawerau District Council held on Tuesday 12 April 2022 via Zoom, commencing at 10.13am

Present: His Worship the Mayor M J Campbell (Chair)
Deputy Mayor F K N Tunui
Councillor W Godfery
Councillor C J Ion
Councillor B Julian
Councillor Kingi
Councillor R G K Savage
Councillor D Sparks

In Attendance: Chief Executive Officer (R George)
Group Manager, Finance and Corporate Services (P Christophers)
Group Manager, Regulatory and Planning (M Glaspey)
Group Manager, Operations and Services (H van der Merwe)
Communications Manager (T Humberstone)
Acting Economic and Community Development Manager (L Barton)
Administration Officer (T Barnett)

Apologies

Resolved **His Worship the Mayor / Councillor Kingi**

That the apologies from Councillor Rangihika were received.

Declarations of Conflict of Interest

No conflicts of interest were declared.

1 Adoption of Consultation Document for the Proposed Kawerau District Council 2022 / 23 Annual Plan (Group Manager, Finance and Corporate Services) (110400)

Resolved **Councillors Ion / Kingi**

- 1. That the report "Adoption of Consultation Document for the Proposed Kawerau District Council 2022 / 23 Annual Plan" is received.*
- 2. That Council adopts the draft 2022 / 23 estimates and the proposed rates for the Consultation Document; and*
- 3. That Council adopts the Consultation Document for the 2022 / 23 Annual Plan, as presented, for commencement of the special consultative procedure, with submissions closing at 5.00pm on Wednesday 18 May 2022.*

Meeting closed 10.35am

M J Campbell

Mayor

**Kawerau District Council Minutes of an
Audit and Risk Committee held on 5 April 2022
Via Zoom commencing at 1.00pm**

Present: Philip Jones – P J Associates (Chair)
His Worship the Mayor – M J Campbell
Councillor F K N Tunui
Councillor C J Ion
Councillor D Sparks
Councillor A Rangihika

In Attendance: Chief Executive Officer (R George)
Group Manager, Finance & Corporate Services (P Christophers)
Group Manager, Operations & Services (H van der Merwe)
Group Manager, Regulatory and Planning (Michaela Glaspey)
Health and Safety Officer (Paul Snook)
Administration Officer (T Barnett)

Apologies

No apologies were received.

Declarations of Conflict of Interest

No conflicts of interest were received.

1 Occupational Health and Safety Management System Status (Health and Safety Officer) (509500)

The Committee reviewed the Health and Safety Officers report.

Resolved **Councillors Sparks / Rangihika**

That the report "Occupational Health and Safety Management System Status" is received.

2 Treasury Report to 28 February 2022 (Group Manager, Finance and Corporate Services) (110551)

The Committee reviewed the Treasury Report to 28 February 2022.

Resolved **Councillors Ion / Sparks**

That the report "Treasury Report to 28 February 2022" is received.

3 Risk Register – Monitoring Report (Group Manager, Finance and Corporate Services) (201000)

The Committee discussed the report “Risk Register – Monitoring Report”.

Resolved **His Worship the Mayor / Councillor Rangihika**

- 1. That the report “Risk Register – Monitoring Report” is received.*
- 2. That the Audit and Risk Committee concluded no further amendments were needed.*

4 Annual Plan Performance for the 6 Months Ended 31 December 2021 (Group Manager, Finance and Corporate Services) (110400)

The Committee reviewed the Annual Plan Performance for the 6 Months Ended 31 December 2021.

Resolved **Deputy Mayor Tunui / Councillor Sparks**

That the report “Annual Plan Performance for the 6 Months Ended 31 December 2021” is received.

5 Insurance Policies – 2021 / 22 (Group Manager, Finance and Corporate Services) (201000)

The Committee reviewed the Insurance Policies – 2021 / 22 report.

Action Item

Group Manager, Finance and Corporate Services to clarify the insurance available for Elected Members.

Resolved **Chair Jones / Councillor Sparks**

- 1. That the report “Insurance Policies – 2021 / 22” is received.*
- 2. That the Audit and Risk Committee deemed no additional insurance is needed for 2022 / 23.*

Meeting closed 1.59pm

P Jones
Chairperson

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**Minutes of the Regulatory & Services Committee
held on Tuesday, 12 April 2022
via Zoom commencing at 9.00am**

Present: Councillor C J Ion (Chairperson)
His Worship the Mayor M J Campbell
Deputy Mayor F K N Tunui
Councillor B Julian
Councillor S Kingi
Councillor W Godfery
Councillor A Rangihika
Councillor R G K Savage
Councillor D Sparks

In Attendance: Chief Executive Officer (R George)
Manager, Finance and Corporate Services (P Christophers)
Manager, Regulatory and Planning (M Glaspey)
Manager, Operations and Services (H van der Merwe)
Acting Economic and Community Development Manager (L Barton)
Communications and Engagement Manager (T Humberstone)
Administration Officer (T Barnett)

Apologies

No apologies were received.

Declarations of Conflict of Interest

No conflict of interest was declared.

PART A – REGULATORY

1 Monthly Report - Regulatory and Planning Services (340000)

The Committee discussed a report covering Planning, Compliance and Capability activities for the month of March 2022.

Action Item

Group Manager, Regulatory and Planning to provide information on the organisations that re-home dogs for Council.

Resolved

His Worship the Mayor / Councillor Rangihika

That the report on Regulatory and Planning Services activities for the month of March 2022 is received.

PART B – NON REGULATORY

2 Monthly Report - Finance and Corporate Services (211000)

The Committee discussed a report from the Manager, Finance and Corporate Services covering activities for the month of March 2022.

Action Item

Group Manager, Finance and Corporate Services to report on the costs to dispose of asbestos at Central Cove areas of contamination. The report will then be made available to the community.

Resolved

Councillors Sparks / Savage

That the report from the Manager, Finance and Corporate Services for the month of March 2022 is received.

3 Monthly Report - Operations and Services (440000)

The Committee discussed a report from the Manager, Operations and Services covering activities for the month of March 2022.

Action Item

A site visit to be organised for Councillors to inspect the clubrooms at the Maurie Kjar pools.

