

# Report Name: Early adoption of animal management and health licence fees for 2011/2012

File No.:

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## Executive Summary

The purpose of this report is to seek council approval to adopt the fees for animal management and health licences separately from, and earlier than, the rest of the annual plan 2011/2012.

At its meeting on 14 February 2011, the council adopted for public consultation its draft annual plan 2011/2012, which included proposed increases to licensing and consent fees. The increases reflect the affect of inflation on the costs to the council to deliver the services. The annual plan is scheduled to be adopted in late June.

Over 100,000 customers own dogs or hold health licences in Auckland. The dog registrations expire on 30 June 2011. About half of the health licences expire on 31 July. Approximately 97,000 dog registration applications and 10,200 health licence renewal notices need to be printed in mid-May and early June respectively for posting to customers. This allows sufficient time for payment of fees and renewal of licences before expiration. The scheduled timing for annual plan adoption, 28 June, is too late for this process.

Officers have reviewed the annual plan submissions. Officers have also reviewed the resolutions passed and questions raised by each local board following the hearings on the annual plan held in their area. The only feedback on dog registration fees or health licence fees was that given by Kaipatiki Local Board. They supported a significant discount for the registration of desexed dogs. The registration fee for desexed dogs proposed in this report is 28% lower than the standard registration fee, which is consistent with the board's position.

Officers propose that the fees for dog registration and health licences be adopted before the adoption of the full annual plan in June. Legal advice has been received on this approach which confirms that it will meet the council's consultation obligations under the Local Government Act 2002. The fees that need to be adopted early are included in appendix 1 of this report. For ease of administration, appendix 1 contains a full list of animal management fees and health licence fees for adoption. This includes a small number of animal impounding fees and animal sustenance fees, in addition to the dog registration and health licence fees.

Officers have identified some minor errors in the health licence fee schedules that were included in the draft annual plan. They are not material, with an overall impact estimated at \$30,000, but should be corrected so that:

- the fees reflect the true cost to the council providing relevant services;
- the fees reflect the provisions of current bylaws.

These errors have been corrected and changes have been incorporated in Appendix 1.

## Recommendations

- a) That the report be received.
- b) That the strategy and finance committee recommend to the council:
  - i) that it be noted that all dog registration fees expire on 30 June 2011
  - ii) that it be noted that approximately half of the health licences expire on 31 July 2011
  - iii) that it be noted that approximately 97,000 dog registration applications and 10,200 health licence renewal notices must be printed in mid-May and early June respectively for posting to customers in order to provide time for payment of fees and renewal of registrations and licences before expiration
  - iv) that the fees for dog registration and health licenses consulted on as part of the draft annual plan 2011/2012 be adopted separately from the rest of the annual plan to allow for iii) above
  - v) that the dog registration fees and health license fees set out in appendix 1 of this report be adopted.
  - vi) that for ease of administration, the animal management fees (other than those relating to dog registration) set out in appendix 1 of this report be adopted.

## Background

At its meeting on 13 December 2010, the strategy and finance committee requested officers to review whether it was necessary and desirable to adjust all fees and charges to accommodate the affect of inflation on costs. Officers reviewed the fees and charges and subsequently proposed increasing most of them by 3.8% to reflect the average rate of inflation in service costs. This included the licensing and consent fees and charges. The council accepted officers recommendations for fee increases and adopted the draft annual plan 2011/2012 (including volume 3 changes to licensing and consent fees and charges) for public consultation at its meeting on 14 February 2011. The inclusion of volume 3 allowed the council to meet its obligations under section 150 of the Local Government Act 2002, which requires the council to use either bylaws or the special consultative procedure for any changes to its licensing and consent charges.

The scheduled process for adopting the draft annual plan 2011/2012 (and therefore the changes to licensing and consent charges) is as follows:

<b>Milestone</b>	<b>Date</b>
Public consultation	28 February – 1 April 2011
Local boards provide feedback on the region wide matters in the draft annual plan 2011/2012	March – May 2011
Hearings on the draft annual plan 2011/2012	14 April – 2 May 2011
Local boards discuss the draft local board agreements 2011/2012 with the strategy and finance committee. Local boards may also provide feedback on the region-wide matters in the draft annual plan 2011/2012	18 May – 20 May 2011
Strategy and finance committee meeting to consider financial implications of all proposals and approve final changes to draft annual plan 2011/2012 and amendments to long-term plan 2010-2019	25 May 2011
Local boards receive the local board agreements incorporating the decisions from the 25 May meeting, and either adopt the local board agreement, or resolve why agreement was not reached with the governing body	14-23 June 2011
Governing body adopts the annual plan 2011/2012	Late June 2011

## **Decision making**

### **The need for early adoption of fees**

Dog registrations in the Auckland region expire on 30 June 2011. The timing of this is governed by section 2 and section 36 of the Dog Control Act 1996. In addition, about half of the health licences in Auckland expire on 31 July 2011. This includes certain types of health licences in the former Auckland City, and all health licences in the former North Shore City, the former Waitakere City and the former Papakura District.

