EXTRAORDINARY MEETING

of

Council

AGENDA

Time: 9:00 am

Date: Tuesday, 30 June 2026

Venue: REAP House, 340 Queen Street, Masterton

MEMBERSHIP

Mayor Bex Johnson (Chairperson)

Councillor Craig Bowyer
Councillor Gary Caffell
Councillor Waireka Collings
Councillor Brent Goodwin
Councillor David Holmes
Councillor Andrea Jackson
Councillor Stella Lennox
Councillor Tim Nelson

RECOMMENDATIONS IN REPORTS ARE NOT TO BE CONSTRUED AS COUNCIL POLICY UNTIL ADOPTED

Values

1. **Public interest:** members will serve the best interests of the people within the Masterton district and discharge their duties conscientiously, to the best of their ability.
2. **Public trust:** members, in order to foster community confidence and trust in their Council, will work together constructively and uphold the values of honesty, integrity, accountability and transparency.
3. **Ethical behaviour**: members will not place themselves in situations where their honesty and integrity may be questioned, will not behave improperly and will avoid the appearance of any such behaviour.
4. **Objectivity:** members will make decisions on merit; including appointments, awarding contracts, and recommending individuals for rewards or benefits.
5. **Respect for others:** will treat people, including other members, with respect and courtesy, regardless of their ethnicity, age, religion, gender, sexual orientation, or disability. Members will respect the impartiality and integrity of Council staff.
6. **Duty to uphold the law:** members will comply with all legislative requirements applying to their role, abide by this Code, and act in accordance with the trust placed in them by the public.
7. **Equitable contribution:** members will take all reasonable steps to ensure they fulfil the duties and responsibilities of office, including attending meetings and workshops, preparing for meetings, attending civic events, and participating in relevant training seminars.
8. **Leadership:** members will actively promote and support these principles and ensure they are reflected in the way in which MDC operates, including a regular review and assessment of MDC's collective performance.

These values complement, and work in conjunction with, the principles of section 14 of the LGA 2002; the governance principles of section 39 of the LGA 2002; and our MDC governance principles:

Whakamana Tangata	Respecting the mandate of each member, and ensuring the integrity of the committee as a whole by acknowledging the principle of collective responsibility and decision-making.
Manaakitanga	Recognising and embracing the mana of others.
Rangatiratanga	Demonstrating effective leadership with integrity, humility, honesty and transparency.
Whanaungatanga	Building and sustaining effective and efficient relationships.
Kotahitanga	Working collectively.

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The Chairperson will open the meeting with the karakia

Karakia timatanga

Kia tau ngā manaakitanga a te mea ngaro	Let the strength and life force of our ancestors
ki runga ki tēnā, ki tēnā o tātou	Be with each and everyone of us
Kia mahea te hua mākihikihi	Freeing our path from obstruction
kia toi te kupu, toi te mana, toi te aroha, toi te Reo Māori	So that our words spiritual, power, love and language are upheld
kia tūturu, ka whakamaua kia tīna! Tīna!	Permanently fixed established and understood
Hui e, Tāiki e!	Forward together

At the appropriate time, the following karakia will be read to close the meeting

Karakia whakamutunga

Kua mutu ā mātou mahi	Our work has finished
Mō tēnei wā	For the time being
Manaakitia mai mātou katoa	Protect us all
Ō mātou hoa	Our friends
Ō mātou whānau	Our family
Āio ki te Aorangi	Peace to the universe

1 CONFLICTS OF INTEREST

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

2 APOLOGIES

The Chair invites notice from members of:

- leave of absence for future meetings of Masterton District Council
- apologies, including apologies for lateness and early departure from the meeting where leave of absence has not previously been granted.

3 ITEMS NOT ON THE AGENDA

The Chairperson will give notice of items not on the agenda as follows:

Matters requiring urgent attention as determined by resolution of the Council

- The reason why the item is not on the agenda; and
- The reason why discussion of the item cannot be delayed until a subsequent meeting.

Minor matters relating to the general business of Council

No resolution, decision or recommendation may be made in respect of the item except to refer it to a subsequent meeting of Masterton District Council for further discussion.

4 REPORTS FOR DECISION

4.1 ADOPTION OF THE 2026/27 ANNUAL PLAN

File Number:

Author: **Andrew Jack, Chief Financial Officer**

Authoriser: **Kym Fell, Chief Executive**

PURPOSE

The purpose of this report is to present Council's 2026/27 Annual Plan and Schedule of Fees and Charges for adoption.

RECOMMENDATIONS

That Council

1. **Adopts** the Masterton District Council 2026/27 Annual Plan (as per Attachment 1);
2. **Adopts** the associated 2026/27 Schedule of Fees and Charges (as per Attachment 2);
3. **Adopts** the Lease Charging Framework fees;
4. **Notes** that the Fees and Charges for Use of Public Spaces by Adjoining Business Premises will be adopted by resolution later in 2026;
5. **Delegates** authority to the Chief Executive to approve minor edits prior to publication of the 2026/27 Annual Plan document; and
6. **Notes** that the final 2026/27 Annual Plan will be published within one month of its adoption.

CONTEXT

The Local Government Act 2002 (LGA) requires all councils to produce a Long-Term Plan (LTP) every three years. For the two years between each LTP (Years 2 and 3 of the LTP) an Annual Plan must be produced and adopted by 30 June in the relevant year.

The Annual Plan process provides an opportunity for Council to review intended work programmes and associated budgets taking into consideration any new information and/or changing circumstances.

The purpose of an Annual Plan is to:

- contain the annual budget and funding impact statement for the year to which the annual plan relates;
- identify any variation from the financial statements and funding impact statement included in the local authority's long-term plan in respect of the year;
- provide integrated decision-making and co-ordination of the resources of the local authority; and
- contribute to the accountability of the local authority to the community.