Resolved

Councillor Kingi / Deputy Mayor Tunui

That the report from the Manager, Operations and Services for the month of March 2022 is received.

4 Monthly Report - Economic and Community Development (Acting Economic and Community Development Manager) (309005)

The Committee discussed a report from the Acting Economic and Community Development Manager covering economic and community activities for the month of March 2022.

Resolved

Councillors Rangihika / Godfery

That the report from the Acting Economic and Community Development Manager for the month of March 2022 is received.

5 BOPLASS Limited – Estimated Savings 2020 / 21 (Chief Executive Officer) (104023)

The Committee discussed a report from the Chief Executive Officer outlining the BOPLASS procurement activities that Council is involved in and the resulting savings.

Resolved

Deputy Mayor Tunui / Councillor Kingi

That the report "BOPLASS Limited – Estimated Savings 2020 / 21" is received.

6 Exclusion of the Public

Resolved

His Worship the Mayor / Deputy Mayor Tunui

That the public is excluded from the following part of the proceedings of this meeting, namely:

1. Proposed Development of Stoneham Park

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

General Subject of the 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
<i>1. Proposed Development of Stoneham Park</i>	<i>1. Maintain the effective conduct of public affairs through the free and frank expression of opinions. 2. To maintain legal professional privilege (s 7(2)(g)).</i>	<i>1. That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48 (1) (a) (i)</i>

This resolution is made in reliance on Section 48(1) (a) of the Local Government Official Information & Meetings Act 1987 and the particular interest or interests protected by Section 7 (2) (b) (i) of that Act.

Meeting closed at 9.41am

C J Ion

Chairperson

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Action Schedule

Meeting Date	Resolution / Action Requested	Action	Status	Comments	Estimated Completion Date
A&R 04.02.20	Council's Risk Maturity - Improvement Programme Arrange KPMG to review Council's Risk Management Maturity profile once the tasks in progress / underway are completed.	GM F&CS	In Progress	Council has now completed all areas recommended for improvement and will be engaging a consultant to further assess Council's risk maturity	April 2022
Council 26.05.20	Results of 2020 NRB Survey Elected Members agreed to review the way in which Council engages community satisfaction.	GM F&CS	Pending	Staff are reviewing alternative methods of measuring community satisfaction for the 2022-23 Annual Plan.	July 2022
R&S 08.02.22	Monthly Report - Regulatory and Planning Services Discuss with New Zealand Police the signage for liquor ban areas and more presence of Police to enforce it.	GM R&P	Ongoing	Approval from NZ Police to include their logo on Liquor Ban Signage. Signage received 9/3/22; arranging installation throughout alcohol ban areas. Meetings arranged with Tristan Murray to meet with Elected Members on a bi-monthly basis. First meeting in April.	April 2022 Complete
R&S 08.02.22	Monthly Report - Operations and Services Update Elected Members on the cleanup of the town's gutters.	GM O&S	In Progress	Discussions with Amenity & Gardens Team is underway. There is a delay due to staff in isolation.	29 April 2022
A&R 05.04.22	Insurance Policies – 2021 / 2022 Provide clarification on insurance for Elected Members.	GM F&CS	In Progress	Group Manager, Finance and Corporate Services is seeking clarification from Insurers and will update Elected Members.	May 2022

Meeting Date	Resolution / Action Requested	Action	Status	Comments	Estimated Completion Date
R&S 12.04.22	Monthly Report - Regulatory and Planning Services Provide further information about the rescue agencies that rehomed the dogs from the pound.	GM R&P	In Progress	An update will be provided to Elected Members.	April 2022
R&S 12.04.22	Monthly Report - Finance and Corporate Services Provide a report to Elected Members on the contaminated areas and the cost to dispose of asbestos. The report will then be made available to the community.	GM F&CS	In Progress	A report will be provided to the May Regulatory & Services Committee meeting.	May 2022
R&S 12.04.22	Monthly Report - Operations and Services Organise a site visit for Elected Members to inspect the clubrooms at the Maurie Kjar pools.	GM O&S	In Progress	A site visit has been organised to follow the April Council meeting.	26 April 2022

Completed Items

Meeting Date	Action	Comments
EC 28.01.22	COVID-19 Protection Framework Inform Community of the different phases of Omicron and stages of the traffic light system.	Links to the Governments COVID-19 website that provides information on the traffic light system are on the front page of Council's website.
Council 29.03.22	His Worship the Mayor's Report Group Manager, Finance and Corporate Services to send a copy of the revised subdivision for Hine Te Ariki / Bell Street to Elected Members	Elected Members were emailed a copy of the revised plan – 29 March 2022 (see separate report)

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OC: Ordinary Council EC: Extraordinary Council A&R: Audit & Risk Committee R&S: Regulatory & Services Committee
 GMF&CS: Group Manager, Finance & Corporate Services GMO&S: Group Manager, Operations & Services
 GMR&P: Group Manager, Regulatory & Planning CE&M: Communication & Engagement Manager
 AECDM: Acting Economic & Community Development Manager

Meeting Council
Meeting Date: 26 April 2022
Subject: His Worship the Mayor's Report
File No. 101400

1 **Purpose**

The purpose of this report is to outline meetings, functions and events that I have hosted, attended and/or participated in from the period Wednesday, 23 March to Tuesday, 19 April 2022.

March


- Meeting with Minister for Emergency Management, Kiri Allan via Zoom
- Mayors Taskforce for Jobs Core Group meeting via Zoom
- Monthly Council Meeting
- Monthly Catch-up with Te Haukakawa (Boycie) Te Rire

April

- Audit & Risk Committee Meeting
- Monthly Regulatory & Services Committee Meeting
- Extraordinary Council Meeting
- Blessing of Signs – Mawake Taupo and Hine Te Ariki
- Housing Committee Meeting

2 **RECOMMENDATION**

That His Worship the Mayor's report for the period Wednesday, 23 March to Tuesday, 19 April 2022 be received.



Malcolm Campbell, JP
Mayor

Meeting: Council
Meeting Date: 26 April 2022
Subject: Dog Registration Fees 2022/23
File No.: 213100

1 Purpose

The purpose of this report is to set the dog registration fees for the 2022/23 financial year in accordance with Council's policy.