Approximately 97,000 dog registration applications and 10,200 renewal notices for health licences need to be printed in mid-May and early June respectively for posting to customers to allow sufficient time for payment of fees and renewal of licenses before expiration. This requires the relevant fees be adopted by mid May at the latest.

The annual plan (and therefore the changes to licensing and consent charges) is scheduled to be adopted in late June. This would be too late for sending renewal notices and invoices to customers before the dog registrations and health licences expire. Officers propose that the fees for dog registration and health licences be adopted before the adoption of the full annual plan in June. These fees are included in appendix 1 of this report. Legal advice has been received on this approach which confirms that it will meet the council's consultation obligations under the Local Government Act 2002. For ease of administration, appendix 1 contains a full list of animal management fees and health licence fees for adoption. This includes a small number of animal impounding fees and animal sustenance fees, in addition to the dog registration and health licence fees. All fees are GST inclusive.

The full list of fees for animal management (including dog registration) and health licences will still be included in the annual plan to provide ease of reference.

### **Submissions and local board feedback**

The council has received 21 submissions on the draft annual plan which relate to fees and charges. None of the submissions referred to animal management fees or health licence fees. Four submitters expressed support for the user-pays principle and eight were in favour of the increase of certain fees. Of the other nine submissions, three opposed fees and charges in general, and six opposed increases in or the charging of certain fees.

In March and April local boards were provided with a summary report on the draft annual plan 2011/2012 and were invited to give feedback on this summary report as well as the full draft annual plan. Officers have reviewed the resolutions passed and the questions raised by each local board following the hearings on the annual plan held in their area. The only feedback on dog registration fees or health licence fees was that given by Kaipatiki Local Board in favour of a significant discount for the registration of desexed dogs. The registration fee for desexed dogs proposed in this report is 28% lower than the standard registration fee, which is consistent with the board's position.

However, a small number of boards did not pass resolutions at their March/April meeting, preferring to provide any feedback on the region-wide matters in the draft annual plan 2011/2012 at the meeting with the strategy and finance committee on 18-20 May. Any feedback relating to dog registration or health licence fees arising from these discussions will not be able to be taken into account with the early adoption of the fees.

### **Changes to the fee schedules**

Officers have identified some errors in the health licence fee schedules that were included in the draft annual plan. The errors are:

- proposed street dining approval fee in previous Papakura District should be \$139 instead of \$14
- incorrect level of GST was applied to health licence fees in the previous Manukau City area

- changes to bylaws in the previous Waitakere City were not incorporated in fee schedules
  - the bylaws that came into effect in late October 2010 no longer require health licensing for certain activities. The licence fees for these activities need to be deleted from the fee schedules
  - the bylaws that came into effect in late October 2010 identify certain new activities which need to be licensed. The licence fees for these activities need to be added to the fee schedules.

Appendix 2 provides a list of these changes. The financial impact of not making these changes is estimated at \$30,000.

Officers recommend that the changes noted above be included in the final fee schedules for council adoption, for the following reasons:

- the corrected fees and charges reflect the true cost to the council providing relevant services;
- the corrected fees and charges reflect the provisions of current bylaws.

Appendix 1 has the full updated schedule of animal management and health licence fees covered in this report.

## **Conclusion**

Officers recommend the fees and charges included in appendix 1 of this report be adopted at the 10 May extraordinary council meeting. This will allow the council sufficient time to send out applications for dog registrations and renewal notices for health licences before they expire. The submissions and the local board feedback the council has received to date on the draft annual plan have not raised any new matters regarding animal management fees and health licence fees that the council had not considered when it adopted the draft annual plan.

## **Significance of Decision**

The decisions sought in this report are significant because they are recommending amendments to the council's long-term plan. The council has followed the procedures required to make amendments to the long-term plan including the use of the special consultative procedure.

## **Consultation**

Consultation was undertaken with the following in the preparation of this report:

- finance division (financial policy)
- governance division (local boards)
- operations division (licensing and compliance)
- legal (public law).

## **Financial and Resourcing Implications**

The work programme outlined in this report is able to be met within existing organisational budgets and resources.

The financial impact of not pursuing the recommendations of this report is estimated at \$30,000.

## **Legal and Legislative Implications**

The processes followed for the adoption of the fees and charges set out in this report meets the council's legal and legislative obligations.

## **Implementation Issues**

There are no implementation issues.

## Attachments

Appendix 1 Proposed fees and charges for animal management and health licences for 2011/2012

Appendix 2 Changes to health licence fees included in draft Annual Plan 2011/2012

## Signatories

Authors	Eric Wen, Modeller User Charges – Finance Madi Lucas, Business Development Advisor – Licensing and Compliance
Authorisers	Andrew Duncan, Team Leader Financial Policy – Finance Carole Todd, Manager Licensing and Compliance

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## Attachments

### Appendix 1 Proposed fees and charges for animal management and health licences for 2011/2012

Certain fees relating to animal management have been standardised across the region. Proposed changes to these fees are included in *regional fees*. Other fees and charges vary from area to area. Proposed changes to those fees and charges are included in *legacy council fees*.