If there are no significant or material differences, and the Plan essentially aligns with what was consulted on via the LTP process, no further consultation is required. The Plan can be prepared and adopted in accordance with Section 95 of the LGA.

If the Annual Plan differs significantly or materially from the LTP, Council must consult the community.

- Significance is assessed under Council's Significance and Engagement Policy
- "Material" (defined in the LGA) means a change that could influence decisions e.g. of users or ratepayers

Through the 2026/27 Annual Plan process Council identified two key issues for consultation:

- proposed fees and charges changes; and
- a proposed community lease charging framework.

Council adopted the 2026/27 Consultation Document on 25 March 2026, seeking community views on these topics. The underlying budgets resulted in an average rates increase of 5.2%. Refer to report 6.1 from 25 March 2026 for further information.

Consultation ran from 27 March to 28 April 2026. A total of 24 submissions were received from the community. Four submitters took the opportunity to be heard at the hearings held on 13 May 2026. Refer to report Annual Plan 2026/2027 Hearing of Submissions for further information.

On 27 May 2026 Council met to consider all submitter feedback, staff advice and additional supporting information to deliberate. Refer to report 7.3 Annual Plan 2026/27 Deliberations Report for more information.

An extraordinary meeting was held on Wednesday 10 June to consider additional cost efficiencies and revenue assumptions in order to reduce the average rates increase further. 4.1 Annual Plan 2026-27 - Options. The Annual Plan document reflects the implementation of decisions made at these meetings.

At an extraordinary meeting on 17 June 2026 in respect of the Opaki Water Race, Council resolved not to set a targeted rate for the Opaki Water Race users although the Race remains open for the 2026/27 year. A minimum level of operating budget has been set and included in the Rural Sundry Facilities rate.

The 2026/27 Annual Plan has been developed in alignment with the requirements of the LGA. It is a statutory requirement for the 2026/27 Annual Plan to be adopted by the 30 June 2026. Adoption by this date enables sufficient time for rates to be set and the first instalment sent out for the coming year. Any delay in adoption would mean that Council would not comply with legislation and would not be able to set the rates for the 2026/27 financial year until the Plan was adopted.

A copy of the 2026/27 Annual Plan document is included as Attachment 1 (provided under separate cover), noting final formatting and design work will be completed once the Plan is adopted. The Annual Plan document contains detailed operating and capital budgets as well as financial statements and a summary of the Revenue and Financing Policy as it applies to the 2026/27 year. A copy of the 2026/27 Fees and Charges Schedule is included as Attachment 2.

ANALYSIS AND ADVICE

The 2026/27 Annual Plan outlines Council's intended work programme and budget for 2026/27. The document also includes references and a link to the 2026/27 Fees and Charges Schedule.

The 2026/27 financial year is Year 3 of the 2024-34 LTP. The work programme was developed and consulted on as part of the LTP process. The LTP was adopted on 26 June 2024.

The Year 3 work programme was reviewed as part of the 2026/27 Annual Plan process, and consultation undertaken in accordance with the Special Consultative Procedure prescribed in Section 83 of the LGA on two specific topics:

- Fees and Charges
- Lease Charging Framework.

Key variations to the work programme

The 2024-34 LTP had a forecast average rates increase of 6.5%. Following a detailed review of budgets, with a focus on controlling costs and identifying efficiencies, Council consulted on an average rates increase of 5.2%. Following an additional review of budgets in response to changing external factors, such as the increasing cost of fuel, staff presented two options to further reduce the rates increase to Council on 10 June. Council agreed to a number of changes resulting in an average rates increase of 4.2%. Changes included:

- Operating expenditure reductions
- Project deferrals
- Lower borrowing costs
- Revised capital timing
- Updated interest forecasts

The key impacts on rates for the coming year include:

- Cost pressures arising from global economic factors such as the ongoing global uncertainty and the impact of fuel costs and any work requiring petroleum-based material on roading spend
- Continued pressure of insurance costs after a reduction in 2025/26
- Higher asset valuations increasing depreciation
- Preparation for Local Waters Done Well transition, and other legislative changes
- Lower interest rates and lower levels of debt reducing debt costs.

Further efficiencies will be explored through level of service reviews as part of the 2027-37 LTP.

There are also a number of variations to the work programme for 2026/27 compared to what was included in the 2024-34 LTP. These changes have been factored into the budget. Key variations include:

- Roading - Capital expenditure is budgeted to be $5.2m lower than the LTP proposed due to changes in timing and scope of work in relation to significant upgrade work. The mix

between subsidised and unsubsidised work has changed, reflecting NZTA funding arrangements and timing of projects.

- Urban water reticulation includes an additional capital expenditure of $1.8m primarily associated with increasing treated water storage.
- Community facilities includes an additional $1.5m for upgrade of Kidz Own Playground brought forward from Year 4.

Works no longer required:

- Both the Waiata House extension ($2.35m) and transfer station renewals ($546k) are no longer required.

2026/27 Annual Plan and Budget

The Council's operating and capital budgets have been reviewed as part of the 2026/27 Annual Plan development process with Council.

The Council is cognisant of the impact that rate increases have on ratepayers and have tried to control costs and find efficiencies to minimise the impact of increasing rates on our community. This has resulted in a proposed budget with an average rate increase of 4.2% (after growth). The LTP for Year 3 predicted 6.5%.

The impact of the additional rates revenue that will be required in 2026/27 will vary at the individual property level. The urban residential increase ranges between 2.8% and 6.1 % depending on the property, with an overall average of 4.4%. Rural increases, depending on the property type, range between 3.9% and 4.1%. Urban residential properties will continue to pay for the costs of the water supply through a uniform charge and a capital value rate. The original proposed change to start charging a portion of the costs via metered usage charges has been deferred. How water, wastewater and stormwater will be charged beyond 2026/27 will be determined by Waitī Waters for the 2027/28 financial year.