2 Background

The dog control and dog registration activities for 2020/21 cost:

Dog Control Activity – direct costs	\$199,341
Overheads (including pound costs)	\$152,347
Dog registration – direct costs	\$30,345
Overheads	<u>\$15,900</u>
Total cost	\$397,933

Revenue:

Registration Fees	\$63,569
Impound Fees	\$5,071
Infringements	\$15,891
Rates	<u>\$313,402</u>
Total	\$397,933

Dog owners funded 21.2% of total costs while ratepayers funded the balance 78.8%.

Some ratepayers (particularly those that don't own dogs) feel that a greater percentage of these costs should be paid for by owners and not ratepayers as dog owners cause the need for this activity (they are exacerbators).

Also, if fees were higher this may reduce the number of dogs in the district and consequently costs. However, higher fees may result in less dogs being registered, which will mean a greater percentage of the costs having to be funded by rates.

The following are the dog registration fees for 2021/22. These fees were last increased (and rationalised) for the first time in at least 10 years in 2019/20.

The 2021/22 fees (including GST) are:

Neutered Dog		\$35.00
Entire Dog		\$70.00
Late payment penalty	50% addition to the fee charged	
Seizure Fee (when dog is removed from the owner's property)		\$80.00
Fee for first impounding		\$80.00
Fee for second impounding		\$110.00
Third and subsequent impounding		\$140.00
Sustenance Fee (Daily)		\$10.00
Microchipping Fee		\$15.00
Replacement Tag Fee		\$5.00
Rehoming Fee		\$10.00

Previously, it had been Council's policy to keep the dog fees low to make the cost of registration affordable and encourage all dog owners to register their dogs.

However, Council has also recently decided that it will increase the fees and charges annually by inflation to avoid significant increases in one year. The annual CPI to 31 December 2021 is 5.9%, but it expected to be higher than this by 30 June 2022.

The fees need to reflect the cost of this service as well as making it administratively simple for dog owners and staff.

If Council was to increase the fees by the annual inflation to 31 December 2021, the fees would be:

Neutered Dog		\$37.00
Entire Dog		\$74.00
Late payment penalty	50% addition to the fee charged	
Seizure Fee (when dog is removed from the owner's property)		\$85.00
Fee for first impounding		\$85.00
Fee for second impounding		\$116.50
Third and subsequent impounding		\$148.00
Sustenance Fee (Daily)		\$11.00
Microchipping Fee		\$16.00
Replacement Tag Fee		\$5.30

Rehoming Fee

\$11.00

Alternatively, Council could increase the dog registration fees by a greater amount to recognise that the fees have not been increased for 3 years and also registration fees are lower than all neighbouring councils.

Council is required to adopt the 2022/23 dog fees and charges prior to the commencement of the year, as well as advertise the fees and charges in June.

The following table lists the dogs fees and charges for other Bay of Plenty councils for 2021/22:

Councils	Opotiki	Whakatane	Rotorua	Tauranga	WBOP	Taupo
Neutered	\$55.00	\$58.00	\$65.00	\$92.00	\$73.00	\$55.00
Entire	\$110.00	\$83.00	\$75.00	\$92.00	\$91.00	\$65.00
Seizure fee (2 nd seizure)	No Fee	No Fee	No Fee	\$100.00	\$100.00 \$200.00	No Fee
Microchipping	\$25.00	\$24.50	\$30.00	\$25.00	\$20.00	\$25.00
Impound Fees						
- First	\$60.00	\$80.00	\$55.00	\$85.00	\$100.00*	\$75.00
-Second	\$100.00	\$90.00	\$165.00	\$125.00	\$200.00*	\$150.00
-Third	\$150.00	\$120.00	\$186.00	\$180.00	\$200.00	\$150.00
Sustenance	\$10.00	\$7.50	\$12.00	\$10.00	\$12.50	\$16.00

*Lower fee if dog registered

NB Some of these councils also have a reduced fee for working and/or rural dogs

3 Options for 2022/23

The following are possible options for the 2022/23 dog fees and charges:

- 3.1 Keep the fees and charges for 2022/23 the same as 2021/22. This option would result in revenue from registration fees of around \$63k.
- 3.2 Increase the current dog registration fees by 5.9% (annual CPI to 31 December 2021). This would result in a further \$3,000 of fee revenue and a corresponding reduction in general rates.
- 3.3 Increase dog fees by greater percentage (say 14%) as no increase for last 3 years, making the registration fees (\$40 neutered and \$80 entire) which would add a further \$7,500 of fee revenue.

Kawerau's dog registration fees are currently lower than all other councils in the Bay of Plenty, but any increase in fees will be a disincentive for dog owners to register their dogs.

For the 2022/23 budget the projected revenue for the dog registration activity has been based on the fees and charges being the same as 2021/22.

4 Policy and Plan Considerations

The Revenue and Financing Policy states all dog registration activity costs and 10% of the dog control activity costs are recovered from users by way of fees and charges.

5 Financial Considerations

If Council adopts either option 3.2 or 3.3, the additional revenue will reduce rates by \$3,000 or \$7,500 to fund the Dog Control activity (when compared with the current fees and charges).

6 Legal Considerations

There are no known legal obligations that would prevent Council from adopting the recommendation. The fees recommended below are in accordance with the Dog Control Act 1996.

7 RECOMMENDATIONS

1. That the report "Dog Registration Fees 2022/23" be received.
2. That Council sets the Dog Registration fees for 2022/23 as follows:

Neutered Dog	\$40.00
Entire Dog	\$80.00
Late payment penalty-applied 2 August 2022	50% addition to the fee charged
Seizure Fee (at the Dog Control Officer's discretion)	\$90.00
Fee for first impounding	\$90.00
Fee for second impounding	\$120.00
Third and subsequent impounding	\$150.00
Sustenance Fee (Daily)	\$12.00
Microchipping Fee	\$20.00
Replacement Tag Fee	\$6.00
Rehoming Fee	\$12.00



Peter Christophers, BBS, ACA
Group Manager, Finance & Corporate Services

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Meeting: Council
Meeting Date: 26 April 2022
Subject: Closure of access way between 8 & 9 Shepherd Road
File No: 408140

1 **Background**

Council received a request from the property owner of 9 Shepherd Road to close the access way between 8 & 9 Shepherd Road to the Tuwharetoa farmland at the rear of the properties.