**The fees and charges listed under this appendix are the fees and charges included as Part III of Volume 3 of the draft Annual Plan 2011/2012 (amended by Errata to the plan), with changes noted in this report incorporated.**

All fees displayed are inclusive of GST.

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## Regional fees

### 1) Fixed charges

Type	Description	Fees from 1 November 2010 to 30 June 2011	Proposed fees from 1 July 2011
Dog registration fees – if paid on or before 1 August (conditions apply)	Dog owner licence with de-sexed dog (2)	\$45	\$47
	De-sexed dog (no dog owner licence) (4)	\$72	\$75
	Dog owner licence with entire dog (3)	\$51	\$53
	Standard fee (1)	\$100	\$104
	Super annuitant with community services card (5)	\$45	\$47
	Special category dog (6)	No charge	No charge
	Working farm dog (7)	\$22	\$23
	Classified dangerous dog	150% of applicable fee	150% of applicable fee
Dog registration fees – if paid after 1 August	Dog owner licence with de-sexed dog (2)	\$67	\$70
	De-sexed dog (no dog owner licence) (4)	\$94	\$98
	Dog owner licence with entire dog (3)	\$74	\$77
	Late standard fee (1)	\$123	\$128
	Special category dog (6)	No charge	No charge
	Working farm dog (7)	\$22	\$23
	Late classified dangerous dog	150% of applicable fee	150% of applicable fee
	Super annuitant with community services card (5)	\$45	\$47
Other dog management matters	Dog owner licence fee	No charge	No charge
	Multiple dog permit application fee	\$31	\$32
	Replacement disc	\$5	\$5
	Dog impounding fee	\$34	\$35
	Dog daily sustenance	\$17	\$18
Other animal management matters	Large animal impounding fee	\$25	\$26
	Large animal daily sustenance (excluding first day)	\$15	\$16
	Small animal impounding fee	\$15	\$16
	Small animal daily sustenance (excluding first day)	\$10	\$10

#### Notes:

- (1) Dogs less than 3 months of age and imported dogs registered for the first time on or after 2 August pay a portion of the annual fee based on the number of complete months remaining in the registration year. All other dogs registered for the first time on or after 2 August pay the fee listed under "Dog registration fees – if paid after 1 August".
- (2) To qualify, you must hold a current Dog Owner Licence prior to making your application and send council a valid veterinary certificate as proof your dog has been de-sexed prior to or with your application. You only need to send the certificate once.
- (3) To qualify, you must hold a current Dog Owner Licence prior to making your application.
- (4) To qualify, you must send council a valid veterinary certificate as proof your dog has been de-sexed prior to or with your application. You only need to send the certificate once.
- (5) To qualify, you must present your current SuperGold Card containing a Community Services Card (CSC) notation and expiry date to the council. You need only present the card once.
- (6) The term special category dog applies to dogs used for or by disability assist, the police, Department of State, the Aviation Security Service, Civil Defence, or Biosecurity Act 1993 as defined in section 2 of the Dog Control Act 1996 under the term Working Dog. It does not apply to dogs used for herding or driving stock or by security guards.
- (7) To qualify, the owner must sign a declaration and if requested demonstrate the dog's ability to herd or drive stock to the satisfaction of the council.

## 2) Hourly rates

Description	Speciality	Hourly rates from 1 November 2010 to 30 June 2011	Proposed hourly rates from 1 July 2011
Manager/project manager/legal services	All areas	\$153	\$159
Team leader (excluding team leader admin)	All areas	\$143	\$148
Specialist/advisor/ senior	Planning, engineering, subdivisions, environmental health, compliance and monitoring, urban designer, arborist, licensing, incident investigators, other	\$138	\$143
Senior building processing and inspections	Building processing and inspections	\$133	\$138
Planning, engineering, subdivisions, urban designer, arborist, other (excluding specialist/ advisor/ senior)	Planning, engineering, subdivisions, urban designer, arborist, other	\$123	\$128
Building processing and inspections, compliance, monitoring, environmental health	Building, compliance, monitoring, environmental health, licensing, incident investigators, other	\$112	\$116
Team leader admin	All areas	\$112	\$116
Assistant/technician	Assistant planner, graduate development engineer, graduate resource consent planner, planning technician	\$112	\$116
Administration	All areas	\$87	\$90

**Note: The categories above denote descriptions of work performed by Auckland Council officers. Position titles vary across the council.**