Implementation Risks

The Annual Plan sets out the Council's intent for the 2026/27 year (Year 3 of the LTP). Given the uncertain operating environment, there are a number of key risks that may impact the implementation of aspects of the Plan. These risks include, but are not limited to:

- Inflation volatility
- NZTA funding uncertainty
- Transition of water services to Waitī Waters
- Capacity of contractors to deliver
- Insurance costs
- Assumptions around revenue collected by Council

Fees and charges

Council reviews fees each year to balance affordability for users with fair cost recovery. The Revenue and Financing Policy sets out where the Council will look for users of a service to pay directly versus funding via property rates.

On 27 May 2026 Council agreed to the proposed changes to the fees and charges schedule. This included:

- Applying a 2.6% inflation adjustment to most fees and charges, in line with BERL local government cost index forecasts.
- Targeted increases where current fees do not fully cover the cost of providing services, including:
    - RMA consent and compliance fees (sections 127 and 139)
    - Infrastructure contributions
    - Rural Rapid Numbering
    - Transfer Station gate charges
- Retaining existing fees where they are set externally (for example, parking infringements) or already considered appropriate (for example, library fines).

See Attachment 2 for the full 2026/27 Schedule of Fees and Charges.

Lease Charging Framework

As part of the Annual Plan consultation, Council consulted on a proposed lease charging framework. The intent of the proposal was to put in place a consistent and transparent approach to setting community facility lease charges.

At the deliberations meeting, Council agreed to proceed with the lease charging framework, including a rent concession facility, as proposed. It was agreed that the charging framework would apply to lease agreements upon renewal, with expired leases to be renewed under the new framework.

Fees structure

The framework, detailed below, applies to all community leases. Commercial and grazing leases will be set at market rates. Existing arrangements with schools are exempt from lease charges.

Fee Component	Rate
Land Component	$0.10 per m2
Building Component	$6.50 per m2
Annual Component	$500 flat fee

Rent Concession

The Council recognises that for some community groups, the new fee structure may result in increased lease costs. To help manage this transition, the Council is offering a rent concession scheme, with concessions granted for a three-year period. After three years, the concession scheme will be reconsidered, with the potential opportunity to reapply for a concession.

The maximum concession is no more than the difference between the group's last annual fee and the new fee. Groups will need to provide documents to demonstrate the need for the concession including financial records, membership numbers, a plan outlining how revenue will be increased over time, and evidence of the potential negative impacts of the increase.

Fees & Charges for Use of Public Spaces by Adjoining Business Premises Policy

As signalled in the Annual Plan Consultation document, officers have been developing a Use of Public Spaces by Adjoining Business Premises Policy ('**Policy'**). The purpose of this Policy is to establish a framework for managing the use of Public Places for Outdoor Dining, Sale of Goods, and Ancillary Commercial Use. Authorisation for such use is granted through a Licence to Occupy or other approval mechanism provided for under this Policy and the Bylaw.

The Fees and Charges Schedule will be revised to reflect the fees and charges associated with this Policy once it is adopted.

Adopting and Publishing the Annual Plan

The 2026/27 Annual Plan has been developed in alignment with the requirements of the LGA. It is a statutory requirement for the 2026/27 Annual Plan to be adopted by the 30 June 2026. Adoption by this date enables rates to be set for the coming year. Any delay in adoption would mean that Council would not comply with legislation and would not be able to set the proposed rates for the 2026/27 financial year until the Plan was adopted. Under legislation the Plan must be published within one month of adoption.

Options for Council to consider are summarised below:

OPTIONS CONSIDERED

A summary of the options considered is included in the table below.

	Option	Advantages	Disadvantages
1	Adopt the 2026/27 Annual Plan; Schedule of Fees and Charges; and the Lease Charging Framework fees (recommended)	• This would meet the legislative deadline for adoption. • This would enable Council to strike the rates for the 2026/27 financial year. • The Lease Charging Framework fees bring certainty and standardisation for the utilisation of Council spaces for businesses and community groups	• No disadvantages identified

2	Do not adopt or defer adoption of the 2026/27 Annual Plan	• No advantages have been identified	• Council would not comply with requirements of the Local Government Act 2002. • Council would not be able to set the proposed rates for the 2026/27 financial year. • The Lease fees would remain non-standardised and uncertainty would remain

RECOMMENDED OPTION

Option 1 is recommended for the following reasons:

Adopting the Plan will enable Council to meet its obligations under the Local Government Act to adopt an Annual Plan by 30 June and will enable Council to set the rates for the 2026/27 financial year to meet the costs of proposed activities.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

Council is required to produce an Annual Plan under the Local Government Act 2002 (LGA). Schedule 10 Part 2 outlines information to be included in an Annual Plan. The Annual Plan meets these requirements.

Council's adoption of the 2026/27 Annual Plan will ensure that Council meets its obligations under the Local Government Act to adopt an Annual Plan for the 2026/27 financial year by 30 June 2026. It will also enable Council to set the proposed rates for the 2026/27 year.

Provisions for projects within a long-term plan or annual plan do not constitute a commitment. The Local Government Act provides that a resolution to adopt a long-term plan or an annual plan does not constitute a decision to act on any specific matter included within the plan so Council can deviate from the plan during the year for good reason if something unforeseen does arise.

Significance, Engagement and Consultation

Section 82 of the LGA applies to the 2026/27 Annual Plan consultation process. Council followed the Special Consultative Procedure as prescribed in Section 83 of the LGA. This meets the requirements of Section 82 and includes preparing and adopting a consultation document, making information available and providing an opportunity for people to present their views. Council followed this process for consultation.

Financial Considerations

The adoption of the Annual Plan 2026/27 provides the Council with the legal ability to set rates revenue and raise debt to deliver the Council services and capital work programme. The Plan contains an average rates increase of 4.2% after allowing for growth in the rating base, compared to the 6.5% that was forecast for Year 3 of the 2024-34 Long-Term Plan. This is lower than average rates increase of 5.2% that was consulted on. The rates increase is within the limit set in our financial strategy.