On 22 February 2022, Council approved the closure of this access way subject to confirmation that it belonged to Kawerau District Council and process had been followed.

2 **Issues for Consideration**

Ownership of this land is confirmed as Kawerau District Council, formerly Kawerau Borough Council. Parcel ID 4368726 with area of 181 m2 is part of land area 105.9 ha.

A public consultation process was undertaken which included a notice at the access way. There were no concerns raised by residents.

3 **Financial Considerations**

There is provision of \$2,500 in the budget for alleyway closures. There will be no cost to Council associated with this closure as the land is already a sealed driveway onto the property.

4 **RECOMMENDATIONS**

1. That the report "Closure of access way between 8 & 9 Shepherd Road" be received.
2. That Council approve closure of the access way between 8 & 9 Shepherd Road and issue a Licence to Occupy Deed, under the provisions of the Reserves Act 1977, to the owner of 9 Shepherd Road for an initial period of five years at a cost of \$1.00 per year payable in advance.


Paula Webb
Corporate Services Manager

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Meeting: Council
Meeting Date: 26 April 2021
Subject: Fees & Charges 2022/23
File Number: 201600

1 **Purpose**

The purpose of this report is to consider and adopt the proposed fees and charges for the 2022/23 financial year. These fees and charges are part of the underlying documents for the 2022/23 Annual Plan.

2 **Background**

Council has to adopt its fees and charges at the beginning of each year apart from those that are determined by legislation (such as infringements). The fees and charges reflect the contributions that are paid by the users of a service as identified in Council's Revenue and Financing policy.

The fees and charges do not have to be consulted with the community, however, some fees and charges have to be advertised, such as the dog fees.

Council recently determined that it would increase fees and charges by inflation each year to avoid significant increases which are usually not well received by the community. The annual CPI to 31 December 2021 was 5.9%.

Council increased its solid waste and cemetery charges in 2020/21, but no other charges. So most fees and charges have remained unchanged for a number of years. Therefore, staff are proposing an 8% increase for cemetery and refuse disposal fees and a 10% increase for other fees (rounded). There is no increase for photocopying fees as these are mostly what are charged nation-wide. Also, the overdue fines for the library have been removed as they act as a disincentive for residents to continue to use the library and usually cost more for collection than the money received.

3 **Fees and Charges – 2022/23**

Attached to this report are the fees and charges for 2022/23.

4 **RECOMMENDATIONS**

1. That the report "Fees & Charges 2022/23" be received.
2. That Council adopts the fees and charges (including GST) for 2022/23.



Peter Christophers, BBS, ACA

Group Manager Finance and Corporate Services

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Appendix

FEES AND CHARGES

Cemetery	2021/22	2022/23
<u>Purchase of Plots</u>		
Adults		
Purchase of each plot 2.45mx 1.25m with Right of Burial in perpetuity	\$1,200.00	\$1,300.00
Children (under 10 years)		
Purchase of each plot 1.52mx 1.37m with Right of Burial in perpetuity	\$600.00	\$650.00
Stillborn Infants/Ashes		
Plot 1.25m x 1.90m provided	\$180.00	\$195.00
RSA		
Plots in the RSA section of the Cemetery are provided free of charge	No charge	No charge
<u>Burial Fees</u>		
Adults	\$490.00	\$520.00
Children (under 10 years)	\$220.00	\$230.00
Stillborn Infants	\$90.00	\$100.00
Second Interment	\$490.00	\$520.00
Ashes	\$90.00	\$100.00
RSA	\$490.00	\$520.00
Weekend or Public Holiday	\$120.00	\$130.00
Miscellaneous		
Exhumation of Casket from the Cemetery	\$610.00	\$640.00
Re-interment of any Casket in the Cemetery	\$430.00	\$450.00
Purchase Niche in Wall of Remembrance	\$70.00	\$75.00
Purchase of Plaque with the Standard Inscription	\$180.00	\$200.00
Permit Fee to install a Plaque in Wall of Remembrance	\$5.00	\$5.00
Headstone Permit	\$5.00	\$5.00
<u>Plans/Reports</u>		
Annual Plan (per copy)	\$20.00	\$22.00
Annual Report (per copy)	\$20.00	\$22.00
Kawerau District Plan (per copy)		
• Mail List Print Version	\$100.00	\$110.00
• Photocopy	\$25.00	\$27.50
Long-Term Plan (LTP - per copy)	\$20.00	\$22.00
NB: These charges only apply to non-residents who are not ratepayers		

Facilities for Hire	2021/22	2022/23
<u>Boyce Park</u>		
Casual Hire (per day)	\$20.00	\$22.00
<u>Circus Paddock</u>		
Hire (per day)	\$40.00	\$44.00
Power Charge (per day)	Actual Cost	Actual Cost
<u>Concert Chamber</u>		
Discounted		
Casual Hire (per hour)	\$11.20	\$12.00
Bulk Hire (20 hours or more – per hour)	\$5.60	\$6.00
Kitchen Hire (per hire/day)	\$20.00	\$22.00
Piano (per hour)	\$2.00	\$2.00
Not Discounted		
Casual Hire (per hour)	\$38.00	\$42.00
Bulk Hire (20 hours or more – per hour)	\$19.00	\$21.00
Kitchen Hire (per hire/day)	\$68.00	\$75.00
Piano (per hour)	\$2.00	\$2.00
<u>Firmin Field</u>		
Casual Hire (per day)	\$20.00	\$22.00
<u>Maurie Kjar Swimming Pool</u>		
Private Hire (per hour)	\$25.00	\$28.00
BBQ Hire (per BBQ) – Small (portable)	\$5.00	\$5.50
BBQ Hire (per BBQ) – Large (Fixed)	\$10.00	\$11.00
<u>Prideaux Park</u>		
Casual Hire (per day)	\$20.00	\$22.00
Pavilion (per hour)	\$10.00	\$11.00
Floodlights (per hour)	\$10.00	\$11.00
<u>Stoneham Park</u>		
Casual Hire (per day)	\$20.00	\$22.00
<u>Tarawera Park</u>		
Casual Hire (per field per day)	\$20.00	\$22.00
<u>Toilets</u>		
Service Fee (per toilet block)	\$40.00	\$44.00
<u>Town Hall</u>		
Discounted		
Casual Hire (per hour)	\$13.20	\$14.50
Bulk Hire (20 hours or more – per hour)	\$6.40	\$7.00
Heating (per hour)	\$12.00	\$13.00
Kitchen Hire (per hire/day)	\$20.00	\$22.00
Spotlights (per day)	\$20.00	\$22.00