## Legacy council fees

### Auckland City Council

Type	Description	Fees from 1 November 2010 to 30 June 2011	Proposed fees from 1 July 2011
All licences	New Premise Application	\$153	\$159
Brothel licence	Annual Fee	\$644	\$668
Camping grounds annual	Camping grounds - new application	\$409	\$424
Camping grounds renewal	Renewal	\$358	\$371
Food premises licensing	Re-grading	50% of annual fee	50% of annual fee
Food premise / template food safety programme licence annual fee	Small low – risk A grade	\$261	\$271
	Small low – risk B grade	\$337	\$350
	Small low – risk D grade	\$414	\$430
	Small low – risk E grade	\$521	\$541
	Large low – risk A grade	\$388	\$403
	Large low – risk B grade	\$506	\$525
	Large low – risk D grade	\$624	\$647
	Large low – risk E grade	\$777	\$806
	Small medium – risk A grade	\$516	\$536
	Small medium – risk B grade	\$675	\$700
	Small medium – risk D grade	\$828	\$859
	Small medium – risk E grade	\$1,038	\$1,077
	Large medium – risk A grade	\$777	\$806
	Large medium – risk B grade	\$1,022	\$1,061
	Large medium – risk D grade	\$1,247	\$1,295
	Large medium – risk E grade	\$1,554	\$1,613
	Small high – risk A grade	\$777	\$806
	Small high – risk B grade	\$1,012	\$1,050
	Small high – risk D grade	\$1,247	\$1,295
	Small high – risk E grade	\$1,554	\$1,613
Food premise licence annual fee – Great Barrier Island	Large high – risk A grade	\$1,165	\$1,210
	Large high – risk B grade	\$1,513	\$1,570
	Large high – risk D grade	\$1,871	\$1,942
	Large high – risk E grade	\$2,331	\$2,419
	Small low – risk A grade	\$130	\$135
	Small low – risk B grade	\$169	\$175
	Small low – risk D grade	\$207	\$215
	Small low – risk E grade	\$261	\$271
	Large low – risk A grade	\$194	\$202
	Large low – risk B grade	\$253	\$263
	Large low – risk D grade	\$312	\$324
	Large low – risk E grade	\$388	\$403
	Small medium – risk A grade	\$258	\$268
	Small medium – risk B grade	\$337	\$350
	Small medium – risk D grade	\$414	\$430
	Small medium – risk E grade	\$519	\$538
	Large medium – risk A grade	\$388	\$403
	Large medium – risk B grade	\$511	\$531
	Large medium – risk D grade	\$624	\$647
	Large medium – risk E grade	\$777	\$806
Small high – risk A grade	\$388	\$403	
Small high – risk B grade	\$506	\$525	
Small high – risk D grade	\$624	\$647	
Small high – risk E grade	\$777	\$806	
Large high – risk A grade	\$583	\$605	

**Auckland City Council**

Type	Description	Fees from 1 November 2010 to 30 June 2011	Proposed fees from 1 July 2011
Food premise licence annual fee – Great Barrier Island	Large high – risk B grade	\$756	\$785
	Large high – risk D grade	\$935	\$971
	Large high – risk E grade	\$1,165	\$1,210
Food stalls	Market operator licence (blanket licence for low-risk food stalls, eg fresh fruit and vegetables)	\$138	\$143
	Food stalls – one day only	\$41	\$42
	Level one – 12 months	\$46	\$48
	Level two – 6 months	\$102	\$106
	Level two – 12 months	\$164	\$170
	Level three – 6 months	\$194	\$202
	Level three – 12 months	\$327	\$340
Funeral directors – mortuary licence	Annual fee	\$388	\$403
Gambling venues	New class 4 or New Zealand Racing Board (NZRB) venue consent application	\$358	\$371
Hairdressers' fees	Hairdressers all premises per annum	\$179	\$186
Hazardous substances – inspections	Bulk tank demolished	\$153	\$159
	Bulk tank for repair and maintenance	\$153	\$159
	Bulk tank installed	\$174	\$180
	Class 2 gas installation (other)	\$153	\$159
	CNG storage cylinders installed	\$153	\$159
	Inspection of any dangerous goods area	\$102	\$106
	LPG storage tank installed	\$153	\$159
	LPG or CNG equipment installed	\$102	\$106
	Maintenance of pipe work	\$102	\$106
	Oil burning equipment – installation	\$102	\$106
	Oil burning equipment – maintenance	\$102	\$106
	Pump installed and re-located	\$102	\$106
	Pump removal	\$102	\$106
	Pump replaced or fixed	\$102	\$106
	Storage tank installed	\$153	\$159
	Storage tank replacement	\$174	\$180
	Tank removal	\$102	\$106
	Test pipelines to bulk installations	\$112	\$117
	Transfer or copy of any licence	\$56	\$58
	Hazardous substances licence – set by statute	0 to 1,000 litres	\$58
1,001 to 2,500 litres		\$115	\$119
2,501 to 5,000 litres		\$128	\$133
5,001 to 10,000 litres		\$141	\$146
10,001 to 25,000 litres		\$167	\$173
25,001 to 50,000 litres		\$192	\$199
50,001 to 100,000 litres		\$219	\$227
100,001 to 250,000 litres		\$257	\$267
250,001 to 500,000 litres		\$322	\$334
500,001 to 1,000,000 litres		\$451	\$469
1,000,001 to 10,000,000 litres		\$581	\$603
10,000,001 + litres		\$840	\$871
Transfer fee		\$58	\$60