Local Authority rates are set based on the revenue required from rates that is approved as part of the 2026/27 Annual Plan.

Implications for Māori

The 2026/27 Annual Plan signals a positive and active partnership approach with mana whenua, with Māori involvement embedded across governance, planning, and delivery.

Local iwi perspectives are influencing both strategic direction and place-based outcomes through formal representation on Council and committees (with full speaking and voting rights at committee level), participation in major projects such as the library redevelopment, climate change initiatives, eco-corridor restoration, and collaboration in the Development Plan.

The Plan acknowledges the role of Māori values, matauranga Māori, and kaitiakitanga in shaping the future of our environment and water management or resources. It supports partnerships in initiatives like Waitī Waters while investing in iwi-led priorities through targeted funding, including the Marae Development Fund and opportunities to strengthen cultural visibility.

Adoption of this Plan will continue to strengthen relationships, increase Māori influence in decision-making, and deliver tangible environmental, cultural, and community outcomes aligned with mana whenua aspirations within the district.

Of the 2026/27 Annual Plan submitters who indicated their ethnicity, 14.3% identified as Māori.

Proposed changes to fees and charges, and the standardisation of community leases, may have a range of impacts for Māori, including Māori landowners and community organisations.

Communications/Engagement Plan

The adoption of the 2026/27 Annual Plan will be communicated to our community through a range of methods including:

- Media release
- Publication on the Council website
- Social media
- Direct communication to submitters
- Rates information

A copy of the published 2026/27 Annual Plan will be available within one month of adoption, as required by legislation

Environmental/Climate Change Impact and Considerations

Funding provision has been allowed for climate change/environmental projects and initiatives in the 2026/27 Annual Plan. Adaptation will be the priority for the next year, as we look to work with the community on long-term projects that reflect our changing climate.

Some of the other projects included in the 2026/27 Annual Plan budget could have climate change and/or other environmental opportunities or implications. These will be considered as the projects are explored.

ATTACHMENTS

1. **Annual Plan 2026/27 (under separate cover)**
2. **Schedule of Fees and Charges 2026-27** ⇩

Wātaka nama me ngā utu 2026/27

Fees and charges schedule 2026/27

Ihirangi

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Ngā ratonga kararehe

Animal Services

Service (Animal Services - GST inclusive)	Fee
Registration - urban entire	$228
Registration - urban neutered	$123.10
Registration - responsible owner	$92.60
Registration - rural first dog, including working	$123.10
Registration - rural second dog, including working	$35
Registration - breeder permit holder	$123.10
Registration - dangerous neutered	$184.70
Registration - seeing eye dog	No charge
Application for responsible dog owner	$30
Sustenance fee (per day)	$32
Poundage fee - first impounding (registered)	$90
Poundage fee - first impounding (unregistered or out of district)	$180
Poundage fee - second impounding	$230
Poundage fee - third and subsequent impounding	$250
Surrender of dog (acceptance must be on prior approval)	$350
Micro-chipping of Masterton registered dog	$25
Application for permit – to keep more than two dogs in an urban area	$70
Replacement registration tag	$9
Collars, apparel and worming tablets	Actual cost plus 20%

Service (Animal Services - GST inclusive)	Fee
Costs and expenses relating to treatment vet for impounded dog	Actual cost plus 20%
Costs and expenses relating to impounded dog, ie euthanasia and sustenance	Actual cost plus 20%
Rehoming fee for impounded dog from MDC shelter	No charge to adopt but pro rata registration applies plus vet costs plus 20%
Hire of bark collar (two week hire plus bond)	$25 plus $80 bond
Hire of cat trap (two week hire plus bond)	$25 plus $80 bond
Dog seizure fee - first - a special call-out to return a dog to its owner outside of normal office hours, only by arrangement with the after-hours officer on duty. Only between the hours of 8am and 8pm.	$175
Dog seizure fee - second	$225
Dog seizure fee - third	$360
After-hours dog release (additional to impounding fees) - a special call-out to return a dog to its owner outside of normal office hours, only by arrangement with the after-hours officer on duty. Only between the hours of 8am and 8pm.	$175
Travel	$1.26 per km
Stock impounding fees	
Poundage fee for every horse, mare, gelding, colt, filly, foal, mule, ass, ox, bull, cow, steer, heifer or calf	$95.50
Sustenance fee for every horse, mare, gelding, colt, filly, foal, mule, ass, ox, bull, cow, steer, heifer or calf	$16.50 per day
Poundage fee for every ram, ewe, wether, lamb or goat	$67.50
Sustenance fee for every ram, ewe, wether, lamb or goat	$10.50 per day
Poundage fee for every boar, sow or pig	$67.50
Sustenance fee for every boar, sow or pig	$16.50 per day

Service (Animal Services - GST inclusive)	Fee
Stock impounding fees	
For the second and subsequent impounding in one year of the stock of any particular owner, the above poundage fees are increased by 50 percent	
For writing and delivering of any impounding notice or sending any notice by post	$32
For inserting any impounding notice in one or more newspapers	Actual cost plus 15%
Charge for leading, driving or conveying stock	Actual cost incurred, with a minimum charge of $96.50
Officer rates	
Animal and Bylaw Services Officer	$205
Administration	$135

