

Significant financial forecasting assumptions

The financial forecasts within this Draft Annual Plan are based on a range of assumptions about our future situation – in particular, assumptions that impact on our revenue and expenditure levels. The forecasting assumptions listed in this plan reflect the assumptions within the Long Term Plan 2012–2022 applying to 2014/15; and have been updated where appropriate. For a complete list of the long-term forecasting assumptions, refer to the Long Term Plan 2012–2022 which is available on our website: www.nrc.govt.nz/ltf

Schedule 10 of the Local Government Act 2002 requires the council to identify the significant forecasting assumptions and risks underlying the financial information set out in the Long Term Plan. Where there is a high level of uncertainty, council must state the reason for that level of uncertainty and provide an estimate of its potential effects on the financial estimates provided. The level of uncertainty is determined by reference to both the likelihood of the occurrence and the financial materiality.

Each year council reviews its position from the intentions signalled in the Long Term Plan 2012–2022. Where revised prospective financial statements have been issued, we have provided an explanation of the changes.

The financial forecast information disclosed is future focused for the purposes of the Financial Reporting Standard FRS–42: Prospective Financial Statements and accordingly, there are a number of budget assumptions that, at the time of preparing the forecast information the council reasonably expects to occur. These assumptions are necessary as the Long Term Plan covers a 10 year period and to ensure that there is a

consistent and justifiable basis for the preparation of the financial forecasts.

The information presented in prospective financial statements is by definition uncertain and its preparation requires the exercise of judgement. Events and circumstances may not occur as expected or may not have been predicted. In addition, the council may subsequently take actions which differ from the intended courses of action on which the prospective financial statements were based. Actual financial results may be materially different to the forecast financial information presented in this plan.

The council has assumed that the actual results for the 2013/2014 financial year are largely in accordance with the Annual Plan 2013/2014 (second year of the Long Term Plan 2012–2022).

The council has a reasonable and supportable basis for the determination of assumptions underlying these prospective financial statements. The realisation of assumptions may have a direct impact on resulting rates and funding requirements. The information in these financial statements may not be appropriate for purposes other than those described.

The prospective financial statements were authorised for consultation on 11 March 2014 by council resolution. The council is responsible for the prospective financial statements presented, including the appropriateness of the assumptions underlying the prospective financial statements and all other required disclosures.

General assumptions

| Assumption and impact of assumption | Risk | Likelihood | Financial impact | Impact of risk |
|---|---|---------------|--|--|
| <p>The Northland economy will take longer to recover than in other parts of New Zealand, in terms of employment and the real estate market.</p> <p>Over the 10 year period from June 2012 to June 2022, we had assumed a slower gross domestic product (GDP) growth rate of 1.5%.</p> <p>However Northland's GDP growth has been stronger than expected (around 3% in both 2011/12 and 2012/13 financial years). We are therefore now assuming that the 2013/14 GDP growth figure will be around 3% as well.</p> | The current recovery stalls, is slower than expected or significantly deepens. | Low to medium | A 1 % reduction in general rating revenue in 2014-15 is \$133,137, equivalent to 0.4% of our total operating budget. | A slow economy has the effect of perpetuating affordability issues and potentially resulting in increased rating arrears. |
| <p>Population growth will remain slow; also assuming 2.4% increase in the number of separately used or inhabited parts of a property and rating units (SUIP's/RU's).</p> <p>Impact: No additional expenditure has been provided in this plan for addressing issues related to population growth.</p> | Population growth and/or growth in properties will be significantly different from projected. | Low | Low This equates to an increase of 2037 SUIP's/RU's in 2014/15. The average general rate per SUIP/RU is \$173.61. If the projected 2.4% increase in SUIP/RU did not eventuate the average general rate would be \$177.71. | Short term population changes have very little impact on regional council services. Existing resources have generally coped with service demands without major adjustments. A greater demand for public transport services may result in the urban areas, particularly Whāngārei, as it is likely to expand at a greater rate than other areas within the region. |
| <p>Resource consents Conditions for existing resource consents held by council will not be significantly altered. Any resource consent due for renewal during the year will be renewed accordingly.</p> | Conditions of resource consents are altered significantly. Council is unable to renew existing resource consents upon expiry. | Low | Low | The final effect of any change to resource consent requirements would depend upon the extent of the change. A significant change in requirements could result in the council needing to spend additional funds to enable compliance. Generally, the council considers that it is fully compliant with existing resource consents and does not contemplate any material departure from these requirements over 2014/15. |

| Assumption and impact of assumption | Risk | Likelihood | Financial impact | Impact of risk |
|---|--|------------|------------------|---|
| Changes to council's business There will be no significant change to council business dictated by as yet unknown/unconfirmed legislation or central government policy change. | Changes to council business significantly alter operations and activities carried out by council. | Medium | Low | The final effect of any change to council's business would depend upon the extent of the change. A significant change could result in the council altering its activities or spending additional funds to enable compliance. Council has made some adjustments this year, e.g. adjusted its SOE monitoring in anticipation of the Environmental Reporting Bill, to minimise the likelihood of significant changes being required. |
| Local government reorganisation in Northland won't happen before 1 November 2015. For the purposes of this Annual Plan, it is assumed that the council continues to exist for the period 2014/15. We have assumed that the financial costs associated with the proposed reorganisation and any transition (should that occur during this financial year) are able to be met using existing council cash, investments (including income) and reserves and will not have any material effect on the overall financial forecasts in this plan. We have assumed that council uses a mix of staff and contractors to deliver the services and activities as per the council's LTP and Annual Plan. | Council ceases to exist. (The timing and extent of any changes is not certain. However if change occurs it is probable that the council will cease to exist.) Council may incur costs associated with referendum / poll during 2014/15 and may be in the early stages of a transition phase with consequent financial costs. The council's ability to retain and recruit staff is likely to be affected and may impact on levels of service. | Medium | Low | Delivery of services and funding will become a matter for the new council if council ceases to exist. The rating arrangements provided for in council's LTP revenue and financing policies and funding impact statements continue to apply. Council will work with any transition body on the transition change management plan to implement any final proposal, including delivering services and activities as per the council's LTP and Annual Plan. Variations to long term budget forecasts and levels of service may be required before the first long term plan of the new council. |

| Assumption and impact of assumption | Risk | Likelihood | Financial impact | Impact of risk |
|---|---|------------|------------------|---|
| <p>Any indirect impacts of the Emissions Trading Scheme through price increases being passed on to council are assumed to be covered by council's inflation assumptions.</p> <p>The direct impact of the Emission Trading Scheme is that council will be required to replant its forestry holdings after any harvest. The council's forestry management plan prescribes this approach. Council has received Emission Trading Scheme credits to financially compensate for this requirement.</p> | Changes in government legislation result in charges greater than the budgeted expenditure. | Low | Low | Any annual changes to the Emission Trading Scheme will not have any material effect on the overall financial forecasts in this plan. |
| <p>Climate change impacts Climate change will match the Ministry for Environment's climate change predictions, which are based on recommendations from the International Panel on Climate Change (IPCC).</p> | Changes in government legislation result in charges and revenue significantly different from estimated impacts of the Emissions Trading Scheme. | Medium | Low | Variations to long term budget forecasts and levels of service will be required and will be addressed by subsequent long term plans. |
| <p>Budget provision will be adequate to address costs arising from natural disasters.</p> <p>Council holds insurance for its assets, including the Awanui River Flood Management Scheme. In addition council holds a reserve titled the Land Management Reserve that is intended to have a long term balance of \$1.5 million, which if required, may be utilised to fund emergency works.</p> | Natural or other hazard emergencies require work that cannot be funded out of normal budgetary provisions. | Low | Medium | The council's financial position is strong enough to fully replace all infrastructure assets in the case of an event causing total destruction. |

Financial assumptions

| Assumption and impact of assumption | Risk | Likelihood | Financial impact | Impact of risk |
|---|---|---------------|---|--|
| Inflation Council has adjusted base financial projections to reflect the estimated impact of inflation. Council has used a base increase of 2.4% on operating expenditure determined by using Business and Economic Research Ltd.'s (BERL) projected expectation of inflationary effects on local authority expenditure. | The actual rate of inflation varies from the assumed rate of inflation. | Low to medium | Low to medium 1% increase in inflation over and above the BERL rates will increase council's total operating expenditure by \$284,172. Should operating expenditure increase and council is not able to achieve savings to offset the increase it is likely there will be a proportional impact on all of council's funding sources in the following year. | Inflation is affected by external factors, most of which are outside of council's control and influence. Actual individual indices will at times vary from what has been assumed in this plan. The council has relied on the Reserve Bank's use of monetary controls to keep inflation within the 1% to 3% range. |
| Forecast return on council investments <ul style="list-style-type: none"> Cash investments Interest income derived from cash deposits is calculated upon an assumption 2.9% per annum for current/call accounts and 3.25 -6.25% for term deposits. Stocks and bonds (fixed) investments Interest income derived from fixed Investments is calculated at the relevant coupon rate until maturity of such investment. Reinvestment into Fixed Investments has had interest calculated at 4.71-6.25% per annum. | Actual interest rates vary from those projected. | Low to medium | Low to medium An increase or decrease of 1% above or below forecast returns on cash deposits will result in a variance in interest income of \$190,545 | If actual interest rates are lower than the forecast rates, then the Growth and Investment Reserve will receive reduced allocations. Rating levels will not be affected. |
| Forestry Investment Revenue Forestry revenue is projected in line with the forestry management plan. The forestry is revalued annually. The valuation adjustments are provided by an independent forestry consultant. These are non-cash and as the forest is a long term asset, the adjustments do impact on funding or expenditure requirements. | Projected forestry returns differ significantly from those estimated. | Low to medium | Low | If the projected harvest return is below expectations, the council is able to defer harvesting for a number of years. |

| Assumption and impact of assumption | Risk | Likelihood | Financial impact | Impact of risk | | | | | | |
|---|---|--------------------|--|--|-------|-------|---|--------|-----|---|
| <p>Forecast return on investments made from the Investment and Growth Reserve</p> <p>It is assumed funding set aside in the Investment and Growth Reserve will earn a return of 6.15% per annum.</p> <p>Investment and Growth Reserve funds will be invested in accordance with council’s Treasury Management Policy criteria until such time as they are invested in accordance with the Investment and Growth Reserve Criteria.</p> <p>Actual return on investments could vary significantly. Council recognises higher risk investments, may result in potential higher returns, but there is also a risk of the project not delivering the expected return. It is also possible that council will accept a lower return on projects that contribute positively to social and cultural well-beings.</p> | Actual returns vary from those projected. | Medium | <p>Low to medium</p> <p>An increase or decrease of 1% above or below forecast returns on funding set aside in the Investment and Growth Reserve will result in a variance in investment revenue of \$54,920.</p> | If actual investment returns are lower than forecasted rates there will be less funding available to invest in further projects. This may have an impact on council’s ability to make a positive contribution towards promoting economic development in Northland. Rating levels will not be affected. | | | | | | |
| <p>Borrowing costs (external and internal)</p> <p>The borrowing costs for qualifying assets are calculated assuming the following average interest rates.</p> <table><tr><td></td><td>New borrowing</td><td>Existing Borrowing</td></tr><tr><td>2014/15</td><td>6.15%</td><td>6.15%</td></tr></table> | | New borrowing | Existing Borrowing | 2014/15 | 6.15% | 6.15% | The prevailing interest rate varies from those assumed. | Medium | Low | <p>Council is not forecasting any external borrowing in 2014/15. If any actual borrowing should eventuate, an unbudgeted interest expense will also eventuate and this may affect the level of rating income increase required to fund such expenditure.</p> <p>Interest expense and interest income associated with internal borrowing offset each other in the financial forecasts.</p> |
| | New borrowing | Existing Borrowing | | | | | | | | |
| 2014/15 | 6.15% | 6.15% | | | | | | | | |

| Assumption and impact of assumption | Risk | Likelihood | Financial impact | Impact of risk | | | | | | | | | | |
|--|--|----------------|---|---|--------------------|-------|--------------------|-------|--------------------|-------|--|-----|---|---|
| Dividends It is assumed that council will maintain its shareholding in Northland Port Corporation (NZ) Limited. It is assumed that the dividend received from this shareholding will be 11.5 cents per share. Council is also anticipating an RSHL dividend. | Council chooses not to maintain its shareholding. The actual dividend per share will vary from the assumed amount. No dividend return from RSHL. | Low Low | Low An alternative investment would be sought with an annual return. Low A one cent per share movement in the declared Northland Port Corporation (NZ) Limited dividend will have an impact on council's dividend income by \$221,429. | If actual dividend income is lower than the forecast other funding sources or savings will be considered to offset the difference. Investment revenue, including dividends are to be transitioned to the Investment and Growth Reserve over a ten year period. If in any one year, the actual investment revenue is less than \$6.7M, council will calculate the amount to be transferred to the Investment and Growth Reserve based on the actual revenue and the stage of phasing. | | | | | | | | | | |
| Investment property rental income It is assumed the council's investment property portfolio will be tenanted throughout the plan at the current occupancy rates and that rents will be increased at review date by the corresponding CPI change since the previous review as per the table below: <table><tr><td>5 Year CPI Change</td><td>10.2%</td></tr><tr><td>7 Year CPI Change</td><td>17.9%</td></tr><tr><td>10 Year CPI Change</td><td>29.4%</td></tr><tr><td>20 Year CPI Change</td><td>56.8%</td></tr><tr><td>21 Year CPI Change</td><td>59.1%</td></tr></table> CPI figures are drawn from the Statistics NZ web site and are expressly calculated for the period. It is further assumed the disposition of any investment property will have no financial impact as the proceeds will be reinvested in an investment that provides a similar revenue stream. Council has assumed the sale of a significant building within the portfolio. This has had the result of reducing income on the portfolio by \$412,869. The proceeds from this sale have been added to cash investments and the expected interest income calculated and budgeted. | 5 Year CPI Change | 10.2% | 7 Year CPI Change | 17.9% | 10 Year CPI Change | 29.4% | 20 Year CPI Change | 56.8% | 21 Year CPI Change | 59.1% | Occupancy rates decline and /or rent reviews are less than forecast – resulting in less than forecast rental income. | Low | Low A 1% reduction in council's investment property rental income equates to \$34,145. | All rentals are subject to contractual obligations which have varying renewal and review periods. The large majority of rental properties have 5, 7 and 21 year rent reviews, and the reviews falling due in any one year will not have an material impact on the annual rental income. |
| 5 Year CPI Change | 10.2% | | | | | | | | | | | | | |
| 7 Year CPI Change | 17.9% | | | | | | | | | | | | | |
| 10 Year CPI Change | 29.4% | | | | | | | | | | | | | |
| 20 Year CPI Change | 56.8% | | | | | | | | | | | | | |
| 21 Year CPI Change | 59.1% | | | | | | | | | | | | | |

Financial Prudence

There is an expectation that councils will act with financial prudence. To assess whether a local authority is measuring its financial dealings prudently a number of measures have been recommended as part of the better Local Government Reform programme. Council has adopted these measures, however given that council carries no external debt the external debt measures are not applicable.

| | Target | 2014/15 Draft Annual Plan |
|---|--------|---------------------------|
| Affordability | | |
| Rates Benchmark | | |
| i) Total rates as % of total revenue | <65% | 56% |
| ii) Total rates increase as % of total expenditure | <10% | 1% # |
| Rates Indicator | | \$232.37 (incl. GST) |
| Sustainability | | |
| Benchmark | | |
| a) Balanced budget benchmark * | >1% | 1.11 |
| b) Essential services benchmark ** | >1% | 69.93 |
| Predictability | | |
| Benchmark | | |
| Operations control benchmark (results to be published in the annual report) | | N/A |
| # The rating revenue increase is due to growth in rating units. | | |
| * Revenue, excluding income from development contributions and financial contributions, revaluations and vested assets, exceeds operating expenditure. | | |
| ** Capital expenditure on the five network infrastructure services equals or exceeds depreciation on those 5 services. The draft annual plan result of 69.93 is largely due to the capital expenditure in relation to the Kotuku dam and the Kerikeri-Waipapa and Awanui River works, which are all funded by targeted rates. | | |

Financial statements

Prospective Statement of Comprehensive Revenue and Expense

| Annual Plan 2013/14 \$ | Prospective Statement of Comprehensive Revenue and Expense for the year ending 30 June: | Draft Annual Plan 2014/15 \$ | LTP Year 3 2014/15 \$ | Variance to LTP \$ |
|------------------------|--|------------------------------|-----------------------|--------------------|
| | REVENUE | | | |
| 971,190 | Grants and Subsidies | 1,068,508 | 1,395,526 | (327,018) |
| 4,172,467 | User charges | 4,369,055 | 4,332,783 | 36,272 |
| 5,143,657 | Revenue from activities | 5,437,563 | 5,728,308 | (290,745) |
| | | | | |
| 7,691,495 | Council Service Rate | 7,725,314 | 8,525,519 | (800,205) |
| 5,314,720 | Land Management Rates | 5,588,418 | 6,031,939 | (443,521) |
| 611,353 | Targeted Regional Infrastructure Rate | 611,353 | 593,602 | 17,751 |
| 1,220,845 | Targeted Regional Recreational Facilities Rate | 1,243,310 | 1,239,466 | 3,844 |
| 2,673,759 | Other Targeted Rates | 2,682,179 | 3,225,204 | (543,025) |
| 17,512,172 | Total Rating revenue | 17,850,574 | 19,615,730 | (1,765,156) |
| | | | | |
| 3,648,608 | Rental Income | 3,310,721 | 3,758,416 | (447,695) |
| 2,020,022 | Interest Income | 2,655,685 | 2,001,272 | 654,413 |
| 2,103,577 | Dividend Income | 2,796,434 | 1,439,289 | 1,357,145 |
| 170,846 | Sundry Income | - | 129,965 | (129,965) |
| 7,943,053 | Other Revenue | 8,762,840 | 7,328,942 | 1,433,898 |
| 178,133 | Other gains/(losses) | 177,000 | 98,891 | 78,109 |
| 30,777,015 | TOTAL REVENUE | 32,227,977 | 32,771,871 | (543,894) |
| | | | | |
| | EXPENSE | | | |
| 10,930,498 | Personnel Costs | 11,226,622 | 11,018,526 | (208,096) |
| 1,131,791 | Depreciation | 1,228,817 | 1,252,891 | 24,074 |
| 94,272 | Finance Costs | 111,000 | 1,000 | (110,000) |
| 15,409,171 | Other expenditure on activities | 16,790,704 | 16,093,566 | (697,138) |
| 27,565,732 | TOTAL EXPENSE | 29,357,143 | 28,365,982 | (991,161) |
| | | | | |
| 3,211,283 | NET SURPLUS FOR THE YEAR | 2,870,834 | 4,405,888 | (1,535,054) |
| | | | | |
| | OTHER COMPREHENSIVE REVENUE AND EXPENSE FOR THE YEAR | | | |
| 742,795 | Gain/(Loss) on Infrastructure Asset Revaluation | - | - | - |
| 3,954,078 | TOTAL COMPREHENSIVE REVENUE AND EXPENSE FOR THE YEAR | 2,870,834 | 4,405,888 | (1,535,054) |
| | Total Comprehensive Revenue and Expense for the year attributable to: | | | |
| 3,954,078 | Northland Regional Council | 2,870,834 | 4,405,888 | (1,535,054) |
| | Non-Controlling interest in Surplus/(Deficit) of Northland Port Corporation (NZ) Limited | - | - | - |
| 3,954,078 | | 2,870,834 | 4,405,888 | (1,535,054) |

Prospective Statement of Financial Position

| Annual Plan 2013/14 \$ | Prospective Statement of Financial Position as at 30 June: | Annual Report 2012/13 \$ | Forecast Movements 2013/14 \$ | Forecast 2013/14 \$ | Draft Annual Plan 2014/15 \$ | LTP Year 3 2014/15 \$ | Variance to LTP \$ |
|---------------------------|--|-----------------------------|----------------------------------|------------------------|---------------------------------|--------------------------|-----------------------|
| | EQUITY | | | | | | |
| 107,269,799 | Accumulated funds | 111,540,028 | 5,728,627 | 117,268,655 | 123,328,532 | 115,938,399 | 7,390,133 |
| 18,143,888 | Other Reserves | 9,876,301 | (1,941,791) | 7,934,510 | 4,745,467 | 13,917,302 | (9,171,835) |
| 125,413,687 | TOTAL EQUITY | 121,416,329 | 3,786,836 | 125,203,165 | 128,073,999 | 129,855,701 | (1,781,702) |
| | | | | | | | |
| | CURRENT ASSETS | | | | | | |
| 7,000,725 | Cash and cash equivalents | 15,889,952 | (5,288,018) | 10,601,934 | 2,763,676 | 1,505,894 | 1,257,782 |
| 4,893,100 | Trade and other receivables | 4,896,707 | 117,521 | 5,014,228 | 5,134,569 | 5,657,897 | (523,328) |
| 3,165,500 | Inventories | 3,127,987 | - | 3,127,987 | 3,204,860 | 1,627,614 | 1,577,246 |
| 11,190,362 | Other investments (current portion) | 9,222,258 | - | 9,222,258 | 8,397,258 | 75,000 | 8,322,258 |
| 26,249,687 | TOTAL CURRENT ASSETS | 33,136,903 | -5,170,497 | 27,966,407 | 19,500,363 | 8,866,405 | 10,633,958 |
| | | | | | | | |
| | NON CURRENT ASSETS | | | | | | |
| 5,256,299 | Other receivables | 5,395,453 | - | 5,395,453 | 5,395,453 | 5,201,500 | 193,953 |
| 47,674,256 | Investment property | 48,296,000 | (4,277,498) | 44,018,502 | 44,018,502 | 48,320,999 | (4,302,497) |
| 7,840,467 | Investments in subsidiaries and associates | 7,827,563 | - | 7,827,563 | 7,827,563 | 8,940,541 | (1,112,978) |
| 14,247,205 | Other investments | 9,859,589 | 7,969,363 | 17,828,952 | 23,599,952 | 27,200,152 | (3,600,200) |
| - | Investments in CCOs | 753,950 | 63,507 | 817,457 | 817,457 | - | 817,457 |
| 27,226,723 | Property, plant and equipment | 20,186,617 | 5,449,225 | 25,635,842 | 31,526,390 | 34,912,581 | (3,386,191) |
| 1,443,846 | Intangible assets | 1,110,168 | (78,504) | 1,031,664 | 806,770 | 1,262,874 | (456,104) |
| 1,798,149 | Biological assets | 1,731,775 | 147,447 | 1,879,222 | 2,056,222 | 1,817,575 | 238,647 |
| - | Capital projects in progress | 56,420 | -56,420 | - | - | - | - |
| 105,486,945 | TOTAL NON CURRENT ASSETS | 95,217,537 | 9,217,120 | 104,434,655 | 116,048,309 | 127,656,222 | (11,607,913) |
| 131,736,632 | TOTAL ASSETS | 128,354,440 | 4,046,622 | 132,401,061 | 135,548,672 | 136,522,627 | (973,955) |
| | | | | | | | |
| | CURRENT LIABILITIES | | | | | | |
| 4,617,350 | Trade and other payables | 5,114,871 | 216,029 | 5,330,900 | 5,566,603 | 4,981,461 | 585,142 |
| 1,656,126 | Employee benefit liabilities current | 1,787,191 | 42,893 | 1,830,084 | 1,870,345 | 1,631,588 | 238,757 |
| 6,273,475 | TOTAL CURRENT LIABILITIES | 6,902,062 | 258,921 | 7,160,983 | 7,436,948 | 6,613,049 | 823,899 |
| | | | | | | | |
| | NON CURRENT LIABILITIES | | | | | | |
| 49,470 | Employee benefit liabilities term | 36,048 | 865 | 36,913 | 37,725 | 53,877 | (16,152) |
| 49,470 | TOTAL NON CURRENT LIABILITIES | 36,048 | 865 | 36,913 | 37,725 | 53,877 | (16,152) |
| 6,322,945 | TOTAL LIABILITIES | 6,938,110 | 259,787 | 7,197,897 | 7,474,674 | 6,666,926 | 807,748 |
| 125,413,687 | TOTAL NET ASSETS | 121,416,329 | 3,786,836 | 125,203,165 | 128,073,999 | 129,855,701 | (1,781,702) |

