

SCHEDULE OF

Fees and Charges

1 JULY 2026 – 30 JUNE 2027

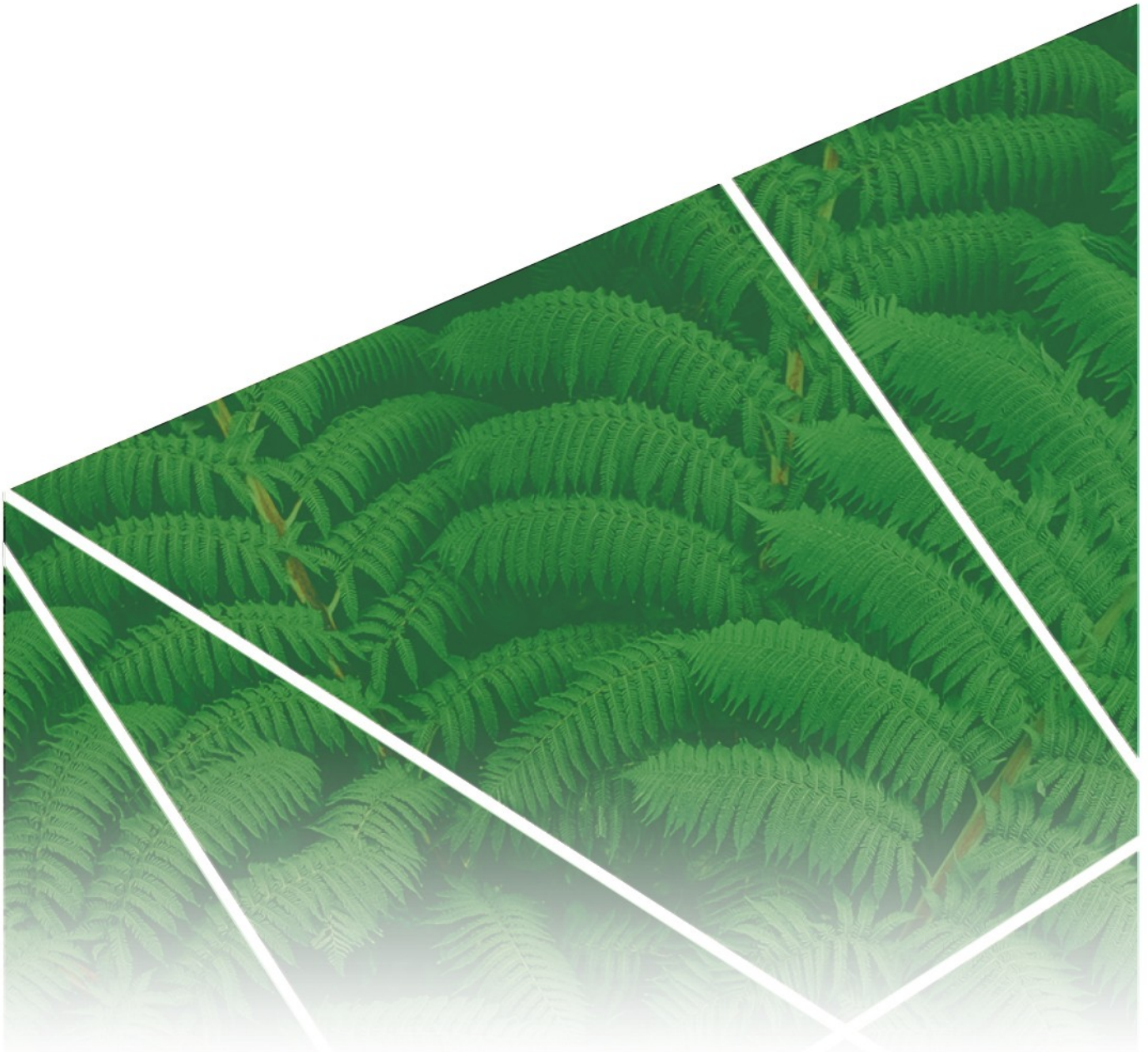


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Note: If a fee or charge for a Council service is not specifically listed in this schedule the charge or fee will be the total of the actual cost of materials, and officer time incurred to provide the service and GST.

Administration/miscellaneous

Cost recovery rates

	2026/27
1 Technical Administration Officer (cost per hour)	\$150.00

Photocopying

2	Black and white copying up to 10 pages (per side)	\$0
3	Black and white copying 11 pages or more (per side)	\$0.10
4	Colour copying A4 (per side)	\$0.20
5	Colour copying A3 (per side)	\$0.40

Property Information Request

The charges below relate to a Property Information Request (PIR) a compilation of information held by Upper Hutt City Council in relation to a specific property. This may include, where available, residential property records such as building consents, permits, floor plans, drainage plans, and building specifications.

Property Information Requests are charged per property. All requests for non residential (e.g rural, commercial, industrial) and complex residential buildings will be carried out by Upper Hutt City Council Building Control Services Team at full cost recovery (refer Perusal Fee).

All other standard residential requests (eg 2+ documents) will be charged on an hourly rate basis.

6	On a USB stick (per stick)	\$39.00
	Additional files: \$29, \$19, then \$9 each	
7	Delivered electronically (each)	\$35.00
8	Paper copy (NEW)	\$33.00

Other

9	Rainwater tanks (per tank)	\$128.00
10	Debt collection fees to be fully reimbursed. (All costs incurred in Council initiated debt collection action may be recovered from the debtor involved).	

Akatārawa Cemetery

Plots

	2026/27
11 Adults (all burials)	\$1,195.00
12 Children 0 – 17 years (all burials)	\$0
13 Ashes (plaque and memorial)	\$428.00
14 Ashes – memorial garden	\$753.00
15 Service personnel in service sections	\$0
16 Issue of duplicate grant	\$0
17 Transfer of grant per plot	\$0
18 Monumental trees	\$1,710.00

Interment (includes 2nd interments)

19 Adults (plaque and monumental)	\$1,100.00
20 Children 0 - 17 years	\$0
21 Ashes	\$142.00
22 Indigents (certified)	\$126.00
23 Memorial permits	\$37.00
24 Service personnel in service sections (ashes)	\$142.00
25 RSA interment	\$1,093.00

Maintenance in perpetuity

	2026/27
26 Adults (plaque and monumental)	\$885.00
27 Children 0 - 17 years	\$0
28 Service personnel in service sections	\$0
29 Ashes	\$351.00
30 Memorial gardens	\$507.00

Out of district fee

31 Adults	\$1,528.00
32 Children under 17 years	\$0
33 Service personnel in service sections	\$1,407.00
34 Ashes	\$1,019.00

Extra charges included under interment

35 Oversized caskets (adults only)	\$312.00
36 Double depth (usually 45cm)	\$160.00
37 Triple depth (usually 90cm)	\$256.00
38 Lowering device and burial mats	\$103.00
39 Weekend or holiday grave digging, including RSA personnel	\$289.00

Saturday interments (8am to 1pm)

40 Burials	\$282.00
41 Ashes	\$129.00

Disinterment

		2026/27
42	Body	\$1,196.00
43	Ashes	\$99.00

Re-interment

44	Adults	\$1,196.00
45	Children 0 – 17 years	\$0

Book of Remembrance

46	Two-line entry	\$139.00
47	Additional four lines (per line)	\$51.00
48	Next four lines (per line) (maximum eight additional lines)	\$128.00

Building Services

Digital Lodgement Fees

These fees are not set by Council and are collected on behalf of third-party suppliers. The fee applies to all application types listed below, including applications lodged outside the Building Consent portal.