Hanganga

Building

Service (Building - GST inclusive)	Fee
Note: Building consent (BC) fees are for the consent only and exclude BRANZ and MBIE levies.	
Project Information Memorandums (PIM)	
Residential Project Information Memorandum - if applying prior to Building Consent application	$670
Commercial Project Information Memorandum - if applying prior to Building Consent application	$1,160
Project Information Memorandum - secondary dwelling (Granny flat)	$1,160
Project Information Memorandum - secondary dwelling (Granny flat) - Hazard assessment	$1,710
Minor work	
Swimming pools > 1,200 mm above ground, and spa pool and swimming pool fences	$465
Residential demolition	$270 per hour
Solid fuel heater	$465
Peripheral plumbing and drainage work e.g. minor alterations, septic system renewal - items outside the scope of Schedule 1 - one hour processing, two inspections	$560
Project drainage work e.g. new minor subdivision services, and common drains (up to four lots) - one hour processing, two inspections	$860
Minor building projects e.g. garden sheds, retaining walls, carports, decks, conservatories, inground pools, or storage agricultural buildings repiling - one hour processing, two inspections	$860

Service (Building - GST inclusive)	Fee
Minor work	
Farm/agriculture buildings <$50,000 e.g. pole sheds - 1.5 hours processing, two inspections	$860
Larger farm/agriculture buildings >$50,000 e.g. covered yards and wool sheds, including plumbing and drainage - two hours processing, four inspections	$1,470
Standard garages (eg simple proprietary garage) 1.5 hour processing, three inspections	$990
Non-standard garages - simple design, single level with plumbing and drainage and / or firewall. If self-contained use dwelling fee. Two hours processing, four inspections	$1,905
Residential new dwellings	
Single storey value <$300,000 - six hours processing, 10 inspections	$5,365
Single storey value $300,000-$500,000 - eight hours processing, 10 inspections	$6,315
Single storey value $500,000-$1,000,000 - eight hours processing, 12 inspections	$7,260
Complex/single storey value > $1,000,000 and multi storey - eight hours processing, 14 inspections	$8,660
Transportable dwelling (yard built-to be transported to another district)	$4,815
Single storey multi-unit apartment - first unit	$6,315
Single storey - subsequent units	$3,155
Complex multi storey multi-unit apartment - first unit	$7,220
Complex multi storey - subsequent units	$3,620
Residential dwelling additions and alterations	
Alterations (minor) <$50,000 - up to three inspections including three hours processing time (bathrooms to outbuildings etc)	$1,680
Alterations (minor) <$300,000 - up to six inspections including six hours processing time	$3,790

Service (Building - GST inclusive)	Fee
Residential dwelling additions and alterations continued	
Alterations (major) <$500,000 - up to eight inspections including eight hours processing time	$4,670
Alterations (major) $500,000-$1,000,000 - up to eight inspections including eight hours processing time	$5,835
Alterations (major) >$1,000,000 - up to 12 inspections including 12 hours processing time	$8,010
Transportable/relocated residential dwellings	
Transportable/relocated residential dwelling - urban (resource consent required for relocated dwellings) - two hours processing , four inspections	$2,470
Transportable/relocated residential dwelling - rural (resource consent required for relocated dwellings) - 2.5 hours processing , five inspections	$2,865
Note: if relocation includes additions or alterations add additions and alterations rate.	
Commercial and industrial (Use commercial rate for large subdivision services)	
Commercial demolition	$875
Minor commercial work e.g. signs, shop fronts, minor fit outs (no plumbing and drainage), specified system changes - single inspection	$1,200
Minor commercial work <$25,000 e.g. signs, shop fronts, minor fit outs (no plumbing and drainage) - up to one hour processing, two inspections	$1,900
Commercial/industrial <$50,000 - up to two hours processing, three inspections	$3,605
Commercial/industrial $50,001-$100,000 - up to two hours processing, four inspections	$5,035
Commercial/industrial $100,001-$150,000 - up to four hours processing, six inspections	$6,420

Service (Building - GST inclusive)	Fee
Commercial and industrial (Use commercial rate for large subdivision services)	
Commercial/industrial $150,001-$250,000 - up to six hours processing, six inspections	$7,820
Commercial/industrial $250,001-$350,000 - up to eight hours processing, eight inspections	$9,335
Commercial/industrial $350,001-$500,000 - up to 10 hours processing, 10 inspections	$10,675
Commercial/industrial $500,001-$1,000,000 - up to 12 hours processing, 12 inspections	$11,670
Commercial/industrial/agricultural >$1,000,000 - up to 14 hours processing, 14 inspections	$11,670
Complexity per $100,000 over $1 million	$685
Note: Development levies may apply to commercial building consents. Check with the Council.	
Bonds	
Relocatable/transported road bond	$2,920
Rural/urban road crossing bond	$6,635
Urban footpath damage bond	$2,650
Council infrastructure protection bond	$6,635
Water meter supply and install	$575

Service (Building - GST inclusive)	Fee
Building consent authority fees	
Building Consent Officer	$270 per hour
Team Leader	$330 per hour
Re-Inspection, for failing to build to plan, revisiting incomplete work, consent documents not on site	$270 per hour
Amendment to building consent (reassessment of amended plans). Charges will also apply if the amendment involves additional inspections	$270 per hour
Minor variation assessment - BCO and admin	$134 per half hour
Notice to fix - Inspections and administration	$270 per hour
Travel Modifier >20km from Waiata House	3%
Travel Modifier >40km from Waiata House	5%
Compliance/TA functions	
Swimming pool inspection fee Further charges may apply if multiple visits are required to ensure compliance with safety requirements	$210
Receive and review swimming pool report (IQPI Report) - further charges may apply (if officers are required to ensure compliance with safety requirements)	$80
Certificate of Acceptance - urgent Building consent fee for the applicable building work plus actual costs at hourly rate (including inspections), payable on acceptance of application	$335 per hour
Certificate of Acceptance - non urgent Triple the building consent fee for the applicable building work plus actual costs at hourly rate (including inspections), payable on acceptance of application	$335 per hour