Prospective Statement of Changes in Net Assets/Equity

| Annual Plan 2013/14 \$ | Prospective Statement of Changes in Net Assets /Equity for the year ending 30 June: | Draft Annual Plan 2014/15 \$ | LTP Year 3 2014/15 \$ | Variance to LTP \$ |
|------------------------------|--|------------------------------------|-----------------------------|--------------------------|
| 121,459,609 | Total Net Assets/ Equity - Opening Balance | 125,203,165 | 125,449,813 | (246,648) |
| 3,954,078 | Net Surplus for the Year | 2,870,834 | 4,405,888 | (1,535,054) |
| 125,413,687 | Total Net Assets/ Equity - Closing Balance | 128,073,999 | 129,855,701 | (1,781,702) |
| | | | | |
| | Total Balance at 30 June attributable to | | | |
| 125,413,687 | Northland Regional Council | 128,073,999 | 129,855,701 | (1,781,702) |
| - | Non-controlling Interest | - | - | - |
| 125,413,687 | Balance at 30 June 2014 | 128,073,999 | 129,855,701 | (1,781,702) |

Prospective Statement of Cash Flows

| Annual Plan 2013/14 \$ | Prospective Statement of Cash Flows for the year ending 30 June: | Draft Annual Plan 2014/15 \$ | LTP Year 3 2014/15 \$ | Variance to LTP \$ |
|------------------------------|---|------------------------------------|-----------------------------|--------------------------|
| | CASH FLOWS FROM OPERATING ACTIVITIES | | | |
| 7,903,873 | Receipts from customers | 7,559,435 | 8,038,934 | (479,499) |
| 971,190 | Receipts from subsidies and grants | 1,068,508 | 1,395,526 | (327,018) |
| 2,103,577 | Receipts from dividends | 2,796,434 | 1,439,289 | 1,357,145 |
| 1,774,908 | Receipts from interest | 2,655,685 | 1,654,523 | 1,001,162 |
| 17,512,172 | Receipts from rates | 17,850,574 | 19,615,730 | (1,765,156) |
| (26,274,311) | Payments to suppliers and staff | (27,927,422) | (26,968,593) | (958,829) |
| (1,000) | Interest payments | (1,000) | (1,000) | - |
| 3,990,408 | NET CASH FLOWS FROM OPERATING ACTIVITIES | 4,002,213 | 5,174,408 | (1,172,197) |
| | | | | |
| | CASH FLOWS FROM INVESTING ACTIVITIES | | | |
| - | Receipt from sale of stocks & bonds | - | 4,000,000 | (4,000,000) |
| - | Purchase of stocks & bonds | (4,946,000) | (2,000,000) | (2,946,000) |
| (1,973,767) | Purchase of fixed assets | (6,894,471) | (7,188,958) | 294,487 |
| (1,973,767) | NET CASH FLOWS FROM INVESTING ACTIVITIES | (11,840,471) | (5,188,958) | (6,651,513) |
| | | | | |
| 2,016,642 | NET INCREASE/(DECREASE) IN CASH AND CASH EQUIVALENTS | (7,838,258) | (14,550) | (7,823,710) |
| 4,984,083 | CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR | 10,601,934 | 1,520,444 | 9,081,490 |
| 7,000,725 | CASH AND CASH EQUIVALENTS AT END OF YEAR | 2,763,676 | 1,505,894 | 1,257,780 |

Prospective Schedule of Reserves of Changes in Special Reserves

| Annual Plan 2013/14 \$ | Prospective Schedule of Changes in Reserves as at 30 June: | Draft Annual Plan 2014/15 \$ | LTP Year 3 2014/15 \$ | Variance to LTP \$ |
|------------------------|--|------------------------------|-----------------------|--------------------|
| | Asset Revaluation Reserve | | | |
| 2,000,201 | Opening Balance | 2,802,996 | 2,767,996 | 35,000 |
| 742,795 | Transfers to reserve | - | - | - |
| - | Transfers from reserve | - | - | - |
| 2,742,996 | Closing Balance | 2,802,996 | 2,767,996 | 35,000 |
| | | | | |
| | Financial assets at Fair Value | | | |
| 238,079 | Opening Balance | 137,759 | 419,212 | (281,453) |
| - | Transfers to reserve | - | - | - |
| - | Transfers from reserve | - | - | - |
| 238,079 | Closing Balance | 137,759 | 419,212 | (281,453) |
| | | | | |
| | Land Management Reserve | | | |
| 1,236,513 | Opening Balance | 1,392,534 | 1,773,039 | (380,505) |
| - | Transfers to reserve | 25,000 | - | 25,000 |
| - | Transfers from reserve | - | - | - |
| 1,236,513 | Closing Balance | 1,417,534 | 1,773,039 | (355,505) |
| | | | | |
| | Awanui River Scheme Reserve | | | |
| (212,159) | Opening Balance | (275,057) | (312,994) | 37,937 |
| - | Transfers to reserve | - | 300,769 | (300,769) |
| (101,550) | Transfers from reserve | (245,046) | (3,862,842) | 3,617,796 |
| (313,709) | Closing Balance | (520,103) | (3,875,067) | 3,354,964 |
| | | | | |
| | Kaihū Urban River Scheme Reserve | | | |
| 10,995 | Opening Balance | 48,728 | (3,937) | 52,665 |
| - | Transfers to reserve | - | 44 | (44) |
| (2,295) | Transfers from reserve | (4,942) | - | (4,942) |
| 8,701 | Closing Balance | 43,786 | (3,893) | 47,679 |
| | | | | |
| | Kaeo-Whangaroa Rivers Scheme Reserve | | | |
| (490,654) | Opening Balance | (500,664) | (110,700) | (389,964) |
| 47,178 | Transfers to reserve | 28,289 | 61,834 | (33,545) |
| - | Transfers from reserve | - | - | - |
| (443,476) | Closing Balance | (472,375) | (48,866) | (423,509) |
| | | | | |
| | Whāngārei Urban Rivers Scheme Reserve | | | |
| (4,557,651) | Opening Balance | (4,889,971) | (6,760,248) | 1,870,277 |
| 432,169 | Transfers to reserve | 232,861 | 174,149 | 58,712 |
| (534,369) | Transfers from reserve | (3,265,954) | - | (3,265,954) |
| (4,659,851) | Closing Balance | (7,923,064) | (6,586,099) | (1,336,965) |

| Annual Plan 2013/14 \$ | Prospective Schedule of Changes in Reserves as at 30 June: | Draft Annual Plan 2014/15 \$ | LTP Year 3 2014/15 \$ | Variance to LTP \$ |
|------------------------|--|------------------------------|-----------------------|--------------------|
| | Kerikeri-Waipapa River Scheme Reserve | | | |
| (25,084) | Opening Balance | 25,130 | - | 25,130 |
| 25,084 | Transfers to reserve | 50,359 | 136,008 | (85,649) |
| - | Transfers from reserve | (2,130,048) | (2,130,048) | - |
| - | Closing Balance | (2,054,559) | (1,994,040) | (60,519) |
| | | | | |
| | Priority Rivers Reserve | | | |
| (20,553) | Opening Balance | - | - | - |
| 20,553 | Transfers to reserve | - | - | - |
| - | Transfers from reserve | - | - | - |
| - | Closing Balance | - | - | - |
| | | | | |
| | Infrastructure Facilities Reserve | | | |
| (1,102,931) | Opening Balance | (997,013) | (1,045,912) | 48,899 |
| 132,895 | Transfers to reserve | 80,150 | 161,621 | (81,471) |
| - | Transfers from reserve | - | - | - |
| (970,036) | Closing Balance | (916,863) | (884,291) | (32,572) |
| | | | | |
| | Recreation Facilities Reserve | | | |
| (5,041,512) | Opening Balance | (4,216,494) | (5,190,521) | 974,027 |
| 829,321 | Transfers to reserve | 944,828 | 848,642 | 96,186 |
| - | Transfers from reserve | - | - | - |
| (4,212,191) | Closing Balance | (3,271,666) | (4,341,879) | 1,070,213 |
| | | | | |
| | Investment Fund Reserve | | | |
| 8,335,297 | Opening Balance | 8,335,297 | 8,335,297 | - |
| - | Transfers to reserve | - | - | - |
| - | Transfers from reserve | - | - | - |
| 8,335,297 | Closing Balance | 8,335,297 | 8,335,297 | - |
| | | | | |
| | Forest Income Equalisation Fund | | | |
| 1,992,197 | Opening Balance | 1,355,928 | 1,405,319 | (49,391) |
| - | Transfers to reserve | - | - | - |
| (596,848) | Transfers from reserve | (345,035) | (356,572) | 11,537 |
| 1,395,349 | Closing Balance | 1,010,893 | 1,048,747 | (37,854) |
| | | | | |
| | Hātea River Reserve | | | |
| 43,969 | Opening Balance | 186,094 | 160,442 | 25,652 |
| 48,539 | Transfers to reserve | 14,934 | 14,746 | 188 |
| - | Transfers from reserve | - | - | - |
| 92,508 | Closing Balance | 201,028 | 175,188 | 25,840 |
| | | | | |
| | | | | |

| Annual Plan 2013/14 \$ | Prospective Schedule of Changes in Reserves as at 30 June: | Draft Annual Plan 2014/15 \$ | LTP Year 3 2014/15 \$ | Variance to LTP \$ |
|------------------------|--|------------------------------|-----------------------|---------------------|
| | Northland Investment and Growth Reserve | | | |
| 2,414,754 | Opening Balance | 4,522,086 | 3,805,541 | 716,545 |
| 2,393,499 | Transfers to reserve | 2,031,031 | 2,943,706 | (912,675) |
| (572,759) | Transfers from reserve | (605,470) | (606,759) | 1,289 |
| 4,235,495 | Closing Balance | 5,947,647 | 6,142,488 | (194,841) |
| | | | | |
| | Community Investment Fund Reserve | | | |
| 10,213,100 | Opening Balance | - | 10,642,720 | (10,642,720) |
| 245,114 | Transfers to reserve | - | 346,749 | (346,749) |
| - | Transfers from reserve | - | - | - |
| 10,458,214 | Closing Balance | - | 10,989,469 | (10,989,469) |
| | | | | |
| | Kaitiāia Bus Reserve | | | |
| - | Opening Balance | 7,158 | - | 7,158 |
| - | Transfers to reserve | - | - | - |
| - | Transfers from reserve | - | - | - |
| - | Closing Balance | 7,158 | - | 7,158 |
| | | | | |
| 18,143,889 | TOTAL RESERVES | 4,745,467 | 13,917,302 | (9,171,834) |

Reserves are a component of equity generally representing a particular use to which various parts of equity have been assigned. Reserves can be used to account for revenue and expenditure collected or incurred in relation to specific work programmes. Where council sets and collects a targeted rate for a specific purpose, the funds can only be applied to that purpose, keeping track of surpluses and deficits of these work programmes in a reserve ensures council is accountable and transparent.

Where reserves carry a deficit balance, they are deemed to have undertaken internal borrowing from council's consolidated funds. Conversely, where the reserves carry a surplus, they are deemed to have loaned money to council's consolidated funds. A reserve to account for revenue and expenditure collected or incurred in relation to specific work programmes may be established at any time. Reserve borrowing must be approved by a resolution of council.

The following table provides details on the purpose of the council created reserves:

| Reserve name | Purpose | Activities that may be funded from reserve |
|---------------------------------------|---|--|
| Land Management Reserve | <p>This reserve was created to set aside Land Management Rates collected but not fully used in any given year. The reserve is to be maintained at a targeted fund of \$1.5 million.</p> <p>\$280,192 was borrowed from this reserve to purchase the Raumanga valley property for the Whāngārei detention dam. This will be transferred to the Whāngārei Urban Rivers reserve and repaid from the Whāngārei Urban Rivers Management Rate.</p> <p>The reserve reduces the need for borrowing in the event of an emergency and may also be used for internally loaning/borrowing for advancing operating and capital activities for which the Land Management Rate is collected and targeted River Management Schemes.</p> <p>The Land Management Reserve can be used to fund emergency events such as remedial storm expenditure on a case-by-case basis. The Chief Executive Officer has delegation to incur expenditure of up to \$500,000 to enable the council to fund agreed expenditure from this reserve. The criteria for acceptable expenditure are as follows:</p> <ol style="list-style-type: none"> 1. Matching of government and district contributions to provide financial assistance for repair work for significant events; 2. Restoration work affecting one or more rivers, following a major flooding event; 3. Urgent work to reduce the immediate flood risk; 4. Storm damage repairs within a special rating area under the relevant Flood Management Plans. | Civil Defence and Emergency Management Natural Hazard Management River Management Land and Biodiversity Biosecurity. |
| Priority Rivers Reserve | This reserve was created to account for an accelerated or advance spending on the Priority Rivers Project. | Natural Hazard Management |
| Awanui River Scheme Reserve | This reserve was created to hold any Awanui River Management Rates collected and unspent in any given year to cover any future funding shortfalls of river works required as part of the Awanui River Flood Management Scheme. | River Management |
| Kaeo–Whangaroa River Scheme Reserve | This reserve was created to hold any Kaeo–Whangaroa River Management Rates collected and unspent in any given year to cover any future funding shortfalls of river works required as part of the Kaeo–Whangaroa River Flood Management Scheme. | River Management |
| Kaihū River Scheme Reserve | This reserve was created to hold any Kaihū River Management Rates collected and unspent in any given year to cover any future funding shortfalls of river works required as part of the Kaihū River Flood Management Scheme. | River Management |
| Kerikeri–Waipapa River Scheme Reserve | This reserve was created to hold any Kerikeri–Waipapa Rivers Management Rates collected and unspent in any given year to cover any future funding shortfalls of river works required as part of the Kerikeri–Waipapa Rivers Flood Management Scheme. | River Management |
| Whāngārei Urban Rivers Scheme Reserve | <p>This reserve is to be created to hold any Whāngārei Urban Rivers Management Rates collected and unspent in any given year to cover any future funding shortfalls of river works required as part of the Whāngārei Urban Rivers Flood Management Scheme.</p> <p>\$280,192 was borrowed from the Land Management Reserve to purchase the Raumanga valley property for the Whāngārei detention dam will be transferred to this reserve and be repaid from the Whāngārei Urban Rivers Management Rate.</p> | River Management |
| Hātea River Maintenance | <p>This reserve was created to set aside a component of the Council Services Rate specifically levied across the Whāngārei district to ensure funding is immediately available in the event dredging of the Hātea river is required. The funds may be applied to the following:</p> <ul style="list-style-type: none"> • Ongoing maintenance and dredging; • Disposal of dredged spoil material; • The provision of an annual hydrographic survey of the river. <p>The reserve is to be maintained at a targeted fund of \$200,000.</p> | Harbour Safety and Navigation |

| Reserve name | Purpose | Activities that may be funded from reserve |
|------------------------------------|---|--|
| Recreational Facilities Reserve | This reserve was established to set aside any Regional Recreational Facilities Rates collected and not fully used in any given year for the purpose of funding the Events Centre. This reserve represents the internal borrowing associated with \$13 million contribution made by council towards the establishment of the Northland Events Centre. The rate was levied from 1 July 2006 and it is expected to continue from approximately 15 years. | Economic Development |
| Investment Fund Reserve | This reserve was established to hold the proceeds of a commercial property and special dividend (capital) payment made by the Northland Port Corporation (NZ) Limited. The funds are general funds and are set aside to be reinvested in income producing assets. The funds are currently invested in cash, stocks and bonds and the revenue is treated as general investment income. | All |
| Investment and Growth Reserve | The reserve was created to set aside the investment income redirected to be made available for activities and projects that contribute towards economic well-being. Council will allocate monies from the reserve to projects in accordance with set criteria. | Economic Development |
| Infrastructure Facilities Reserve | This reserve was created to set aside any Targeted Infrastructure Rates collected and not fully used in any given year for the purpose of funding future infrastructure projects. | Economic Development |
| Forest Income Equalisation Reserve | <p>This reserve was created to set aside 50% of council's forestry net income arising in any harvesting year. This reserve is intended to provide future funding of council's general operating activities by allowing council to use these funds for any council activity to smooth future rating increases. It is further intended that this fund be used to fund the cost of forestry operations in non-harvesting years.</p> <p>Where a high degree of uncertainty exists around activity expenditure requirements, council has agreed to budget conservatively on the basis that if a budget overrun eventuates, these overruns can be funded from the Forest Equalisation Reserve.</p> <p>Council considers that funding contingent expenditure and one-off spikes in expenditure from this reserve to be fairer on ratepayers as it can be used to reduce the effects of rates increases that are not required to be sustained. During the Long Term Plan 2012–2022, council proposed to fund the following expenditure from this reserve:</p> <ul style="list-style-type: none"> • Triennial election costs of approximately \$140,000 per election; • The further call from Riskpool of \$44,000 expected in the 2013/14 financial year; • Provision for doubtful debts (rates) of \$250,000 for years 1 to 5 of the plan; • Software maintenance for IRIS of \$72,240 in year 2 of the plan. <p>Council also agreed to fund any additional expenditure associated with the new Regional Policy Statement from this reserve.</p> | All |
| Environment Fund Reserve | This reserve was created to set aside any rates revenue collected specifically for the Environment Fund that is not incurred in any single financial year. This fund allows council to make available any unspent funds in subsequent financial years. | Land and Biodiversity |
| Asset Revaluation Reserves | Asset revaluation reserves represent the unrealised gains in the value of assets owned by Northland Regional Council. | N/A |
| Community Investment Fund Reserve | This reserve was created for the establishment of the Community Investment Fund from its transfer from NRCCT and for the transfers of the inflation adjustment for the capital sum of the Fund. | Economic Development |
| Kaitiāia Bus Reserve | This reserve was established to set aside any targeted Kaitiāia Transport rates collected and not fully used in any given year for the purpose of funding the Kaitiāia Bus Service. | Transport |

Capital expenditure

The proposed capital expenditure for 2014/15 Annual Plan is:

| Annual Plan 2013/14 \$ | Group of activities | Draft Annual Plan 2014/15 \$ | LTP Year 3 2014/15 \$ | Variance to LTP \$ |
|---------------------------------------|---|---|--------------------------------------|-------------------------------|
| | Resource Management | | | |
| 149,082 | Plant and Equipment | 124,975 | 90,208 | (34,767) |
| | Transport | | | |
| 242,451 | Plant and Equipment | 96,901 | 111,828 | 14,927 |
| | Hazard Management | | | |
| 6,250 | Plant and Equipment | - | - | - |
| | River Management | | | |
| - | Plant and Equipment | 94,490 | - | (94,490) |
| 587,174 | Infrastructural Assets | 5,637,056 | 6,051,299 | 414,243 |
| | Support | | | |
| 415,896 | Information Systems | 315,000 | 452,635 | 137,635 |
| 263,314 | Plant and Equipment | 202,049 | 163,481 | (38,568) |
| 309,600 | Vehicles | 424,000 | 319,507 | (104,493) |
| 1,973,767 | Total Proposed Capital Expenditure | 6,894,471 | 7,188,958 | 294,487 |

Statement of Accounting Policies

For the year ended 30 June 2015.

Statement of compliance

These prospective financial statements have been prepared in accordance with NZ GAAP (with the exception of the funding impact statements). The prospective financial statements have been prepared to comply with Public Entity Standards (PBE standards) for a tier 1 entity. The council is adopting the PBE standards for the first time.

Reporting period

The prospective financial statements are prepared for the period 1 July 2014 to 30 June 2015, and were authorised for issue by council on 11 March 2014.

Judgements and estimates

The preparation of prospective financial statements using PBE standards requires judgements, estimates and assumptions concerning the future that affect the application of policies and reporting amounts of assets and liabilities and income and expenses. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations or future events that are believed to be reasonable under the circumstances.

Where material, information on the major assumptions is provided in the significant forecasting assumptions section of the Annual Plan or will be provided in the relevant notes to the prospective financial statements.

Reporting entity

Northland Regional Council is a local authority governed by the Local Government Act 2002 and is domiciled in New Zealand.

These prospective financial statements are for Northland Regional Council (the council) as a separate legal entity. Consolidated prospective financial statements comprising the council and its subsidiaries and associates have not been prepared.

The primary objective of Northland Regional Council is to provide goods or services for the community or social benefit, rather than making a financial return. Accordingly, Northland Regional Council has designated itself and the group as public benefit entities for the purposes of New Zealand equivalents to International Financial Reporting Standards (NZ IFRS).

Basis of preparation

The financial statements of Northland Regional Council have been prepared in accordance with the requirements of the Local Government Act 2002: Part 6 and Part 1 of Schedule 10, which include the requirement to comply with New Zealand's generally accepted accounting practice (NZ GAAP).

In the interests of transparency we provide two sets of financial information:

1. The usual Generally Accepted Accounting Principles (GAAP) regulated statements of financial position, comprehensive income and the like; and
2. A Funding Impact Statement (FIS).

Key differences between these two sets of information are that the GAAP regulated financial statements – as the name suggests – must adhere to GAAP requirements.

Measurement base

The financial statements have been prepared on an historical cost basis, modified by the revaluation of certain property plant and equipment, investment property, forestry assets and available for sale financial assets and financial instruments (including derivative instruments). The accrual basis of accounting has been used unless otherwise stated.

Functional and presentation currency

The financial statements are presented in New Zealand. The functional currency of Northland Regional Council is New Zealand dollars.

Changes in accounting policies

The accounting policies set out below have been applied consistently to all periods presented in these financial statements.

Significant accounting policies

Revenue

Revenue is measured at the fair value of the consideration received or receivable.

Revenue may be derived from either exchanged or non-exchange transactions.

Exchange transactions

Exchange transactions are transactions where the council receives assets (primarily cash) or services, or has liabilities extinguished, and directly gives approximately equal value (primarily in the form of

goods, services, or use of assets) to another entity in exchange.

Non-exchange transactions

Non-exchange transactions are transactions that are not exchange transactions. In a non-exchange transaction, the council either receives value from or gives value to another entity without directly giving or receiving approximately equal value in exchange.

An inflow of resources from a non-exchange transaction recognised as an asset, is recognised as revenue, except to the extent that a liability is also recognised in respect of the same inflow.

As the council satisfies a present obligation recognised as a liability in respect of an inflow of resources from a non-exchange transaction recognised as an asset, it reduces the carrying amount of the liability recognised and recognises an amount of revenue equal to that reduction.

Specific accounting policies for major categories of revenue are outlined below:

Rates revenue

Rates are set annually by a resolution from council and relate to a financial year. All ratepayers are invoiced within the financial year to which the rates have been set. Rates revenue is recognised and brought to account when the rates are payable.

Other revenue

User fees and charges are recognised and brought to account when invoices are issued for services provided and contracts completed. Revenue from the rendering of services is recognised by reference to the stage of completion of the transaction at balance date, based on the actual service provided as a percentage of the total services provided. Where these are 100% funded by users they are classified as exchange revenue.

Government grants and subsidies are recognised as revenue when the primary conditions of entitlement have been met.

Sale of goods is recognised when a product is sold to a customer. Sales are usually in cash or by credit card. The recorded revenue is the gross amount of the sale, including credit card fees payable for the transaction. Such fees are included in other expenses. These are recorded as exchange revenue.

Where revenue is derived by acting as an agent for another party, the revenue that is recognised is the commission or fee on the transaction.

Interest income is recognised using the effective interest method.

Dividends are recognised when the right to receive payment has been established. Dividend income is recorded at the cash amount received, being net of taxation imputation credits. These are classified as exchange revenue.

Rental income from investment property is recognised in the Statement of Comprehensive Income on a straight-line basis over the term of the lease. Lease incentives are recognised as part of the total rental income.

Funds are collected for other organisations, including central government. Any funds held at balance date are included in current liabilities. Amounts collected on behalf of third parties are not recognised as revenue, except for the commissions or fees earned.

Vested assets

Where a physical asset is acquired for nil or nominal consideration, the fair value of the asset received is recognised as non-exchange revenue. Assets vested in the council are recognised as revenue when control over the asset is obtained.

Construction contracts

Contract revenue and contract costs are recognised as revenue and expenses, respectively, by reference to the stage of completion of the contract as balance date. The stage of completion is measured by reference to the contract costs incurred, up to the balance date, as a percentage of total estimated costs for each contract.

Contract costs include all costs directly related to specific contracts, costs that are specifically chargeable to the customer under the terms of the contract and an allocation of overhead expenses incurred in connection with the group's construction activities in general. An expected loss on construction contracts is recognised immediately as an expense in the statement of financial performance. Where the outcome of a contract cannot be reliably estimated, contract costs are recognised as an expense as incurred, and where it is probable that the costs will be recovered, revenue is recognised to the extent of costs incurred.

Construction work in progress stated at the aggregate of contract costs incurred, to date, plus recognised profits less recognised losses and progress billings. If there are contracts in which progress billings exceed the aggregate costs incurred, plus profits less losses, the net amounts are presented under other liabilities.

Expenditure

Expenditure is recognised when goods and services have been received.