	2026/27
49 Building Consent (NEW)	\$145.00
50 Amendment to Building Consent (NEW)	\$145.00
51 Certificate of Public Use (NEW)	\$145.00
52 Certificate of Acceptance (NEW)	\$145.00
53 Project Information Memorandum (PIM) (NEW)	\$115.00
54 Territorial Authority Discretionary Exemption (NEW)	\$115.00
55 Solid Fuel Burner (NEW)	\$75.00
56 Amendment to Solid Fuel Burner (NEW)	\$75.00
57 Minor Variation (NEW)	\$75.00
58 Remote Inspections (NEW)	\$30.00

Base fee

The base fee is calculated on the estimated building costs (labour + materials) inclusive of GST.

	2026/27
59 \$0.00 - \$5,000 of estimated building costs (includes 1hr processing and 1 inspection)	\$480.00
60 \$5,001 - \$15,000 of estimated building costs (6.2% plus)	\$18.20
61 \$15,001 - \$200,000 of estimated building costs (0.62% plus)	\$856.00
62 \$200,001 and greater of estimated building costs (0.2% plus)	\$1,874.00

Exceptions to the base fee are amendments, fire units, and alternative solutions.

63	Amendments (includes one hour processing, 30 mins admin (additional time charged at \$240.00/hour)	\$315.00
64	Swimming pool fencing building consent (30mins processing and 1 inspection)	\$360.00

Fire units

65	Freestanding (includes one inspection)	\$515.00
66	Fire units In-built or any wetback fireplace (two inspections) NOTE: Fire unit fees cover; allocated processing and inspection, and certification	\$720.00
67	Alternative solutions and bespoke design	At cost
68	External review of specific design reports, fire reports, and alternative solutions	At cost

NOTE: All fire reports are subject to review. In most cases fire reports are sent to our consultant reviewer and costs will be charged to the applicant. Where fire reports are reviewed in-house, a charge of \$226.60/hour applies.

Activity fee (where applicable)

	2026/27
69 Accreditation Levy applies to all applications	\$42.50
70 Completeness check fee applies to all applications for consents and certificates (includes 30 minutes assessment, additional time charged at cost)	\$75.00
71 Application scanning and data entry fees	at cost

Certification fee applies to all applications for building work

72 Residential CCC (includes 1-hour technical time)	\$240.00
73 Commercial CCC (includes 2-hours technical time)	\$480.00
74 Site inspections fees (per inspection)	\$240.00
75 Commercial inspection charge (additional to final inspection when specified systems are included in scope of works) (per hour)	\$240.00
76 Review of old consent files for certification decisions. (base fee includes technical review plus 2 hours processing, additional time charged at hourly cost recovery rates)	\$767.00

Depending on the type of building project the number of inspections will vary. The estimated number of inspections is charged at the application stage, additional fees will be recovered if extra inspections are required.

Levy fee applies only to consents \$20,000 or more in value

Levies are collected on behalf of the Ministry of Business, Innovation and Employment (MBIE), and building research levies on behalf of the Building Research Association of New Zealand (BRANZ). Legislative changes post August 2026 will see the BRANZ and MBIE levies merged into one building levy. These fees will be subject to change once that occurs.

		2026/27
77	Building Research Association if New Zealand Levy applies to consents with building work exceeding \$20,000 (+ GST)	0.1% value of work
78	Building Levy (applies to consents \$65,000 or more in value)	\$1.75 per \$1,000.00 or part thereof
Note: For staged projects, levies are assessed on the total project value		
79	District Plan/Resource Consent Check (30 minutes)	\$117.50

Administration and pre-application meetings

80	Pre-application meetings: (2 hours total officer time free, then charged per hour)	\$233.40
81	Administration fee for refunds on cancelled, lapsed or superseded consents	\$74.70
82	Administration fee (other), hourly rate	\$150.00

Project Information Memorandum (PIM)

The following fees apply for a PIM application: additional time charged at cost recovery rates

83	Simple residential Project Information Memorandum (includes 3 hrs officer time)	\$660.00
84	Multi-residential and commercial Project Information memorandum (includes 3 hrs officer time)	\$720.00
85	Small Stand-alone Dwelling Project Information Memorandum (includes 3 hrs officer time) (NEW)	\$660.00
	Owner Completion Review and Record Update (NEW)	\$220.00

Fees for other applications

86	Certificate of Acceptance applications (project value up to \$19,999) (Building consent fees, levies, completeness check fees, and digital lodgement fees are payable in addition to the fees listed above.)	\$1,030.00
87	Certificate of Acceptance applications (project value over \$19,999) (Building consent fees, levies, completeness check fees, and digital lodgement fees are payable in addition to the fees listed above.)	\$2,060.00
88	Certificate of Public Use application (Includes 1hr processing, 1 inspection and 30mins admin) (additional time charges at cost recovery rates)	\$555.00
89	National multiple-use application (Includes 3hrs processing and 30mins admin) (additional time charges at cost recovery rates)	\$795.00
90	Schedule 1 Territorial Authority discretionary exemption – Minor works (includes 1 hour of processing and 1 hour admin) (additional time charges at cost recovery rates)	\$315.00
91	Schedule 1 Territorial Authority discretionary exemption – Major works (includes 3 hours of processing and 1 hour admin)	\$870.00
92	Owner supplied information – (includes 1 hour of processing)	\$260.00
93	Receipt and filing of records from another authority - (includes up to 1/2 hour associated time)	\$75.00
94	Notice to fix (per hour)	\$240.00

Lodging a change to a Record of Title

95	S72 land subject to natural hazards	\$347.00
96	S77 building over two or more allotments	\$347.00
97	(S72 and S77 include \$130 LINZ fees and 1 hour processing time. Additional charges or changes to LINZ fees will be charged at cost)	at cost
98	Additional Legal fees (per hour)	\$227.00