Service (Building - GST inclusive)	Fee
Compliance/TA functions	
Compliance schedule amendment Includes one inspection and 12A and BWOF administration Any additional time charged at BSO hourly rate	$440
BWOF Annual Renewal Fee (1 specified system)	$115
BWOF Annual Renewal Fee (2-4 specified systems)	$160
BWOF Annual Renewal Fee (5 or more specified systems)	$225
Notice to fix - inspections and administration	$335 per hour
BWOF Technical Audit (two hours) - any additional time charged at BSO hourly rate	$465
Earthquake Prone Building Report review/status confirmation (two hours)	$465
Discretionary Exemption from Building Consent Assessment, Sch 1 (2) of the Building Act (one hour) - hourly rate applies after first hour	$270
Discretionary Exemption from Building Consent Assessment, Sch 1 (2) of the Building Act (two hours) - hourly rate applies after two hours processing	$465
Application for Certificate of Public Use (CPU) - includes inspection	$465
Amendment to building consent - for a modification or waiver to a building consent - inspections may incur additional charges	$310 per hour
Building Services Officer (BSO)	$220 per hour

Service (Building - GST inclusive)	Fee
Building administration	
Processing software licencing (Objective Build) Lodgement fee where value of work is less than $250,000	$200 per applicable application
Processing software licencing (Objective Build) Lodgement fee where the value of work over $250,000	Multiplier 0.08% x value of work >$250,000
Building Administrator	$135 per hour
Certificate of Title	$37
BRANZ levy for work of $20,000 or more	$1.15 per $1,000 or part thereof
MBIE levy for work of $65,000 or more	$1.75 per $1,000 or part thereof
Administration - Printing charge for issued consents (optional)	$82
Processing hard copy certificate applications	$155
Residential property search fee (includes download, scanning documents, email, or writing to disc)	$33
Non-residential property search fee (work that requires downloading, scanning documents, retrieval of emails, or writing to disc) up to 45 minutes work	$62
Annual building consent list mailer (annual charge - emailed)	$180
Receiving information for property files	$135
Photocopying - black (up to A3)	$0.50 each
Photocopying - colour (up to A3)	$3 each

Ngā taipitopito papanoho

Land Information Memorandum (LIM)

Service (LIM - GST inclusive)	Fee
LIM – Standard – ten days	$462
LIM – Urgent – five days	$662
Certificate of Title	$37
Cancellation within 24 hours	80% refund
Cancellation within 48 hours	60% refund
Cancellation after 48 hours	No refund

Ngā mahi whakamahere

Planning

Service (Planning - GST inclusive)	Fee
Land use and subdivision consents	
Controlled	$1,925
Restricted discretionary	$2,200
Discretionary	$2,640
Non complying	$3,300
Additional deposit for streamlined decision making on resource consents	$6,655
Additional deposit for proposals of national significance on resource consents	$6,655
Application for change/cancellation of conditions RMA s127	$1,000
Application for extension of consent lapsing time RMA s125	$825
Consent notice variation / cancellation s221	$1,500
Deemed permitted boundary/marginal activities	
Permitted boundary activity (PBA)	$440
Permitted marginal activity	$440
Certificate of compliance	
Request for certificate of compliance under RMA s139	$800
Request for existing use certificate under RMA s139A	$1,515

Service (Planning - GST inclusive)	Fee
Designations and heritage orders	
Notice of requirement	$6,655
Outline plan of works s176A RMA	$1,650
Waiver of Outline plan s176A (two hours planner, 1 hour admin)	$670
Minor alteration to designation s181(3)RMA	$1,815
Additional deposit for proposals of national significance for designations and heritage orders	$6,655
Plan Changes	
Plan change request - prior to decision under RMA Schedule 1 Clause 25 to adopt/accept/reject request	$6,655
Private plan change - where plan change request has been accepted (but not adopted) under RMA Schedule 1 Clause 25	Actual costs (deposit $15,000)
Additional deposit for streamlined planning process on private plan changes	$6,655
Additional deposit for proposals of national significance on private plan changes	$6,655
Miscellaneous Certificates	
Consent Notice application s221	$400
S223 Certificate	$385
S224 Certificate	$550
S226 Certificate	$440
Cancellation of building line restriction s327A Local Government Act 1974	$225
Right of way approval s348 Local Government Act 1974	$500
Cancellation of amalgamation condition s241(3) RMA	$485
Revocation of easement s243(e) RMA	$500

Service (Planning - GST inclusive)	Fee
Planning services	
Request for approval of engineering plans	$350 plus hourly rate
Public notification	$3,025
Limited notification	$1,815
Pre hearing	$615
Hearing	$1,815
External consultancy	Actual cost
Post decision – requested changes	$485
Post decision – minor changes	$220
Financial contributions - as per Wairarapa Combined District Plan	
Reserves contributions - rural (capped at $20,000 (plus GST))	2% of land value (plus GST)
Reserves contributions - urban	3% of land value (plus GST)
Reserves contributions - additional residential dwelling units, for land use in all zones	1% of the value of each additional residential unit (plus GST)
Roading contributions - rural (capped at $20,000 (plus GST))	3% of land value (plus GST)
Roading contributions - urban	3% of land value (plus GST)
Transport contributions - additional residential dwelling units, for land use in all zones	1% of the value of each additional residential unit (plus GST)

Service (Planning - GST inclusive)	Fee
Additional Charges	
Note: Pursuant to Section 36, 36 (1) and 36 (3) of the Resource Management Act 1991, the Council may require the person who is liable to pay one or more of the above charges, to also pay an additional charge to recover actual and reasonable costs in respect of the matter concerned.	
Planner	$225 per hour
Senior/Principal Planner/Engineer/Parks and Reserves technical expertise	$275 per hour
Manager Planning	$330 per hour
Administration	$135 per hour
Independent Hearing Commissioner	Actual costs

Ngā utu tautoko hanganga

Infrastructure contributions

The figures below are payable by property owners who are taking up new connections to Masterton urban sewerage and water supply services. The contribution is the 'buy in' price for new joiners that connect to the services. All contributions are payable prior to connection and subdivision developments are subject to the requirements of the Wairarapa Combined District Plan.