Borrowing costs

The council and group have elected to defer the adoption of NZ IAS 23 borrowing costs (revised 2007) in accordance with its transitional provisions that are applicable to public benefit entities. Consequently, all borrowing costs are recognised as an expense in the period in which they are incurred.

Grant expenditure

Nondiscretionary grants are those grants that are awarded when the grant application meets the specified criteria and are recognised as expenditure when an application that meets the specified criteria for the grant has been received. Discretionary grants are those grants where the council has no obligation to award on receipt of the grant application and are recognised as expenditure when a successful applicant has been notified of the council's decision.

Income tax

The income tax expense charged to the consolidated Statement of Comprehensive Income includes both current and deferred tax and is calculated after allowing for non-assessable income and non-deductible expenses.

Current tax is the amount of income tax payable based on the taxable profit for the current year, plus any adjustments to income tax payable in respect of prior years. Current tax is calculated using rates that have been enacted or substantively enacted by balance date.

Deferred tax is the amount of income tax payable or recoverable in future periods in respect of temporary differences and unused tax losses. Temporary differences are differences between the carrying amount of assets and liabilities in the financial statements and the corresponding tax bases used in the computation of taxable surplus.

Deferred tax is measured at the tax rates that are expected to apply when the asset is realised or the liability is settled, based on tax rates (and tax laws) that have been enacted or substantively enacted at balance date. The measurement of deferred tax reflects the tax consequences that would follow from the manner in which the entity expects to recover or settle the carrying amount of its assets and liabilities.

Deferred tax liabilities are generally recognised for all taxable temporary differences. Deferred tax assets are recognised to the extent that it is probable that taxable profits will be available against which the deductible temporary differences or tax losses can be used.

Deferred tax is not recognised if the temporary difference arises from the initial recognition of goodwill or from the initial recognition of an asset and liability in a transaction that is not a business combination, and at the time of the

transaction, affects neither accounting surplus nor taxable surplus.

Current tax and deferred tax is recognised against the surplus or deficit for the period, except to the extent that it relates to a business combination, or to transactions recognised in other comprehensive income or directly in equity.

Leases

Operating leases

An operating lease is a lease that does not transfer substantially all the risks and rewards incidental to ownership of an asset. Lease payments under an operating lease are recognised as an expense on a straight-line basis over the lease term.

Finance leases

A finance lease is a lease that transfers to the lessee substantially all the risks and rewards incidental to ownership of an asset, whether or not title is eventually transferred.

At the commencement of the lease term, finance leases are recognised as assets and liabilities on the statement of financial position at the lower of the fair value of the leased item or the present value of the minimum lease payments. Any additional direct costs of the lessee are added to the amount recognised as an asset. The finance charge is charged to the surplus or deficit over the lease period so as to produce a constant periodic rate of interest on the remaining balance of the liability.

The amount recognised as an asset is depreciated over its useful life. If there is no certainty as to whether the council will obtain ownership at the end of the lease term, the asset is fully depreciated over the shorter of the lease term and its useful life.

Cash and cash equivalents

Cash and cash equivalents includes cash in hand, deposits held at call with banks, other short term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities in the Statement of Financial Position.

Debtors and other receivables

Short term debtors and other receivables are recorded at their face value, less any provision for impairment. Impairment of a receivable is established when there is objective evidence that the council will not be able to collect amounts due according to the original terms of the receivable. Significant financial difficulties of the debtor, probability that the debtor will enter into bankruptcy, receivership or liquidation, and default in payments are considered indicators that the debt is

impaired. The amount of the impairment is the difference between the assets carrying amount and the present value of the estimated future cash flows, discounted using the original effective interest rate. The carrying amount of the asset is reduced through the use of an allowance account, and the amount of the loss is recognised in the surplus or deficit. When the receivable is uncollectable, it is written off against the allowance for receivables. Overdue receivables that have been renegotiated are reclassified as current (that is, not past due).

Derivative financial instruments and hedging accounting

Derivative financial instruments are used to manage exposure to foreign exchange and interest rate risks arising from financing activities. In accordance with its treasury policy, the council does not hold or issue derivative financial instruments for trading purposes.

Derivatives are initially recognised at fair value on the date a derivative contract is entered into and are subsequently re-measured at their fair value at each balance date. The method of recognising the resulting gain or loss depends on whether the derivative is designated as a hedging instrument, and, if so, the nature of the item being hedged. The associated gains or losses of derivatives that are not hedge accounted are recognised in the surplus or deficit.

The council designates certain derivatives as either:

- Hedges of the fair value of recognised assets or liabilities or a firm commitment (fair value hedge); or
- Hedges of highly probably forecast transactions (cash flow hedge).

The council and group documents at the inception of the transaction the relationship between hedging instruments and hedged items, as well as its risk management objective and strategy for undertaking various hedge transactions. The council and group also documents its assessment, both at hedge inception and on an on-going basis, of whether the derivatives that are used in hedging transactions are highly effective in offsetting changes in fair values or cash flows of hedged items.

The full fair value of a hedge accounted derivative is classified as a noncurrent asset if the remaining maturity of the hedged item is more than 12 months and as a current asset if the remaining maturity of the hedged item is less than 12 months.

The full fair value of a non-hedge accounted foreign exchange derivative is classified as current if the contract is due for settlement within 12 months of balance date; otherwise, foreign exchange derivatives are classified as non-current. The portion of the fair value of a non-hedge accounted interest rate derivative that is expected to be realised within 12 months of the balance date is classified as current, with the remaining portion of the derivative classified as non-current.

- **Fair value hedge**

The gain or loss from re-measuring the hedging instrument at fair value, along with the changes in the fair value on the hedged item attributable to the hedged risk, is recognised in the surplus or deficit. Fair value hedge accounting is only applied for hedging fixed interest risk on borrowings.

If the hedge relationship no longer meets the criteria for hedge accounting, the adjustment to the carrying amount of a hedged item for which the effective interest method is used is amortised to the surplus or deficit over the period to maturity.

- **Cash flow hedge**

The portion of the gain or loss on the hedging instrument that is determined to be an effective hedge is recognised in other comprehensive income and the ineffective portion of the gain or loss on the hedging instrument is recognised in the surplus or deficit as part of finance costs.

If a hedge of a forecast transaction subsequently results in the recognition of a financial asset or a financial liability, the associated gains or losses that were recognised directly other comprehensive income are reclassified into the surplus or deficit in the same period or periods during which the asset acquired, or liability assumed, affects the surplus or deficit. However, if the council or the group, expects that all, or a portion of a loss, recognised in other comprehensive income will not be recovered in one or more future periods, the amount that is not expected to be recovered is reclassified in the surplus or deficit.

When a hedge of a forecast transaction subsequently results in the recognition of a non-financial asset or a non-financial liability, or a forecast transaction for a non-financial asset or a non-financial liability becomes a firm commitment for which fair value hedge accounting is applied, then the associated gains and losses that were recognised in other comprehensive income will be included in the initial cost or carrying amount of the asset or liability.

If a hedging instrument expires or is sold, terminated, exercised or revoked, or it no longer meets the criteria for hedge accounting, the cumulative gain or loss on the hedging instrument has been recognised in other comprehensive income from the period when the hedge was effective will remain separately recognised in other comprehensive income until the forecast transaction occurs. When the forecast transaction is no longer expected to occur, any related cumulative gain or loss on the hedging instrument

that remains recognised in other comprehensive income from the period when the hedge was effective will be from other comprehensive income to the surplus or deficit.

Derivatives are initially recognised at fair value on the date a derivative contract is entered into and are subsequently re-measured at their fair value at each balance date. The method of recognising the resulting gain or loss depends on whether the derivative is designated as a hedging instrument, and if so, the nature of the item being hedged.

The accounting policies detailed above are applied.

Financial assets

Financial assets and liabilities are initially measured at fair value plus transaction costs unless they are carried at fair value through surplus or deficit in which case the transaction costs are recognised in the surplus or deficit. These are recognised through other comprehensive revenue and expense.

Purchases and sales of financial assets are recognised on trade-date, the date on which the council commits to purchase or sell the asset. Financial assets are derecognised when the rights to receive cash flows from the financial assets have expired or have been transferred and the council has transferred substantially all the risks and rewards of ownership.

Northland Regional Council classifies its financial assets into the following four categories:

- Financial assets at fair value through surplus or deficit;
- Loans and receivables;
- Held-to-maturity investments; and
- Financial at fair value through other comprehensive income.

The classification depends on the purpose for which the investments were/was acquired.

- **Financial assets at fair value through other comprehensive revenue and expense**

Financial assets at fair value through other comprehensive revenue and expense include financial assets held for trading. A financial asset is classified in this category if acquired principally for the purpose of selling in the short term or is part of a portfolio of identified financial instruments that are managed together and for which there is evidence of short term profit taking.

Derivatives are also categorised as held for trading unless they are designated as hedge accounting relationship for which hedge accounting is applied. Financial assets acquired principally for the purpose of selling in the short term or part of a portfolio classified as held for trading are classified as a current asset.

The current/non-current classification of derivatives is explained in the derivatives accounting policy above.

After initial recognition, financial assets in this category are measured at their fair values. Gains or losses on re-measurement are recognised through other comprehensive revenue and expense.

Financial assets in this category include investment in quoted shares and interest rate swaps not qualifying as hedges and investment in quoted shares by way of a managed fund which was designated at fair value through profit or loss at inception. This Community Investment Fund (CIF) investments fall within this category.

- **Loans and receivables**

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They are included in current assets, except for maturities greater than 12 months after the balance date, which are included in noncurrent assets.

Council's loans and receivables comprise cash and cash equivalents, debtors and other receivables, and term depositions. After initial recognition, they are measured at amortised cost using the effective interest method, less impairment. Loans and receivables issued with duration of less than 12 months are recognised at their nominal value. Gains or losses when the asset is impaired or derecognised are recognised through comprehensive revenue and expense. Loans and receivables are classified as "trade and other receivables" in the Statement of Financial Position.

Prepayments comprise significant items of expenditure having a benefit to more than one accounting period and are written off over the period to which they relate.

- **Held to maturity investments**

Held to maturity investments are non-derivative financial assets with fixed or determinable payments and fixed maturities that the council has the positive intention and ability to hold to maturity. They are included in current assets, except for maturities greater than 12 months after the balance date, which are included in noncurrent assets.

Council does not hold any held-to-maturity investments.

- **Financial assets at fair value through other comprehensive revenue and expense**

Financial assets at fair value through other comprehensive revenue and expenses are those

that are designated into the category at initial recognition or are not classified in any of the other categories above. They are included in non-current assets unless management intends to dispose of the investment within 12 months of the balance date.

This category includes:

- Investments in quoted shares that have been designated in Treasury Management policy as being available for sale;
- Investments that are intended to be held long term but which may be realised before maturity; and
- Shareholdings that are held for strategic purposes.

After initial recognition, these investments are measured at their fair value, with gains and losses recognised directly in equity except for impairment losses, which are recognised in the surplus or deficit.

On de-recognition, the cumulative gain or loss previously recognised in equity is recognised other comprehensive income is reclassified from equity to the surplus or deficit.

Included in the financial assets at fair value through other comprehensive income category are the council's investments in Local Authority stocks. Fair value for these investments is provided by ETOS and is determined by reference to published price quotations in an active market.

Impairment of financial assets

At each balance date the council assesses whether there is any objective evidence that a financial asset or group of financial assets is impaired. An impairment loss is recognised whenever the carrying amount of an asset exceeds its recoverable amount. Impairment losses are recognised in the surplus or deficit.

- **Loans and other receivables, and held-to maturity investments**

Impairment of a loan or a receivable is established when there is objective evidence that council will not be able to collect amounts due according to the original terms. Significant financial difficulties of the debtor/issuer, probability that the debtor/issuer will enter into bankruptcy, and default in payments are considered indicators that the asset is impaired. The amount of the impairment is the difference between the assets' carrying amount and the present value of estimated future cash flows, discounted using the original effective interest rates. For debtors and other receivables, the carrying amount is reduced through the use of an allowance account, and the amount of the loss is recognised in the surplus or deficit. When the receivable is uncollectable, it is written off against the allowance account. Overdue receivables that have been renegotiated are reclassified as current (that is,

not past due). Impairment in term deposits, local authority stock, government stock and community loans, impairment losses are recognised directly against the instrument's carrying amount.

- **Financial assets at fair value through other comprehensive revenue and expense**

For equity investments, a significant or prolonged decline in the fair value of the investment below its cost is considered objective evidence of impairment.

For debt investments, significant financial difficulties of the debtor, probability that the debtor will enter into bankruptcy, and default in payments are considered objective indicators that the asset is impaired.

If impairment evidence exists for investments at fair value through other comprehensive income, the cumulative loss (measured as the difference between the acquisition cost and the current fair value, less any impairment loss on that financial asset previously recognised in the surplus or deficit) recognised in other comprehensive revenue and expense is reclassified from equity to the surplus or deficit.

Equity instrument impairment losses recognised in the surplus or deficit are not reversed through the surplus or deficit.

In a subsequent period the fair value of the debt instrument increases and the increase can be objective related to an event occurring after the impairment loss was recognised, the impairment loss is reversed in the surplus or deficit.

Inventories

Inventories (such as stores and materials) held for distribution or consumption in the provision of services that are not supplied on a commercial basis are measured at the lower cost, adjusted when applicable, for any loss of service potential. Where inventories are acquired at no cost or for nominal consideration, the cost is the current replacement cost at the date of acquisition.

Inventories held for use in the production of goods and services on a commercial basis are valued at the lower of cost at net realisable value. The cost of purchased inventory is determined using the FIFO method.

The amount of any write-down for the loss of service potential or from cost to net realisable value is recognised in the surplus or deficit in the period of the write-down.

When land held for development and future resale is transferred from investment property/property, plant

and equipment to inventory, the fair value of the land at the date of the transfer is its deemed cost.

Costs directly attributed to the development land are to be capitalised to inventory, with the exception of infrastructural asset costs which are capitalised to property, plant, and equipment.

Marsden to Oakleigh rail corridor designation is made up of the costs directly attributable to securing the rail corridor designation. This inventory asset is held for distribution. The future economic benefit or service potential of this asset is not directly related to council's ability to generate future cash inflows. The value of this inventory is at cost and when applicable, will be adjusted for any loss of service potential.

Council will transfer the rail corridor to KiwiRail once KiwiRail has entered into an unconditional contract for the construction of the entire Marsden Point Rail Link.

Non-current assets held for sale

Non-current assets held for sale are classified as held for sale if their carrying amount will be recovered principally through a sale transaction, not through continuing use. Non-current assets held for sale are measured at the lower of their carrying amount and fair value less costs to sell.

Any impairment losses for write-downs of non-current assets held for sale are recognised in the surplus or deficit. Any increases in fair value (less costs to sell) are recognised up to the level of any impairment losses that have been previously recognised.

Non-current assets (including those that are part of a disposal group) are not depreciated or amortised while they are classified as held for sale.

Property, plant and equipment

Property, plant and equipment consist of:

- **Operational assets** – these include land, buildings, amenities, plant and equipment, navigational aids, vehicles and vessels and dredging equipment.
- **Infrastructure assets** – infrastructure assets are the assets that comprise the Awanui River flood management system, including stop-banks and floodgates.
- **Restricted assets** – there are no restrictions on the assets of the Northland Regional Council. There are no restrictions on the assets of the Northland Port Corporation (NZ) Ltd.

Property, plant and equipment is shown at cost or valuation, less accumulated depreciation and impairment losses.

Revaluation

All assets are initially valued at cost. Those asset classes that are re-valued are re-valued with sufficient regularity to ensure that their carrying amount does not differ materially from fair value. Except for Land and buildings, and Infrastructure assets all other asset classes are carried at depreciated historical costs.

Land and buildings

The Northland Regional Council re-values the land and buildings' asset class annually.

Infrastructure assets

The Northland Regional Council re-values infrastructure assets class (River Management Schemes) every three years. Infrastructure assets are valued at replacement cost.

Infrastructure assets components include gates, pipes, outlets and stop banks. Depreciation is not provided for on stop-bank components of the infrastructure assets. An asset management plan has been prepared for this scheme and, in the absence of significant flood events, the stop-banks are not considered to deteriorate. The Awanui River flood management scheme assets are tested annually for impairment.

Northland Port Corporation (NZ) Limited re-values certain classes of asset. Revaluations of property, plant and equipment are accounted for on a class of asset basis. Those asset classes that are re-valued are valued annually, on the basis described below. All other asset classes are carried at depreciated historical cost.

The results of revaluing are credited or debited to Other Comprehensive Income and are accumulated to an asset revaluation reserve in equity for that class of asset. Where this would result in a debit balance in the asset revaluation reserve, this balance is not recognised in Other Comprehensive Income but is recognised in the surplus or deficit. Any subsequent increase on revaluation that reverses a previous decrease in value recognised in the surplus or deficit will be recognised first in the surplus or deficit up to the amount previously expensed, and then recognised in other comprehensive income.

Additions

The cost of an item of property, plant and equipment is recognised as an asset if, and only if, it is probable that future economic benefits or service potential associated with the item will flow to the council and the cost of the item can be measured reliably.

In most instances, an item of property, plant and equipment is recognised at its cost. Where an asset is acquired at no cost, or for nominal cost, it is recognised at fair value as at the date of acquisition.

Subsequent costs

Costs incurred subsequent to initial acquisition are capitalised only when it is probable that future economic benefits or service potential associated with the item will flow to the council and the cost of the item can be measured reliably.

Disposals

Gains and losses on disposals are determined by comparing the disposal proceeds with the carrying amount of the asset. Gains and losses on disposals are reported in the surplus or deficit. When re-valued assets are sold, the amounts included in asset revaluation reserves in respect of those assets are transferred to accumulated funds.

Depreciation

Depreciation is provided on a straight-line basis on all property, plant and equipment other than land, owner-occupied buildings and infrastructure assets (except for stop-banks as described under the revaluation section), at rates that will write off the cost (or valuation) of the assets to their estimated residual values over their useful lives.

Owner occupied buildings are re-valued annually and no depreciation is charged on these assets.

The useful lives and associated depreciation rates of major classes of assets have been estimated as follows:

| | | |
|--------------------------------|-------------|---------|
| Buildings | 5–100 years | 1–20% |
| Amenities | 5–100 years | 1–20% |
| Forest | 10 years | 10% |
| Plant and Equipment | 2–20 years | 5–50% |
| Navigational Aids | 10 years | 10% |
| Vehicles | 4–5 years | 20–25% |
| Vessels and Dredging Equipment | 10–25 years | 4–10% |
| Infrastructure assets | 50–80 years | 1.25–2% |

The residual value and useful life of an asset is reviewed, and adjusted if applicable, at each financial year end.

Operational land and buildings

Land and buildings held by the Northland Regional Council are re-valued annually at fair value, as determined by market-based evidence, by an independent valuer.

Capital projects in progress

Capital expenditure projects not completed by balance date are recorded at cost.

Intangible assets**Goodwill**

Goodwill on acquisition of businesses and subsidiaries is included in intangible assets. Goodwill on acquisition of associates is included in “investments in associates” and is tested for impairment as part of the overall investment balance.

Separately recognised goodwill is tested annually for impairment and carried at cost less accumulated impairment losses. An impairment loss recognised for goodwill is not reversed.

Goodwill is allocated to cash-generating units for the purposes of impairment testing. The allocation is made to those cash-generating units or groups of cash-generating units that are expected to benefit from the business combination in which the goodwill arose.

Software acquisition and development

Acquired computer software licences are capitalised on the basis of the costs incurred to acquire and bring to use the specific software.

Costs that are directly associated with the development of software for internal use by council are recognised as an intangible asset. Direct costs include the software development employee costs and an appropriate portion of relevant overheads.

Staff training costs are recognised in the surplus or deficit when incurred.

Costs associated with maintaining computer software are recognised as an expense, when incurred.

Amortisation begins when the asset is available for use, and ceases at the date that the asset is derecognised. The amortisation charge for each period is recognised in the surplus or deficit.

The useful lives and associated amortisation rates for major classes of intangible assets have been estimated as follows:

| | | |
|-------------------|-----------|--------|
| Computer software | 4–5 years | 20–25% |
|-------------------|-----------|--------|

Impairment of property, plant and equipment and intangible assets

Intangible assets that have an indefinite useful life, or are not yet available for use, are not subject to amortisation and are tested, annually, for impairment. Assets not yet available for use are recorded at cost in the capital projects in progress account. Assets that have a finite life are reviewed for indicators of impairment at each balance date. When there is an indicator of impairment the asset's recoverable amount is estimated. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds

its recoverable amount. The recoverable amount is the higher of an asset's fair value, less costs to sell and value in use.

Value in use is the depreciated replacement cost for an asset where the future economic benefits or service potential of the asset are not primarily dependent on the asset's ability to generate net cash inflows and where the entity would, if deprived of the asset, replace its remaining future economic benefits or service potential.

The value in use for cash-generating assets and cash-generating uses is the present value of expected future cash flows.

If an asset's carrying amount exceeds its recoverable amount, the asset is impaired and the carrying amount is written down to the recoverable amount. For re-valued assets, the impairment loss is recognised against the revaluation reserve for that class of asset. Where that results in a debit balance in the revaluation reserve, the balance is recognised in the surplus or deficit.

For assets not carried at a re-valued amount, the total impairment loss is recognised in the surplus or deficit. The reversal of an impairment loss on a re-valued asset is credited to the revaluation reserve. However, to the extent that an impairment loss for that class of asset was previously recognised in the Statement of Comprehensive Income, a reversal of the impairment loss is also recognised in the surplus or deficit. For assets not carried at a re-valued amount (other than goodwill), the reversal of an impairment loss is recognised in the surplus or deficit.

Easements

Easements are recognised at cost, being the costs directly attributable to bringing the asset to its intended use. Easements have an indefinite useful life and are not amortised, but are instead tested for impairment annually.

Amortisation

The carrying value of an intangible asset with a finite life is amortised on a straight line basis over its useful life.

Biological assets

Forestry assets are independently re-valued, annually, by Chandler Fraser Keating Ltd at fair value less estimated point-of-sale costs. Fair value is the amount for which the forest asset would be expected to exchange between a willing buyer and a willing seller in an arm's length transaction, after proper marketing, wherein the parties have each acted knowledgeably and without compulsion.

Fair value is derived using a combination of the expectation value (or income) approach and the cost-based approach. Under the expectation value approach, the net present value is calculated by discounting to the

present day the projected net cash flow of the forest in perpetuity. The calculated net present value is then linked to sales evidence through the application of a discount rate derived from the analysis of actual transactions. The cost-based approach is also employed in the valuation because the tree crop is a young, second rotation forest (80% by value are less than 10 years of age) and this approach better reflects how the market would likely view the tree crop value.

Gains or losses arising on initial recognition of biological assets at fair value less estimated point-of-sale costs, and from a change in fair value less estimated point-of-sale costs, are recognised in the surplus or deficit.

The costs to maintain the biological assets are included as an expense in surplus or deficit.

New Zealand Units (Forestry) – Emissions Trading scheme

The council has 291 hectares of pre-1990 forest land. This land is subject to the provisions of the New Zealand emissions trading scheme ("ETS"). The implication of this for the financial statements is two-fold:

- Should the land be deforested (that is, the land is changed from forestry to some other purpose), a deforestation penalty will arise; and
- As a result of the deforestation restriction, compensation units are being provided by the Government.

Compensation is to be provided to forestry owners, via the allocation of compensation units, known as New Zealand Units (NZUs) in two tranches. Council received the first tranche of 6,693 units in December 2010 and a second tranche allocation of 10,767 units in 2013.

Compensation units are recognised at deemed cost based on the fair value at the date of receipt (that is, historic value). The credits are recognised when they have been received and are recognised as income in the Statement of Comprehensive Revenue and Expense. Gains and losses on disposal are determined by comparing the disposal proceeds with the carrying amount of the NZU. Gains and losses on disposals are reported in the surplus or deficit.

If at the end of any financial year there has been some deforestation (such as harvesting) that is yet to be replanted, a contingent liability will be disclosed until such time as replanting has occurred. Council's Forest Management Plan prescribes replanting will always take place subsequent to any harvest.

After initial recognition, Emission Trading Scheme credits are measured at their fair values with gains or

losses on re-measurement recognised in the surplus or deficit.

Investment property

Properties leased to third parties under operating leases are classified as investment property unless the property is held to meet service delivery objectives rather than to earn rentals or for capital appreciation.

Investment property is measured initially at its cost, including transaction costs.

After initial recognition, council measures all investment property at fair value, as determined annually by Telfer Young (Northland) Ltd who are independent valuers, and who have recent experience in the location and category of the investment property being valued and hold a recognised and relevant professional qualification. Fair value is the price at which the property could be exchanged between knowledgeable, willing parties in an arm's length transaction.

