9. *Planning & Resource Consent Fees Consultation*

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Summary

- The purpose of this report is to present the statement of proposal to Council for consultation on the proposed planning and resource consent fees.
- The Resource Management Act 1991 requires Council to seek public feedback on its proposed fees and charges through the Special Consultative Procedure, as set out in the Local Government Act 2002.
- As Council has confirmed it will not consult on the Annual Plan 2026/27, officers have prepared a statement of proposal to seek community feedback on the proposed planning and resource consent fees, attached in Appendix 1, for formal adoption, as required by the Resource Management Act 1991.
- Consultation will occur from 13 April to 10 May 2026, alongside consultation on the Draft Development & Financial Contributions Policy.

Recommendation

1. **That** Council adopts the Statement of Proposal – Planning & Resource Consent Fees as attached in Appendix 1, to be consulted on from Monday 13 April to Sunday 10 May 2026.

Attachment

Appendix 1 Statement of Proposal – Planning & Resource Consent Fees

Background

The current situation

1. Every financial year, Council reviews the fees and charges to ensure that they are:
    - fair and that those who benefit are paying a reasonable share of the cost; and
    - keeping pace with inflation and covering the cost of providing the service; and
    - consistent with our Revenue & Financing Policy.

2. As part of preparation for the Annual Plan 2026/27 adoption, fees and charges have been reviewed and discussed with Councillors throughout multiple workshops.

3. The majority of fees and charges have been increased in line with that indicated through the Long Term Plan, however the planning and resource consent fees are proposed to increase above this, as shown in the table below.

Fees	**Increase indicated in Long Term Plan 2024-2027**	**Proposed increase (Annual Plan 2026/27)**
Land Use Consent Applications and Subdivision Consent Applications	2.2%	4 to 16% (with majority at 4-5%)

4. Although Council has confirmed it will not consult on the Annual Plan 2026/27, fees in relation to planning activities can only be set following consultation, under Section 36 of the Resource Management Act. Therefore, any changes different to that indicated through the Long Term Plan 2024-34, require further consultation.

5. Officers are recommending consulting with the community on the proposed fees alongside the draft Development & Financial Contributions Policy, from 13 April to 10 May.

6. It is Council policy to review fees and charges on a yearly basis. This enables Council to be satisfied that they are transparent, fair and reasonable and market comparable. The options available include:

    - no change being made against that forecast in the LTP 2024-34,
    - proceeding with the recommendations, or
    - changing fees by a different amount.

    If no change is made or fees are increased by a lesser amount, the proposed budgeted revenue for 2026/27 cannot be met. This will result in the level of ratepayer funding having to be increased to make up the shortfall or the level of services being reduced. The other option is to proceed with the recommended changes. This will ensure that the charges for providing the services are fair and reasonable. It will ensure that the revenue attained from fees and charges reflects the true cost to Council of providing such services.

Options analysis

Option one – Adopt the Statement of Proposal in Appendix 1 (recommended)

7. Officers have prepared a Statement of Proposal for Council adoption. This is the recommended option.

Advantages:	***Disadvantages:***
• In line with legislative requirement • Provides an opportunity for the community to give feedback	• None identified
Risks: None identified	

Option two – Do not adopt the Statement of Proposal in Appendix 1 (not recommended)

8. In order to comply with legislation, if Council chose this option then we would not be able to increase the planning and resource consent fees as proposed. This option is not recommended.

Advantages:	***Disadvantages:***
• None identified	• Fees and charges will not cover the cost of providing the service and the shortfall will need to be covered by rates • Not in line with our Revenue and Financing Policy
Risks: Legal risk – this option is inconsistent with our Revenue and Financing Policy. Reputational risk - may result in an increase in rates. Financial risk – the cost of providing the service is not covered.	

Legal/policy implications

Resource Management Act 1991

9. Under s36(3) of the Resource Management Act 1991 (RMA), charges for a council's planning and resource consent services must be fixed in accordance with s150 of the Local Government Act 2002 (LGA), and after using the special consultative procedure set out in s83 LGA.

Local Government Act 2002

10. Section 150(3) of the Local Government Act 2002 provides that fees and charges may be prescribed either by way of bylaw, or following consultation that accords with the principles set out in s82 of the LGA.