Building Warrant of Fitness

99	BWOF 1-2 specified systems (includes 30 mins processing) (Time after 30 mins will be charged at cost recovery rates)	\$120.00
100	BWOF 3-8 specified systems (includes 1 hour processing) (Time after 1 hour will be charged at cost recovery rates)	\$240.00
101	BWOF 8+ specified systems (includes 1.5 hours processing) (Time after 1.5 hours will be charged at cost recovery rates)	\$360.00

102	Second and subsequent reminder letters, time related to notice to fix (per hour)	\$220.00
103	Building warrant of fitness audits and inspections (per hour)	\$220.00
104	Amendment to a compliance schedule (per hour)	\$220.00
105	New Compliance Schedule (additional time charged at cost recovery rates)	\$270.00

Earthquake prone buildings

		2026/27
106	Earthquake prone building report/status review (per hour)	\$220.00
107	Earthquake engineer assessment (structural)	at cost

Swimming pools

108	Pool safety audit inspection (includes one-hour, additional time charged at hourly cost recovery rates)	\$220.00
109	Pool reinspection or independent qualified pool inspector (IQPI) report review (includes half hour, additional time charged at hourly cost recovery rates)	\$110.00

Perusal fee

110	Building packet research and/or related tasks	Charged at cost recovery rates
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Building consent list

111	List of building consent applicants for the year to date (per year)	\$92.00
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Cost recovery rates

112	Internal Technical Officer (Building Officer) (per hour)	\$240.00
113	Internal Technical Officer (Senior/Manager) (per hour)	\$260.00
114	Technical Officer - Compliance Officer (per hour)	\$220.00
115	Technical Administration Officer (per hour)	\$150.00
116	Engineer (e.g. fire, structural, geotechnical)	at cost

Finance

		2026/27
117	An administration fee will be added to the total value of rates postponed on the first successful postponement application granted on each rating unit	Actual costs
118	Annually on 30 June interest will be charged in arrears on rates postponed. This will equate to the Council's average cost of borrowing at that date.	Actual costs

H₂O Xtream

Admission

Child

		2026/27	
		Single Pass	10 Trip Pass
119	Child under one	\$2.10	N/A
120	Child under five	\$3.60	\$29.00
121	Children (5 - 14 years)	\$4.70	\$37.00
122	Child membership	\$9.00/week	
123	Group of 10 or more – per child	\$3.70	

Adult

		Single Pass	10 Trip Pass	20 Trip Pass
124	Adult – single	\$6.70	\$57.00	\$94.00
125	Adult membership (allows access to the sauna, steam room, spa pool during hours of availability, in addition to the normal access to both pools)	\$15.00/week		
126	Hotspots only (spa, sauna, steam room) (NEW)	\$6.70	\$57.00	\$94.00
127	Combo – Swim and Hotspots (NEW)	\$10.00	\$90.00	\$160.00
128	Community service - swim and hotspot combo - adult	\$3.60	\$26.00	
129	Disability rate – swim and hotspot combo	\$3.60	\$26.00	

Adults 65 and over

		Single Pass	10 Trip Pass	20 Trip Pass
130	Adults 65 and over – single	\$5.70	\$47.00	\$74.00 (NEW)
131	Hotspots only (spa, sauna, steam room) (NEW)	\$5.70	\$47.00	\$74.00
132	Combo – Swim and Hotspots (NEW)	\$9.00	\$80.00	\$140.00

Family passes

		2026/27
133	Four people, minimum one adult, maximum two adults	\$19.00
134	Four people, slide pass, minimum one adult, maximum two adults	\$33.00
135	Extra family members	\$4.20
136	Extra slide pass	\$4.20

Slides (unlimited use)

		Single Pass	10 Trip Pass
137	Child/Adult	\$5.20	\$47.00
138	Group discount (10 people or more)	\$4.70	NA

Hydrorobics

		Single Pass	10 Trip Pass	20 Trip Pass (NEW)
139	Adult	\$7.80	\$68.00	\$116.00
140	Adult over 65	\$6.70	\$56.65	\$96.00
141	Community service card	\$5.20	\$42.00	\$64.00

Corporate and Government

		Single Pass	10 Trip Pass
142	Adult	\$4.70	\$47.00

Other

143	Adult supervising under five year old		\$0
144	Non-swimming supervising adult of child aged 5 - 15 years		\$0
145	Caregiver of person with disability		\$0
146	Spectators (NEW)		\$2.00

Additional charges

Seasonal programmes and activities may attract charges. Please ask at H₂O Xtream Reception for more information.

Lockers

2026/27

147	Price per four hours of use (\$20 deposit plus \$5.20 cost)	\$5.20
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Private facility hire – payment is advance is required

148	Full facility	\$725.00
149	Full facility with inflatables	\$830.00
150	BBQ facility hire	\$29.00

Lane hire (per lane, per hour)

151	General hire	\$12.50
152	Schools and community group hire	\$9.00
153	Commercial hire	\$42.00

Upper Hutt Schools

Lane Pool

154	Lane Pool (per lane, per hour)	\$8.80
155	School term 1 to 4 (per child (plus lane hire)	\$3.00

Leisure Pool

156	School term 1 to 4 (per child)	\$4.20
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NOTE: For classes with an external instructor, admission allows access to the lane or leisure pool.

Learn to swim

	2026/27
157 Pre-school	\$14.50
158 School age	\$15.50
159 Adults	\$16.50
160 Squad	\$15.50
161 Private one-on-one lessons (all ages) per person/per half hour	\$50.00
162 Assisted lessons (child)	\$21.00

NOTE: Assisted lessons are one-on-one lessons designed to support children with additional needs i.e. where a group class may be a barrier to participation. H2O staff can advise on eligibility.