The fair value of investment property reflects, among other things, rental income from current leases and reasonable and supportable assumptions that represent what knowledgeable, willing parties would assume about rental income from future leases in the light of current conditions.

Gains or losses arising from a change in the fair value of investment property are recognised in the surplus or deficit.

Creditors and other payables

Creditors and other payables are recorded at their face value.

Employee entitlements

Short term employee entitlements

Employee benefits that are expected to be settled within 12 months of balance date are measured at nominal values based on accrued entitlements at current rates of pay.

These include salaries and wages accrued up to balance date, annual leave earned to, but not yet taken at balance date, retiring and long service leave entitlements expected to be settled within 12 months, and sick leave.

Council recognises a liability for sick leave to the extent that absences in the coming year are expected to be greater than the sick leave entitlements earned in the coming year. The amount is calculated based on the unused sick leave entitlement that can be carried forward at balance date, to the extent that council anticipates it will be used by staff to cover those future absences.

Council recognises that a liability and an expense are recognised for bonuses where contractually obliged, or

where there is a past practice that has created a constructive obligation.

Long term employee entitlements

Entitlements that are payable beyond 12 months, such as long service leave and retirement leave, have been calculated on an actuarial basis. The calculations are based on:

- Likely future entitlements accruing to staff, based on years of service, years to entitlement, the likelihood that staff will reach the point of entitlement and contractual entitlements information; and
- The present value of the estimated future cash flows.

These estimated amounts are discounted to their present value using the 10 year Government bond rate.

Presentation of employee entitlements

Sick leave, annual leave, vested long service leave, and non-vested long service leave and retirement gratuities expected to be settled within 12 months of balance date, are classified as a current liability. All other employee entitlements are classified as a non-current liability.

Superannuation schemes

Obligations for contributions to Kiwi Saver are accounted for as defined contribution superannuation schemes are recognised as an expense in the surplus or deficit when incurred.

Provisions

A provision for future expenditure of uncertain amount or timing is recognised when there is a present obligation (either legal or constructive) as a result of a past event. It is probable that expenditures will be required to settle the obligation and a reliable estimate can be made of the amount of the obligation.

Provisions are measured at the present value of the expenditures expected to be required to settle the obligation using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the obligations. The increase in the provision due to the passage of time is recognised as an interest expense and is included in finance costs.

Equity

Equity is the community's interest in the Northland Regional Council and is measured as the difference between total assets and total liabilities. Equity is disaggregated and classified into a number of reserves.

The components of equity are:

- Accumulated funds;
- Special reserves;
- Restricted reserves;
- Asset revaluation reserves; and
- Fair value through other comprehensive income reserve.

Special reserves are a component of equity generally representing a particular use to which various parts of equity have been assigned. Reserves may be legally restricted or created by the council.

Restricted reserves include the Land Management Reserve, Priority Rivers Reserve, Hātea River Reserve, Recreational Facilities Reserve, Awanui River Management Reserve, Kaihū River Management Reserve, Whāngārei Urban Rivers Reserve, Kaeo River Management Reserve, Infrastructure Facilities Reserve and Environment Fund Reserve. These reserves are restricted by law and reflect targeted rates that must be applied to the specific activities for which the rates were collected. Other reserves are established by the council and may be altered at the discretion of the council.

Goods and services tax (GST)

All items in the financial statements are stated exclusive of GST, except for receivables and creditors and other payables, which are stated on a GST inclusive basis. GST not recoverable as input tax is recognised as part of the related asset or expense.

The net amount of GST recoverable from, or payable to, the Inland Revenue Department (IRD) is included as part of receivables or payables in the Statement of Financial Position.

The net GST paid to, or received from the IRD, including the GST relating to investing and financing activities, is classified as an operating cash flow in the Statement of Cash Flows.

Commitments and contingencies are disclosed exclusive of GST.

Comparative figures

Certain comparative information has been reclassified where there has been a change of accounting policy.

Cost allocation

Northland Regional Council has derived the cost of service for each significant activity of the council using the cost allocation system outlined below.

Direct costs are those costs directly attributable to a significant activity. Indirect costs are those costs, which cannot be identified in an economically feasible manner, with a specific significant activity.

Inter-departmental direct costs are charged to the applicable department at the time the cost is incurred. Indirect costs are charged to significant operating activities using appropriate cost drivers such as actual usage and staff numbers.

Financial risk management objectives and policies

Council has a series of policies to manage the risks associated with financial instruments. Council is risk averse and seeks to minimise exposure from its treasury activities. Council has established Liability Management and Investment policies. These policies are council approved and were included in the Long Term Plan. These policies do not allow any transactions that are speculative in nature to be entered into.

The council's principal financial instruments comprise the investment portfolio, finance leases and cash and short term deposits. The group has various other financial assets and liabilities such as trade receivables and trade payables which arise directly from its operations. The main risk arising from the councils financial instruments are cashflow interest rate risk, liquidity risk, foreign currency risk and credit risk.

Details of the significant accounting policies and methods adopted include the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset. Financial liabilities are disclosed in the notes to the financial statements.

Financial instrument risk

The Northland Regional Council has policies to manage the risk associated with financial instruments. Council is risk averse and seeks to minimise exposure from its treasury activities. Council has established borrowing and investment policies. These policies do not allow any transactions that are speculative in nature to be entered into.

Market risk

Price risk

Price risk is the risk the fair value or future cash flows of a financial instrument will fluctuate as a result of changes in market prices. Equity securities price risk arises on listed share investments, which are classified as financial assets held at fair value through other comprehensive income. For council this only includes the former Northland Regional Council Community Trust fund investments. This price risk arises due to market movements in listed shares. Equity securities price risk is not managed.

Fair value interest rate risk

Fair value interest rate risk is the risk that the value of a financial instrument will fluctuate due to changes in market interest rates. The Northland Regional Council's exposure to fair value interest rate risk is limited to interest-bearing investments within the portfolio.

Northland Port Corporation (NZ) Ltd has risk from its long term debt obligations with a floating interest rate. To mitigate this risk, derivative interest rate swap contracts are periodically entered into under which the company is obligated to receive interest at floating rates and to pay interest at fixed rates.

Cash flow interest rate risk

Cash flow interest rate risk is the risk that the cash flows from a financial instrument will fluctuate because of changes in market interest rates. Investments at variable interest rates expose the Northland Regional Council and group to cash flow interest rate risk. The policies of the Northland Regional Council require a spread of investment maturity dates to limit exposure to short term interest rate movements.

Currency risk

Currency risk is the risk that the value of a financial instrument will fluctuate due to changes in foreign exchange rates.

Credit risk

Credit risk is the risk that a third party will default on its obligation to the council and group, causing it to incur a loss. Due to the timing of its cash inflows and outflows, surplus cash is invested into term deposits, local authority stock, and government bonds which give rise to credit risk.

Northland Regional Council investments are invested in accordance with the Treasury Management Policy which has a low risk profile. Investments are made with creditworthy institutions as determined by their Standard and Poors credit rating. Investment of surplus cash is limited to Local Authority and Government Stock and approved corporate bonds and deposits with New Zealand registered banks.

On 1 July 2012, council took responsibility for the investment of the former Northland Regional Council Community Trust Fund – now referred to as the Community Investment Fund. A Statement of Investment Policies and Objectives was approved by council in October 2012. The SIPO ensures the risk is managed within to acceptable levels.

Northland Port Corporation (NZ) Ltd manages its credit exposure by only trading with recognised, credit worthy parties and by limiting the amount of funds placed with any one financial institute at any one time. Accordingly, the group has no significant concentrations of credit risk.

Liquidity risk

Liquidity risk is the risk that the Northland Regional Council will encounter difficulty raising liquid funds to meet commitments as they fall due. Prudent liquidity risk management implies maintaining sufficient cash and availability of funding through the investment portfolio. The vast majority of the investment portfolio is very liquid and able to be sold on the same day.

Northland Port Corporate (NZ) Limited manages its exposure to liquidity risk by maintaining a balance between continuity of funding and flexibility through the use of bank loans, overdrafts and committed available credit lines.

Capital management

The council's capital is its equity (or ratepayers' funds), which comprises retained earnings and reserves. Equity is represented by net assets.

The Local Government Act 2002 (the Act) requires the council to manage its revenues, expenses, assets, liabilities investments and general financial dealings prudently and in a manner that promotes the current and future interests of the community. Ratepayers' funds are largely managed as a by-product of managing revenues, expenses, assets, liabilities, investments, and general financial dealings.

The objective of managing these items is to achieve intergenerational equity, which is a principle promoted in the Act and applied by the council. Intergenerational equity requires today's ratepayers to meet the costs of using the council's assets and not expecting them to meet the full costs of long term assets that will benefit ratepayers in future generations. Additionally, the council has in place asset management plans for major classes of assets, detailing renewal and maintenance programmes to ensure ratepayers in future generations are not required to meet the costs of deferred renewals and maintenance.

The Act requires the council to make adequate and effective provision in its Long Term Plan and in its Annual Plan (where applicable) to meet the expenditure needs identified in those plans. The Act also sets out the factors that the council is required to consider when determining the most appropriate sources of funding for each of its activities.

The sources and levels of funding are set out under Funding and Financial Policies in the Council's Long Term Plan.

Reserves for different areas of benefit are used where there is a discrete set of rate or levy payers as distinct from the general rate. Any surplus or deficit relating to these separate areas of benefit is applied to the specific

reserves. Self-insurance reserves are built up annually from general or sometimes targeted rates and are made available for specific unforeseen events. The release of these funds is approved by council.

Public Benefit Entity Financial Reporting Standard 42: Prospective Financial Statements (PBE FRS 42)

The council has complied with PBE FRS 42 in the preparation of these prospective financial statements.

In accordance with PBE FRS 42, the following information is provided:

- (i) Description of the nature of the entity's current operation and its principal activities
The council is a local authority, as defined in the Local Government Act 2002. The Council's principal activities are outlined within this Annual Plan.
- (ii) Purpose for which the prospective financial statements are prepared

It is a requirement of the Local Government Act 2002 to present prospective financial statements that span 1 year and include them within the Annual Plan. This provides an opportunity for ratepayers and residents to review the projected financial results and position of the Council. Prospective financial statements are revised annually to reflect updated assumptions and costs.

- (iii) Basis for assumptions, risks and uncertainties
The financial information has been prepared on the basis of best estimate assumptions as to the future events which the council expects to take place. The council has considered factors that may lead to a material difference between information in the prospective financial statements and actual results. These factors, and the assumptions made in relation to the sources of uncertainty and potential effect, are outlined within this Annual Plan.
- (iv) Cautionary note
The financial information is prospective. Actual results are likely to vary from the information presented, and the variations may be material.
- (v) Other disclosures
The council is responsible for the prospective financial statements presented, including the assumptions underlying prospective financial statements and all other disclosures. The Annual Plan is prospective and as such contains no actual operating results.

Proposed amendments to the Navigation, Water Transport and Maritime Safety bylaw charges 2013 (to take effect for 2014/15 year)

Introduction

A Statement of Proposal and the special consultative procedure is required (pursuant to sections 83, 86 and 156 of the Local Government Act 2002) to amend any clauses of the Navigation, Water Transport and Maritime Safety Bylaw Charges (last adopted in June 2013) and to re-adopt the Bylaw Charges.

Section 156 of the Act requires that a bylaw or an amendment to an existing bylaw be made pursuant to the special consultative procedure set out in section 83. That section requires both a Statement of Proposal, and a summary of the information to be prepared, with the summary to be circulated widely and publicly notified. The full Statement of Proposal must be available for public inspection at all offices of the Council during the submission period.

Section 86 requires that a draft of the full bylaw to be amended be included in the Statement of Proposal, setting out the reasons for the proposal and whether a bylaw is an appropriate mechanism pursuant to section 155.

Reasons for the proposal

As signalled in the Long Term Plan 2012-22 council adjusts its user fees and charges each year to keep up with inflation. This year a 2.4% increase will apply to all our user fees and charges that are affected by price level changes. (2.4% is the forecast cost adjutor for operational expenditure in local government for the 2014/2015 year.)

Council considers that it would be inequitable to not apply the 2.4% adjustment to the Navigation, Water Transport and Maritime Safety Bylaw charges, given we are applying them elsewhere. This applies to **sections 3, 4, 5, 7, 8 and 9**. (Section 6 is set by Auckland Council.)

In addition to this change, council proposes to change:

- **Section 3(b)(3)(b) and (c)** - to clarify the existing fee for the situation where 10 to 24 swing and/or pile moorings are owned by one person or organisation and ensures (b) and (c) apply a consistent threshold
- **Section 3(b) 5** – to remove the reference to private accommodation and replace it with the phrase “non-commercial structures”.

- **Section 3(b) 13(a) & (b)** - to include charges for applications to modify mooring licence conditions and owner benefit inspections. Actual officer time will be charged in accordance with the council's charging policy
- **Section 7(c)** – to remove references to vessels from 100 to 500 GT as these are not typically piloted by council. Consequently 7(c)(iii) becomes section 7(c)(ii)
- **Section 9** - to provide for full cost recovery.

These changes

- clearly articulate and clarify the charges for small groupings of moorings (it is not a new charge)
- allow council to recover the actual costs of modification of mooring licence conditions and special events in line with the beneficiary pays principle, and
- remove an unnecessary references to private accommodation in the bylaw (as all buildings in the coastal marine area incur a charge under the council charging policy) and council pilotage that does not normally occur. There are no other proposed changes to the bylaw.

This bylaw amendment is made pursuant to the bylaw provisions of the Local Government Act for setting fees and charges as mandated by section 684B(h)(i)–(iii) of the Local Government Act 1974 (Part 39A Navigation), saved in Schedule 18 of the Local Government Act 2002. It is the most cost effective way of recovering the costs arising from the regulation of recreational maritime activities and commercial shipping as appropriate.

Draft amendments

Navigation, Water Transport and Maritime Safety Bylaw Charges 2014

These bylaws shall be known as the Northland Regional Council Navigation, Water Transport and Maritime Safety Bylaw Charges 2014:

1. These bylaws shall apply throughout the region of the council.

2. In these bylaws, unless the context otherwise requires:

“Maritime facility” means any jetty, jetty berth, wharf, ramp, slipway, boatshed, marina berth, pontoon or, whether private, commercial or a recreational public facility, that is located within the coastal marine area of the Northland.

“Mooring” means any swing or pile mooring whether private, commercial or recreational mooring that is located within the coastal marine area of the Northland.

“Owner” includes:

- (a) in relation to a vessel, the agent of the owner and also a charterer; or
- (b) in relation to any dock, wharf, quay, slipway or other maritime facility, means the owner, manager, occupier or lessee of the dock, wharf, quay, slipway or other maritime facility.

3. Navigation Safety Bylaw Fees

For the period specified hereunder and for each year thereafter until amended or superseded by a subsequent bylaw charge, the owner of every maritime facility or mooring in the region shall pay to the council an annual navigation fee fixed herein.

- (a) The navigation safety bylaw fee shall be payable on the number of berths available at the maritime facility, whether or not all berths are used. The council’s Harbourmaster shall determine the number of berths available at any maritime facility.

| | <u>GST Exclusive</u> |
|--|----------------------|
| (b) (1) For every mooring, jetty, jetty berth, boatshed, boat ramp up to 15 m x 4.5 m, minor structure, and any group of piles with 74 berths or less owned by one organisation. | \$61.30 |
| (2) For every berth holder not otherwise included herein a fee for the recovery of the cost of the navigation safety equipment in the upper Hātea river, per berth. | \$61.30 |
| (3) (a) For every berth in a marina containing more than 75 berths, provided that if the fee is not paid within 60 days of invoice, the fee shall revert to \$60.00 per berth. | \$51.30 |
| (b) For every berth in marinas containing 25 or more, but less than 75 berths, provided that if the fee is not paid within 60 days of invoice, the fee shall revert to \$60.00 plus GST per berth. | \$57.39 |
| (c) Swing and pile moorings owned by one person or organisation comprising 10 to 24 moorings (per mooring) | \$61.30 |
| (4) Boatsheds, per additional berth. | \$61.30 |
| (5) Community and boating club structures, jetties and “non-commercial structures” in the coastal marine area. | \$61.30 |
| (6) Marine farms. | \$61.30 |
| (7) Boat ramps/slipways over 15 metres and grids. | \$122.61 |
| (8) High use structures and jetties, marine-related, not more than 300 m ² in plan area within the coastal marine area. | \$343.04 |
| (9) High use commercial slipways with a maximum capacity of less than 50 tonnes. | \$343.04 |

GST Exclusive

- | | |
|---|------------|
| (10) High use structures and jetties, marine-related and more than 300 m2 but less than 1,000 m2 in plan area within the coastal marine area. | \$1,490.00 |
| (11) High use structures and jetties, marine-related and more than 1,000 m2 in plan area within the coastal marine area. | \$2,636.96 |
| (12) High use commercial slipways with a maximum capacity of more than 50 tonnes. | \$2,636.96 |
| (13) (a) Mooring license amendment fee Any changes to the mooring license conditions, such as position, size or design of a mooring, or the maximum length of vessel allowed to use the mooring must be approved by the harbourmaster as required by the Navigation Safety Bylaws. The fee relates to the actual work involved in processing the application, including checking the effect on adjacent mooring holders. | \$163.48 |
| (b) On site assessment of Moorings Mooring holders who require an on-site assessment or inspection of their mooring, or proposed mooring, by the maritime staff for their own benefit will receive a fee based on the actual officer's time, charged at an hourly rate comprising actual employment costs plus a factor to cover administration costs. | |
| Actual officer time will be charged in accordance with the council's charging policy. | |
| (14) Pursuant to the provisions of Navigation Safety Bylaw clause 3(1)(6), should any mooring licence fees or other charges due to the council under the provision of this bylaw remain unpaid for a period of 60 days, then the Harbourmaster may remove, or cause to be removed, the mooring and detain the vessel using the mooring, until such fees and charges, including the cost of removing the mooring and storing the vessel, have been fully paid and discharged. Should such debts have not been paid and discharged within a further 60 days, the council has the right to sell the mooring and/or vessel to recover the debt. | |

4. Hot Work Permits

For vessels alongside wharves or at anchor, per permit. \$73.91

5. Safe Operating Licences

For all Northland harbours, unpowered craft not subject to a maritime rule and available for lease or hire, including: dinghies, kayaks, canoes, aqua-cycles, surf cats or similar commercially available craft, an inspection fee to verify the adequacy of procedures and safety equipment, up to one hour. \$73.91

Where inspection time exceeds one hour, the charge shall be at the rate of \$70.00 per hour plus vehicle running costs at the rates approved from time to time by the Inland Revenue Department.

6. Jet Ski Registration Fees

As resolved and prescribed by the Auckland Council which undertakes this function on behalf of the Northland Regional Council under delegated authority.

| | | |
|------------|---|-----------------------------|
| | | <u>GST Exclusive</u> |
| 7. | (a) Pilotage¹ | |
| | (i) Inwards/outwards to wharf, Ōpua – per visit | |
| | Where GT is greater than 500 but less than 3000 | \$1,536.00 |
| | Where GT is greater than 3000 but less than 18,000 | \$2,969.50 |
| | (ii) Ships to anchor in Bay of Islands – per visit | |
| | Where GT is greater than 500 but less than 3000 | \$1,536.00 |
| | Where GT is greater than 3000 but less than 18,000 | \$2,969.50 |
| | Where GT is greater than 18,000 but less than 40,000 | \$3,544.00 |
| | Where GT is greater than 40,000 but less than 100,000 | \$3,962.00 |
| | Where GT is greater than 100,000 | \$4,378.50 |
| | | <u>GST Exclusive</u> |
| | (b) Shipping – Navigation and Safety Services Fee Per ship visiting the Bay of Islands regardless of which pilotage organisation or company actually services the vessel | |
| | Where GT is less than 3000 | \$1.02/GT |
| | Where GT is greater than 3000 but less than 18,000 | \$2,969.50 |
| | Where GT is greater than 18,000 but less than 40,000 | \$3,336.00 |
| | Where GT is greater than 40,000 but less than 100,000 | \$3,648.50 |
| | Where GT is greater than 100,000 | \$4,169.50 |
| | | <u>GST Exclusive</u> |
| | (c) Shipping | |
| | (i) Navigation and Safety Services Fee Per ship visiting the Bay of Islands when the Master is exempt from compulsory pilotage | |
| | Up to 3000 GT | \$1.02/GT |
| | (ii) Navigation and Safety Services Fee Per ship visiting the Poor Knights Area To Be Avoided under Maritime NZ approval for exemption from applicable Marine Protection Rules. | |
| | Over 45 metres length overall | \$1.02/GT |
| | (d) Shipping | |
| | Navigation and Safety Services Fee Per ship visiting Whangaroa Harbour except when the ship is also visiting the Bay of Islands during the same voyage | \$1,024.00 |
| 8. | Harbourmaster's Navigation Safety Services Fee | |
| | (a) North Port Ltd | \$110,000.00 |
| | (b) For water transport operators not serviced by a port company, at actual time and cost. | |
| | (c) Where the actual costs on a labour time and plant recovery basis exceed the annual fee, the council will recover any balance on an actual cost basis. | |
| 9. | Applications for Reserved Area for Special Event (clause 3.13 of the Navigation Safety Bylaw 2012) | |
| | Special Event Processing Fee | \$148.50 |
| | The council shall recover from the applicant all actual and reasonable costs incurred in arranging for the publication of a public notice. These costs are additional to the above fee. Where the actual costs on a labour time and plant recovery basis exceed the annual fee, the council will recover any balance on an actual cost basis. | |
| 10. | All navigation and other fees specified herein are exclusive of Goods and Services Tax. | |

These bylaws will be sealed, publicly notified pursuant to the Local Government Act 2002 and will be confirmed when the Annual Plan is adopted (date to be determined). Following confirmation, the bylaws will come into force on 1 July 2014.

¹ Charges for Bay of Islands apply for vessels entering inside the pilotage limits as marked on chart NZ 5125.

Draft charging policy 2014/15

The Charging Policy is reviewed on an annual basis. Fees and Charges that require formal adopting under Section 150 of the Local Government Act 2002 may be set during either a Long Term Plan or Annual Plan process. The proposed fee amendments are set out in the policy included in the plan and will come into effect on 1 July 2014 and will continue until superseded.

Following approval and adoption of the Draft Annual Plan, the new edition of the Charging Policy will be published on the council's website as an update to the Charging Policy included in the Long Term Plan.

Proposed amended fees and charges

The review of the 2013/2014 Charging Policy has resulted in proposed changes to the following areas:

All Sections: Increase in hourly staff charges and all fees and charges by approximately 2.4% due to inflationary increases.

Section 11: Navigation, Water Transport and Maritime Safety Bylaw Charges includes the following proposed amendments:

- **Section 3(b)(3)(b) and (c)** - to clarify the existing fee for the situation where 10 to 24 swing and/or pile moorings are owned by one person or organisation and ensures (b) and (c) apply a consistent threshold
- **Section 3(b) 5** – to remove the reference to private accommodation
- **Section 3(b) 13(a) & (b)** - to include charges for applications to modify mooring licence conditions and owner benefit inspections. Actual officer time will be charged in accordance with the council's charging policy
- **Section 7(c)** – to remove references to vessels from 100 to 500 GT as these are not typically piloted by council. Consequently 7(c)(iii) becomes section 7(c)(ii)
- **Section 9** - to provide for full cost recovery.

(These are signalled in the proposed bylaw amendment preceding this policy.)

Minor amendments to the description of activities or uses, such as low use versus minor structures, that do not affect the charges involved but promote consistency within the terminology of the policy. These terms are also now defined within the policy.

Change to **appendix 6** coastal structures to clarify that a fee for buildings in the coastal marine area applies not just to private accommodation but to all buildings.

The proposed charging policy 2014/2015 is as follows:

Resource and user fees

Pursuant to:

- The Biosecurity Act 1993;
- The Building Act 2004;
- The Local Government Act 2002;
- The Local Government Official Information and Meetings Act 1987;
- The Property Law Act 2007
- The Resource Management Act 1991; and
- The Aquaculture Reform (Repeals and Transitional Provisions) Act 2004.

1. Introduction

The Resource Management Act 1991 ("the Act") and the Aquaculture Reform (Repeals and Transitional Provisions) Act 2004 authorise the Northland Regional Council to fix resource consent charges relating to the council's functions and responsibilities under the Act charges may be set as specific amounts, as a scale of charges or as formulae. The council has chosen to use a combination of these approaches. Section 36(1)(c) of the Resource Management Act, provides for the charging of fees to recover costs associated with:

- the **administration** of resource consents;
- the **supervision** of resource consents; and
- **monitoring** – the gathering of information necessary to effectively monitor both the state of the environment and the resource consents that have effect in the region.