11. Under the RMA, the proposed consultation is required to be undertaken using the special consultative procedure set out in s83 of the LGA, so it will also therefore meet the principles set out in s82 (and in turn is consistent with s150).

12. Section 83 of the LGA requires that the proposed charges be set out in a written statement of proposal which is adopted by Council, publicly notified and held open for public submissions for at least one month. Submissions are to be heard at an open meeting of the council.

Revenue & Financing Policy

13. The Revenue & Financing Policy sets out Council's approach to funding its operating and capital expenditure, including who pays for what and on what basis, with a view to achieving the fairest funding mix for the community as a whole. The overall objective is to ensure that users and beneficiaries of Council services pay for what is fair and equitable.

14. Council's current policy states that District Plan consents and land information will be funded from a mixture of general rate (20-40%) and fees and charges (60-80%), as 80% of the benefit of the service is considered to be directly for applicants. The proposed fees that we are looking to consult on will keep Council consistent with this policy.

Climate change

15. An increase to the planning and resource consent fees does not have an impact on climate change.

Review of legal / policy implications	
Reviewed by In-house Counsel	*Tania Paddock; GM Legal & Democracy*

Strategic alignment

16. The recommendation relates to Council's community outcome of *ka whai mana, ka whai wāhi, ā, ka whakaputa kōrero kā kainoho, (residents are well-represented, included and have a voice)* because the consultation will allow the community to provide feedback on the proposed fees and charges.

Wellbeing		Reasons why the recommended outcome has an effect on this wellbeing
Economic	✓	The proposed fees and charges aim to ensure our costs are covered and that those benefiting from the service are paying their reasonable share.
Environmental		
Cultural		
Social	✓	Consultation means that the community will have a chance to involved and be heard.

Financial implications

Requirement	Explanation
What is the cost?	Consultation costs around $3,000-$5,000.
Is there budget available in LTP / AP?	Yes
Where is the funding coming from?	Existing budgets
Are there any future budget implications?	No
Reviewed by Finance	Erin Register: Finance Manager

Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low
Rationale for selecting level of significance	N/A
Level of engagement selected	3. Consult – formal two-way communication
Rationale for selecting level of engagement	While not considered significant under the ADC Community Engagement Policy, Section 36(3) of the Resource Management Act 1991 requires Council to consult using the Special Consultative Procedure.
Reviewed by Strategy & Policy	Mark Low; Strategy and Policy Manager

Next steps

Date	Action / milestone
13 April to 10 May 2026	Public consultation
19 May 2026	Hearings
3 June 2026	Deliberations
By 30 June 2026	Final fees and charges adopted
1 July 2026	Fees and charges come into effect

Appendix 1

Statement of Proposal – Planning & Resource Consent Fees 2026/27

Tell us what you think by Sunday 10 May 2026

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- Timeline
    - Monday 13 April - Consultation begins
    - Sunday 10 May - Consultation closes
    - Tuesday 19 May - Hearings
    - Wednesday 3 June - Council deliberate on feedback
    - By 30 June - Council adopts finalised Fees and Charges Schedule
    - Wednesday 1 July – Updated fees come into effect

- We want your feedback / How to make a submission

Updating our Planning & Resource Consent fees

In our Long Term Plan, we indicated we would increase our Planning and Resource Consent fees by 2.2% to keep pace with inflation.

However, a recent review shows that the cost to Council has risen faster than our fees. When fees don't cover costs, the shortfall is funded by rates. We believe it is fairer for those who benefit from specific services to pay for the actual cost of the service, rather than it being subsidised by the wider community through general rates. This is consistent with our Revenue & Financing Policy which tells us how different activities should be funded, and by who.

We are required by Section 36 of the Resource Management Act 1991 to consult with the community whenever we change Resource Consent fees.

This is your opportunity to have a say on how these costs are recovered.

We are proposing to lift some of our land use consent applications, subdivision consent applications and other applications fees above 2.2% for the 2026/27 year, to more closely align the charges with the actual costs we incur. The majority of the increases are within the range of 4-5%, but we are proposing some increases of up to 19%.