Flipperball

163 Per season per team (13 games)	\$415.00
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Floorball

164 Per season per team (15 games)	\$310.00
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Holiday programme

165 On-site per day (8.00am – 5.00pm)	\$46.00
166 Off-site day trips per day (8.00am – 5.00pm)	\$56.00
167 On-site after hours per day (before hours: 7.00am - 8.00am)	\$12.50
168 On-site after hours per day (after hours 5.00pm – 6.00pm)	\$12.50
169 On-site after hours per day (before and after hours)	\$21.00

Party hire packages

Package 1 (includes)	\$136.00
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- 2 hours of hire for Party Room
- 10 swim and slide passes for children (5 – 15 years)
- Each additional person is \$7.50 per person

Package 2 (includes)	\$89.00
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- 2 hours of hire for Party Room
- 10 swim only passes for children (5 – 15 years)
- Each additional person is \$3.50 per person

Package 3 (includes)	\$81.00
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- 2 hours of hire for Party Room
- 10 swim only passes for children under 5s
- Each additional person is \$2.50 per person

Add-ons to Packages 1, 2 and 3

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|--|------------------|
| • BBQ facility hire | \$29.00 per hour |
| • Inflatable in the Junior Leisure Pool hire | \$52.00 per hour |

Hire of Meeting/Community Rooms

- | | |
|--|---------------------|
| • Community Room A (the above Party Room without packages) | \$31.00 per hour |
| • Meeting room (by reception) | \$24.00 per hour |
| | \$89.00 per 4 hours |
| | \$165 per 8 hours |

Land Information Memorandum (LIM)

Requests for a Land Information Memorandum (LIM) is a report issued by Council which provides a summary of all the information that local authority has on file about that property, in particular, all works on the property that council has had involvement in.

	2026/27
170 Residential/rural minimum fee	\$460.00
171 Commercial/Industrial minimum fee	\$685.00

Cancellation fee

- 172 If a request is made to cancel a LIM application within 3 working days of the application being lodged, 75% of the lodgement fee will be refunded.

Additional charges

- 173 Additional time per hour (after three hours of compilation of LIM for residential/rural and 4.5 hours for commercial/industrial) \$150.00

Minimum fee covers:

- 174 3 hours officer processing time for residential/rural; 4.5 hours non-residential/rural
Delivery by one of the following methods: USB stick, electronic drop box, or paper (100 pages of printing, additional pages attract an additional charge). Delivery by more than one method or additional LIMs must be ordered with the LIM application.
Note: An invoice will be issued for officer time and/or printing in excess of the amounts included in the minimum fee

Land transport

Street works - Corridor Access Request (CAR) fees

Corridor access request fees cover the costs of administering the CAR process and undertaking the verification inspections of the work.

They have been set to a lump sum for each of the work categories contained within the “National Code of Practice for Utilities’ Access to Transport Corridors” and have been set at a level that reflects the expected workload applicable to each work category.

All CAR’s will attract a fee.

The definitions of each work category are as per the National Code.

	2026/27
175 Non- excavation	\$62.00
176 Minor works	\$160.00
177 Major works	\$290.00
178 Project works	\$1,350.00

Where the inspector is advised that the work is ready for the completion inspection, but the reinstatement has not been completed, a further fee will be charged for each additional inspection.

179 Re-inspection fee (per visit)	\$190.00
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Council is prepared to carry out compaction testing using a soils impact tester on request, the fee will be per visit to site as follows:

180 up to 10 tests (per site visit)	\$129.00
181 10 to 20 tests (per site visit)	\$206.00
182 over 20 tests (per site visit)	over 20 tests is by agreement

Corridor access request (CAR) for subdivision developments

183 Treated as a major work	\$290.00
184 Additional unforeseen inspections would incur an additional charge (per inspection)	\$190.00

To be charged for each re-inspection required where a works completion notice is lodged and when inspected, the works are not completed to Council’s requirements and further inspection is required.

Unauthorised excavation fee

To be charged where an excavation is commenced without proper notification, or a Work Access Permit is being issued. This charge is an addition to the normal CAR fees.

		2026/27
185	Unauthorised excavation fee (per excavation)	\$290.00

Non-conformance fee

To be charged when the work is carried out in a way that fails to comply with the Work Access Permit conditions, and a non-conformance notice is issued as a result. This charge is an addition to the normal CAR fees.

186	Non-conformance fee (per event)	\$300.00
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Bonds

Contractors who have been excluded from having the right to work within the city as described in *clause 4.6.2 of schedule c, attachment 1 – ‘Local Conditions – Hutt City and Upper Hutt City’*, shall be required to pay a bond to Council prior to the CAR being issued.

The bond shall be an amount as calculated by Council as the possible reinstatement of any work which may be left uncompleted by the contractor or may not be completed to standard by the contractor. The bond shall take into account the previous track record of the contractor concerned.

Chip sealing fee

187	A fee to cover the resurfacing of the seals less than four years of age in place of the existing requirement under clause 5.6.4 of the “National Code of Practice for Utilities’ Access to Transport Corridors” – Hutt Valley Local Conditions (per square metre)	\$9.00
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Registration of delegated authority to approve Traffic Management

To cover the administration costs of registering the delegation of a Site Traffic Management Supervisor (STMS) for Traffic Management Plan (TMP) approvals.

188	Registration fee (per STMS/first STMS)	\$145.00
189	Registration fee for an application for two or more STMS made at the same time (first STMS)	\$145.00

190	Registration fee for an application for two or more STMS made at the same time (each subsequent STMS)	\$110.00
191	Registration fee to transfer a current STMS holder's delegation from one company to another (per STMS)	\$75.00
192	Renewal of delegation (per STMS)	\$90.00
193	Renewal of delegation for an application for two or more STMS made at the same time (first STMS)	\$90.00
194	Renewal of delegation for an application for two or more STMS made at the same time (each subsequent STMS)	\$75.00

Note: Delegations are specific to the individual STMS certificate holder and to the company they are employed by at the time of the application.

Overweight permit fees

To cover vetting, issuing, and where appropriate, the bridge supervision for an overweight load that starts and finishes its journey in Upper Hutt City or for a load traversing that for some reason has not had a permit issued by Transit NZ.

		2026/27
195	Single permit - no bridges involved	\$135.00
196	Single permit - fee where structural checking required	\$290.00
197	Additional fee where bridge supervision required	\$335.00
198	Continuous permit	\$270.00
199	Re-issue of identical single permit	\$105.00
200	Re-issue of identical continuous permit	\$105.00

NOTE: The above fees for overweight permits are minimum fees. Actual costs will be charged where the time to process or supervise exceeds the allowed time.