Additionally, costs are recoverable under the Building Act 2004 under its building consents, enforcement and safety provisions in regard to dams, the bylaw charging provisions of the Local Government Act 2002, and the

council's Navigation Safety Bylaws. Costs may also be recovered under the authority of the Biosecurity Act 1993, the Local Government Act 2002, and the Local Government Official Information and Meetings Act 1987.

The council's Charging Policy defines fees and charges for the following classes:

- (i) The Building Act 2004.
- (ii) The Biosecurity Act 1993:
 - Cost recovery schedule for Northland Regional Pest Management Strategy for Nassella Tussock.
- (iii) The Local Government Act 2002:
 - Inspections, investigations and/or environmental incidents.
 - Management charges for laboratory and miscellaneous services.
 - Navigation and safety activities.
 - Inspections of dairy farms operating under the permitted activity rules for discharges to land.
- (iv) The Local Government Official Information and Meetings Act 1987:
 - Information charges.
- (v) The Property Law Act 2007
 - Navigation Water Transport and Maritime Safety Bylaw Charges.
- (vii) The Resource Management Act 1991:
 - Application fees for resource consents, certificates of compliance and existing use certificates.
 - Application fees for preparing or changing a policy statement or plan.
 - Charges payable by submitters making a request under section 100A.
 - Charges payable by resource consent holders for the council to undertake reviews of consent conditions under sections 127(1), 128(1)(a), 12B(1)(c) or 128(2).
 - Resource consent annual administration and monitoring charges.
 - Additional supervision charges for investigation of potential non-compliances and non-compliance with consent conditions.
 - Charges set by regional rules.
 - Applications for offsite farms and reviews of deemed coastal permits for marine farms pursuant to the Aquaculture Reform (Repeals and Transitional Provisions) Act 2004.

The council reviews its schedule of charges each year to provide for the recovery of the costs associated with the inspection and mitigation of adverse environmental impacts arising from the agricultural and industrial sectors.

The council's Revenue and Financing Policy sets out the funding and recovery targets for each council activity. The funding targets and criteria set out in the Revenue and Financing Policy have been considered by council in setting fees and charges as set out in the Charging Policy. The Northland Regional Pest Management Strategies provide a schedule of cost recovery for certain works.

The Resource Management Act consent classes include permits to take water, permits to discharge contaminants to air, land or water; land use consents, coastal permits, and building consents in the coastal marine area. The major types of consent classes and criteria for charging purposes are as follows:

Discharges to Water (including):

- major industries
- major effluent discharges
- refuse landfills
- timber treatment plants

Water Permits (including):

- water takes of high potential effects
- other water takes

Discharges to Air

Coastal (including):

- moorings, jetties and structures
- marinas
- slipways and maintenance facilities
- major coastal activities

Land Use Consents

Environmental Incidents

Management charges for labour, laboratory services, supply of information and the council plant and equipment are detailed in Appendix 16².

2. General policies and principles

2.1 General principles

The principles which apply to the charges set out in the Charging Policy document are based on the requirements of Section 36 of the Resource Management Act 1991; Section 77 of the Biosecurity Act 1993, Sections 53 and 243 of the Building Act 2004, Section 13 of the Local Government Official Information and Meetings Act 1987, Section 227(2) of the Property Law Act 2007 and the Local Government Act 2002 – as set out below:

- **Democratic process**

The council's role as a local authority is recognised. Thus, the costs associated with the political process are not charged directly to resource consent users.

- **Cost recovery**

The scale of annual charges is in some cases based on the full costs of the council's supervision role plus a share of the costs of its state of the environment monitoring role.

Actual and reasonable costs will be recovered from resource users and consent holders where the use of a resource directly occasions costs to the council. A contribution from the general rate meets a share of the cost where the community benefits from environmental monitoring.

- **Consistency**

Charges will not vary greatly within classes and within the context of the scale of the activity, except where environmental incidents and non-compliance with consent conditions incur additional supervision costs.

- **Equity**

Costs will be recovered on an equitable basis, with charging criteria applied consistently across the region. Classes of users will share the costs attributable to that class.

- **Simplicity**

The system of establishing charges will be kept as simple and as economically efficient as possible.

- **Resource use**

The charges will reflect preferred resource use practices which as a consequence will require less work to be undertaken by the council.

2.2 Time period

The policies, formulae and charges set out in this document apply each year from 1 July to the following 30 June, or until replaced by new charges adopted during the Annual Plan special consultative procedure as prescribed by the Local Government Act 2002.

2.3 Performance

With regard to all application fees and amounts specified in this document, the council need not perform the action to which the charge relates until the charge has been paid in full [Resource Management Act, Section 36(7)] except for charges under section 36(1)(ab)(ii).

2.4 Remission of charges

The Council may remit any charge referred to in this document, in part or full, on a case-by-case basis, and at its absolute discretion. [Resource Management Act, Section 36(5).]

2.5 Goods and Services Tax

The charges and formulae outlined in this document are exclusive of GST, except where noted otherwise.

2.6 Debtors

All debtors' accounts will be administered in accordance with this policy and outstanding debts will be pursued until recovered. Account offset will be considered on merit in situations where the Council is indebted to the same person.

² As provided for by 150(6) of the Local Government Act 2002.

2.7 Regulations

The council will apply Crown charges, which may be set from time to time by Order in the Council (Regulations). [Resource Management Act, Section 36(1)(g).]

2.8 General Policies for charges

The general policies for charges are set out in the Annual Plan, which is adopted following the Special Consultative Procedure prescribed in the Local Government Act 2002. In the case of fees for annual charges and consents applications, the policies are as follows:

- (i) The annual charges shall apply from 1 July to the following 30 June each year, or until amended by the council.
- (ii) Account offset will be considered on merit in situations where the council is indebted to the same person.
- (iii) Where compliance monitoring charges are expected to equal or exceed \$1,000 (GST exclusive), the consent holder will generally be invoiced the actual costs of monitoring during the progress of the work, once costs have exceeded a prescribed sum (refer Section 4.2.5).
- (iv) Where any resource consent for a new activity is approved during the year and will be liable for future annual charges, the actual costs of monitoring activities will be charged to the applicant subject to Clause (vi). Consents for activities in the Coastal Marine Area are also subject to the Navigation Water Transport and Maritime Safety Bylaw Charges.
- (v) A minimum fee of \$82.00 will apply to all significant recoverable charges (except for the Navigation Safety Bylaw fees) other than for new consents granted after 1 March each year when the minimum fee will be waived for the remainder of that financial year.
- (vi) In any case where a resource consent expires, or is surrendered, during the course of the year and the activity or use is not ongoing, then the associated annual charge will be based on the actual costs of monitoring activities to the date of expiry or surrender, subject to Clause (v) and also administrative/monitoring costs incurred as a result of the expiry/surrender of the consent.
- (vii) Where a resource consent expires during the course of the year but the activity or use continues and requires a replacement consent, then the annual charges will continue to be applied.
- (viii) Where non-compliance with resource consent conditions is encountered, or unprogrammed additional monitoring is necessary, the costs will be recovered in addition to the set annual fee.
- (ix) Bonafide community organisations that own community structures in the coastal marine area, which are available for unimpeded public use free of charge; or consent holders undertaking activities for the principal purposes of protecting and enhancing the natural environment, may apply to the council to waive the annual charges, and the council may remit all or part of the user fees, pursuant to Section 36 of the Resource Management Act.
- (x) Upon application and the approval of the Chief Executive Officer, all or part of the council's user charges for structures in the coastal marine area or activities undertaken for the purposes of protecting or enhancing the natural environment, may be remitted where cases of genuine hardship are proved.

3. Application fees

3.1 Introduction

This part of the policy deals with application charges in respect of two areas:

- applications for the preparation or change of a policy statement or plan;
- applications for resource consents, for the review of resource consent conditions, building consents and project information memoranda.

The Resource Management Act allows the council to fix charges for the carrying out of its functions in respect of applications.

The fixed initial deposits listed in Appendix One: Resource Consent Applications – Fixed Initial Deposits and Consents Staff Hourly Processing Rates, are minimum charges for resource consent applications and are charges 'fixed' under section 36(1) of the Resource Management Act (they are therefore not subject to objection rights). All consent processing costs which exceed the fixed initial deposit are considered to be additional charges pursuant to section 36(3) of the Resource Management Act and these may be progressively charged on a monthly basis or invoiced at the end of the consenting process.

3.2 Prepare or change a policy statement or plan

Any person may apply to the council for the preparation of or change to a regional plan. Any Minister of the Crown, or any territorial authority of the region may request a change to a policy statement.

When considering whether costs should be borne by the applicant, shared with the council, or borne fully by the council, the following will be taken into account:

- the underlying reason for the change; and
- the extent to which the applicant will benefit; and
- the extent to which the general community will benefit.

For the receipt and assessment of any application to prepare or change a policy statement or plan, actual and reasonable costs will be recovered. The charging policies are outlined below:

- (i) All applicants will be required to pay a deposit of \$6,000.00 plus GST based on the expected costs of receiving and assessing the application, up to but not including the costs of public notification.

Actual and reasonable costs based on an hourly rate, mileage and disbursements will be included in the deposit.

Any additional costs incurred in processing the application will be invoiced to the applicant.

- (ii) For any action required to implement a decision to proceed with the preparation or change to a policy statement or plan, a deposit of \$3,000.00 plus GST shall be made for the costs of public notification. This will be followed by a case-by-case assessment of where the costs should fall. Any costs charged will be invoiced monthly from the date of public notification.

Prior to public notification, an estimate of total costs will be given to the applicant. The applicant will have the option of withdrawing the request on receipt of notice of the estimated costs.

Withdrawn requests are subject to payment of the actual and reasonable costs of relevant work completed to the date of withdrawal.

| Labour (standard charge rates includes mileage) | Excluding GST cost per hour |
|--|--|
| • Policy Analyst | \$80.50 |
| • Policy Specialist | \$90.50 |
| • Senior Programme Manager | \$118.00 |
| • Manager | \$153.50 |

3.3 Resource consents and Building Act applications

Applicants will be charged for the actual and reasonable costs, including disbursements, of receiving and processing applications for resource consents, reviews of resource consent conditions, certificates of compliance, existing use certificates, building consents and project information memoranda.

These costs will include:

- (i) **Staff Costs** – Officers' actual recorded time, charged at the relevant hourly rate in the table of Consents Staff Hourly Processing Rates in Appendix 1. These rates are derived from actual employment costs plus a factor to cover administration and general operating costs.
- (ii) **Discounts** – The council will provide a discount, if applicable, on the administrative charges imposed under section 36 of the Resource Management Act 1991 in accordance with the Resource Management Discount Regulations for all applications lodged on or after 31 July 2010.
- (iii) **Hearings** – The costs of pre-hearing meetings and hearings will be charged to the applicant. Council members' hearing costs will be recovered as determined by the Remuneration Authority. Staff costs and Committee Members' fees or the actual costs of independent commissioners at formal hearings will be charged.
- (iv) Charges relating to joint hearings will be apportioned by the authorities involved, according to which authority has the primary role of organising the hearing.
- (v) Where a hearings panel has directed that expert evidence is pre-circulated then all persons who are adducing such evidence shall be responsible for providing the prescribed number of copies of such evidence to the council. In the event that the council needs to prepare copies of such evidence the person adducing the evidence will be charged for the copying.
- (vi) **External costs** disbursements will also be charged; for example advertising, legal and consulting advice, laboratory testing, hearing venues and incidental costs.
- (vii) All applicants for a resource consent will be required to pay a fixed initial deposit on application as set out in Appendix One Resource Consent Applications – Fixed Initial Deposits and Consents Staff Hourly Processing Rates. Prior to consideration of the application, the Chief Executive Officer is authorised to require an additional deposit of up to \$20,000 for complex applications.

- (viii) The costs of processing applications to change, cancel or review consent conditions under Sections 127 and 128 of the Resource Management Act 1991 and Sections 10, 20, 21 and 53 of the Aquaculture Reform (Repeals and Transitional Provisions) Act 2004.
- (ix) All applications for a project information memorandum and a building consent, as well as the issuing of notices to rectify, will be subject to a minimum estimated charge as set out in Appendix 2 Standard Charges Under the Building Act 2004.
- (x) Charges for Building Act functions other than the issuing of project information memoranda and building consents, will be charged a set fee per individual element, or on the basis of actual and reasonable cost, as set out in Appendix 2. These functions include the issue of compliance schedules, requests for information on building consent applications, extension of valid term, actions re dangerous buildings, inspections and technical processing.
- (xi) Withdrawn applications are subject to the minimum fees set out in Section 2.8(vi), Appendix 1 or Appendix 2 as appropriate, or the actual costs of the work completed to the date of withdrawal (whichever is greater).
- (xii) All processing costs which exceed the application deposit may be progressively charged on a monthly basis. [Note: Section 36(7) of the Resource Management Act 1991 and 243 of the Building Act 2004.]
- (xiii) Applications for consents may incur any additional Crown charges or levies as prescribed in relevant legislation or Regulations fixed from time to time.

Appendix 1 lists the minimum fixed initial deposit charge for resource consent applications and Consents Staff Hourly Processing Rates.

Appendix 2 lists the standard charges under the Building Act 2004.

4. Resource consent holder and other resource user charges

4.1 Introduction

Under Section 36(1)(c) of the Resource Management Act, the council may charge for costs associated with the:

- (a) administration, supervision and monitoring of resource consents (including certificates of compliance and existing use certificates); and
- (b) for carrying out its resource management functions under Section 35 of the Act.

Administration covers how the council records and manages the information it has on the resource consents it grants. The council is obliged to keep "records of each resource consent granted by it" under Section 35(5)(g) of the Act, which must be "reasonably available [to the public] at its principal office" [Section 35(3)] of the Act. The council keeps this information on hard copy files and electronic databases. The costs of operating and maintaining these systems are substantial.

The minimum fee recovers some of the costs of the administration of resource consents.

Supervision covers functions that the council may need to carry out in relation to the ongoing management of resource consents. This can include the granting of approvals to plans and other documentation, review and assessment of self monitoring results provided by the consent holder, provision of monitoring information and reports to consent holders, meetings with consent holders relating to consent compliance and monitoring, and participation in liaison and/or peer review groups established under consent conditions or to address issues relating to the exercise of resource consents.

Monitoring is the gathering of information to check consent compliance and to ascertain the environmental effects that arise from the exercise of the resource consents. The council is obliged to monitor "the exercise of the resource consents that have effect in its region" under Section 35(2)(d) of the Act.

In determining charges under Section 36 of the Resource Management Act, the council has given consideration to the purpose of the charges and the council's functions under the Act. It is considered that consent holders have both the privilege of using resources and responsibilities for any related effects on the environment. It is the council's role to ensure that the level of effects is managed, monitored and is acceptable, in terms of sustainable management and the community's values. The annual charges for the administration, monitoring and supervision of resource consents are based on the assumption that those consents will be complied with and exercised in a responsible manner.

Annual resource consent management charges will be based on a set minimum fee plus, charges for consent supervision and/or monitoring undertaken by council staff, and where appropriate a portion of costs associated with state of The environment (SOE) monitoring of resources used by consent holders, e.g. the costs of running council's hydrological sites, water quality monitoring networks and associated surveys such as macroinvertebrate and fish monitoring. This particularly applies to water take consents both surface and groundwater and marine farms.

4.2 Annual charges

4.2.1 Basis of charges

The charges reflect the nature and scale of consented activities. In general, those activities having greater actual or potential effects on the environment require greater supervision and monitoring from the council. In setting these charges, the council has duly considered that their purpose is to recover the reasonable costs in relation to the council's administration, supervision and monitoring of resource consents and for undertaking its functions under Section 35 of the Resource Management Act. The estimated full costs of the council's supervision role and planned monitoring of consents will be recovered.

In respect of the council's administration role a standard minimum annual charge will apply to cover some of the costs of operating and maintaining its consents-related information systems.

Where appropriate, a proportion of the costs of monitoring the state of the environment (Section 35(2)(a)) is incorporated in the charge to the consent holder. In such cases, the council has had particular regard to Section 36(4)(b)(iii), i.e., the extent that the monitoring relates to the likely effects of consent holder's activities or the extent that the likely benefit to consent holders exceeds the likely benefit of the monitoring to the community. The costs to the council associated with this activity may be shared between consent holders and the community. This recognises that there is value and benefit to the community of work the council undertakes with respect to monitoring the state of the environment. In the council's judgement this is a fair and equitable division.

In relation to swing/pile moorings within the Marine 4 Management Areas which meet the permitted activity criteria, the costs of providing council services will be recovered through the Navigation and Safety Bylaw Charges outlined in Section 10.

In relation to swing/pile moorings outside the Marine 4 Management Areas without consent (non-consented), costs will be recovered through the Navigation and Safety Bylaw until consent is gained. Application for consent must be in accordance with council's programme for applications. Under Section 36(1), these charges "shall be either specific amounts or determined by reference to scales of charges or other formulae fixed by the (council)". The council has fixed charges by all these methods in the past.

Specific amount fees are not often charged for larger activities the preferred method is to apply the formulae specified in Section 4.2.3 to determine the expected costs of both scale fees and the expected costs of monitoring larger consents as outlined in the appendices.

4.2.2 Resource user charges

Many water resources in Northland are highly allocated and are under increasing pressure. It is difficult to assess the natural flows/levels of water bodies as there is limited data available on water use and flows/levels in some high allocation areas.

In order to address these issue, and central governments Sustainable Water Programme for Action initiatives. A Sustainable Water Allocation Plan is being prepared which requires further resourcing by council to give effect to. Such work provides benefit to both the community and water users together. Much of the information provided by council's current hydrometric network will provide an initial basis for this work as such a part of the cost of running this network shall be recovered from water users through a resource user charge.

The detail of this charge are outlined in Appendices 3 and 15.

The "resource user charge" for hydro electric companies will be considered on a case by case basis due to the size and complex nature of their takes.

4.2.3 Scale charges

Scaled charges are attributed to consents for minor to moderate activities and the charge reflects the costs of administering and monitoring that class of consent and/or the actual and/or potential effects of the activity. The latter will reflect the resource affected by the consented activity. Scale charges relate to the following "classes" of consents:

- Water takes fee scale (Appendix 3)
- Minor to moderate discharges to air and water and small to moderate scale discharges to land, and land use activities including quarries (Appendix 4)
- Farm dairy effluent discharges (Appendix 5)
- Coastal structures (post construction or installation) (Appendix 6)
- Coastal structures (construction or installation phase) (Appendix 7)
- Land use consents for boating-related structures in waters upstream of the coastal marine area (post construction) (Appendix 8)

4.2.4 Large scale activities

Consents that do not fall into the classes listed in Section 4.2.3 will be for larger scale activities or activities with high potential adverse effects (estimated compliance monitoring costs of \$1,000 and over per year inclusive of GST). In most cases these consents will generally be subject to comprehensive monitoring programmes, regular inspections and involve routine sampling and testing or audit monitoring functions or contribute towards the costs of the council's State of the Environment Monitoring as is the case for many of the larger water take consents. Large scale activities may require more monitoring inspections. As the sampling and testing requirements for these consents will vary, so too will the costs incurred by the council to carry out those monitoring programmes.

Annual charging for the monitoring of these consents is calculated using the following formulae and/or the actual and reasonable historical costs:

Labour (staff time) + sampling and testing Costs + monitoring equipment costs + administration fee + SOE monitoring charge/resource user charge = annual charge

| | Excluding GST |
|--|---------------|
| Labour (standard charge rates includes mileage) | |
| • Monitoring Technician/Administrator | \$68.50 |
| • Monitoring Officer Scale 1 | \$80.50 |
| • Monitoring Officer Scale 2 | \$90.50 |
| • Monitoring Officer Scale 3 | \$101.00 |
| • Senior Monitoring Officer Scale 1 | \$107.50 |
| • Senior Monitoring Officer Scale 2 | \$118.00 |
| • Manager | \$153.50 |

Where there is a need for two or more officers to attend, the costs of all officers will be recovered.

Sampling and testing costs

| | |
|------------------|--------------------|
| • Internal costs | per Clause 2.1–2.7 |
| • External costs | at cost |

Monitoring equipment costs

Generally applied to consents where special equipment has been installed to monitor those consents. For example, hydrometric stations on rivers from which water is taken for irrigation purposes, water quality monitoring sounds and/or automatic sampling equipment.

| Administration Fee | Excluding GST per hour |
|----------------------------------|---------------------------|
| Per consent or consent "package" | \$83.00 |

State of the environment (SOE) costs

Where appropriate the addition of a specified amount contributing towards the recovery of costs incurred by council as part of its state of the environment monitoring and/or the hydrometric network.

The estimated monitoring costs are then rounded to an appropriate sum which becomes the expected annual charge. These formulae and the historical cost data of monitoring like consents provides a reasonable estimate of the actual costs of monitoring consents each year and will be used to provide the expected costs of monitoring in the forthcoming years. These expected costs of monitoring are itemised in the fee schedules included in appendices outlined below:

| | |
|---|---------------|
| • Major industries | (Appendix 9) |
| • Timber treatment plants | (Appendix 10) |
| • Major effluent discharges | (Appendix 11) |
| • Refuse landfills | (Appendix 12) |
| • Large scale discharges to air | (Appendix 13) |
| • Major coastal activities | (Appendix 14) |
| • Water takes with high potential effects | (Appendix 15) |

4.2.5 Additional supervision charges

Introduction

The annual consent charges outlined in Section 4 above are based on the assumption that the consents they relate to will be complied with and exercised in a responsible manner, and recover the cost of work undertaken each year by the council in the administration, monitoring and supervision of those consents.

The purpose of additional supervision charges is to recover costs of additional supervisory work that is required to be undertaken by council when people, including consent holders, do not act in accordance with consents or council's rules relating to resource use.

Additional supervision charges relate to those situations where:

- consent conditions are not being met or adverse effects are resulting from the exercise of a consent; or
- unauthorised activities are being carried out.

Procedure

When consent non-compliance or an unauthorised activity is found, the person is, if possible, given the opportunity to remedy the situation and is informed that costs of additional supervision will be recovered. Such activity may also be subject to infringement notices, enforcement orders or prosecutions.

Calculation

Charges for additional supervision will be calculated on an actual and reasonable basis.

The costs that make up the charge will include:

- labour costs; officers' actual recorded time spent, including travel time, in following up the non-compliance matter or unauthorised activity (charged at the appropriate hourly rate listed in Section 4.2.3); plus
- any sampling and testing costs incurred; plus any equipment costs (excluding vehicle running costs) associated with the monitoring of the non-compliance; plus
- any external costs incurred (e.g. external consultants, hire of clean-up equipment).

For consent holders only, no additional supervision charge will be applied where the annual charges for their consents are sufficient to cover the costs incurred in following up their consent non-compliance.

In the case of water takes annual charges are estimated on the basis of normal summer flows and consequently during drier than normal years further monitoring may be required in the form of flow, water level and/or water abstraction measurements. The costs of this further work will be charged to the consent holder in the form of additionally supervision charges as outlined above.

4.2.6 Invoicing – non-scale fees

The majority of large – scale activities or activities with high potential adverse effects (where annual monitoring costs exceed \$1,000 GST inclusive) and certain small scale activities such as short term earthworks/construction type consents, will be monitored, the results recorded/reported and subsequently invoiced to the consent holder on a cost recoverable basis.

Invoices will be generated once the costs of any work have exceeded a prescribed sum. This will be determined by the scale of the activity. Costs will be invoiced in a timely manner during the progress of the work to ensure that large amounts of costs do not accrue.

In the case of significant water takes charges will generally be invoiced annually in line with Appendix 15 and any further supervision charges will be invoiced on a regular basis as costs are incurred by council.

4.3 Change in resource consent status

Where any resource consent is approved during the year, and will be liable for annual charges, the actual costs of monitoring activities will be charged to the applicant. The annual minimum fee will continue to apply per the council's general policy 2.8(vi).

For large scale activities where a resource consent expires, or is surrendered, during the course of the year and the activity or use is not on-going, then the associated annual charge will be based on actual and reasonable costs incurred to the date of expiry or surrender, including costs incurred as a result of monitoring and administration activities associated with the expiry or surrender of the consent. The annual minimum fee will continue to apply.

Where a resource consent expires during the course of the year but the activity or use continues and is subject to a replacement process, then the annual charges will continue to apply.