For example, a subdivision consent application that is non-notified would go from $1266 to $1473 under this proposal (16% increase). A full notified subdivision consent application would go from $7756 to $7916 (4% increase). See the following page for a list of all our planning and resource consent fees and the proposed fee for 2026/27.

When undertaking this review, we also compared these increases with neighbouring councils to confirm our proposed charges are in line with what others across the region are charging.

What choices are there?

1. **Change the fees by a different amount**. Fees could be increased by an amount in between what we indicated in the Long Term Plan and what we are proposing.
2. **No change to the forecast fees in the Long Term Plan 2024-34.** This would mean the planning and resource consent fees would increase by 2.2%.
3. **Make the changes we propose.** This is our preferred option.

If no change is made or fees are increased by a lesser amount than we are proposing, the proposed budgeted revenue for 2026/27 cannot be met. This will result in the level of ratepayer funding having to be increased to make up the shortfall or the level of services being reduced.

The remaining option is to proceed with the recommended changes. This will ensure that the charges for providing the services are fair and reasonable, and that the revenue received from fees and charges reflects the true cost to Council of providing such services.

Planning & Resource Consent fees

Planning and resource consent fees are charged under the Resource Management Act 1991.

Fees indicated by an (A) below are a minimum fee. Council may recover all additional costs on a time and cost basis. Additional charges will be determined on the basis of actual and reasonable costs. Time in excess of that covered by minimum fees will be charged in 30-minute increments to the nearest half hour.

Costs incurred by Council, such as travel, materials are charged at the cost to Council plus 10% cost of administration.

Costs associated with the review of compliance with the provisions of the Resource Management Act 1991, the Ashburton District Plan, and the monitoring of resource consent conditions will be recovered on a time/cost basis. For the monitoring of consent conditions, any costs to be recovered will be less any monitoring fees paid at the time of application.

If the cost of receiving and processing a resource consent application is less than the prescribed fee, Council may refund the difference to the applicant (B).

For Land Use Consents a $70 monitoring fee is included in the lodgement fee. This fee is refundable where consent is not granted, or the application is withdrawn (C).

Council may create and install a new rapid plate and number on a site where it has been identified that the existing plate has been moved from its surveyed location by more than 20m. All costs associated with resurveying, creating and installing new plates will be passed on to the landowner.

	Planning and Resource Consent Fees	2025/26	2026/27 Proposed
1.1	Charge-out rates - per hour *First 30 minutes of pre-application advice is free of charge*		
	District Planning Manager / Senior Planner	$228.00	$233.00
	Planner / Environmental Monitoring Staff	$176.00	$180.00
	Graduate Planner	$159.00	$162.00
	Planning Administration Officer	$127.00	$130.00
	Internal technical advice / Support	$191.00	$195.00
	Consultants	At cost (no admin fee)	At cost (no admin fee)
	Legal advice	Cost + 10% admin fee	Cost + 10% admin fee
	Miscellaneous charges [(A)]		
	Affixing seal	$191.00	$195.00
	Miscellaneous documents	$191.00	$195.00
1.2	**Application for change to District Plan** [(A)(B)]	$31,692.00	$30,000
1.3	**Land Use Consent Applications – Minimum charges** [(C)]		
	Non-notified [(C)]	$1,327.00	$1,567.00
	Non-notified (non-complying status) [(C)]	$1,620.00	$1,877.00
	Limited notified [(B)(C)]	$5,264.00	$5,540.00
	Full notified [(B)(C)]	$7,678.00	$8,007.00
	Limited notified (non-complying status) [(B)(C)]	$5,519.00	$5,800.00
	Full notified (non-complying status) [(B)(C)]	$8,059.00	$8,396.00
	Permitted boundary activity (section 87BA RMA)	$312.00	$318.00
	Marginal or temporary non-compliance (section 87BB RMA)	$1,016.00	$1,038.00
1.4	**Subdivision Consent Applications – Minimum charges** [(A)]		
	Change to Flats Plan or Unit Title	$1,238.00	$1,472.00
	Non-notified	$1,238.00	$1,473.00
	Non-notified (non-complying status)	$1,492.00	$1,742.00
	Limited notified [(B)]	$5,303.00	$5,580.00
	Full notified [(B)]	$7,589.00	$7,916.00
	Full / limited notified (non-complying status) [(B)]	$7,843.00	$8,176.00
	Per lot fee (for the fourth lot and each additional lot, including reserves for utilities / recreation)	$70.00	$71.00
	Section 223 Certificate	$318.00	$325.00
	Section 224 Certificate	$318.00	$325.00
	Section 226 Certificate	$508.00	$520.00
	District Land Registrar consultation	$133.00	$136.00
	Right of way consent – Section 348 of LGA 2002	$444.00	$454.00
1.5	**Hearing Panel Charges** (additional to fee for full / limited notification)		
	Commissioner	At cost + 10%	At cost + 10%
	Panel comprising 2 councillors (per hour)	$229.00	$234.00