Service (Infrastructure contributions - GST exclusive unless stated)	Fee
New connection to Masterton urban services	
The proposed WCDP became operative on 21 November 2025 with a new regime being applied for infrastructure contributions to urban services, based on 'buy-in' price for each of the services with 35% discount applied. The infrastructure contribution is below:	
Total	$14,541
Water component	$4,149
Wastewater component	$8,206
Stormwater component	$2,186
This contribution is payable by subdividers / developers under the Wairarapa Combined District Plan, as part of issuing resource consents for new lots or land use consents for new connections. The charge is effectively a joining fee to join the existing network services for one resoidential equivalent unit. For all other new connections the contributions are payable by the owner prior to connection. Developers may be required to pay additional contributions depending on their development's assessed impact on the future network upgrade needs, as detailed below. The process for remission or waiver of these charges is detailed in section 23 of the Wairarapa Combined District Plan in accordance with the RMA.	

Service (Infrastructure contributions - GST exclusive unless stated)		Fee
New connection to Masterton urban services		
Lansdowne (water capacity)		$1,375 per lot
Stormwater Cashmere		$270 per lot
Sewer Cashmere		$760 per lot
Solway Crescent		$735 per lot
Taranaki Street		$315 per lot
South Belt (sewer)		$1,275 per lot
Upper Plain/Chamberlain Road (roading)*		$5,660 per lot
Kitchener Street extension (roading)*		$6,285 per lot or residential equivalent
*These contributions remain interim while the infrastructure costs in these areas are finalised.		
Other Schemes		
Upper Plain - water (trickle feed off urban supply)		$4,149 per unit of water plus connection costs (restriction valve, backflow valve etc.)
Other Rural - (metered) connection to Masterton		$4,149 plus connection costs (meter, backflow valve etc.)
Rural – connection to Masterton urban sewer		$8,206
Airport – cost recovery for South Road and Moncrieff Drive water and wastewater lines	Water additional	$3,680
	Wastewater additional	$4,940
Airport - new leases, contribution towards water, wastewater and power in development area	Additional to water and sewer connections (as referenced above)	$25,480

Service (Infrastructure contributions - GST exclusive unless stated)	Fee
New connection to Masterton urban services	
Tinui wastewater	$11,915
Tinui water supply	$4,275
Castlepoint wastewater	$6,235
Tauweru water supply	$5,460
Riversdale Beach wastewater - original scheme area	$28,935
Riversdale Beach wastewater - Riversdale Terraces	$18,520

For new subdivisions, or areas not listed above, please contact the Planning team. As part of approved resource consents for new lots in the urban areas of Masterton, subdividers/developers are required to pay for connections to infrastructure services. The charge is effectively a service connection fee to the existing network services. These charges are payable prior to connection, and approved subdivision developments are subject to the requirements of the Wairarapa Combined District Plan.

Urupā

Cemetery

Service (Cemetery - GST inclusive)	Fee
Plot fees - Lawn cemetery	
Child no more than 12 months old	$280
Child more than 12 months but less than 10 years	$530
All others	$1,655
Cremations plot - berm	$410
Interment fees - Lawn cemetery	
Child no more than 12 months old	$285
Child more than 12 months but less than 10 years	$885
All others - urban cemeteries	$1,770
All others - rural cemeteries	$2,155
Cremations plot - urban cemeteries	$580
Cremations plot - rural cemeteries	$710
Additional charges	
Out of district fee – interment (this is an additional cost to the purchase of a lawn or cremation plot)	$1,350
Out of district fee – cremation (this is an additional cost to the purchase of a lawn or cremation plot)	$565
Breaking/removing stone work, concrete	Actual costs
Interments on Saturday, Sunday and statutory holidays (this fee is additional to regulation charges)	Actual costs or $700 whichever is greater
Additional fee for interments requiring attendance outside core working hours (Mon-Fri 7:30am-4pm).	Actual costs plus admin fee

Service (Cemetery - GST inclusive)	Fee
Additional charges	
Disinterment	Actual costs
Availability of soil for hand filling adult plots	$695
Removal of headstones and foundation structures	Actual costs
Construction of concrete floor, covers or renovation	Actual costs
RSA – no charge for plot or out of district fee	Interment Fee Only

Whare pukapuka me te pūranga

Library and Archive

Service (Library - GST inclusive)	Fee
Rental charges	
Inter-loans	$20
Books lost, damaged or not returned	Replacement cost
Photocopying and Printing	
A4 black	$0.30
A4 colour	$1.50
A3 black	$0.50
A3 colour	$3
Laminating- A5	$2
Laminating- A4	$3
Laminating- A3	$4

Service (Archive - GST inclusive)	Fee
Research fees - first 30 minutes	Free
Research fees - each 30 minutes after	$30
Reproduction fee - commercial use of image	$100
Media & write charge - supply of material on CD or DVD (digital sharing is free)	$5

Tūnga waka

Parking

Service (Parking - GST inclusive)	Fee
Parking meter charges*	$1 per hour
Parking offence infringements (no GST)	
C101 No Evidence of current Warrant of Fitness	$200
P101 Parked within an intersection	$100
P102 Parked on or within 6 metres of an intersection	$100
P104 Parked on or near a pedestrian crossing	$100
P107 Parked on broken yellow lines	$100
P108 Parked on area reserved for hire or reward	$100
P113 Double parking	$100
P117 Inconsiderate parking	$100
P105 Prohibited area	$70
P109 Parked within 6 metres of bus stop	$70
P110 Parked across a vehicle entrance	$70
P111 Parked near a fire hydrant	$70
P112 Parked between fire hydrant and road marking	$70
P114 Incorrect kerb parking – left side of the road	$70
P115 Parking on footpath or cycle path	$70
P116 Park trailer on roadway for more than 5 days	$100
P119 Parked on loading zone	$70

*Hourly parking meter charges are being considered as part of the implementation of new parking infrastructure. Any changes will be made by resolution.