Facilities for Hire (cont'd)	2021/22	2022/23
<u>Town Hall</u>		
Not Discounted		
Casual Hire (per hour)	\$44.00	\$48.00
Bulk Hire (20 hours or more – per hour)	\$22.00	\$24.00
Heating (per hour)	\$40.00	\$44.00
Kitchen Hire (per hire/day)	\$68.00	\$75.00
Spotlights (per day)	\$20.00	\$22.00
Piano Hire (per hour)	\$2.00	\$2.00
<u>Recreation Centre</u>		
Discounted		
Casual Hire (per hour)	\$20.00	\$22.00
Bulk Hire (20 hours or more – per hour)	\$10.00	\$11.00
Kitchen Hire (per hire/day)	\$20.00	\$22.00
Not Discounted		
Casual Hire (per hour)	\$66.50	\$73.00
Bulk Hire (20 hours or more – per hour)	\$31.00	\$34.00
Kitchen hire (per hire/day)	\$68.00	\$78.00
<u>Firmin Lodge</u>		
Casual Booking (Hall and Kitchen) – per hour (minimum 4 hours)	\$40.00	\$44.00
Small occupancy (overnight) – per night	\$300.00	\$300.00
Shared occupancy (2 groups) – per night	\$550.00	\$550.00
Sole occupancy (entire facility) – per night	\$960.00	\$960.00

Library Fees	2021/22	2022/23
Interloan Requests (per item)	\$1.50	\$2.00
Lost Book Fee	Actual Cost	Actual Cost
Replacement Library Cards (per card)	\$2.00	\$2.20
Photocopying/Printing (per page) A4 – B&W (per copy)	\$0.20	\$0.20
Photocopying/Printing (per page) A4 – Colour (per copy)	\$1.00	\$1.00
Photocopying/Printing (per page) A3 – B&W (per copy)	\$0.40	\$0.40
Photocopying/Printing (per page) A3 – Colour (per copy)	\$2.00	\$2.00
<u>Overdue Fines</u>		
DVDs (per item per day)	\$1.00	N/C
All other items (per item per day)	\$0.10	N/C
Administration Fee (for overdue items/per item)	\$5.00	\$5.00
<u>Withdrawn Library Items for Sale</u>		
Hardback Books	\$1.00	\$1.00
Softback Books	\$0.50	\$0.50

Library Fees (cont'd)	2021/22	2022/23
Children's Books	\$0.50	\$0.50
Magazines	\$0.50	\$0.50
DVDs	\$2.00	\$2.00

Museum Charges	2021/22	2022/23
Photocopies (per copy):		
Black and White A4	\$1.00	\$1.00
Colour A4	\$2.00	\$2.00
Black and White A3	\$2.00	\$2.00
Colour A3	\$4.00	\$4.00
Laminated photocopies (per copy):		
Black and White A4	\$3.00	\$3.30
Colour A4	\$4.00	\$4.40
Black and White A3	\$4.00	\$4.40
Colour A3	\$7.00	\$7.70
Imagines for publication (per image):		
Local History/Education	\$10.00	\$11.00
Commercial	\$50.00	\$55.00
Digital Scan (per image & includes CD):		
First Image	\$25.00	\$27.50
Additional Imagines (same CD)	\$20.00	\$22.00
Commercial prints (Black & White/Colour):		
6x4	\$10.00	\$11.00
5x7	\$13.00	\$14.30
6x8	\$15.00	\$16.50
8x10 & 8x12	\$24.00	\$26.50
12x18	\$35.00	\$38.50

Landfill and Solid Waste	2021/22	2022/23
Non Recycled Loads		
Bags	\$5.00 (\$15.00 max)	\$5.50 (\$16.00 max)
Cars	\$15.00	\$16.00
All other vehicles (including trailers)	\$15.00 + \$240.00/ tonne	\$16.00 + \$260.00/ tonne
Fully Recycled Loads		
Bags	\$3.00 (\$9.00 max)	\$3.20 (\$10.00 max)
Cars	\$9.00	\$10.00
All other vehicles (including trailers)	\$5.00/m ³ (\$5.00 min)	\$5.50/m ³ (\$5.50 min)

Landfill and Solid Waste (Cont'd)	2021/22	2022/23
Partially Recycled Loads		
Cars	\$10.00	\$11.00
All other vehicles (including trailers)	\$10.00+ \$200.00/ tonne	\$11.00+ \$216.00/ tonne
Green Waste		
Trailers	\$10.00/m ³	\$11.00/m ³
Trucks	\$10.00/m ³	\$11.00/m ³
Other Material		
Soil and broken concrete	\$60.00/tonne	\$65.00/tonne
Tyres – Cars & Utes -Trucks	\$10.00 each \$30.00 each	\$11.00 each \$33.00 each
Timber	\$240.00/tonne	\$260.00/tonne
Contaminated Material	N/A	\$120.00/tonne
Asbestos	N/A	\$190.00 m ³

Miscellaneous	2021/22	2022/23
Rubbish Bin Hire (set of 5 bins per event)		
Serviced	\$75.00	\$80.00
Unserviced	\$40.00	\$43.00

Residual Refuse Bin Charges		2021/22	2022/23
Residual Refuse Bin upgrade to 120-litre			
Month Requested	Months Chargeable	Pro Rata Cost	Pro Rata Cost
July	12	\$60.00	\$60.00
August	11	\$55.00	\$55.00
September	10	\$50.00	\$50.00
October	9	\$45.00	\$45.00
November	8	\$45.00	\$45.00
December	7	\$35.00	\$35.00
January	6	\$30.00	\$30.00
February	5	\$25.00	\$25.00
March	4	\$20.00	\$20.00
April	3	\$15.00	\$15.00
May	2	\$10.00	\$10.00
June	1	\$5.00	\$5.00