**Auckland City Council**

Type	Description	Fees from 1 November 2010 to 30 June 2011	Proposed fees from 1 July 2011
Health and bathhouse annual	Health and bathhouse annual	\$261	\$271
Health protection licence	Basic (single process)	\$184	\$191
Health protection licence annual	Multi basic (multiple processes)	\$261	\$271
	High risk (involving skin penetration)	\$261	\$271
Health protection licence – half year	Swimming pool	\$153	\$159
Hourly rate for festival events	Hourly rate for festival events	\$158	\$164
Inspection fee	Inspection fee – other than Great Barrier Island	\$158	\$164
	Inspection fee – Great Barrier Island	\$79	\$82
Mobile food	Bun runner annual	\$41	\$42
Offensive trades	Application – annual	\$358	\$371
	Renewal	\$327	\$340
Street trading	Banner	\$153	\$159
	Coffee vendors - per six months	\$511	\$531
	Display of goods - per month	\$123	\$127
	Flower sellers - per month	\$358	\$371
	Icecream vendors (fixed site) - per month	\$818	\$849
	Icecream vendors (mobile) - per month	\$818	\$849
	Long-term trading (over 12 months) – public place – permit plus monthly fee set within criteria and new application fee	\$276	\$286
	Newspapers - per seller, per site, per annum	\$102	\$106
	On-street café/restaurant seating licence application fee	\$133	\$138
	On-street café/restaurant seating annual licence fee (per m <sup>2</sup> of site coverage)	\$51	\$53
	Outdoor seating, per chair per 12 months	\$72	\$74
	Outdoor seating, per chair for less than six months	\$51	\$53
	Pie carts, Newmarket - per month	\$1,022	\$1,061
	Pie carts, Commerce Street - per month	\$1,227	\$1,273
	Permanent banners - per annum	\$6,133	\$6,366
	Recycling bins - per annum	\$307	\$318
	Short-term trading – public place (up to 12 months) – permit and monthly fee set within criteria	\$179	\$186
	Sports services vendors - per month	\$204	\$212
	Strawberry and vegetable vendors - per month	\$358	\$371
	Transfer fee	All licences and re-issue of lost permit	\$77
Bylaw dispensation (other than permanent signage)	Temporary sign	\$118	\$122
Billboard	Billboard registration	\$138	\$143

**Franklin District Council**

Type	Description	Fees from 1 November 2010 to 30 June 2011	Proposed fees from 1 July 2011
Return fee for seized appliances	Administration fee per seizure	\$52	\$54
	Per response in a Metropolitan Zone	\$62	\$65
	Per response in a Rural Zone	\$125	\$130
Food premises registration	Administration fee	\$84	\$87
	Inspection fee and re-grading inspection fee - per inspection	\$203	\$211
	Non-Compliance fee (re-inspection)	\$203	\$211
	Umbrella Low Risk Food Licence Fee	\$678	\$703
	Food premises Day Licences (excepting those operated by non-profit organisations)	\$52	\$54
Trading in public places	Up to 6 months	\$63	\$65
	6-12 months	\$125	\$130
Other licences/registration	Mobile food Vehicle	\$136	\$141
	Camping Grounds	\$271	\$281
	Hairdressers	\$120	\$125
	Offensive Traders	\$271	\$281
	Funeral Parlours	\$229	\$238
	Transfer of Licence	\$52	\$54
	Duplicate of Licence	\$21	\$22
	Sale yards	\$191	\$198
	Re-inspection fee for all Licence or Registered premises - per inspection	\$99	\$103
	Gaming Machine - class 4 Venue Consent - per inspection	\$521	\$541
	Relocatable Home Park Consent - per inspection	\$271	\$281

**Manukau City Council**

Type	Description	Fees from 1 November 2010 to 30 June 2011	Proposed fees from 1 July 2011
Food premises – eating houses	Seating for up to 25 people	\$485	\$515
	Seating for 25 to 50 people	\$613	\$650
	Seating for 51 – 100 people	\$716	\$760
	Seating for over 100 people	\$824	\$874
Food premises – other	Up to 50m2	\$485	\$515
	Up to 200m2	\$613	\$650
	Up to 400m2	\$716	\$760
	Up to 800m2	\$824	\$874
	Over 800m2	\$969	\$1,028
Various other licence types	Camping Grounds	\$422	\$448
	Funeral Director	\$340	\$361
	Hairdressers	\$253	\$268
	Permits – trading in public places	\$165	\$175
	Permits – markets and stalls	\$300	\$318
	Offensive Trades	\$422	\$448
	Temporary signs permit - general	\$232	\$246
	Brothel Permit	\$232	\$246
	Skin-piercing operation	\$246	\$261
	Additional fee per additional skin-piercing operation	\$50	\$53
	Other fees	Transfer of licence	\$92
Inspection fee (e.g. re-grading, premises opening)		\$111	\$118
Duplicate licence fee		\$93	\$99
Certificate of Inspection		\$155	\$164
Provision of lists of premises		\$12	\$13