Encroachment licence fee

201	Application fee -To assess, process, and issue an encroachment licence for work carried out within the legal road and parks including but not limited to: - The construction of a structure (e.g. garage, carport or retaining wall), - Erecting a fence or planting vegetation outside the property boundary, - The allocation of an outdoor dining area on a footpath or parking area, - The erection of permanent or long-term signs and advertising hoardings. (Includes 2 hours processing time and half hour administration) (Deposit). Additional time will be charged at \$200 per hour and additional legal fees may apply. and will be charged in accordance with legal fees identified in the Schedule of Fees and Charges.	\$475.00
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202	Annual Fee: Encroachments on parks – based on average land value of parks \$97 per sqm (NEW)	\$97.00 per sqm
203	Annual Fee: Encroachments on roads and other Council land – based on adjoining land value. Calculation for roads / other Council land - value of applicant's land per sqm × encroached area = dollar value. Encroachment fee will be 1% of dollar value with minimum \$200 per year inclusive of GST. (NEW)	Per sqm based on adjoining land value
204	Amendment fee – \$200 deposit – includes staff time and administration charge. (NEW) Additional time will be charged at \$200 per hour. Legal fees may also apply and will be charged in accordance with the legal fees in the Schedule of Fees and Charges. Note: The encroachment license runs with the owner/occupier the encroachment not the land, therefore, any new owner/occupier wishing to take over the encroachment will be charged at the amendment fee rate.	\$200.00 deposit

NOTE:

1. An encroachment is not required for a driveway or standard vehicle crossing. The fee is based on evaluation and processing time, and the associated overheads.
2. Encroachment licences will only be approved as a means of last resort. No encroachment will be approved unless:
 - There is no viable alternative option within the adjacent property
 - The encroachment will not impede the use of Council land or the users of Council land
3. An encroachment may be cancelled at any time if the Council requires the land for Council purposes

Micro-mobility Device Operators

Fee for commercial operators providing micro-mobility devices (e-scooters, e-bikes, etc.) for hire within the road corridor.

		2026/27
205	Application fee - To assess, process, and issue an application by a new operator to provide micro-mobility devices for hire	\$330.00
206	Annual operating fee - To assess existing and on-going compliance with requirements and issue a renewal.	\$165.00

Legal

		2026/27
207	Legal services lawyer	\$226.60
208	External legal input (outsourced work)	Actual cost
209	Disbursements (e.g. photocopying, postage, travel)	Actual cost
210	Official information request (per half hour of staff time) (NEW)	\$38.00
	Staff time will be charged for each half hour or part thereof, where the total time involved exceeds one hour. For more information on when this charge will apply see our Official Information webpage	

Library

		2026/27
211	Replacement membership cards	\$0
212	Reproduction of archival photographs	Actual costs
213	Interloans (per item)	\$13.00
214	Black and white printing and/or copying (per page)	\$0.40
215	Colour printing and/or copying (per page)	\$2.00
216	Overdue books, magazines and audio visual material	\$0
217	Lost or damaged library material (books, DVD's)	Replacement costs
218	Board Game Lending (per game)	\$6.00

Parks and Reserves

Seasons

WINTER PERIOD: 1 April to 31 August

SUMMER PERIOD: October (Labour Weekend) to 31 March

(Subject to grounds maintenance requirements, a transition period between seasons may impact availability during seasonal changeover). Sportsfield fees commence 1 September each year.

Fees and charges for artificial turfs at Maidstone Park

Charges relating to the use of the artificial turfs at Maidstone Park will be set by the respective Trusts.

Maidstone Park sportsfield lights (excluding artificial turfs)

		2026/27
219	Training Lights per season (per training night each week)	\$567.00
220	No 1 & No 2 Field lights	By individual quotation
221	Tennis Courts per hour	\$26.00

Cancellation Policy

Should Council close any facility because of inclement conditions, the hirer shall be entitled to a full refund for casual use only.

Should the hirer cancel or postpone when ground conditions are acceptable with less than 24 hours notice, they shall forfeit 50% of their fee. Where they give three days' notice, they shall forfeit 20% of their fees and where more than one week notice is given, they shall be entitled to a full refund.

Winter codes

Winter codes – seasonal

Maidstone Park sand field

		2026/27
222	Rugby Union (per field)	\$9,743.00
223	Other users	By quotation

Other fields

224	Rugby Union	\$1,930.00
225	Rugby League	\$1,930.00
226	Football	\$1,930.00
227	Junior grounds (under 16) (25% of the senior fee)	\$482.00

Winter codes casual – charge per game*

228	Maidstone Park Sand Field	By quotation
229	Community Organisations	By quotation
230	Commercial operations	By quotation
Other sports fields		
231	Senior	\$117.00
232	Under 16	\$32.75
233	Training areas	By quotation
234	Tournament	By quotation

* If preparation of any sports field is required outside normal working hours, an additional charge of 20% on top of the normal charge will apply.

Summer codes

Cricket - seasonal

		2026/27
235	Barton Oval	\$8,900.00
236	Senior	\$8,500.00
237	Club	\$5,000.00
238	Artificial	\$1,225.00
239	Junior Strips (grass under 16)	\$290.00

Cricket casual – charge per game*

240	Barton Oval senior (with approval of sports field's officer)	\$216.30
241	Barton Oval junior (with approval of sports field's officer)	By quotation
242	Senior/Club	\$150.00
243	Junior strips (grass under 16)	\$38.00
244	Junior rep game on senior strip (if preparation required)	\$64.00
245	Artificial senior	\$75.50
246	Artificial junior	\$22.00
247	Tournament	By quotation

* If preparation of any sports field is required outside normal working hours, an additional charge of 20% on top of the normal charge will apply.

Softball - seasonal

248	Club skin diamond	\$1,782.00
249	Senior grass	\$985.00
250	Junior grass	\$246.00

Softball – casual *

251	Club skin diamond	\$174.00
252	Senior grass	\$109.00
253	Junior grass	\$29.00

*Sundays and Public Holidays - If preparation of any sports field is required outside normal working hours, an additional charge of 20% on top of the normal charge will apply.

Touch

Seasonal - fields are not marked

		2026/27
254	Senior	\$525.00
255	Junior	\$130.00
256	Field marking	By quotation

Casual – fields are not marked

257	Senior	\$45.00
258	Junior	\$19.50
259	Field marking	By quotation
260	Tournament per day, per pitch (marked)	By quotation

Athletics, harriers, orienteering etc.

261	Athletics track, per season	\$3,340.00
262	Casual use by clubs and schools, per day	\$0

Showers and changing rooms

263	Seasonal fee	\$1,025.00
264	Casual use of showers and changing room hire per facility and per day	\$86.50
265	Community Leagues	By quotation
266	Tournaments	By quotation

Schools

267	Casual use of parks areas - no charge. Use of Sports fields - by quotation.	\$0
268	Tournaments	By quotation

Casual bookings

		2026/27
269	Marching day	\$87.50
270	Circus, fair, per day on site	\$185.50
271	Concerts	By quotation
272	Other events	By quotation
273	Commercial use of a park*	3% of gross revenue (ticket sales)

** Where Council provides the facility only and would make available any toilets situated in the park, and access to power (if applicable). Any other services provided will be charged on a cost recovery basis.*

Organised booked picnics (exclusive areas of the parks)

274	Up to 50 persons	\$27.00
275	50 persons plus	\$100.00
276	No charge for casual picnickers	\$0

Regulatory/Compliance Services

Alcohol licensing

Fees set in Alcohol Fees Bylaw 2025. This excludes Managers certificates which are mandated through the Sale and Supply of Alcohol (Fees) Regulations 2013.