Replacement, Lost or Stolen Bin Charges	2021/22	2022/23
120-litre residual wheelie bin	\$10.00	\$11.00
60-litre residual wheelie bin	\$10.00	\$11.00
240-litre green wheelie bin	\$10.00	\$11.00
60-litre recycle crate	\$10.00	\$11.00

Annual Premises Licence and Registration Fees	2021/22	2022/23
Hairdresser's Registration (per annum)	\$90.00	\$100.00
Offensive Trade Registration (per annum)	No charge fixed	No charge fixed

Other Inspection Fees	2021/22	2021/22
Abandoned vehicles	\$200.00	\$220.00
Private Swimming Pool inspection	\$60.00	\$66.00
Services not otherwise listed	Actual Cost	Actual Cost
Specific expertise	Actual Cost	Actual Cost
Building	2021/22	2022/23
Solid Fuel Heater – Free Standing	\$240.00	\$265.00
Solid Fuel Heater – In built	\$300.00	\$330.00
Marquee – Public Use	\$355.00	\$390.00
Marquee – Private Use	\$355.00	\$390.00
Garage/Carport	\$355.00	\$390.00
Garage/Carport – Specific Design	\$470.00	\$517.00
Conservatory (Deck in situ)	\$355.00	\$390.00
Conservatory (New Deck)	\$530.00	\$583.00
Wet area shower	\$355.00	\$390.00
Dwelling Alterations - Minor	\$530.00	\$583.00
Dwelling Alterations - Complex	\$1,100.00	\$1,210.00
Relocated Dwelling	\$700.00	\$770.00
New Dwelling	\$1,480.00	\$1,628.00
Commercial	\$2,370.00 Deposit	\$2,607.00 Deposit
Industrial	\$3,175.00 Deposit	\$3,492.00 Deposit
Industrial Commercial - Alterations	\$875.00 Deposit	\$962.00 Deposit
Certificate of Acceptance	Cost of consent + \$400 penalty	Cost of consent + \$440 penalty
Amendment	\$175.00 Deposit	\$192.00 Deposit

Building - Continued	2021/22	2022/23
Exemption	\$85.00	\$93.00
Exemption (Discretionary)	\$160.00	\$176.00
Compliance Schedule	\$115.00	\$126.00
Certificate of Public Use – with building consent	\$70.00	\$77.00
Certificate of Public Use - lodged after building consent	\$130.00	\$143.00
Extension of time	\$45.00	\$50.00
Extension of time – with inspection	\$100.00	\$110.00
Waiver and Modification	\$145.00	\$160.00
Notice to Fix	\$115.00	\$126.00
Swimming Pool Fencing	\$115.00	\$126.00
BWOF audit – 3 yearly	\$145.00	\$160.00
Processing and Inspection Fee (per hour)	\$115.00	\$126.00
Land Information Memorandum	\$153.00	\$168.00
Project Information Memorandum	\$60.00	\$66.00

Building Infringement Offences and Fees

Council will also impose infringements, offenses and fees (as specified in the Building Regulations 2007) for failing to comply with the following provisions in the Building Act:

Sections 40, 42, 85(1), 85(2)(a), 85(1)(b), 101, 108(5)(aa), 108(5)(a), 108(5)(b), 108(5)(c), 116B(1)(a), 116B(1)(b), 124, 128A(2), 162E, 168(1AA), 168(1), 314(1), 362D(4), 362F(4), 362T(4), 362, 367, 368, 133AU(1), 133AU(2), 133AU(3) and 133AU(5)

Note: Fines and penalties imposed for an offence created by statute are not subject to GST.

Dog Registrations	2021/22	2022/23
Refer to separate report		

Trading in Public Places Fees	2021/22	2022/23
Food Premises:		
Registration Fee – Food Plan	\$150.00	\$165.00
Registration Fee – National Programme	\$150.00	\$165.00
Verification Fee – Food Plan	\$150.00	\$165.00
Plus – if exceeds 3 hours (per hour)	\$50.00	\$55.00
Compliance and Monitoring Fee (per hour) – Food Plan	\$50.00	\$55.00
Hawkers Licences (issued per Bylaws)	\$30.00	\$33.00
Mobile Shops Bylaw Licence (per annum):		
- If trading within the Kawerau District more than once a fortnight on average.	\$280.00	\$308.00
Mobile Shops Bylaw Licence (per annum)	\$120.00	\$132.00

Mobile Shops Bylaw Licence (per month)		
Trading in Public Places Fees - continued	2021/22	2022/23
- If trading within the Kawerau District less than once a fortnight on average.	\$10.00	\$11.00
Miscellaneous Fees		
Event Fees and Charges:		
Amusement Device Permit	\$11.50	\$12.70
Additional Device (each)	\$2.30	\$2.50
NB: The devices certificate of registration must be provided.		
Food Sale Licence (each)	\$10.00	\$11.00
Marquee Building Consent (exceeding 100m ²)	\$58.00	\$64.00
Impoundment of Bicycles, Skateboards or Scooters		
Release Fee	maximum \$50.00	maximum \$55.00
Noise Control		
Impounded stereo release fee	\$100.00	\$110.00
Stock Impounding Fees		
Impounding costs	Actual Costs	Actual Costs
Resource Management Activity	2021/22	2022/23
Land Use Consent:	Deposit*	Deposit*
Notified application (ex cost of advertisement)	\$2,500.00*	\$2,750.00*
Limited notified	\$1,200.00*	\$1,320.00*
Non-notified	\$520.00*	\$572.00*
Boundary Activity – approved by neighbours	\$200.00*	\$220.00*
Change or cancellation of conditions (S127)	\$520.00*	\$572.00*
Extension of approval period (S125)	\$520.00*	\$572.00*
Review of consent conditions (S128)	\$520.00*	\$572.00*
Cost of commissioning report and other costs	Actual cost	Actual cost
Compliance monitoring (per inspection)	\$130.00 per hour	\$143.00 per hour
Certificates of Compliance (S139)	\$130.00 per hour	\$143.00 per hour
Existing use certificate	\$130.00 per hour	\$143.00 per hour
Subdivision Consents:	Deposit*	Deposit*
Notified application (ex cost of advertisement)	\$2,500.00*	\$2,750.00*
Limited notified	\$1,200.00*	\$1,320.00*
Non-notified	\$520.00*	\$572.00*
Each additional lot	\$50.00	\$55.00
Company leases, cross leases, unit title plans	\$520.00*	\$572.00*
Certification of survey plans (S223)	\$130.00*	\$143.00*
Issue of compliance certificate (S224(c))	\$200.00*	\$220.00*
Combined survey plans and compliance certificates	\$250.00*	\$275.00*
Inspections to confirm compliance with conditions S224(c) or S224(f)	\$130.00 per hour	\$143.00 per hour