## North Shore City Council

Type	Description	Fees from 1 November 2010 to 30 June 2011	Proposed fees from 1 July 2011
Food premises – category 1 (refer to notes to this table)	Grade A	\$394	\$409
	Grade B	\$424	\$440
	Grade C	\$506	\$525
	Grade D	\$818	\$849
	Grade E	\$920	\$955
Food premises – category 2 (refer to notes to this table)	Grade A	\$480	\$498
	Grade B	\$542	\$563
	Grade C	\$613	\$636
	Grade D	\$1,533	\$1,591
	Grade E	\$1,789	\$1,857
New food premises		\$511	\$530
Mobile shop trading permit		\$169	\$175
Re-grading fee		\$169	\$175
Re-inspections		\$102	\$106
Vendor	Mobile Vendor Shop	\$215	\$223
	Itinerant Trader	\$128	\$133
Noise control	Seizure of Equipment	\$164	\$170
Brothels	Applications for licence	\$256	\$266
	Annual licence fee	\$256	\$266
	Application for dispensations - base fee + actual cost	\$511	\$530
Outdoor cafes in public places	Application fee	\$153	\$159
	Annual licence fee - m <sup>2</sup>	\$31	\$32
Miscellaneous licences	Amusement galleries	\$199	\$207
	Camping Grounds	\$199	\$207
	Funeral Director	\$256	\$266
	Hairdresser	\$199	\$207
	Skin Piercer	\$281	\$292
	Swimming, Health and Beauty	\$199	\$207
	Signs - Exceeding 1m <sup>2</sup> under bylaw	\$112	\$116
	Signs - All other signs under bylaw	\$56	\$58
	Fire permit	\$77	\$80
	Display of goods exemption	\$153	\$159
	Licence transfer fees (any licence)	\$72	\$75
	Pre-purchase checks (any licence)	\$169	\$175
	Late payment fee (any licence)	\$72	\$75
	Gambling Venue Application	\$394	\$409

### Notes:

- Category 1 premises are those involved in one or more of the following:
  - sale / storage of readily perishable foods
  - manufacture /preparation of foods that are not readily perishable
  - sale / storage of foods that are not readily perishable.
- Category 2 premises are those involved in one or more of the following:
  - manufacture and heat treatment (cooking) of readily perishable foods
  - manufacture / preparation excluding heat treatment (cooking) of readily perishable foods.

**Papakura District Council**

Type	Description	Fees from 1 November 2010 to 30 June 2011	Proposed fees from 1 July 2011	
Food-sellers premises	Transfer of Certificate of Registration	\$108	\$112	
	Food stall (non charitable) - per event	\$124	\$129	
	Food stall (non charitable) - annual	\$453	\$470	
Existing premises with A or B grading	General food retailing	\$453	\$470	
	Multi-licence premises (e.g. supermarkets), registration of basic premises	\$453	\$470	
	Plus each distinct preparation area within the premises	\$129	\$134	
Eating houses (A or B grading)	Take-away retailer	\$453	\$470	
	Tea-rooms, coffee-bars, restaurants & licensed premises with seating for not more than 50 persons	\$453	\$470	
	Tea-rooms, coffee-bars, restaurants & licensed premises with seating for more than 50 but not more than 100 persons	\$546	\$567	
	Tea-rooms, coffee-bars, restaurants & licensed premises with seating for more than 100 persons	\$639	\$663	
	Food Premises Re-grading, food and eating houses	\$247	\$256	
	Wholesale Manufacturing (inc Section 5 of the Food Hygiene Regulations 1974 premises)	\$500	\$519	
	General food retailing	\$597	\$620	
Fee for new premises or registration and if premises have not been graded or has a D or E grading	Multi-premises (e.g. Supermarkets) Registration of basic premises	\$597	\$620	
	Plus each distinct preparation area within the premises	\$144	\$149	
	Take-away retailer	\$597	\$620	
Eating houses (if premises have not been graded or have a D or E grading)	Tea-rooms, coffee-bars, restaurants & licensed premises with seating for not more than 50 persons	\$597	\$620	
	Tea-rooms, coffee-bars, restaurants & licensed premises with seating for more than 50 but not more than 100 persons	\$670	\$695	
	Tea-rooms, coffee-bars, restaurants & licensed premises with seating for more than 100 persons	\$773	\$802	
	Wholesale manufacturing (inc Section 5 of the Food Hygiene Regulations 1974 premises)	\$567	\$589	
	Hairdressers	\$258	\$268	
	Funeral Directors and Mortuaries	\$402	\$417	
Other premises	Offensive Trades	\$484	\$502	
	Camping Grounds	\$484	\$502	
	Massage Parlour - Minimum fee plus any additional costs. Charge at appropriate hourly rate	\$472	\$490	
	Brothel Application - Minimum Fee plus any additional costs. Charge at appropriate hourly rate	\$472	\$490	
	Charge for any health inspection for any activity not specified in the schedule	\$281	\$292	
	Bylaw licences	Non-food stalls (other than charitable or community organisations) - licence per event	\$31	\$32
		Non-food stalls (other than charitable or community organisations) - annual	\$281	\$292
Amusement Gallery		\$144	\$149	
Special Events and Minimum Fee		\$472	\$490	