	Planning and Resource Consent Fees	2025/26	2026/27 Proposed
	Panel comprising 3 councillors (per hour)	$330.00	$337.00
	Pre-hearing meeting (per hour)	At cost	At cost
1.6	**Other Applications – Minimum charge** (A)		
	For any application lodged under the following sections		
	1. Extension of time (S125 RMA) (non-notified application	$762.00	$938.00
	2. Extension of time (S125 RMA) – notified application	$7,112.00	$7,429.00
	3. Change or cancellation of condition (section 127 RMA) - non-notified application	$1,016.00	$1,198.00
	4. Change or cancellation of condition (section 127 RMA) - notified application	$7,367.00	$7,689.00
	5. S139 Certificate of Compliance	$1,905.00	$2,107.00
	6. S139A Certificate of Existing Use	$1,270.00	$1,458.00
	7. S10 (2) Extension of existing use rights	$1,270.00	$1,458.00
	8. S168/168A Notice of Requirement for designation	$6,351.00	$6,651.00
	9. S181 Application for alteration to a designation	$1,524.00	$1,718.00
	11. S182 Removal of a designation	$318.00	$325.00
	12. S184 Extension of time for designations	$636.00	$649.00
	13. S176 Application for outline plan	$636.00	$649.00
	14. S176A Application for outline plan waiver	$191.00	$195.00
	15. Preparation / change or cancellation of consent notices	$191.00	$195.00
	16. Removal / refund of bonds and caveats	$318.00	$325.00
	17. Review of delegated decision to reject application	$1,016.00	$1,038.00
	18. Cancellation of amalgamation	$1,143.00	$1,168.00
	19. Overseas investment certificate application	$254.00	$260.00
	20. Removal of building line restriction	$636.00	$649.00
1.7	**Road Naming and Numbering**		
	Allocation of new Rapid Number (includes plate)	$77.00	$79.00
	Resurveying site access where allocated number is no longer correct	At cost	At cost
	Replacement Rapid Number plate	$32.00	$32.00
	Investigation of proposed road name / rename and Council report	At cost	At cost

How to have your say

You can return your submission by:

FREEPOST
Ashburton District Council
Freepost 230444
PO Box 94
Ashburton 7740

IN PERSON
Dropping it off at:
Ashburton District Council
2 Baring Square East

ONLINE
ItsOurPlace.nz

EMAIL
submissions@adc.govt.nz

Your details

Name: _____

Organisation (if applicable): _____

Address (optional): _____

Phone: _____ Email: _____

Do you wish to speak in support of your submission at the hearing?

(if no boxes are ticked, it will be considered that you do not wish to be heard)

☐ **Yes:** the hearing is expected to be held in Hine Paaka (Council Chamber) on 19 May 2026. Pease note that hearings will be live-streamed to our online channels.

If yes, do you wish to present: ☐ in person ☐ virtually

☐ **No:** I do not wish to speak in support of my submission and ask that the following written submission be fully considered.

Please note that submissions are public documents and will be made available on Council's website, including names of submitters (but not contact details). Find out more at ashburtondc.govt.nz/privacy

Submissions presented in the form of a petition or accompanied by multiple signatures will be processed as a single submission.

Your feedback

Question 1:

Do you agree with our proposal to increase fees and charges to reflect the actual cost of providing these services?

- ☐ Yes
- ☐ No
- ☐ Alternative option

Why have you chosen that option? If you have selected an alternative option, please provide details.

_____
_____
_____
_____
_____
_____

Questions 2:

Any other comments?

_____
_____
_____
_____
_____
_____