TABLE 1: TYPE OF PREMISES.

Licence held or sought	Type of premises	Weighting
On-licence	Class 1 restaurant, night club, tavern, adult premises	15
On-licence	Class 2 restaurant, hotel, function centre	10
On-licence	Class 3 restaurant, other premises not otherwise specified	5
On-licence	BYO restaurants, theatres, cinemas, winery cellar doors	2
Off-licence	Supermarket, grocery store, bottle store	15
Off-licence	Hotel, tavern	10
Off-licence	Class 1, 2, or 3 club, remote sale premises, premises not otherwise specified	5
Off-licence	Winery cellar doors	2
Club licence	Class 1 club	10
Club licence	Class 2 club	5
Club licence	Class 3 club	2

TABLE 2: LATEST LICENSED HOURS.

Type of premises	Latest trading time allowed by licence (during 24-hour period from 6 am to 6 am)	Weighting
Premises for which an on-licence or club licence is held or sought	2 am or earlier	0
	Between 2.01 am and 3 am	3
	Any time after 3 am	5
Premises for which an off-licence is held or sought (other than remote sales premises)	10 pm or earlier	0
	Any time after 10 pm	3
Remote sales premises	Not applicable	0

TABLE 3: NUMBER OF ENFORCEMENTS IN LAST 18 MONTHS.

Number of enforcement holdings in last 18 months (applies to all types of premises)	Weighting
None	0
1	10
2 or more	20

Definitions

Class 1 restaurants – restaurants with a significant separate bar area which, in the opinion of the relevant Territorial Authority (TA), operate that bar at least one night a week in the nature of a tavern, such as serving alcohol without meals to tables situated in the bar area	Class 1 clubs – clubs which, in the opinion of the TA, are large clubs (with 1,000 or more members of purchase age) and which, in the opinion of the relevant TA, operate in the nature of a tavern (for example a large working men's club, combined clubs, or large 'cossie' clubs)
Class 2 restaurants – restaurants that have a separate bar (which may include a small bar area) but which, in the opinion of the relevant TA, do not operate that area in the nature of tavern at any time	Class 2 clubs – clubs which do not fit class 1 or class 3 definitions (for example larger sports clubs, medium sized RSAs, many provincial social clubs)
Class 3 restaurants – restaurants that only serve alcohol to the table and do not have a separate bar area	Class 3 clubs – clubs which, in the opinion of the TA, are small clubs (with fewer than 250 members of purchase age) and which operate a bar for 40 hours or less per week (for example small sports clubs like bowling clubs, golf clubs, bridge clubs, and small RSAs)

Fee category, rating and corresponding costs

The table below shows the application fee and annual fee for the relevant cost/risk rating for a premises.

		2026/27	
Fee Category and Cost/Risk Rating Score		Application Fee	Annual Fee
277	Very low 0-2**	\$468.00	\$224.33
278	Low 3-5**	\$742.83	\$631.00
279	Medium 6-15**	\$1,216.50	\$1,165.33
280	High 16-25**	\$2,023.50	\$2,035.00
281	Very high 26 plus**	\$2,540.83	\$3,037.00

Other licence applications

	2026/27
282 Manager's certificate – new or renewal application**	\$316.25
283 Temporary authority or temporary licence**	\$536.37
284 Extract of register for district licensing committee (DLC)	\$59.75

Special licenses

285 Class 1 **	\$1,575.00
Large size events (400+ attendees), or more than 3 medium events (100 – 400 attendees), or more than 12 small events (less than 100 attendees)	
286 Class 2 **	\$307.00
1 – 3 medium size events (100 – 400 attendees), or 3 – 12 small events (less than 100 attendees)	
287 Class 3 **	\$93.25
1 – 2 small events (less than 100 attendees)	

Other

288 Public notice**	\$149.35
289 Late submission**	\$100.00
290 Licensing inspector hourly rate**	\$283.25
291 Proposed Use Approval: Resource Management Act 1991 and Building Code	\$195.70

Amusement devices and shooting galleries

292 Regulation 11(6)(a) (first device for first seven days or part thereof)	\$11.50
293 Regulation 11(6)(b) ((each additional device for a further period of seven days or part thereof)	\$2.30
294 Regulation 11(6)(c) (for each device for a further period of seven days or part thereof)	\$1.15
Note: Permit fee fixed by Regulation 1978/294	

Dog fees

- Dog fees are not subject to consultation, these have been adopted at the 25 March 2026 Council meeting.
- The fee for a 'responsible owner' represents a significant saving on the general registration fee. 'Responsible owner' status cannot be claimed if paying after 31 July, 2026*. Fee classes SO and SN will change to J or N at that time
- A classified dangerous dog is one that has been declared "dangerous"
- Dogs must be registered before they reach three [3] months of age
- From the age of three [3] months, fee rates are calculated proportionally for the year
- A National Dog Database Levy (per dog) is included in all dog registration invoices

Dog registration

		2026/27	
		Fee if paid by 31 July 2026	Fee if paid after 31 July 2026
295	Disability assistance dog (GD)	\$0	\$0
296	Police dog (PD)	\$58.70	\$87.55
297	Other working dog (RD)	\$104.00	\$155.50
298	Responsible owner (SO)	\$116.00	\$173.00
299	Responsible owner, with desexed dog (SN)	\$104.00	\$155.50
300	General registration (J)	\$173.00	\$259.50
301	General registration, with desexed dog (N)	\$156.00	\$232.50
302	Classified Dangerous Dog (section 31) (K)	\$260.00	\$385.00

Dog impounding

		2026/27
303	First impounding during the year (first during a 12 month period)	\$116.30
304	Second impounding during the year (second during a 12 month period)	\$231.70

305	Third impounding during the year (third during a 12 month period)	\$348.00
306	Seizure fee	\$133.70
307	Daily boarding fee including sustenance (per day)	\$51.50
308	Replacement discs	\$5.15
309	Micro-chipping	\$41.20
310	Administration fee for a permit to keep more than two dogs on a property	\$82.40
311	Transport to pound	\$32.90

Food premises licences

On 31 May 2024, Cabinet approved a new annual levy under the Food Act 2014 for domestic food businesses. Regulations are detailed online: Food (Fees, Charges, and Levies) Amendment Regulations 2024. This is called the Domestic Food Business Levy (the Levy).

The Levy comes into effect from 1 July 2025, and will be gradually introduced over three years specified below (excl GST):

- starting at \$57.50 on 1 July 2025;
- increasing to \$86.25 on 1 July 2026; and
- increasing to \$115.00 on 1 July 2027.