**Papakura District Council**

Type	Description	Fees from 1 November 2010 to 30 June 2011	Proposed fees from 1 July 2011
Statute based licences	Mobile Shops/Roadside Traders (other charitable or community organisations) - first month	\$80	\$83
	Mobile Shops/Roadside Traders (other charitable or community organisations) - per month after the first month	\$35	\$36
	Circuses (with menagerie)	\$470	\$488
	Duplicate Licence	\$50	\$52
Answering a complaint about a fire lit without a permit first obtained	Chargeable to the property owner or the person who lit the fire	\$125	\$130
Noise Complaints & Seizure of Equipment	Attendance fees	\$134	\$139
	Minimum fee	\$134	\$139
	Seized equipment administration and storage fee	\$134	\$139
	Seized equipment administration and storage - disposal Fee	\$103	\$107
Call out to deactivate building security alarm system that is causing excessive noise	Attendance plus any other fees	\$149	\$155
Other fees	Single sandwich board approval per year	\$67	\$70
	Street trading approval per year	\$134	\$139
	Street dining approval per year	\$134	\$139
	Application for dispensation from sandwich board, street trading & street trading requirements	\$443	\$460

**Rodney District Council**

Type	Description	Fees from 1 November 2010 to 30 June 2011	Proposed fees from 1 July 2011	
Health (Registration of Premises) Regulations 1966	Pursuant to Regulation 7 of the Health (Registration of Premises) Regulations 1966, the fees including GST payable on application for the issue or renewal of a certificate of registration in respect of the premises listed below shall be as follows, provided that where the application for such a registration certificate is for a period of less than one year, the fee payable for that certificate shall be reduced by 1/12 (one-twelfth) thereof for every complete month by which the term of the certificate is less than one year, but so as not in any case to be less than:	\$235	\$244	
Food premises	Premises assessment branding	1-3	\$235	\$244
		>3-5	\$327	\$340
		>5-7	\$419	\$435
		>7-9	\$511	\$531
		>9	\$603	\$626
	Premises reassessment	\$123	\$127	
	Food stalls – annual fee	\$235	\$244	
Food stalls - one day up to and including 5 days free	\$123	\$127		
Camping grounds	Camping ground	\$235	\$244	
	Remote camp site	\$123	\$127	
Hairdressers' premises	Hairdressers' health licence	\$235	\$244	
Offensive trades	Offensive Trade licences	\$235	\$244	
Transfer of certificates	Noting or transfer of registration certificate	\$123	\$127	
Health (burial)	Registration of funeral director	\$235	\$244	
Bylaw administration	(i) Any certificate, authority, approval, permit, licence, consent from or inspection by the Council, not specifically covered by a fee under any chapter of the bylaw or any other enactment	\$97	\$101	
	(ii) Charge for searching for documents, copying certificates, consents or other authorising documents and registers	\$66	\$69	
	(iii) Where the application for a licence is for a period of less than 12 months the fee payable shall be reduced by 1/12 [one twelfth] for every complete month by which the term of the licence is less than one year, but so as not in any case less than:	\$82	\$85	
Occupation fee: business occupying public footpath	Display of goods (per m <sup>2</sup> per annum)	\$61	\$64	
	Outdoor dining (per seat per annum)	\$61	\$64	
Trading in public places – licence fee	Hawker	\$122	\$127	
	Mobile or travelling shop	\$235	\$244	
	Commercial open air market (includes single stall)	Annual permit	\$235	\$244
Daily (or part thereof) permit		\$61	\$64	

**Rodney District Council**

Type	Description	Fees from 1 November 2010 to 30 June 2011	Proposed fees from 1 July 2011
Brothels and commercial sex premises – licence fee	Small Owner operated brothel	\$245	\$255
	Brothel	\$368	\$382
Rodney District Council waste bylaw	Waste Collector, waste operator	\$300	\$311
Rodney District Council gambling venue application fee	Class 4 venue	\$368	\$382
	Board venue	\$368	\$382