4.4 Timing

Invoicing of consent annual charges will be in the quarter following the adoption of the Long Term Plan or Annual Plan by the council or after monitoring of the consent has been undertaken (post billing).

In some cases, invoicing of charges may be deferred until after the council has completed all, or a significant portion of its planned monitoring of a consent.

4.5 Permitted activity dairy shed effluent systems – fees

These charges are made to recover the costs of inspecting farm dairy effluent systems, wintering barns or pad discharges to determine compliance with the permitted activity rules in the Regional Water and Soil Plan. The inspections are conducted in order that the council adequately carries out its functions and responsibilities pursuant to Sections 30(1)(f), 35(2)(a) and 36 of the Resource Management Act. The fees are set according to Section 150 of the Local Government Act.

The charges are as follows:

| | Excluding GST |
|--|----------------------|
| (i) Inspection and monitoring fee: | |
| Grades 1P, 2P, 3P (fixed fee) | \$171.00 |
| Grades 4P, 5X, C (fixed fee) | \$256.00 |
| (ii) Second and subsequent visits and inspections including travel time, (for non-complying or inadequately treated discharges, grades 4P, 5X and C) | \$83.00 per hour |

Where there is a need for two officers to attend, the costs of both officers will be recovered.

Administration costs incurred will be charged in addition to the costs of the site visit/inspections, plus the actual and reasonable cost of any specific water quality testing and/or enforcement action required (see Appendix 16).

Note: For charges for consented farm dairy effluent discharge consents, refer to Appendix 5.

4.6 Permitted activity monitoring/inspections – fees

These charges are made to recover the costs of inspections of permitted activities to determine compliance with the permitted activity rules in the Regional Plans. The inspections are conducted in order that adequately carries out its functions and responsibilities pursuant to Sections 30, 35 and 36 of the Resource Management Act. The fees are charged pursuant to Section 150(1) of the Local Government Act on a cost recoverable basis (officer time, sampling and equipment costs).

| | Excluding GST per hour |
|---------------------------------------|-----------------------------------|
| • Monitoring Technician/Administrator | \$68.50 |
| • Monitoring Officer Scale 1 | \$80.50 |
| • Monitoring Officer Scale 2 | \$90.50 |
| • Monitoring Officer Scale 3 | \$101.00 |
| • Senior Monitoring Officer Scale 1 | \$107.50 |
| • Senior Monitoring Officer Scale 2 | \$118.00 |
| • Manager | \$153.50 |

plus the actual and reasonable cost of any specific water quality testing and equipment required (see Appendix 16).

4.7 Fees for emergency works and environmental incidents

Under Section 331 of the Resource Management Act, the council may charge for the costs associated with any emergency works required for the:

- (a) Prevention or mitigation of adverse environmental effects;
- (b) Remediation of adverse effects on the environment; or
- (c) Prevention of loss of life, injury, or serious damage to property.

The costs charged will be the actual and reasonable costs incurred by council to do the works.

4.8 Fees for the investigation of land for the purposes of identifying and monitoring contaminated land

Under Section 30 of the Resource Management Act council is responsible for identifying and monitoring contaminated land. Council will recover the costs of inspections plus the actual and reasonable cost of any specific testing of samples taken. The fees are charged pursuant to Section 150(1) of the Local Government Act on a cost recoverable basis (officer time, sampling and equipment costs).

| | Excluding GST per hour |
|---------------------------------------|---------------------------|
| The charges are as follows: | |
| • Monitoring Technician/Administrator | \$68.50 |
| • Monitoring Officer Scale 1 | \$80.50 |
| • Monitoring Officer Scale 2 | \$90.50 |
| • Monitoring Officer Scale 3 | \$101.00 |
| • Senior Monitoring Officer Scale 1 | \$107.50 |
| • Senior Monitoring Officer Scale 2 | \$118.00 |
| • Manager | \$153.50 |

5. Biosecurity Act 1993

5.1 Northland Regional Pest Management Strategies Cost Recovery Policy

Section 135 of the Biosecurity Act provides regional councils with options to recover the costs of administering the Act and performing the functions, powers and duties under a pest management strategy. The mechanisms include user charges and cost recovery in the event of non-compliance with a legal direction.

5.1.1 Request for work

An authorised person may request any occupier to carry out specified works or measures for the purposes of eradicating or preventing the spread of any pest in accordance with the Northland Regional Pest Management Strategies.

5.1.2 Legal directions

An authorised person may issue a legal direction to any occupier to carry out specified works or measures for the purposes of eradicating or preventing the spread of any pest in accordance with a Northland Regional Pest Management Strategies. The legal direction shall be issued under Section 122(a) of the Biosecurity Act and specify the following matters:

- The land in respect of which works or measures are required to be undertaken;
- The pest for which the works or measures are required;
- Works or measures to be undertaken to meet the occupier's obligations;
- The time within which the works or measures are to be undertaken;
- Action that may be undertaken by the management agency (generally, the council) if the occupier or occupiers fail to comply with any part of the direction;
- The name, address, telephone number and fax number of the management agency and the name of the authorised person issuing the legal direction.

5.1.3 Failure to comply with a legal direction

Where a legal direction has been given to an occupier under Section 6.5.1 of the Northland Regional Pest Management Strategies and the occupier has not complied with the requirements of the legal direction within the time specified, then the management agency may enter onto the land specified in the legal direction and carry out, or cause to be carried out, the works or measures specified in the legal direction, or such other works or measures as are reasonably necessary or appropriate for the purpose of giving effect to the requirements of the legal direction.

5.1.4 Recovery of Costs Incurred by Management Agency

Where a management agency undertakes works or measures for the purposes of giving effect to the requirements of a request for work or a legal direction it shall recover the costs incurred from the occupier pursuant to Sections 128 and 129 of the Biosecurity Act and may register the debt as a charge against the land.

5.2 Regional Pest Management Strategy (RPMS) for Nassella Tussock

This strategy adopted by the council on 19 September 2001, pursuant to Section 77(7) of the Biosecurity Act 1993 supersedes the former Operative Northland Regional Pest Management Strategy for nassella tussock adopted in April 1998. The strategy continues the funding policy of the former Operative Strategy, which identifies the regional benefits of eradicating nassella tussock but also recognises benefits to the occupiers of infested properties. It now includes rules for the recovery of costs incurred by the council.

To recognise the regional benefit of eradicating nassella tussock, the council recovers only part of the costs of ranging and grubbing infested land from the owner/occupier of the land. The proportion of the cost recovered is categorised as follows:

- **Category I** – Surveillance sites, that is sites found free of nassella for the preceding three or more years. No cost recovery.
- **Category II** – Sites where nassella is still being found but which have been permanently retired from grazing and on which there is a full canopy cover of indigenous scrub or forest, or such a cover is being actively encouraged. No cost recovery.
- **Category III** – Sites where nassella is still being found but which are being managed to encourage a dense, well grazed pasture with easy access and no obstructions which prevent plants being seen. Twenty percent cost recovery.
- **Category IV** – Active sites with major obstructions to access and visibility. Typically non or lightly grazed pasture with less than 10% scrub or scrubby weeds. Forty percent cost recovery.
- **Category V** – Active sites with major access problems and obstructions to visibility. Typically reverted pasture with greater than 10% cover of gorse or scrub, unpruned pine forest and long grass or scrub under storey or pine forest with heavy pruning and/or thinning slash. Sixty percent cost recovery.

NB: Under the Biosecurity Act 1993, any unpaid charges due to the council can be registered as a debt against the certificate of title for the land on which the eradication works were carried out.

| | Excluding GST |
|--|----------------------|
| The charges levied are as follows: | per hour |
| • Biosecurity Technician/Administrator | \$68.50 |
| • Biosecurity Officer Scale 1 | \$80.50 |
| • Biosecurity Officer Scale 2 | \$90.50 |
| • Biosecurity Officer Scale 3 | \$101.00 |
| • Senior Biosecurity Officer Scale 1 | \$107.50 |
| • Senior Biosecurity Officer Scale 2 | \$118.00 |
| • Manager | \$153.50 |

6. Local Government Act charges

6.1 Fees for Maritime Related Incidents

These charges are made to recover the costs incurred by the council as a result of staff responding to any incident that causes or may have the potential to cause, adverse environmental effects or effects on navigation and safety. The response action taken by council staff may include, but will not be limited to, monitoring, inspection, investigation, clean-up, removal, mitigation and remediation works. Actual costs for consumables, plant and equipment used/hired during a response will also be charged in addition to staff hours as appropriate.

| | Excluding GST |
|-----------------------------|----------------------|
| The charges are as follows: | per hour |
| • Technician/Administrator | \$68.50 |
| • Officer Scale 1 | \$80.50 |
| • Officer Scale 2 | \$90.50 |
| • Officer Scale 3 | \$101.00 |
| • Senior Officer Scale 1 | \$107.50 |
| • Senior Officer Scale 2 | \$118.00 |
| • Manager | \$153.50 |

For incidents occurring outside normal business hours, a minimum call out fee of three hours at the above rates shall apply (includes oil spill response, training exercises, and emergency response).

7. Charges set by regional rules

When developing a regional plan, the council may create regional rules to prohibit, regulate or allow activities. These rules may specify permitted activities, controlled activities, discretionary activities, non-complying activities, prohibited activities and restricted coastal activities.

Permitted activities are allowed by a regional plan without a resource consent, if the activity complies with any conditions, which may have been specified in the plan. Conditions on a resource consent may be set in relation to any matters outlined in Section 108 of the Resource Management Act. They may include a specific condition relating to a financial contribution (cash, land, works and services) for any purpose specified in a plan.

The council therefore reserves the right to set other charges pursuant to regional rules in regional plans. These charges will include staff costs for giving evidence in a New Zealand court; matters pertaining actions required under the Maritime Transport Act 1994 or Biosecurity Act and any other regulated activities. Any new charges would be notified through the public process required for a regional plan prior to its approval.

7.1 Actual and Reasonable costs for charges arising from regional rules

Actual and reasonable costs will be charged for fees set by regional rules. These costs will include:

- Staff costs – Officers' actual recorded time charged at an hourly rate comprising actual employment costs plus a factor to cover administration and general operating costs.
- Hearings – The costs of pre-hearing meetings and hearings will be charged to the applicant. Council members' hearing costs will be recovered as determined by the Remuneration Authority. Staff costs and Committee Members' fees or the actual costs of independent commissioners at formal hearings will be charged.
- For applications relating to restricted coastal activities, the applicant will also be charged the council's costs of the Minister of Conservation's representative. Charges related to joint hearings will be apportioned by the authorities involved, according to which authority has the primary role of organising the hearing.
- External costs, disbursements, are additional to the above charges, for example advertising, consulting and legal advice, laboratory testing, hearing venues and incidental costs.

8. Provision of information and technical advice

A. Information provided under the RMA – consents, hearings etc.

The council recognises that it has a significant advisory and information role. The council has the right, under legislation, to recover the costs of providing certain information.

Pursuant to the Local Government Act, and sections 36(e) and (f) of the Resource Management Act, the council may charge for the provision of information as follows:

- Actual and reasonable charges will be made to cover the costs of making information and documents available, for the provision of technical advice and consultancy services. These costs will include:
 - staff costs related to making the information available – i.e., officers' actual recorded time charged at an hourly rate comprising actual employment costs plus a factor to cover administration and general operating costs;
 - any additional costs incurred, for example, photocopying, printing binding; and computer processing costs – refer Appendix 16 (item 6).
- Where an inquiry requires less than 30 minutes of staff time, no staff costs will be charged. Additional costs of less than \$10.00 will not be charged.
- Photocopying (per page)

| | Excluding GST Colour | | Excluding GST Black | |
|---------------------------|-------------------------|--------|------------------------|--------|
| | A4 | A3 | A4 | A3 |
| Consents, hearing agendas | | | | |
| Cost to applicants | \$0.31 | \$0.44 | \$0.09 | \$0.18 |
| Other parties | \$0.44 | \$0.88 | \$0.18 | \$0.26 |

Note: A double-sided page is equivalent to two pages.

B. Guidelines for staff – charging for advice/information and technical data

Charging for the cost of time and disbursements incurred when providing information to prospective applicants for resource consents, or third parties, shall be charged in accordance with Section 8A and 8C herein. This guideline is provided so that all officers are conversant with the principles of cost recovery, and how to distinguish chargeable technical information from freely available educational material.

(i) Consistency, distance, location

All time after the first half hour³ and any disbursements involved in providing information that confers a private benefit on the recipient(s) shall be recovered by way of invoicing the cost at the rates set out in Section 8A. This policy is consistent with that applied in Local Government, except when information is requested under the Official Information Act (refer to Section 8C).

There is no concession for time or distance travelled by the council's officers to provide technical information. No such concession is provided by other technical consultants.

Information given **by telephone** is to be treated exactly the same as information provided at an interview. Technical data provided by hydrology, the laboratory etc, for the purposes of assessing the criteria for a consent application is commercial data with an economic value (i.e., private benefit).

(ii) Advise the cost in advance

Officers must **warn the person seeking information in advance**, that a cost will be incurred after the first half hour, and the estimated cost per hour to be charged. This process allows the applicant to weigh the value of his requirements, and will effectively control the level of information sought and deflect frivolous requests.

The provision of information should be **charged separately** from the cost of processing any future resource application.

(iii) Community and environmental groups

Where an organisation clearly gains no economic or private benefit for its members from the information sought, then the free time available should be **extended to one hour**, and be treated on the same basis as requests under the Local Government Official Information and Meetings Act (refer section 8C) unless a Regulation or Plan provides otherwise. Additional time and disbursements may be charged for, as a reasonable control mechanism, to avoid frivolous or indulgent requests at the ratepayers' cost. These requests should be referred to a Senior Programme Manager for a decision on charging.

(iv) Educational information and materials, and consent holders

It is important to distinguish environmental "incidents" that relate to the 24/7 Environmental Hotline, as these are generally within the educational activity/monitoring roles of the council. It is unlikely that information will be sought in this area.

When the council's officers are involved in Resource Management Act workshops or public promotions aimed at increasing the public's awareness of the Resource Management Act consent procedures, the council's environmental role, liaison on planning issues, etc., there is a benefit to the greater community as well as the people attending. Information provided in this context clearly falls within the educational role of the council and is not charged for.

Consent Holders: All consent holders are entitled to information arising from the monitoring of their consents, including district councils and other corporate bodies.

Other information sought by district councils is to be assessed on individual merit, and referred to the Department Manager for a decision, to ensure political appropriateness.

C. Information provided under the Local Government and Official Information and Meetings Act

The purposes of the Local Government and Official Information and Meetings Act (LGOIMA) are set out in section 4 of that Act. In summary they enable the public to have access to any official information held by local authorities because this is good for accountability and effective participation. However, official information and deliberations are protected to the extent that this is consistent with public interest and personal privacy.

Reasons for withholding information requested under LGOIMA

The following paraphrases some of the reasons from sections 6, 7, and 17 for withholding or refusing information requested under LGOIMA. For example to:

- Avoid prejudicing the maintenance of the law ... and the right to a fair trial;
- Protect the privacy of natural persons, including that of deceased natural persons;
- Protect information where making it available, would disclose a trade secret, or would prejudice the commercial position of the person who supplied/is the subject of the information;
- In certain circumstances detailed in the Act, avoid serious offence to tikanga Māori, or to avoid the disclosure of the location of waahi tapu;
- Maintain the effective conduct of public affairs...;

³ in relation to a specific matter (or related matters) regardless of whether a single staff member or multiple staff members are approached or deal with it.

- Protect information which is subject to an obligation of confidence...etc.;
- Maintain legal professional privilege;
- To enable a local authority to carry out, without disadvantage, commercial activities;
- Prevent the disclosure or use of official information for improper gain or advantage;
- The document alleged to contain the information does not exist or cannot be found;
- The information requested cannot be made available without substantial collation or research;
- The request is frivolous or vexatious, or that the information requested is trivial.

Only the Chief Executive Officer (or other officer or employee specifically authorised by the council) may refuse an official information request.

Section 13 provides for the recovery of the cost of making information available under LGOIMA.

Black and white photocopying or printing on standard A4 or foolscap paper where the total number of pages is in excess of 20 pages will be charged out at 20c for each page after the first 20 pages. All other photocopying and printing charges will recover the actual and reasonable costs involved.

For staff time:

First Hour: No charge.

Additional Hours: Ministry of Justice, Charging Guidelines

Excluding GST

| | |
|---|---------|
| First half hour (after the initial free hour) | \$34.00 |
| Per hour | \$67.50 |

Note: Under Section 13(1) of LGOIMA the council has 20 days to make a decision (and communicate it to the requestor) on whether we are granting or withholding the information, including how the information will be provided and for what cost. We will also tell the requester that they have the right to seek a review by an Ombudsman of the estimated charge. If the charge is substantial the requester may refine the scope of their request to reduce the charge. We may request a deposit be paid under the 2002 Charging Guidelines issued by Secretary for Justice. We will recover actual costs involved in producing and supplying information of commercial value. In stating our fee schedule we reserve discretion to waive a fee if the circumstances of the request suggest this is appropriate for example in the public interest or in cases of hardship.

9. Fee to consent lessee to transfer a lease and fee to consent lessee to enter into a sublease

Pursuant to the general provisions in section 12 of the Local Government Act and section 227 (2) of the Property Law Act 2007, council can require a charge to cover reasonable legal or other expense of the lesser in giving consent.

The charges are as follows:

Excluding GST

| | |
|----------------------------------|----------|
| (a) transfer or assign the lease | \$153.50 |
| (b) enter into a sublease | \$153.50 |

10. Standard charges under the Building Act 2004

The Building Act 2004 allows the council to impose fees and charges for and recover costs of exercising or performing any of its functions, powers, or duties under the Act or under the regulations.

Section 243 of the Act specifically allows for the council to impose a fee or charges for:

- Issuing a project information memorandum.
- The performance of any other function or service under this Act.
- Recover its costs from the owner if it carries out building work under Section 156 of this Act.
- Where a fee or charge is payable for the performance of a function or service, then the Council may decline to perform the function or service, unless the fee or charge is paid.

The minimum estimated charges and set fees are the standard charges and are exclusive of GST. Costs incurred beyond the minimum estimated charges are to be recovered on the basis of actual and reasonable costs incurred by the council.

The minimum fees for the different consent activities are set out in Appendix 2.

11. Northland Regional Council Navigation, Water Transport and Maritime Safety Bylaw Charges 2014

Note: The following text is based on the proposed amendments to the Northland Regional Council Navigation, Water Transport and Maritime Safety Bylaw Charges 2013, which is also being consulted on as part of this Draft Annual Plan.

These bylaws shall be known as the Northland Regional Council Navigation, Water Transport and Maritime Safety Bylaw Charges 2014:

1. These bylaws shall apply throughout the region of the council.

2. In these bylaws, unless the context otherwise requires:

“Maritime facility” means any jetty, jetty berth, wharf, ramp, slipway, boatshed, marina berth, pontoon or, whether private, commercial or a recreational public facility, that is located within the coastal marine area of the Northland.

“Mooring” means any swing or pile mooring whether private, commercial or recreational mooring that is located within the coastal marine area of the Northland.

“Owner” includes:

- (a) in relation to a vessel, the agent of the owner and also a charterer; or
- (b) in relation to any dock, wharf, quay, slipway or other maritime facility,
means the owner, manager, occupier or lessee of the dock, wharf, quay, slipway or other maritime facility.

3. Navigation Safety Bylaw Fees

For the period specified hereunder and for each year thereafter until amended or superseded by a subsequent bylaw charge, the owner of every maritime facility or mooring in the region shall pay to the council an annual navigation fee fixed herein.

- (a) The navigation safety bylaw fee shall be payable on the number of berths available at the maritime facility, whether or not all berths are used. The council’s Harbourmaster shall determine the number of berths available at any maritime facility.

| | <u>GST Exclusive</u> |
|--|-----------------------------|
| (b) (1) For every mooring, jetty, jetty berth, boatshed, boat ramp up to 15 m x 4.5 m, minor structure, and any group of piles with 74 berths or less owned by one organisation. | \$61.30 |
| (2) For every berth holder not otherwise included herein a fee for the recovery of the cost of the navigation safety equipment in the upper Hātea river, per berth. | \$61.30 |
| (3) (a) For every berth in a marina containing more than 75 berths, provided that if the fee is not paid within 60 days of invoice, the fee shall revert to \$60.00 per berth. | \$51.30 |
| (b) For every berth in marinas containing 24 or more, but less than 75 berths, provided that if the fee is not paid within 60 days of invoice, the fee shall revert to \$60.00 plus GST per berth. | \$57.39 |
| (c) Swing and pile moorings owned by one person or organisation comprising 10 to 24 moorings (per mooring) | \$61.30 |
| (4) Boatsheds, per additional berth. | \$61.30 |
| (5) Community and boating club structures, jetties and non-commercial structures in the coastal marine area. | \$61.30 |
| (6) Marine farms. | \$61.30 |
| (7) Boat ramps/slipways over 15 metres and grids. | \$122.61 |

GST Exclusive

- | | | |
|------|--|------------|
| (8) | High use structures and jetties, marine-related, not more than 300 m ² in plan area within the coastal marine area. | \$343.04 |
| (9) | High use commercial slipways with a maximum capacity of less than 50 tonnes. | \$343.04 |
| (10) | High use structures and jetties, marine-related and more than 300 m ² but less than 1,000 m ² in plan area within the coastal marine area. | \$1,490.00 |
| (11) | High use structures and jetties, marine-related and more than 1,000 m ² in plan area within the coastal marine area. | \$2,636.96 |
| (12) | High use commercial slipways with a maximum capacity of more than 50 tonnes. | \$2,636.96 |
| (13) | <p>(a) Mooring license amendment fee</p> <p>Any changes to the mooring license conditions, such as position, size or design of a mooring, or the maximum length of vessel allowed to use the mooring must be approved by the harbourmaster as required by the Navigation Safety Bylaws. The fee relates to the actual work involved in processing the application, including checking the effect on adjacent mooring holders.</p> <p>(b) On site assessment of Moorings</p> <p>Mooring holders who require an on-site assessment or inspection of their mooring, or proposed mooring, by the maritime staff for their own benefit will receive a fee based on the actual officer's time, charged at an hourly rate comprising actual employment costs plus a factor to cover administration costs.</p> | \$163.48 |

Labour (standard charge rates includes mileage)**Excluding GST
per hour**

- | | |
|---------------------------------------|----------|
| • Monitoring Technician/Administrator | \$68.50 |
| • Monitoring Officer Scale 1 | \$80.50 |
| • Monitoring Officer Scale 2 | \$90.50 |
| • Monitoring Officer Scale 3 | \$101.00 |
| • Senior Monitoring Officer Scale 1 | \$107.50 |
| • Senior Monitoring Officer Scale 2 | \$118.00 |
| • Manager | \$153.50 |

- (14) Pursuant to the provisions of Navigation Safety Bylaw clause 3(1)(6), should any mooring licence fees or other charges due to the council under the provision of this bylaw remain unpaid for a period of 60 days, then the Harbourmaster may remove, or cause to be removed, the mooring and detain the vessel using the mooring, until such fees and charges, including the cost of removing the mooring and storing the vessel, have been fully paid and discharged. Should such debts have not been paid and discharged within a further 60 days, the council has the right to sell the mooring and/or vessel to recover the debt.

4. Hot Work Permits

- | | |
|---|---------|
| For vessels alongside wharves or at anchor, per permit. | \$73.91 |
|---|---------|

5. Safe Operating Licences

For all Northland harbours, unpowered craft not subject to a maritime rule and available for lease or hire, including: dinghies, kayaks, canoes, aqua-cycles, surf cats or similar commercially available craft, an inspection fee to verify the adequacy of

procedures and safety equipment, up to one hour. \$73.91

Where inspection time exceeds one hour, the charge shall be at the rate of \$70.00 per hour plus vehicle running costs at the rates approved from time to time by the Inland Revenue Department.

6. Jet Ski Registration Fees

As resolved and prescribed by the Auckland Council which undertakes this function on behalf of the Northland Regional Council under delegated authority.