All figures are GST exclusive. GST is to be applied at the time of the billing.

A collection fee of up to \$11.00 (excl GST) can be charged to each business by the TA. This amount is to be retained by the TA and is not payable to the Ministry for Primary Industries (MPI).

		2026/27
312	Ministry for Primary Industries Levy 1 July 2026 (levy plus collection fee of \$11)	\$111.84

Food premises licensed under the Food Act 2014:

313	NOTE: additional time spent on any activity listed below over and above the base time identified will be charged at the rate of \$275 per hour.	\$275.00
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Registration activities

314	Application for registration of Food Control Plan (FCP) based on a template or model issued by Ministry for Primary Industries	\$430.00
315	Application for registration of a business subject to a national programme template	\$275.00
316	Application for renewal of registration	\$275.00
317	Application for amendment to registration	\$275.00

Verification activities

	2026/27
318 Verification of a food control plan based on a template or model issued by MPI (includes one hour of verification activity)	\$275.00
319 Additional inspection fee or Food Control Plan re-audit fee (per inspection)	\$275.00
320 Thermometer	\$29.00

Compliance activities

321 All other services for which a fee may be set under the Food Act (per hour)	\$275.00
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Gambling

322 Class 4 Gambling Venue Consent	\$504.00
323 New Zealand Racing Industries Venues Consent*	\$504.00
324 New Zealand Racing Industries Venues Consent including Class 4 Gambling Venue Consent *	\$816.00

** New Zealand Racing Board (including TAB) venues will also be required to pay a \$155.00 application fee (over and above the consent fee) if they wish to host gaming machines at new or relocating venues.*

Other licence fees

These licence categories relate to commercial premises and activities

325 Camping grounds licence (includes inspection and processing up to 2 hours)	\$635.00
326 Funeral Directors/Mortuaries (includes inspection and processing up to 2 hours)	\$635.00
327 Appearance industry premises registration (includes initial inspection up to 1.5 hours). Additional time will be charged out at \$275.00	\$367.00
328 Additional time for registration/inspection and investigation of justified complaints under the Appearance Industry bylaw	\$275.00
329 Mobile travelling shop	\$334.00
330 Other traders (including offensive trades)	\$128.00
331 Environmental Health Officer (per hour)	\$275.00
332 Technical Administration Officer (cost per hour)	\$150.00

Parking fees

The amount for fines is set at a national level (infringement fee):

	2026/27
333 Not more than 30 minutes	\$20.00
334 More than 30 minutes but not more than 1 hour	\$25.00
335 More than 1 hour but not more than 2 hours	\$36.00
336 More than 2 hours but not more than 4 hours	\$51.00
337 More than 4 hours but not more than 6 hours	\$71.00
338 More than 6 hours	\$97.00
339 Park in an area reserved for disabled persons	\$750.00
340 Park on Broken Yellow lines	\$100.00
341 Parked on loading zone	\$70.00
342 Parked on footpath or cycle path	\$70.00
343 Parked obstructing an entrance or exit of driveway	\$70.00

Skateboarding impounding fees

344 First impounding	\$35.00
345 Second impounding	\$70.00
346 Third or any subsequent impounding	\$105.00

Towing fees

	2026/27
347 Removal/relocating a vehicle by towing and associated costs	Actual cost
348 Towage - 3500kg or less, between the hours of 7am and 6pm, Monday to Friday (not including public holidays)	\$90.20
349 Towage - 3500kg or less, any other time (eg Saturday, Sunday or a public holiday)	\$120.30
350 Towage - more than 3,500kg, between the hours of 7am and 6pm, Monday to Friday (not including public holidays)	\$223.40
351 Towage - more than 3500kg, any other time (eg Saturday, Sunday or a public holiday)	\$343.70

Storage

352	Storage of vehicle at Council facility (per day)	\$15.45
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NOTE: Where the actual fees incurred by Council are higher than the fees shown, actual costs will be charged.

Other fees

353	Seizure of noise equipment	\$292.50
354	Security alarm – daytime attendance	\$257.80
355	Security alarm – after hours attendance	\$333.00

Resource management

The fees and charges structure is designed to enable the recovery of the Council's actual and reasonable costs of providing the particular service. Where the costs incurred by the Council are less than the deposit paid then it will provide a refund of the remaining deposit. Where the actual and reasonable costs incurred exceed the deposit paid the Council will require that an additional charge be paid. Council is empowered to impose an additional charge in such circumstances by section 36(3) of the Resource Management Act. In these instances, the Council will charge for the actual time and costs involved.

Subdivision

	2026/27
356 Controlled Activity Subdivision (includes seven hours processing and one hour administration) (Deposit)	\$1,795.00
357 Boundary Adjustment Subdivision where no additional titles are created (includes 3 hours processing time and half hour administration) (Deposit)	\$780.00
358 All other subdivision applications excluding controlled activity subdivisions (includes 10 hours processing and one hour administration) (Deposit)	\$2,500.00
359 Additional deposit fee for minor land use infringements associated with a subdivision application (includes two hours processing time) (Deposit)	\$470.00
360 Updating existing cross lease flats plans (includes three hours processing time and half hour administration costs) (Deposit)	\$780.00

Subdivision certification fees

361 Section 223 Certification (includes three hours processing time and half hour administration costs) (deposit)	\$780.00
362 Section 224(c) and/or S224(f) Certification (includes six hours processing time and one hour administration costs) (deposit)	\$1,560.00
363 Combined s223/224 Certifications where applied for at the same time (includes nine hours processing time and one hour administration costs) (deposit)	\$2,265.00
364 Section 223 and 224(c) and (f) Certification for updates to cross leased flats plan and boundary adjustments (includes two hours processing time and half hour administration costs) (fixed)	\$545.00

Land use consents and other requirements

2026/27

365	All land use consent applications excluding tree trimming/removal (includes six hours processing and one hour administration time). A charge for one hour of consent monitoring is also included in the fee. Additional charges will be applicable should additional monitoring be required. (deposit)	\$1,750.00
366	Tree removal or trimming, including Notable trees (non-notified only) (fixed)	\$385.00
367	Consent monitoring (additional charges) (per hour)	\$235.00
368	Application for Resource Consent Exemption for boundary activities (s87BA of the RMA). This fee includes three hours administration costs (fixed)	\$450.00
369	Application for Resource Consent Exemption for marginal or temporary rule breaches (s87BB of the RMA). This fee includes three hours administration costs (fixed)	\$450.00