Resource Management Activity - continued	2021/22	2022/23
Extension, re-approval or variation of scheme plan or land transfer plan	\$520.00*	\$572.00*
Certificate under S226	\$130.00 per hour	\$143.00 per hour
Preparation of bond documents, consent notices, other legal	Actual cost*	Actual cost*
Engineering plan checking and inspection	\$130.00 per hour	\$143.00 per hour
Right of way	\$520.00*	\$572.00*
Plan Changes, Designations, Heritage Orders	Deposit*	Deposit*
Request for plan change	\$4,000.00*	\$4,400.00*
Notice of requirement for designation/heritage order	\$4,000.00*	\$4,400.00*
Alteration, review, renewal of designation/heritage order	\$800.00*	\$880.00*
Waiver of requirement for Outline Plan	\$320.00	\$352.00
Miscellaneous Charges	Deposit*	Deposit*
Planning certificate sale of liquor	\$260.00*	\$286.00*
Overseas investment certificate	\$120.00*	\$132.00*
Certificates requiring Council Seal	\$55.00*	\$60.00*
Requests for Information	Actual Cost	Actual Cost
Processing and Inspection Fee	\$150.00 per hour	\$165.00 per hour

*Additional charges may apply

Meeting: Council
Meeting Date: 26 April 2022
Subject: **Balanced Budget Requirement**
File No.: 201100

1 Purpose

The purpose of this report is to consider Council's reasons for not setting operating revenue at a level sufficient to meet operating expenditure and determining that it is financially prudent not to do so.

2 Background

The Local Government Act 2002 requires Council to ensure that each year's projected operating revenues are set at a level sufficient to meet that year's projected operating expenses, unless Council resolves that it is financially prudent not to do so.

If Council resolves not to balance the budget, it must have regard to:

- a) The estimated expenses of achieving and maintaining the levels of service in the Long Term Plan, including maintaining service capacity and the integrity of assets.
- b) The projected revenue available to fund those expenses.
- c) The equitable allocation of responsibility for funding the assets over their useful lives.
- d) Council's funding and financial policies.

The intent of these provisions is to ensure that adequate and effective provision is made for the ongoing maintenance of service levels.

For 2022/23 Council has budgeted that operating costs will exceed operating revenue by \$337,050.

3 Options Considered

In Council's 2021 - 31 Long Term Plan, Council used the provisions of the Local Government Act to run deficits in the ten years of the Long-Term Plan for the following purposes:

3.1 Non-Funding of Depreciation for Specific Buildings

In 1998/1999, Council implemented and started phasing in the full funding of depreciation in order to comply with legislative requirements. At the time, guidelines issued by the Auditor-General indicated that it would be reasonable for councils not

to fund depreciation on certain assets where they were non-strategic and there was no intention to replace them.

The non-strategic assets (building structures) identified by Council at that time were the following buildings:

- Council Buildings (including Town Hall, Concert Chamber, Library and District Office)
- Tarawera Park Amenity Building
- Recreation Centre
- Swimming Pool
- Depot

In 2001/2002, Council added Pensioner Housing to the list of non-funded buildings.

These buildings remain non-strategic and in addition, the level of utilisation in many cases is significantly below total availability. As a result, it is unlikely that they would be replaced directly in their present form. Also, their replacement may be by rented accommodation or by buildings funded by loans/grants.

The advantage of not funding depreciation on these buildings is that the community is not funding depreciation for assets that are unlikely to be replaced with buildings of equivalent value.

3.2 Non-Funding of Depreciation N Z Transport Agency Funded Roothing and Stormwater

New Zealand Transport Agency (NZTA) contributes significantly to the costs of maintaining and renewing the roads and stormwater assets. Since 1998/1999, the assumption has been made that when roads and stormwater infrastructure are due for renewal, NZTA will contribute towards the cost at the agreed ratio. There is a possibility that this may not occur, but that likelihood is considered to be very low.

The advantage of not funding the depreciation for these activities is that ratepayers are not funding depreciation that is unlikely to be required in the future.

The estimated amount of non-funded depreciation for 2022/23 for these assets is:

- NZTA Subsidy \$787,880
- Buildings \$234,000

The reason Council does not have a deficit for the full amount of the non-funded depreciation is because of the anticipated sales from residential sections.

The Council is currently in a sound financial position and has robust treasury management policies to maintain this position.

4 Policy and Plan Considerations

Non-funding of depreciation on these assets has occurred since 1998/99 and has been included in each Annual Plan and Long Term Plan since then.

5 Significance and Engagement

Consultation on this issue occurred during the preparation of the Long Term Plan 2021 – 2031.

Council has again included this issue in the Consultation Document for the 2022/23 Annual Plan.

5 Financial Considerations

If Council decided to fully fund the depreciation on these assets this would add a further 9.1% to the total rate increase for 2022/23.

Council has acted prudently in not funding the depreciation on these assets which would have resulted in additional reserve funds for these assets which may not have been spent.

6 Legal Considerations

Council is required to set projected operating revenue so that it meets the projected operating expenses for the year, unless Council resolves it is financially prudent not to do so.