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## Waitakere City Council

Type	Description	Fees from 1 November 2010 to 30 June 2011	Proposed fees from 1 July 2011	
Food premises (covers up to 2 inspections per annum)	Up to 50m <sup>2</sup>	\$393	\$417	
	51-100m <sup>2</sup>	\$568	\$603	
	>100m <sup>2</sup>	\$661	\$701	
Eating houses	Seating capacity up to 25 persons	\$393	\$417	
	Seating capacity between 26 and 50 persons	\$568	\$603	
	Seating capacity over 50 persons	\$661	\$701	
Additional inspection charge	Food premises and eating houses licences	Up to 50m <sup>2</sup> or 25 persons	\$140	\$149
		50-200m <sup>2</sup> or 26-50 persons	\$175	\$186
		>201m <sup>2</sup> or > 50 persons	\$198	\$210
	Tavern premises licences	\$163	\$173	
New premises	New Premises will incur an additional processing/inspection fee in addition to registration fees	\$184	\$195	
Food premises (food control plan) covers up to 2 inspections per annum	Up to 50m <sup>2</sup>	\$444	\$471	
	51-100m <sup>2</sup>	\$642	\$681	
	>100m <sup>2</sup>	\$747	\$793	
Eating houses (food control plan)	Seating capacity up to 25 persons	\$444	\$471	
	Seating capacity between 26 and 50 persons	\$642	\$681	
	Seating capacity over 50 persons	\$747	\$793	
Additional inspection charge (food control plan)	Food premises and eating houses licences	Up to 50m <sup>2</sup> or 25 persons	\$158	\$168
		50-200m <sup>2</sup> or 26-50 persons	\$197	\$209
		>201m <sup>2</sup> or > 50 persons	\$223	\$237
New premises (food control plan)	New Premises will incur an additional processing/inspection fee in addition to registration fees	\$208	\$221	
Food premise re-grading fee	Food Premises and Eating Houses	\$207	\$220	
Other fees and charges	Offensive Trades	\$230	\$244	
	Hairdressers Shops	\$269	\$285	
	Funeral Directors	\$269	\$285	
	Camping Grounds	\$288	\$306	
	Application fee for premises subject to the Health Act 1956 registration	\$125	\$133	
	Transfer fee for noting change of occupier	\$78	\$83	
	Hawkers Licence	\$23	\$24	
	Mobile Shop Licence	\$113	\$119	
	Inspection fee if food sold – mobile shops	\$128	\$136	
	Food Stalls Licence	\$113	\$119	
	Inspection fee if food sold – food stalls	\$128	\$136	
	Sale of Liquor Inspections - Inspection made as part of a Food Hygiene inspection (on top of a food hygiene charge)	\$54	\$57	

**Waitakere City Council**

Type	Description		Fees from 1 November 2010 to 30 June 2011	Proposed fees from 1 July 2011
Other fees and charges	Applications for roading activity at intersections pursuant to Bylaw 22	Charitable collections	\$105	\$111
		Other selling or soliciting	\$74	\$79
	Waste Collectors Licence	\$300	\$318	
	Waste Facility Licence	\$300	\$318	
	Tattoo/Body Piercing Premises	\$300	\$318	
	Pre-application / licence, consent meeting (per hour)	\$112	\$119	
	Charge for any re-inspection for any activity not specifically scheduled	\$112	\$119	
	Return of seized property (noise) under section 336 RMA	\$405	\$430	
	Beauty therapy clinic (new fee)		\$279	
	Health and fitness centre (new fee)		\$279	
	Massage premise or room (new fee)		\$279	
	Buskers licence (new fee)		\$166	
	Markets licence – excluding any individual vendor stall licences (new fee)		\$166	
	Outdoor café areas (new fee)		\$237	

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## Appendix 2 Changes to health licence fees included in draft Annual Plan 2011/2012

Legacy council	Category	Description	Fees listed in draft Annual Plan 2011/2012	Corrected fees (from 1 July 2011) for adoption
Manukau City Council	Food Premises – eating houses	Seating for up to 25 people	\$503	\$515
		Seating for 25 to 50 people	\$636	\$650
		Seating for 51 – 100 people	\$743	\$760
		Seating for over 100 people	\$855	\$874
	Food premises - other	Up to 50m2	\$503	\$515
		Up to 200m2	\$636	\$650
		Up to 400m2	4743	\$760
		Up to 800m2	\$855	\$874
		Over 800m2	\$1,006	\$1,028
	Various other licence types	Camping Grounds	\$438	\$448
		Funeral Director	\$353	\$361
		Hairdressers	\$263	\$268
		Permits – Trading in Public Places	\$171	\$175
		– Markets and Stalls	\$311	\$318
		Offensive Trades	\$438	\$448
		Temporary Signs Permit – General	\$241	\$246
		Brothel Permit	\$241	\$246
		Skin-piercing operation	\$255	\$261
		– Additional fee per additional skin-piercing operation	\$52	\$53
	Other fees	Transfer of licence	\$95	\$98
Inspection fee (eg re-grading, premises opening)		\$115	\$118	
Duplicate licence fee		\$97	\$99	
Certificate of Inspection		\$161	\$164	
Provision of lists of premises		\$12	\$13	
Papakura District Council	Other fees	Street dining approval per year	\$14	\$139
Waitakere City Council	Other fees and charges	Piggeries keeping up to 10 pigs	\$133	<b>Delete</b>
		Piggeries keeping between 11 and 100 pigs	\$195	<b>Delete</b>
		Piggeries keeping more than 100 pigs	\$281	<b>Delete</b>
		Massage Parlour/Brothel	\$318	<b>Delete</b>
		Beauty Therapy Clinic <b>(new)</b>	-	\$279
		Health and Fitness Centre <b>(new)</b>	-	\$279
		Massage Premise or Room <b>(new)</b>	-	\$279
		Buskers License <b>(new)</b>	-	\$166
		Markets License - excludes any individual vendor stall licenses <b>(new)</b>	-	\$166
Outdoor Cafe Areas <b>(new)</b>	-	\$237		