Notification fees

370	Limited notification applications (includes 20 hours processing and five hours administration. Additional time will be charged where appropriate). Additional charges will be applicable should monitoring be required. (deposit)	\$5,450.00
371	Notified applications (includes 40 hours processing time and eight hours administration. Additional time will be charged where appropriate). Additional charges will be applicable should monitoring be required. (deposit)	\$10,600.00

Hearings fees

		2026/27
372	Per Councillor (prevailing hourly rate as set by the Remuneration Authority) (per hour)	\$104.00
373	Councillor sitting as chairperson (prevailing hourly rate as set by the Remuneration Authority) (per hour)	\$130.00
374	Per Commissioner*	Actual cost
375	Hearings Committee Advisor (per hour)	\$150.00

**The actual and reasonable costs of Commissioner(s) time in preparing for and sitting at hearings, and writing up of hearings decisions will be recovered.*

Other consent fees

376	S127 Variation to Consent Condition or s221 Variation to Consent Notice Condition (includes three hours processing and half hour administration) (deposit)	\$780.00
377	Uplifting building line restrictions (fixed)	\$300.00
378	Changes to easements (includes two hours processing and half hour administration. Additional time will be charged where appropriate) (deposit)	\$545.00
379	Outline Plan of Works (includes six hours processing and one hour administration). A charge for one hour of consent monitoring is also included in the fee. Additional charges will be applicable should additional monitoring be required (deposit)	\$1,720.00
380	Outline plan waiver. This fee includes two hours processing and half hour administration costs (deposit)	\$545.00
381	Certificate of Compliance or Existing Use Rights Certificate (includes four hours processing and half hour administration) (deposit)	\$1,015.00
382	All other certification under the Resource Management Act (includes six hours processing and half hour administration) (deposit)	\$1,485.00
383	Right of way applications (includes three hours processing and half hour administration) (deposit)	\$780.00

384	Preparation and execution of a bond (includes two and a half hours admin time and half hour Council lawyer time) (deposit)	\$480.00
385	Registration of variation of consent notice (includes one and a half hour processing by Council lawyer) (deposit), plus any disbursements including LINZ fee	\$406.00
386	Monitoring charge for permitted forestry activities under the National Environmental Standards (based on two hours officer time) (fixed)	\$470.00
387	Review and execution of easements (includes two hours administration officer time) (deposit)	\$300.00
388	Document review and execution/sealing (fixed) plus disbursements if any (includes one hour processing by Council Lawyer and half hour administration)	\$300.00
389	Urgency fee for urgent requests for document signing or registration of instruments. Fee is per document. (fixed)	\$200.00

District plan

		2026/27
390	Application for changes or variations to district plan (actual charge is based on time and cost involved) (deposit)	\$7,950.00

Designations

	Notice of Requirement for new designation or alteration of existing designation (actual charge is based on time and cost involved) (deposit)	\$3,300.00
391		
NOTE: Council will provide an estimate of costs at the time an application is received		
392	Removal of existing designation (deposit)	\$1,133.00

Cost recovery rates

393	Planner and Advisers (per hour)	\$235.00
394	Technical Administration Officer (per hour)	\$150.00
395	External specialist consultant	Actual cost
396	Disbursements (e.g. photocopying, postage)	Actual cost

Solid Waste - recycling

Clothing recycling bins

	2026/27
397 Application fee for Encroachment Licence to locate clothing bin on Council property (each application)	\$71.00
398 Annual charge for having a clothing bin on Council property (each bin)	\$244.00

Litter infringement fees

The following fees apply for the first offence of leaving litter in a public space, or on private land, without the occupier's consent, or as stated in the Solid Waste Management and Minimisation Bylaw 2020.

399	Minor littering offence - A single bag of refuse, or small items. Includes, but not limited to the following types of waste items: Cigarette butts, confectionary wrappers/paper, chewing gum, take-away food containers/wrappers, Fish & Chip papers, aluminium can(s), or plastic drink bottle(s).	\$100.00
400	Medium littering offence - Up to four shopping bags, or two refuse bags, or large items. Includes, but not limited to the following types of waste: Single-use disposable personal hygiene and health products such as nappies, sanitary items and condoms - due to their health risk; Domestic or commercial waste in, or by, public litter bins, clothing bins, or recycling stations; Use of unofficial (non-Council) refuse bags, small amounts of debris from an unsecure load (truck or trailer) – e.g. paper, a single small item, grass clippings, and dust.	\$200.00
401	Major littering offence - Any large volume of waste, green waste, or car parts. Four or more refuse bags, or multiple large items, or piles of rubbish covering an area over 1.5m ² . Includes, but not limited the following types of waste: Items that pose a serious health risk; Any other litter as defined in the Litter Act 1979, or not defined as minor or medium littering above. The Litter Act 1979 defines the depositing of glass or glass bottles (or broken glass or bottles) as a dangerous form of litter and thus it is considered by Council as a major littering offence.	\$400.00

NOTE: The decision whether to issue an infringement notice for major littering, or to refer the matter to the District Court, will be determined on a case-by-case basis, based on the severity and malicious intent of the alleged offence.

402	Subsequent offence within a 365-day period	\$400.00
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NOTE: Any infringement notice cannot exceed \$400. For cases taken to Court the maximum fine is \$5,000 for an individual, or \$20,000 for a body corporate. For litter considered to be dangerous, toxic and/or infectious the maximum fine is \$7,500 and/or imprisonment for a term not exceeding one month. In the case of a body corporate, the maximum fine is \$30,000.

Litter Infringement Terms, and late payment: If the first infringement notice remains unpaid after 28 days, or has not been appealed, a 28-day reminder is issued under the Summary Proceedings Act 1957. If this remains unpaid, and has not been appealed, the matter is referred to the Ministry of Justice for collection, and costs will be incurred.

Trade waste

Note: Charged by Hutt City Council

Administration of trade waste consents

The management of the Trade Waste Consents is undertaken by the Hutt City Council who, as the Wastewater Authority, administers the Hutt Valley Trade Waste Bylaw 2006 on behalf of both councils. As such, consultation on the trade waste fees and charges is run by the Hutt City Council. Please approach Hutt City Council if you would like to discuss these fees and charges.

Trade waste consent charges are payable by all businesses with consents to discharge trade wastes into the Hutt Valley wastewater system. The scale of consent charges has been set to provide for the recovery of trade waste administration, monitoring, and inspection costs. Some dischargers may generate sufficient wastes to also merit paying trade waste user charges.

The trade waste user charges may vary annually due to variations in plant operational costs indices such as gas prices or electricity.

Note: Feedback on and queries regarding the amount of Trade Waste charges should be directed to Hutt City Council at:

Hutt City Council
30 Laings Road
Lower Hutt

Phone: (04) 570 6666

Te Kaunihera o Te Awa Kairangi ki Uta

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