GST Exclusive

7. (a) Pilotage⁴

(i) Inwards/outwards to wharf, Ōpua – per visit

| | |
|--|------------|
| Where GT is greater than 500 but less than 3000 | \$1,536.00 |
| Where GT is greater than 3000 but less than 18,000 | \$2,969.50 |

(ii) Ships to anchor in Bay of Islands – per visit

| | |
|---|------------|
| Where GT is greater than 500 but less than 3000 | \$1,536.00 |
| Where GT is greater than 3000 but less than 18,000 | \$2,969.50 |
| Where GT is greater than 18,000 but less than 40,000 | \$3,544.00 |
| Where GT is greater than 40,000 but less than 100,000 | \$3,962.00 |
| Where GT is greater than 100,000 | \$4,378.50 |

GST Exclusive

(b) Shipping – Navigation and Safety Services Fee Per ship visiting the Bay of Islands regardless of which pilotage organisation or company actually services the vessel

| | |
|---|------------|
| Where GT is less than 3000 | \$1.02/GT |
| Where GT is greater than 3000 but less than 18,000 | \$2,969.50 |
| Where GT is greater than 18,000 but less than 40,000 | \$3,336.00 |
| Where GT is greater than 40,000 but less than 100,000 | \$3,648.50 |
| Where GT is greater than 100,000 | \$4,169.50 |

GST Exclusive

(c) Shipping

(i) Navigation and Safety Services Fee Per ship visiting the Bay of Islands when the Master is exempt from compulsory pilotage

| | |
|---------------|-----------|
| Up to 3000 GT | \$1.02/GT |
|---------------|-----------|

(ii) Navigation and Safety Services Fee Per ship visiting the Poor Knights Area To Be Avoided under Maritime NZ approval for exemption from applicable Marine Protection Rules.

| | |
|-------------------------------|-----------|
| Over 45 metres length overall | \$1.02/GT |
|-------------------------------|-----------|

(d) Shipping

| | |
|--|------------|
| Navigation and Safety Services Fee Per ship visiting Whangaroa Harbour except when the ship is also visiting the Bay of Islands during the same voyage | \$1,024.00 |
|--|------------|

8. Harbourmaster's Navigation Safety Services Fee

- | | |
|---|--------------|
| (a) North Port Ltd | \$110,000.00 |
| (b) For water transport operators not serviced by a port company, at actual time and cost. | |
| (c) Where the actual costs on a labour time and plant recovery basis exceed the annual fee, the council will recover any balance on an actual cost basis. | |

9. Applications for Reserved Area for Special Event (clause 3.13 of the Navigation Safety Bylaw 2012)

| | |
|------------------------------|----------|
| Special Event Processing Fee | \$148.50 |
|------------------------------|----------|

⁴ Charges for Bay of Islands apply for vessels entering inside the pilotage limits as marked on chart NZ 5125.

The council shall recover from the applicant all actual and reasonable costs incurred in arranging for the publication of a public notice. These costs are additional to the above fee. Where the actual costs on a labour time and plant recovery basis exceed the annual fee, the council will recover any balance on an actual cost basis.

- 10.** All navigation and other fees specified herein are exclusive of Goods and Services Tax.

The bylaws will be sealed, publicly notified pursuant to the Local Government Act 2002 and will be confirmed when the Annual Plan is adopted (date to be determined). Following confirmation, the bylaws will come into force on 1 July 2014 and the fees shall apply for the period 1 July 2014 to 30 June 2015 and will continue to apply until superseded by a subsequent bylaw charge fixed by resolution and publicly notified or by the review required by section 158 of the Local Government Act 2002.

12. Standard Charges under the Maritime Transport Act 1994 – Marine Tier 1 Oil Transfer Sites

Maritime Rule Part 130B requires that the operator of an oil transfer site obtain the approval for a site marine oil spill contingency plan from the Director of Maritime New Zealand. The power to approve these plans has been delegated by the Director to the Chief Executive Officer (sub-delegated to council employees) of the Northland Regional Council in an Instrument of Delegation pursuant to Section 444(2) of the Maritime Transport Act 1994.

Section 444(12) of the Maritime Transport Act 1994 allows the council to charge a person a reasonable fee for:

- i. Approving Tier 1 site marine oil spill contingency plans and any subsequent amendments
- ii. Inspecting Tier 1 sites and any subsequent action taken thereafter in respect of preparation of inspection reports or reporting on non-conformance issues.

The fee set is based on officer's actual recorded time charged at an hourly rate comprising actual employment costs plus a factor to cover administration and general operating costs. Should travel be required, additional costs for mileage will be charged the standard rate as approved by the Inland Revenue Department.

Appendices to draft charging policy 2014/15

Appendix 1 – Resource Consent Applications

Fixed initial deposits and consents staff hourly processing rates

Schedule of fixed initial deposits

| Description | Fixed initial deposit \$ excluding GST | \$ including GST |
|---|---|------------------|
| Notified and limited notified applications | | |
| <ul style="list-style-type: none"> Coastal Permits (excluding moorings), Land Use Consents, Water Permits, and Discharge Permits | 2,666.96 | 3,067.50 |
| <ul style="list-style-type: none"> Moorings | 1,333.04 | 1,533.50 |
| New non-notified applications | | |
| <ul style="list-style-type: none"> Coastal Permits (excluding moorings), Land Use Consents (excluding Bore Drilling Permits), Water Permits, and Discharge Permits (including Farm Dairy Effluent and Domestic On-site Wastewater) | 711.30 | 818.00 |
| <ul style="list-style-type: none"> Moorings | 488.70 | 562.00 |
| <ul style="list-style-type: none"> Bore Drilling Permits | 246.96 | 284.00 |
| <ul style="list-style-type: none"> plus per additional bore | 29.57 | 34.50 |
| <ul style="list-style-type: none"> Existing Moorings within High Priority Marine 4 Mooring management Areas. Application fee (minimum charge) | 110.43 | 127.50 |
| <ul style="list-style-type: none"> Fixed Fee for Discharge Permit for burning of specified materials, including vegetation, by way of open burning or incineration device (e.g. backyard burning) (see Note 8) | 53.04 | 61.50 |
| Replacement non-notified applications | | |
| <ul style="list-style-type: none"> Coastal Permits (excluding moorings), Land Use Consents, Water Permits, and Discharge Permits (excluding Domestic On-site Wastewater) | 622.61 | 716.00 |
| <ul style="list-style-type: none"> Moorings (includes moorings that have previously had a licence and are seeking to be authorised under the RMA) | 400.00 | 460.50 |
| <ul style="list-style-type: none"> Domestic On-site Wastewater Discharge Permits | 444.35 | 511.50 |
| Certificate of compliance | 400.00 | 460.50 |
| Existing use certificate | 400.00 | 460.50 |
| Transfer of consents from the consent holder to another person (payable by the person requesting the transfer) | 49.57 | 57.00 |
| Transfer existing water permit between sites within catchment | | |
| <ul style="list-style-type: none"> Notified (including limited notification) | 622.61 | 716.00 |
| <ul style="list-style-type: none"> Non-notified | 246.96 | 284.00 |
| S127 Change or cancellation of consent conditions | | |
| <ul style="list-style-type: none"> Notified (including limited notification) | 933.04 | 1,073.00 |
| <ul style="list-style-type: none"> Non-notified | 400.00 | 460.00 |
| <ul style="list-style-type: none"> Minor administrative change | 89.05 | 102.50 |

| | | |
|---|----------|----------|
| Request to review deemed coastal permit to reflect actual space (off-site review) under s53 of the Aquaculture Reform (Repeals and Transitional Provisions) Act 2004 | | |
| • Notified (including limited notification) | 2,666.96 | 3,067.50 |
| • Non-notified | 711.30 | 818.00 |
| S128 Review of consent conditions, and review of deemed coastal permits under S10(4), 20(3) and 21(3) of the Aquaculture Reform (Repeals and Transitional Provisions) Act 2004 (see Note 7) | | |
| • Notified (including limited notification) | 933.04 | 1,073.00 |
| • Non-notified | 400.00 | 460.00 |
| Extension of period until a consent lapses | 246.96 | 284.00 |
| Hearing costs (per hearing day per committee member) at hourly rates set by the Remuneration Authority* or the actual costs of independent Commissioners. See also Note 6. | (Per RA) | |
| * Determination dated 1 July 2006 of consent hearing fees payable and defining the duties covered by the fee or excluded, currently \$68 per hour (committee Member) and \$85 per hour (chairman). | | |
| Mooring licence amendment fee | 163.48 | 188.00 |
| Requests by applicants and/or submitters for independent commissioner(s) to hear and decide resource consent applications as provided for by s100A(2) of the RMA: | | |
| <ul style="list-style-type: none"> In cases where only the applicant requests independent commissioner(s), all the costs for the application to be heard and decided will be charged to the applicant. In cases where one or more submitter requests independent commissioner(s), the council will charge as follows: <ul style="list-style-type: none"> a) The applicant will be charged for the amount that the council estimates it would cost for the application to be heard and decided if the request for independent commissioner(s) had not been made; and b) The requesting submitters will be charged equal shares of any amount by which the cost of the application being heard and decided in accordance with the request exceeds the amount payable by the applicant outlined in a) above. Notwithstanding the above, in cases where the applicant <u>and</u> any submitter(s) request independent commissioner(s) all the costs for the application to be heard and decided will be charged to the applicant. | | |

Note: Approved resource consents attract annual charges. For Building Consent Application Fees – Refer Appendix 2.

Consents Hourly Processing Rates

| Description | Hourly Rate excluding GST | Hourly Rate including GST |
|-----------------------------|---------------------------|---------------------------|
| • Secretarial/Admin | \$68.50 | \$78.78 |
| • Consents Officer Scale 1 | \$80.50 | \$92.58 |
| • Consents Officer Scale 2 | \$90.50 | \$104.08 |
| • Consents Officer Scale 3 | \$101.00 | \$116.15 |
| • Programme Manager Scale 1 | \$107.50 | \$123.63 |
| • Programme Manager Scale 2 | \$118.00 | \$135.70 |
| • Consents Manager | \$153.50 | \$176.53 |
| • Consultants | Actual Costs | |

Note 1: Complex applications for resource consent(s): Notwithstanding the above schedule, the Chief Executive Officer may require an additional charge pursuant to Section 36(3) based on the council's estimate of actual and reasonable cost for the processing of complex applications.

Note 2: The fixed initial deposits listed in the above table are minimum charges for resource consent applications and are charges 'fixed' under section 36(1) of the RMA (they are therefore not subject to objection rights). All consent processing costs which exceed the fixed initial deposit are considered to be additional charges pursuant to section 36(3) of the RMA and these may be progressively charged on a monthly basis or invoiced at the end of the consenting process.

Note 3: The final costs of processing each resource consent application will be based on actual and reasonable costs and will include the charging of staff time at the rates in the above schedule of consents staff hourly processing rates and disbursements. In the event that consultants are used to assist the council in processing resource consent applications, the actual costs of the consultants will be used in calculating the final costs.

Note 4: All applications will be publicly notified unless the consent authority is satisfied that the adverse effect on the environment of the activity for which consent is sought will be minor. Where the adverse effects are considered to be minor the application will be processed on a limited notified basis unless the written approval has been provided from every person whom the consent authority is satisfied may be adversely affected by the granting of the consent, in which case the application will qualify to be processed on a non-notified basis.

Note 5: Where an application is for multiple activities involving more than one type of consent, deposits are required for each type with the following exceptions:

- The fee for land use consents for earthworks and/or vegetation clearance (including mining, quarrying, forestry, bridging, and gravel extraction) also includes the water and discharge permits to divert and discharge stormwater where these are required;
- The fee for discharge permits for sewage volumes greater than 3 cubic metres per day (e.g. communal subdivision systems, marae etc.) includes the associated discharge to air resource consent; and
- The fee for discharge permits to discharge stormwater includes the associated water permit to divert stormwater.

Notwithstanding the above the council may determine that other 'packages' of consent applications do not require individual deposits for each consent type.

Note 6: For applications relating to restricted coastal activities, the applicant will also be charged the costs of the Minister of Conservation's representative. Additional costs of the Minister of Conservation's representative will also be charged with the prior agreement of the applicant.

Note 7: The consent holder will be invoiced the amount of the deposit for reviews of consent conditions at the time the review is initiated by the Northland Regional Council.

Note 8: This 'fixed fee' only applies where such an application is able to be processed on a non-notified basis and no additional charges will be invoiced for such applications even if the costs exceed the fixed fee. However, in the event that the application is required to be limited notified or publicly notified then the council will require the applicable fixed initial deposit for notified & limited notified applications (as outlined in the box above) before notification of the application.

Appendix 2 – Standard charges under the Building Act 2004

Charges fixed under the Building Act 2004 are resolved by the council and fixed pursuant to the Local Government Act 2002 process until subsequently amended.

1. Project and Land Information Memoranda (PIM/LIM)

| Estimated value of work | Minimum estimated charge (MEC) excluding GST | (MEC) including GST |
|-------------------------|--|---------------------|
| All Applications | \$1,068.70 | \$1,229.00 |

- Notes:**
1. MEC is payable upon application for a PIM/LIM.
 2. Final actual and reasonable costs are payable upon uplifting the PIM/LIM based on Standard Labour Charges in Section 4 of this appendix.

2. Building consents and certificates of approval

Incorporating receipt of a building consent application, the issue of a building consent, including project information memorandum, payment of a Building Research Levy and/or Department of Building and Housing Levy (where applicable) and the issue of a code compliance certificate (where applicable).

Under section 244 of the Building Act 2004, council has decided to transfer the Building Act functions for consenting dams to the Waikato Regional Council (WRC). Fees will be charged in accordance with the Fees and Charges policy set by WRC. All fees and charges for consent processing will be invoiced directly to the applicant by WRC.

3. Requests for information on building consents

Charges will be the actual and reasonable costs based on standard labour charge rates shown in Section 4 of this appendix.

4. Technical processing and the exercising of other functions, powers and duties under the Building Act 2004

For technical processing and other functions under the Building Act full costs over and above the deposit will be recovered in accordance with the additional hourly charges.

| Function | Deposit including GST | Hourly charge for exercise of functions or to recover additional costs |
|---|--|--|
| Action to be taken in respect of buildings deemed to be dangerous or insanitary | | Standard labour charge rates shown below. |
| Issue of a Notice to Fix | | Minimum charge of \$97.00 and further charges for inspections and other action to confirm compliance based on standard labour charge rates shown overleaf. |
| Lodge Building Warrant of Fitness | \$106.50 | Standard labour charge rates shown overleaf. |
| Amendment to compliance schedule | \$1,068.00 | Standard labour charge rates shown overleaf. Actual and reasonable for expert advice |
| Building warrant of fitness audit | | Standard labour charge rates shown overleaf. |
| Certificate of Acceptance | Large dam (above \$100,000 value) \$4,270.00 Medium dam (\$20,000 – \$100,000 value) \$2,135.00 Small Dam (\$0 to \$20,000 value) \$532.00 | Standard labour charge rates shown below. Actual and reasonable for expert advice. |
| Lodge dam potential impact category | \$106.50 | Standard labour charge rates shown below. |
| Lodge dam safety assurance programme | \$106.50 | Standard labour charge rates shown below. |
| Lodge annual dam safety compliance certificate | \$106.50 | Standard labour charge rates shown below. |
| Other functions | | Standard labour charge rates shown below. |

Standard labour charge rates

Excluding GST per hour

| | |
|----------------------------|----------|
| • Technician/Administrator | \$68.50 |
| • Officer Scale 1 | \$80.50 |
| • Officer Scale 2 | \$90.50 |
| • Officer Scale 3 | \$101.00 |
| • Senior Officer – scale 1 | \$107.50 |
| • Senior Officer – scale 2 | \$118.00 |
| • Manager | \$153.50 |

Note: All charges are payable upon invoice, provision of service or upon the exercise of the function, power or duty. Progressive charging may be used where costs are greater than \$500 (excluding GST).

When building consent non-compliance or an unauthorised activity is found, the person is, if possible, given the opportunity to remedy the situation and is informed that costs of additional supervision will be recovered. Such activity may also be subject to, infringement offence notices, enforcement orders or prosecutions.

An enforcement officer who observes a person committing an infringement offence or has reasonable cause to believe that an infringement offence is being or has been committed is authorised and warranted under section 229 of the Building Act 2004 to issue an infringement notice.

Appendix 3 – Water Takes Fee Scales

Scale of Annual Charges for Water Takes

Note: Appendix 15 identifies water take consents that have fees set outside these scales.

| Fee level | Description/Criteria | Administration charge \$ including GST | Compliance monitoring/supervision \$ including GST | Resource user charge \$ including GST | Total annual charge \$ including GST |
|----------------------------|---|--|--|---------------------------------------|--------------------------------------|
| ADM001 RUC001 | 1. Negligible potential effect: minor abstraction from water resource low level of allocation and limited future potential demand; no water use returns; limited benefit from existing SOE monitoring. (Minimum fee) | 98.00 | 0.00 | 25.00 | 123.00 |
| ADM001 WAT001 RUC002 | 2. Minor potential effect: minor abstraction from water resource with low to moderate level of allocation; moderate abstraction from water resource with low level of allocation; water use returns; small benefit from existing SOE monitoring and limited monitoring in the catchment. | 98.00 | 26.00 | 74.00 | 198.00 |
| ADM001 WAT002 RUC003 | 3. Moderate potential effect: minor abstraction from water resource with moderate to high level of allocation; moderate abstraction from a water resource with moderate levels of allocation; major abstraction from water resource with low level of allocation; water use returns, resource monitoring by consent holder; moderate benefits from existing SOE monitoring, data likely to be used for flow allocation management purposes and/or replacement of consent. | 98.00 | 58.00 | 147.00 | 304.00 |

| | | | | | |
|----------------------------|---|-------|--------|--------|----------|
| ADM001 WAT003 RUC004 | 4. Medium potential effect: moderate abstraction from water resource with high level of allocation; major abstraction from resource with moderate level of allocation; water use returns, resource monitoring by consent holder; continuation flow conditions; existing SOE monitoring has greater benefits to consent holder for management, security of supply and/or replacement of consent; Total estimated staff time relating to monitoring, supervision and reporting of compliance 1–2 hours. | 98.00 | 131.00 | 246.00 | 475.00 |
| ADM001 WAT004 RUC004 | 5. Medium potential effect – moderate inspection time: Same criteria as Category 4. However total estimated staff time relating to monitoring, supervision and reporting of compliance 2–3 hours. | 98.00 | 202.00 | 246.00 | 546.00 |
| ADM001 WAT005 RUC004 | 6. Medium potential effect – significant inspection time: same criteria as Category 4 but total estimated staff time relating to monitoring, supervision and reporting of compliance 3–4 hours | 98.00 | 274.00 | 246.00 | 618.00 |
| ADM001 WAT006 RUC005 | 7. Medium to high potential effect – significant inspection time: moderate to major abstraction from resource with high level of allocation. Significant total estimated staff time for inspection and/flow monitoring and consent compliance > 4 hours; Existing SoE monitoring has considerable benefits to consent holder for management, security of supply and/or replacement of consent. | 98.00 | 332.00 | 430.00 | 860.00 |
| ADM001 WAT007 RUC006 | 8. High potential effect – significant inspection time: major abstraction from resource with high level of allocation. Significant total estimated staff time for inspection and/flow monitoring and consent compliance >4 hours; existing SOE monitoring has direct benefits to consent holder for management, security of supply, replacement of consent, and specific compliance monitoring of consent. | 98.00 | 406.00 | 860.00 | 1,364.00 |

Appendix 4 – Minor to moderate discharges to air, water and land, and land use activities including quarries

Scale of annual charges for consents for minor to moderate discharges to air, water, and land (no or minor sampling and/or testing planned) and consents for land use activities including quarries

The fee levels provided below allow for the appropriate recovery of costs by the council based on the degree of work required by the council in monitoring each consent. The appropriate fee level will be determined using the formula outlined in Section 4.2.3 of the charging policy with the estimated cost then rounded to the appropriate fee level.

| Fee level | Annual charge \$ excluding GST | Annual charge \$ including GST | Fee code narration |
|-----------|--------------------------------|--------------------------------|---|
| | 0.00 | 0.00 | Invoiced manually |
| | 0.00 | 0.00 | Waived or remitted annual charges |
| | 0.00 | 0.00 | Charged under another consent |
| | 0.00 | 0.00 | Post billed (non-scale) |
| | 0.00 | 0.00 | Special arrangement |
| | 0.00 | 0.00 | Domestic sewage discharges (Post billing) |
| MON001 | 85.65 | 98.50 | Minimum loaded with additional fees post monitoring |
| MON002 | 85.65 | 98.50 | Annual monitoring charge (and for all the following fees) |
| MON003 | 92.17 | 106.00 | |
| MON004 | 103.91 | 119.50 | |
| MON005 | 122.17 | 140.50 | |
| MON006 | 134.35 | 154.50 | |
| MON007 | 152.61 | 175.50 | |
| MON008 | 183.91 | 211.50 | |
| MON009 | 196.09 | 225.50 | |
| MON010 | 213.04 | 245.00 | |
| MON011 | 231.30 | 266.00 | |
| MON012 | 244.78 | 281.50 | |
| MON013 | 256.52 | 295.00 | |
| MON014 | 274.78 | 316.00 | |
| MON015 | 305.22 | 351.00 | |
| MON016 | 317.39 | 365.00 | |
| MON017 | 336.52 | 387.00 | |
| MON018 | 397.39 | 457.00 | |
| MON019 | 366.96 | 422.00 | |
| MON020 | 427.39 | 491.50 | |
| MON021 | 458.70 | 527.50 | |
| MON022 | 488.70 | 562.00 | |
| MON023 | 519.57 | 597.50 | |
| MON024 | 550.87 | 633.50 | |
| MON025 | 580.00 | 667.00 | |
| MON026 | 611.30 | 703.00 | |
| MON027 | 642.61 | 739.00 | |

| | | | |
|--------|----------|----------|---|
| MON028 | 672.17 | 773.00 | |
| MON029 | 703.04 | 808.50 | |
| MON030 | 733.04 | 843.00 | Annual monitoring charge (and for all the following fees) |
| MON031 | 763.48 | 878.00 | |
| MON032 | 795.22 | 914.50 | |
| MON033 | 824.78 | 948.50 | |
| MON034 | 855.65 | 984.00 | |
| MON035 | 886.09 | 1,019.00 | |
| MON036 | 916.09 | 1,053.50 | |
| MON037 | 947.83 | 1,090.00 | |
| MON038 | 978.26 | 1,125.00 | |
| MON039 | 1,008.26 | 1,159.50 | |
| MON040 | 1,038.70 | 1,194.50 | |
| MON041 | 1,069.57 | 1,230.00 | |
| MON042 | 1,100.43 | 1,265.50 | |
| MON043 | 1,130.43 | 1,300.00 | |
| MON044 | 1,161.74 | 1,336.00 | |
| MON045 | 1,191.30 | 1,370.00 | |

Appendix 5 – Farm Dairy Effluent Charges

Scale of charges for consents for farm dairy effluent discharges (full and minor non-compliance and significant non-compliance)

Full and minor non-compliance

Sampling and testing required where indicated.

| Description/criteria | Charge \$ excluding GST | Charge \$ including GST |
|---|----------------------------|----------------------------|
| Per inspection – (no sampling or testing) | 251.74 | 289.50 |
| Per inspection – (single sample only) | 299.13 | 344.00 |
| Per inspection – (two samples) | 346.52 | 398.50 |
| Per inspection – (three samples) | 393.91 | 453.00 |
| Per inspection – (four samples) | 441.30 | 507.50 |
| Per inspection – (five samples) | 488.70 | 562.00 |
| Per inspection – (six samples) | 536.09 | 616.50 |

Significant non-compliance

Sampling and testing required where indicated.

| Description/criteria | Charge \$ excluding GST | Charge \$ including GST |
|---|----------------------------|----------------------------|
| Per inspection – (no sampling or testing) | 336.52 | 387.00 |
| Per inspection – (single sample only) | 383.91 | 441.50 |
| Per inspection – (two samples) | 431.30 | 496.00 |
| Per inspection – (three samples) | 478.70 | 550.50 |
| Per inspection – (four samples) | 526.09 | 605.00 |

| | | |
|---------------------------------|--------|--------|
| Per inspection – (five samples) | 573.48 | 659.50 |
| Per inspection – (six samples) | 620.87 | 714.00 |

Second and subsequent visit, including follow-up inspections, for non-complying systems will be at \$83.00 per hour plus GST, plus the actual and reasonable cost of any specific water quality testing and/or enforcement action required.

Note: For fees charged under the Local Government Act for the inspection of non-consented dairy effluent discharge systems, refer to Section 4.5 of the Charging Policy.