7 RECOMMENDATIONS

1. That the report “Balanced Budget Requirement” be received.
2. That Council confirms the decision made in 1998/1999 to continue the policy of not funding depreciation on non-critical and non-strategic assets for 2022/23, as Council believes the reasons for doing so remain unchanged and that this policy is appropriate for the Kawerau District.
3. That Council confirms the decision made in 1998/1999 to continue the policy of not funding depreciation on the portion of Roding and Stormwater assets subject to New Zealand Transport Agency's subsidies for 2022/23, as Council believes the reasons for doing so remain unchanged and that this policy is appropriate for the Kawerau District.



Peter Christophers BBS, ACA

Group Manager Finance And Corporate Services

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**The Ordinary Meeting of the Kawerau District Council
will be held on Tuesday, 26 April 2022
in the Concert Chambers commencing at 9.00am**

A G E N D A

Apologies

Leave of Absence

Opening Prayer

Public Forum

Declarations of Conflict of Interest

1 CONFIRMATION OF COUNCIL MINUTES

1.1 Ordinary Council – 29 March 2022

Pgs. 1 - 5

Recommendation

That the minutes of the Ordinary Council Meeting held on 29 March 2022 be confirmed as a true and accurate record.

1.2 Extraordinary Council – 12 April 2022

Pgs. 7

Recommendation

That the minutes of the Extraordinary Council Meeting held on 12 April 2022 be confirmed as a true and accurate record.

2 RECEIPT OF COMMITTEE MINUTES

2.1 Audit and Risk Committee – 5 April 2022

Pgs. 9 - 10

Recommendation

That the Minutes of the Audit and Risk Committee meeting held on 5 April 2022 be confirmed as a true and accurate record.

2.1 Regulatory and Services Committee – 12 April 2022

Pgs. 11 - 13

Recommendation

That the Minutes of the Regulatory and Services Committee meeting held on 12 April 2022 be confirmed as a true and accurate record.

3 Action Schedule (101120)

Pgs. 15 - 16

Recommendation

That the updated Action Schedule of resolutions/actions requested by Council be received.

4 His Worship the Mayor's Report (101400)

Pg. 17

Recommendation

That His Worship the Mayor's report for the period Wednesday 23 March 2022 to Tuesday 19 April 2022 be received.

5 Dog Registration Fees 2022 / 23 (Group Manager, Finance and Corporate Services) (213100)

Pgs. 19 - 22

Attached is a report requesting Council adopt the dog fees for 2022 / 23.

Recommendation

- 1. That the report "Dog Registration Fees 2022 / 23" be received.*
- 2. That Council sets the Dog Registration fees for 2022/23 as follows:*

<i>Neutered Dog</i>	<i>\$40.00</i>
<i>Entire Dog</i>	<i>\$80.00</i>
<i>Late payment penalty-applied 2 August 2022 50% addition to the fee charged</i>	
<i>Seizure Fee (at the Dog Control Officer's discretion)</i>	<i>\$90.00</i>
<i>Fee for first impounding</i>	<i>\$90.00</i>
<i>Fee for second impounding</i>	<i>\$120.00</i>
<i>Third and subsequent impounding</i>	<i>\$150.00</i>
<i>Sustenance Fee (Daily)</i>	<i>\$12.00</i>
<i>Microchipping Fee</i>	<i>\$20.00</i>
<i>Replacement Tag Fee</i>	<i>\$6.00</i>
<i>Rehoming Fee</i>	<i>\$12.00</i>

6 Closure of Access Way between 8 and 9 Shepherd Road (Corporate Services Manager) (408140)

Pgs. 23

Attached is a report requesting the Council confirm the closure of the access way between 8 and 9 Shepherd Road.

Recommendations

- 1. That the report "Closure of access way between 8 and 9 Shepherd Road" be received.*
- 2. That the Council approve closure of the access way between 8 and 9 Shepherd Road and issue a Licence to Occupy Deed, under the provisions of the Reserves Act 1977, to the owner of 9 Shepherd Road for an initial period of five years at a cost of \$1.00 per year payable in advance.*

7 Fees and Charges 2022 / 23 (Group Manager, Finance and Corporate Services) (201600)

Pgs. 25 - 35

Attached is a report requesting Council approve the fees and charges for 2022 / 23.

Recommendations

- 1. That the report "Fees and Charges 2022 / 23" be received.*
- 2. That Council adopts the fees and charges (including GST) for 2022 / 23.*

8 Balanced Budget Requirement (Group Manager, Finance and Corporate Services) (201100)

Pgs. 37 - 39

Attached is a report requesting that Council confirm the decision not to set operating revenue at a level to cover operating costs.

Recommendation

- 1. That the report "Balanced Budget Requirement" be received.*
- 2. That Council confirms the decision made in 1998/1999 to continue the policy of not funding depreciation on non-critical and non-strategic assets for 2022/23, as Council believes the reasons for doing so remain unchanged and that this policy is appropriate for the Kawerau District.*
- 3. That Council confirms the decision made in 1998/1999 to continue the policy of not funding depreciation on the portion of Roothing and Storm water assets subject to New Zealand Transport Agency's subsidies for 2022/23, as Council believes the reasons for doing so remain unchanged and that this policy is appropriate for the Kawerau District.*

9 Exclusion of the Public

Recommendation

That the public is excluded from the following part of the proceedings of this meeting, namely:

1. **Confirmation of Minutes of the Ordinary Council Meeting (Confidential) – 29 March 2022**
2. **Confirmation of Minutes of the Regulatory and Services Committee Meeting (Confidential) – 12 April 2022**
3. **Rates Remission Review for 2022 / 23**
4. **Development of Hine Te Ariki Subdivision and Construct of Stand – Alone Retirement Unit**

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

General Subject of the 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
1. Confirmation of Minutes of the Ordinary Council Meeting (Confidential) – 29 March 2022 2. Confirmation of Minutes of the Regulatory and Services Committee Meeting (Confidential) - 12 April 2022 3. Rate Remission Review for 2022 / 23. 4. Development of Hine Te Ariki Subdivision And Construct of Stand-alone Retirement Unit.	<i>Maintain the effective conduct of public affairs through the free and frank expression of opinions.</i>	<i>That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48 (1) (a) (i)</i>

This resolution is made in reliance on Section 48(1) (a) of the Local Government Official Information & Meetings Act 1987 and the particular interest or interests protected by Section 7 (2) (b) (i) of that Act.

R B George
Chief Executive Officer