Appendix 6 – Coastal structures (post construction or installation)

Scale of annual charges for coastal structures

| Fee level | Description/criteria | RMA administration fee or mooring licence fee \$ including GST | Navigation safety bylaw fee \$ including GST | Total fee \$ including GST |
|------------------|---|--|--|----------------------------|
| MOR001 MOR002 | Individual swing, pile and jetty moorings with or without resource consents. | 98.50 | 70.50 | 169.00 |
| MOR004 MOR002 | Swing and pile moorings owned by one person or organisation, comprising 10 to 24 moorings (per mooring and berths). Note: No additional charge will be set for those structures which are an integral part of the mooring area, so long as those facilities and activities do not give rise to any significant adverse environmental effects. | 84.00 | 70.50 | 154.50 |
| MOR005 MOR002 | Pile moorings and jetty berths owned by one organisation, comprising 25 berths or more, but no more than 75 berths (per berth). Note: No additional charge will be set for those structures which are an integral part of the mooring area, so long as those facilities and activities do not give rise to any significant adverse environmental effects. | 54.00 | 66.00 | 120.00 |
| | Marinas comprising more than 75 berths. Navigation fee reverts to \$60.00 plus GST if fees are not paid within 60 days (per berth) | | 59.00 | 59.00 |
| MOR003 | Dinghy pulls | 131.00 | | 131.00 |
| | | | | |
| CST001 | Cables and pipes | 125.50 | | 125.50 |
| CST002 | Buildings in the coastal marine area | 131.00 | | 131.00 |
| CST003 | Seawalls and reclamations up to 100 m | 131.00 | | 131.00 |
| CST004 | Seawalls and reclamations over 100 m | 140.00 | | 140.00 |
| CST005 NAV001 | Community and boating club structures and jetties, and non-commercial public structures | 131.00 | 70.50 | 201.50 |
| CST006 NAV001 | Boatsheds | 131.00 | 70.50 | 201.50 |
| CST007 NAV002 | Boatsheds with additional berth | 137.00 | 141.00 | 278.00 |
| CST008 NAV001 | Boat ramps up to 15 m | 131.00 | 70.50 | 201.50 |
| CST009 NAV002 | Boat ramps/slipways over 15 m and grids | 131.00 | 141.00 | 272.00 |

| | | | | |
|------------------|--|---------|----------|----------|
| CST010 NAV001 | Low use structures not more than 10 m ² | 125.50 | | 125.50 |
| CST011 NAV001 | Low use structures more than 10 m ² and up to 300 m ² | 131.00 | 70.50 | 201.50 |
| CST012 NAV001 | Low use structure over 300 m ² | 137.00 | 70.50 | 207.50 |
| CST013 | High use structures not marine related | 131.00 | | 131.00 |
| CST014 NAV003 | High use structures not more than 300 m ² and slipway not more than 50 tonnes | 131.00 | 394.50 | 525.50 |
| CST015 NAV004 | High use structures more than 300 m ² but not more than 1,000 m ² | 137.00 | 1713.50 | 1850.00 |
| CST016 NAV005 | High use structures more than 1,000 m ² and slipways with a maximum capacity of more than 50 tonnes | 140.00 | 3,032.50 | 3,172.50 |
| CST017 NAV001 | Marine farm | *251.00 | 70.50 | 321.50 |

*Per farm for amalgamated consents.

Note: All structures may be subject to additional charges that recover the costs incurred by the council for extra monitoring, such as sampling a discharge. Where the costs of monitoring the structure and discharge exceed the annual charge herein, the council will recover the balance in accordance with Section 36(3) of the Resource Management Act 1991.

Low use structures are typically privately owned and High use structures are typically commercially owned.

Consent Holders of multiple structures authorised under a single resource consent for contiguous facilities, will be charged one annual fee for the most significant authorised by that consent.

Appendix 7 – Coastal structures (construction or installation phase)

Monitoring inspection charges for consents for coastal structures during their construction or installation phase

| Inspection charge | Excluding GST per hour |
|---|---------------------------|
| All coastal structures | |
| (per officer, plus costs of sampling/testing) | |
| Monitoring Officer Scale 1 | \$80.50 |
| Monitoring Officer Scale 2 | \$90.50 |

Note: Refer to Section 4.2.2 of the Charging Policy for bases of charges.

Appendix 8 – Land Use Consents for boating-related structures in waters upstream of the coastal marine area (post construction)

Scale of annual charges for land use consents for boating-related structures in waters upstream of the Coastal Marine Area (CMA) with minor environmental effects (amended to match fees for similar structures in the CMA, Appendix 6).

| Fee level | Description/criteria | RMA \$ excluding GST | Total fee \$ including GST |
|-----------|---|-------------------------|-------------------------------|
| MON046 | Minor structures and jetties: not more than 10 m2 in plan area. | 138.70 | 159.50 |
| MON047 | Jetties and other structures: more than 10 m2 in plan area. | 197.83 | 227.50 |

Note:

- Consents for new boat-related structures or to alter boat related structures in waterbodies will be subject to an inspection charge of \$66.50 per hour (plus GST) per officer during their construction phase.
- Refer to Section 4.2.2 of the Charging Policy for bases of charges.

Appendix 9 – Major industries

Estimated annual charges for resource consents for major industries

| Consent holder | Consent no(s) | Annual charge \$ excluding GST | Annual charge \$ including GST |
|---|--|-----------------------------------|-----------------------------------|
| AFFCO Moerewa | 7381(1), (2), (4–11) | 2934.35 | 3,364.00 |
| Ballance Agri-Nutrients Ltd | 7247 | 1,222.61 | 1,406.00 |
| GBC (Portland Cement Works) | 5059 (1–6), (8) | 1,222.61 | 1,406.00 |
| NZMP Ltd (Kauri) (part of Fonterra Co-op Group Ltd) | 4373, 4375, 4377, 4836, 7532, 7671, 8159 | 7,945.65 | 9,137.50 |
| NZMP Ltd (Maungaturoto) | 4204, 5139, 5140, 5145, 5146, 5147, 7119, 7155 | 10,390.00 | 11,948.50 |
| Imerys Tableware NZ Ltd (Matauri Bay Plant) | 1345, 2773, 5042, 6751, 6780, 6908, 8050 | 1,222.61 | 1,406.00 |
| NZRC (Marsden Point Oil Refinery) | 8319 | 14,668.26 | 16,868.50 |

Appendix 10 – Timber treatment plants

Estimated annual charges for resource consents for significant timber treatment plants

| Consent holder | Consent no(s) | Annual charge \$ excluding GST | Annual charge \$ including GST |
|---|--------------------------|-----------------------------------|-----------------------------------|
| McEwing Enterprises Ltd (Oturei Timber) | 4721 | 600.43 | 690.50 |
| North Pine Ltd (Waipū) | 7651 | 1,200.87 | 1,381.00 |
| Donnellys Crossing Sawmills Ltd | 4652 | 1,200.87 | 1,381.00 |
| Kaihu Valley Sawmill | 4653 | 1,200.87 | 1,381.00 |
| Carter Holt Harvey Forests Ltd | 7921 | 900.43 | 1,035.50 |
| Croft Pole Distributors Ltd | 8528 (incorporates 4758) | 1,200.87 | 1,381.00 |
| Sheppard, B (Matakohe) | 7622 | 1,200.87 | 1,381.00 |
| Kaitiāia Timber Co Ltd | 4655 | 2,041.74 | 2,348.00 |

Note: For the basis of charging, refer Section 4.2.4 of the Charging Policy.

Appendix 11 – Major effluent discharges or discharges to sensitive receiving environments

Estimated annual charges for resource consents for major effluent discharges

| Consent holder | Consent no(s) | Annual charge \$ excluding GST | Annual charge \$ including GST |
|----------------------------|---|--------------------------------|--------------------------------|
| Far North District Council | 3839, 2577, 2635, 3775, 7203, 7205 | *1,833.91 | *2,109.00 |
| Far North District Council | 2337, 4007, 7205, 1108, 7399 | *2,444.78 | *2,811.50 |
| Far North District Council | 4111, 2667 | *2,750.00 | *3,162.50 |
| Far North District Council | 2417, 932 | *3,177.39 | *3,654.00 |
| Far North District Council | 1168 | 8,066.96 | 9,277.00 |
| Kaipara District Council | 1102, 1115, 1116 | *2,322.61 | *2,671.00 |
| Kaipara District Council | 3666 | 4,889.57 | 5,623.00 |
| Kaipara District Council | 3780 | 1,222.61 | 1,406.00 |
| Whāngārei District Council | 4509 | 1,222.61 | 1,406.00 |
| Whāngārei District Council | 7403 | 1,955.22 | 2,248.50 |
| Whāngārei District Council | 4155 | 1,222.61 | 1,406.00 |
| Whāngārei District Council | 2576 | 2,444.78 | 2,811.50 |
| Whāngārei District Council | 7445 | 2,078.70 | 2,390.50 |
| Whāngārei District Council | 4352 | 3,667.39 | 4,217.50 |
| Ministry of Education | Administration charge, schools charged separately for monitoring costs. | **3,300.87 | **3,796.00 |
| Ota Point Effluent Society | 2724 | 3,055.65 | 3,514.00 |

* Each consent

** Combined charge

Note: For the basis of charging, refer Section 4.2.4 of the Charging Policy.

Appendix 12 – Refuse landfills

Estimated annual charges for resource consents for closed and operating refuse landfills

| Consent holder | Consent no(s) | Annual charge \$ excluding GST | Annual charge \$ including GST |
|----------------------------|------------------------------|--------------------------------|--------------------------------|
| Far North District Council | 1824 | 733.04 | 843.00 |
| Kaipara District Council | 4816 | 1,222.61 | 1,406.00 |
| Kaipara District Council | 4809, 4814, 7234, 2257, 4433 | *732.17 | *842.00 |
| Far North District Council | 7503 | 1,466.96 | 1,687.00 |
| Far North District Council | 4789 | 1,588.70 | 1,827.00 |
| Kaipara District Council | 7562 | 7,333.91 | 8,434.00 |
| Far North District Council | 2918 | 1,955.22 | 2,248.50 |
| Far North District Council | 7502 | 4,889.57 | 5,623.00 |

* Each consent

Appendix 13 – Large scale discharges to air

Estimated annual charges for resource consents for large scale discharges to air

| Consent holder | Consent no(s) | Annual charge \$ excluding GST | Annual charge \$ including GST |
|---|--------------------|-----------------------------------|-----------------------------------|
| AFFCO (Moerewa) Ltd | 7381(34) | #3,055.65 | #3,514.00 |
| Ballance Agri-Nutrients Ltd (Whāngārei plant) | 7068 | #4,889.57 | #5,623.00 |
| Golden Bay Cement Ltd | 5059(7) | #3,667.39 | #4,217.50 |
| Juken Nissho Ltd | 7062 | 23,224.78 | 26,708.50 |
| NZ Refining Co Ltd | 8319(2) prev. 7075 | 2,078.70 | 2,390.50 |
| NZMP Ltd (Kauri) | 7072 | #5,500.00 | #6,325.00 |
| NZMP Ltd (Maungaturoto) | 7073 | #5,500.00 | #6,325.00 |
| Richmond (Effluent Ponds) | 7088 | 1,222.61 | 1,406.00 |
| Croft Timber | 8528 | 4,889.57 | 5,623.00 |
| TDC Sawmills | 8417 | 4,889.57 | 5,623.00 |

Industries requiring stack testing

Note: For the basis of charging, refer Section 4.2.4 of the Charging Policy.

Appendix 14 – Marinas

Estimated annual charges for resource consents for major coastal activities

| Consent holder | Consent no(s) | Annual charge \$ excluding GST | Annual charge \$ including GST |
|-------------------------------------|------------------|-----------------------------------|-----------------------------------|
| Far North Holdings Ltd, Ōpua Marina | 8385 | 4,889.57 | 5,623.00 |
| Kerikeri Cruising Club | 6260 | 4,889.57 | 5,623.00 |
| Riverside Drive Marina Ltd | 7926 | 366.96 | 422.00 |
| Tutukākā Marina Management Trust | 2093, 6267, 7836 | *4,889.57 | *5,623.00 |
| Whāngārei Marina Management Trust | 7958, 8089, 8517 | *4,889.57 | *5,623.00 |
| Whangaroa Marina Trust | 7940 | 4,889.57 | 5,623.00 |

* Each consent

Note: The basis for charging are described in Section 4.2.4 of the Charging Policy.

Navigation, Water Transport and Maritime Safety Bylaw charges also apply to marinas as detailed in Appendix 6.

Appendix 15 – Water takes of high potential effects

Estimated annual charges for water take consents for high potential effects

| Consent holder | Consent no(s) | Annual admin/ supervision/ monitoring charge \$ including GST | Resource user charge \$ including GST | Annual charge \$ including GST (Total) | Fee level |
|---|---------------|--|--|--|------------------|
| Whāngārei District Council | 2960 | *2,556.00 | 860.00 | 3,416.00 | ADM002 RUC006 |
| Fonterra Kauri | 437304 | *2,940.00 | 860.00 | 3,800.00 | ADM003 RUC006 |
| Far North District Council | 4369 | *2,811.50 | 430.00 | 3,241.50 | ADM004 RUC005 |
| Maungatapere Water Supply Co | 4607 | *383.50 | 860.00 | 1,243.50 | ADM005 RUC006 |
| Murphy Prosperity Trust | 4715 | *383.50 | 430.00 | 813.50 | ADM005 RUC005 |
| North Power | 4845 | *958.50 | 430.00 | 1,388.50 | ADM006 RUC005 |
| Ngāwhā Geothermal Resource Company Ltd | 488312 | *639.00 | #1,290.00 | 1,929.00 | ADM007 RUC007 |
| Kokich & Anderson | 4965 | *766.50 | 860.00 | 1,626.50 | ADM008 RUC006 |
| Northern Dairylands Ltd | 5004 | *639.00 | 430.00 | 1,069.00 | ADM007 RUC005 |
| A B Kevey & L J Christie | 5014 | *447.00 | 430.00 | 877.00 | ADM009 RUC005 |
| McBeth Farms Ltd | 5021 | *447.00 | 430.00 | 877.00 | ADM009 RUC005 |
| Brown Trust Partnership | 5022 | *447.00 | 430.00 | 877.00 | ADM009 RUC005 |
| Leeuwenburg J A & G M Leewenburg | 5027 | *447.00 | 430.00 | 877.00 | ADM009 RUC005 |
| Bryant Fischer Family Trust | 7330 | *639.00 | 430.00 | 1,069.00 | ADM007 RUC005 |
| Whāngārei District Council | 7398 | *1,278.00 | 860.00 | 2,138.00 | ADM010 RUC006 |
| Whāngārei District Council | 7404 | *3,194.50 | 860.00 | 4,054.50 | ADM011 RUC006 |
| Whāngārei District Council | 7405 | *894.50 | 430.00 | 1,324.50 | ADM012 RUC005 |
| Woodbury Farming Ltd | 7411 | *894.50 | 430.00 | 1,324.50 | ADM012 RUC005 |
| Kaipara District Council | 7582 | *958.50 | 430.00 | 1,388.50 | ADM006 RUC005 |

| | | | | | |
|--------------------------|------|---------|--------|----------|------------------|
| Burke Farms Ltd | 7642 | *766.50 | 430.00 | 1,196.50 | ADM008 RUC005 |
| Kaipara District Council | 8032 | *766.50 | 430.00 | 1,196.50 | ADM008 RUC005 |
| Kaipara District Council | 8134 | *894.50 | 430.00 | 1,324.50 | ADM012 RUC005 |

* Includes a charge pursuant to Section 36(1)(c) towards the costs of specific investigations (flow and/or water quality monitoring) within catchment relating to consent and compliance monitoring (see section 4).

Multiple consents taking from different catchments and/or resources.

Note: For the basis of charging, refer to section 4.2.4 of the Charging Policy.

Appendix 16 – Miscellaneous management charges

The council's Resolution of 8 December 2004, "that pursuant to Section 150(6) of the Local Government Act 2002, council managers be authorised to set or vary labour, plant and equipment hire fees and fees for miscellaneous services provided by the council as necessary from time to time." The council's labour, plant and equipment charges to external parties are as follows:

1. Laboratory services – laboratory test charges

| Job Ref. No. | Description/criteria | Per sample \$ excluding GST | Per sample \$ including GST |
|--------------|-----------------------------------|-----------------------------|-----------------------------|
| 7346 | Absorbance % transmittance | 5.22 | 6.00 |
| 7369 | Conductivity | 10.00 | 11.50 |
| 7349 | Deposited air particulate | 63.91 | 73.50 |
| 7368 | Dissolved oxygen | 5.22 | 6.00 |
| 7377 | E coli/total coliforms – colilert | 30.00 | 34.50 |
| 7378 | Enterococci – enterolert | 30.00 | 34.50 |
| 7373 | Faecal coliforms by MF | 23.48 | 27.00 |
| 7381 | Microscopic examination | 25.22 | 29.00 |
| 7374 | Faecal coliforms by MPN | 42.61 | 49.00 |
| 7370 | pH | 5.22 | 6.00 |
| 7348 | PM10 | 32.17 | 37.00 |
| 7371 | Salinity | 5.22 | 6.00 |
| 7358 | Suspended solids | 18.26 | 21.00 |
| 7372 | Temperature | 1.30 | 1.50 |
| 7365 | Turbidity | 6.52 | 7.50 |
| 7346 | UV% transmittance | 5.22 | 6.00 |

Any further tests required, please contact laboratory staff for prices.

2. Labour – general

Labour costs for the council's staff not previously specified in this Policy will be charged at an hourly rate determined from actual employment costs, including overtime rates if applicable, plus a multiplier to cover overheads and any internal costs incurred.*

3. Plant

- 3.1** Where any of the council's plant is hired, extra costs including additional labour cost in overtime hours, travelling allowance, transport charges, etc., shall be recovered from the hirer of the plant. Where plant is ordered and its services cancelled, all costs incurred by the council are payable by the hirer.

3.2 Water quality monitoring devices

| | \$ excluding GST | \$ including GST |
|--------------------------------|-------------------------|-------------------------|
| YSI Sondes per day | 63.91 | 73.50 |
| ISCO Automated Sampler per day | 53.48 | 61.50 |

All labour incurred in the hire of water quality monitoring devices, is additional and charged in accordance with the charge out rates specified in Section 4.2.

3.3 Vehicles/quads

| Inland Revenue approved mileage rates | External rate | Internal rate |
|--|-------------------------|-------------------------|
| Annual work related kilometres travelled | per km | per km |
| | \$ excluding GST | \$ excluding GST |

Motor vehicles

| | | |
|--|------|------|
| 1 – 3000 km (total kms for a job) | 0.62 | 0.28 |
| 3001 kms and over (for each km over 3000) | 0.19 | 0.28 |
| Transit van or similar (public service rate) | 1.00 | 0.41 |
| Light truck (public service rate) | 1.20 | 0.55 |
| Motor vehicles – flat rate | 0.28 | 0.26 |

* When tradesmen are called out, and their service is cancelled, all costs incurred by the council are payable by the hirer, at the above charge-out rates.

Motor cycles/quad bikes

| | | |
|--|------|------|
| 1 – 3000 km | 0.31 | 0.14 |
| 3001 kms and over (for each km over 3000) | 0.10 | 0.14 |
| Transit van or similar (public service rate) | 0.14 | 0.14 |
| Light truck (public service rate) | 1.20 | 0.55 |
| Motor vehicles – flat rate | 0.28 | 0.26 |

Flat rates may be used where a great deal of travel related to one job is done regardless of the distance travelled in a year.

| | | |
|---|-------------------------|-------------------------------------|
| 3.4 Waterblaster (Labour Additional) | \$ excluding GST | \$ including GST₂ |
| Large 4000 p.s.i. per hour | 40.00 | 46.00 |
| Medium 3000 p.s.i. per hour | 27.83 | 32.00 |

3.5 Floating plant – standard rates

| | | |
|-----------------------------|-------------------------|-------------------------|
| (a) Workboat hire | \$ excluding GST | \$ including GST |
| Workboat – Waikare per hour | 600.00 | 690.00 |
| Standby – Waikare per hour | 265.22 | 305.00 |

For significant commercial projects, the council will negotiate hire, standby and total costs with contractors and other parties.

| | | |
|--|-------------------------|-------------------------|
| (b) Small launch hire | \$ excluding GST | \$ including GST |
| BOI Patrol Boat Karetu per hour | 180.00 | 207.00 |
| Standby – Karetu per hour | 100.00 | 115.00 |
| 5 metre Lazercraft per hour | 150.00 | 172.50 |
| Standby – Lazercraft per hour | 100.00 | 115.00 |
| Whāngārei Work Boat per hour | 180.00 | 207.00 |
| Standby – Whāngārei Work Boat per hour | 130.00 | 149.50 |

All labour and transport costs incurred in the hire of vessels, are additional and charged at \$72.00 per hour per crew member.

NB: (Additional rates may apply in overtime hours)

Other plant not specified above

Each request to hire other council plant or equipment is to be referred to the appropriate manager for approval, who shall apply a realistic charge-out rate and notify the Finance Manager so that an invoice can be raised.

4. Hire charge – council, committee, training/meeting rooms

Catering is the responsibility of the hirer. Any refreshments provided by the council will be on charged at cost.

| | | \$ excluding GST | \$ including GST |
|---------------------------|---------|-------------------------|-------------------------|
| Council Room | per day | 153.48 | 176.50 |
| Committee Room | per day | 51.30 | 59.00 |
| Council & Committee Rooms | per day | 184.35 | 212.00 |
| Kaipara Training Room | per day | 153.48 | 176.50 |
| Whangaroa Meeting Room | per day | 51.30 | 59.00 |
| Kaipara/Whangaroa Rooms | per day | 184.35 | 212.00 |

5. Hire charge – council video conference facilities

Hire charge includes a meeting room.

| | \$ excluding GST | \$ including GST |
|----------------|-------------------------|-------------------------|
| Price Per Hour | \$153.48 | \$176.50 |

Bookings will be subject to the availability of a meeting room and the video conferencing unit. Priority will be given to council business. video conferencing unit is a tandberg unit with a 47 inch screen. Connection is IP only and is not configured for ISDN.

6. Photocopying (per page)

| \$ excluding GST | Colour A4 | Colour A3 | Black A4 | Black A3 |
|-------------------------|------------------|------------------|-----------------|-----------------|
| Applicants/Staff | 0.31 | 0.44 | 0.09 | 0.18 |
| Other Parties | 0.44 | 0.88 | 0.18 | 0.26 |

Note: Double-sided is equivalent to two pages.
Labour costs also to be recovered.

7. Biosecurity – sale of pest control products

Northland landowners are entitled to a one off free issue of 2.5kg bag of Pestoff and 2kg bag of rabbit pindone. Landowners are also entitled to a one off free issue of a 5-gram sachet of herbicide to control wild ginger.

All other pest control products such as traps, pesticides, prefeed, bait stations, and associated equipment are resold at a 10% mark-up on the price they are purchased from the manufacturer. This 10% mark-up is to cover the administrative costs of supplying these products.

8. Digital colour aerial ortho-photography

The council, through a partnership with the other councils in the region, is currently acquiring digital colour aerial ortho-photography for the region. Geo-referenced tiff images are available for purchase or use. Any purchase or use is subject to a licensing agreement, available on request.

The agreement may vary depending on the purchase or use and it is at the council's sole discretion whether such an agreement is entered into.

Typical clauses in purchase agreements:

1. The owners will supply the aerial photography to the purchaser as GIS compatible geo-referenced tiff tiles and the associated registration file, with each tile scale covering 2500m x 3750m.
2. The said aerial photography is supplied to the purchaser for internal use only and may not be sold or distributed in any format.
3. The purchaser will not make the said aerial photography available to any other organisation or person in any form.
4. The purchaser will refer any request for derived or associated products by any third party, to the owners.

All hardcopies of the aerial photography produced by the purchaser for its own use shall be endorsed with a statement that the aerial photography is copyright and may not be reproduced in any form without the consent of the "Owners".

Purchase of small sets of 1:5000 tiles, for an organisation's own internal use: \$50 per tile plus compilation costs at the standard charge rate per hour and GST.

Purchase of large sets of 1:5000 tiles: Price negotiable, including recovery of compilation costs at the standard charge rate per hour and GST.

Use of sets for research purposes: Price negotiable, including compilation costs at the standard charge rate per hour and GST.

9. Publication charges for RMA and miscellaneous documents

| Plan | \$ including GST |
|--|-------------------------|
| Regional Policy Statement | 47.00 |
| Regional Coastal Plan | 211.50 |
| Regional Air Quality Plan | 47.00 |
| Regional Water & Soil Plan | 169.50 |
| Integrated Transport Study | 37.00 |
| Regional Land Transport Strategy | 57.50 |
| Heavy Traffic Volumes in Northland | 21.00 |
| Oakleigh–Marsden Point Rail Link Project | 21.00 |
| On-site Wastewater Disposal from Households & Institutions | 21.00 |
| CDs of Plans | 21.00 |

Any council publications not made freely available to ratepayers may be purchased at cost from the council. Contact the council for further details.



Putting Northland first

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