Service (Parking - GST inclusive)	Fee
Parking offence infringements continued (no GST)	
P120 Incorrect angle parking	$70
P136 Parked in area reserved for EV charging	$100
P351 Parking meter receipt not legible	$70
P352 Failed to display parking meter receipt	$70
P401 Operated an unregistered motor vehicle - parked vehicle	$200
P402 Operated an unlicensed motor vehicle - parked vehicle	$200
P969 Parked on disabled car parks with permit not showing	$750
P821 Parked across a line marking a space	$70
Meter/time limit infringements	
Not more than 30 minutes	$20
More than 30 minutes but not more than 1 hour	$25
More than 1 hour but not more than 2 hours	$36
More than 2 hours but not more than 4 hours	$51
More than 4 hours but not more than 6 hours	$71
More than 6 hours	$97
Other	
'No parking' sign - per day (deposit taken and refunded on return)	$25

Momo utu whakamāmā

Concession fees

Service (Concession fees - GST inclusive)		Fee
Airport events		
Airport event requiring closure of airfield e.g. Wings Over Wairarapa		$9,555 per event
Airport event restricting airfield use		$955 per event
Airport event allowing normal use of airfield		$325 per event
Bonds		
Commercial and non-commercial - dependent on level of impact and displacement to other users as assessed by the Council or its agents		$200 - $5,000
Concessions		
Concession for use of area/ space reservation in reserve for up to 10sqm area* (Mobile traders, hawkers, vendors, amusements) *Extended area by negotiation; extended time (lease/licence) by negotiation; open tender for competing concessionaires	Application fee	$72
	Plus per day or part day thereof	$40
Commercial filming/photography in reserve		$360 per day or part thereof

Para umanga

Trade waste

These charges are split into three types:

- an application fee
- an annual consent fee, and
- a fee based on flow and strength if discharges reach the trigger point as defined in schedule 1 of the Council's trade waste bylaw.

All trade waste charges are additional to the sewerage rates paid.

Service (Trade waste - GST exclusive)	Fee
Application fees	
Small discharges	$250
Medium discharges	$470
Large discharges	$910
Consent fees	
Small (controlled)	$325
Small (conditional)	$645
Medium (controlled)	$1,100
Medium (conditional)	$1,750
Large (controlled)	$2,360
Large (conditional)	$3,305
Charges per flow strength and solids for large users over Schedule 1	
Flow	$1.20 per cubic m
Biological Oxygen Demand (BOD)	$3.40 per kg
Suspended Solids (SS)	$2.90 per kg
Additional inspections	$140 per hour
Septage waste (to sewer)	$96 per tonne

Hauora taiao me ngā raihana hāngai

Environmental health and licensing

Service (Environmental health and licensing - GST inclusive)	Fee
Food registration	
New application for registration of Food Control Plan based upon a template issued by MPI, or a new business subject to a National Programme (includes up to three hours to process application)	$385
Application for renewal or amendment of Food Control Plan or National Programme (includes up to one hour to process application)	$160
Collection fee for MPI Domestic Food Levy	$11 +GST
Note: MPI Food Business Levy set by Food (Fees, Charges, and Levies) Regulations 2015	
Verification	
Verification food premises - fixed fee up to 3.5 hours (includes booking of appointments, checking prior history, travel time, actual on-site time, completing reports and recording system entries. Also covers any follow up verification site visits to check remedial action)	$450
Verification food premises outside routine hours - fixed fee up to 3.5 hours (includes booking of appointments, checking prior history, travel time, actual on-site time, completing reports and recording system entries. Also covers any follow up verification site visits to check remedial action)	$700
Fee for every additional hour	$220
Note: cancellation of verification with less than 48 hr notice will incur full cost	

Service (Environmental health and licensing - GST inclusive)	Fee
Compliance and monitoring	
Hourly rate for each compliance and monitoring activity (minimum half hour charge) • Complaint driven investigation resulting in issue of improvement notice by Environmental Health Officer • Application for review of issue of improvement notice • Monitoring of food safety and suitability • Failure to comply with Corrective Action Request within agreed timeframe.	$205
Note: Licensing year for Health Act and Bylaw registration is 1 April to 31 March	
Health Act and Bylaw registration	
Application for registration of premises - Health Act 1956 and Bylaws (includes up to two hours to process registration and site visit). Licensing year for Health Act Bylaw registration is 1 April to 31 March	$255
Annual registration	
Beauticians, nail technicians, tattooists and skin piercer - sole business activity (e.g. beauty therapy clinics)	$220
Camp ground	$255
Offensive trades	$220
Funeral directors	$220
Transfers/change of operator (offensive trade, camping ground, funeral director, hairdresser and beauty therapists, tattooists, skin piercers)	$190

Service (Environmental health and licensing - GST inclusive)	Fee
Further notes	

- Application for refund of an annual registration fee must be in writing, 50% of total fee retained for administration/inspection, 50% of total fee refunded on a monthly pro-rata basis.
- The initial verification fixed fee is based on an initial estimate of time. The actual officer time will be subject to the size, complexity, level of compliance and the readiness of the business.
- The registration frequency for national programmes (NPs) is every two years.
- Food registration periods may be extended as per section 51(1) (b) and charged pro-rata for the extended portion.
- The verification frequency for high performing operators on FCP may extend to every eighteen months, further reducing compliance costs for food operators. Verification for businesses on National Programme may also be extended to 24 months. Businesses on National Programme one (businesses such as coffee carts) will only need to be verified once if there are no changes to the operation.

Licences	
Application for gambling venue consent	$450 plus charges
Hawker or mobile cart trader licence	$220 per annum
Itinerant trader (including inspection fee)	$450 per annum
Duplicate licence	$46
Street stall licence	$46 per week
Footpath/public place encroachment seating The Council are considering the Use of Public Spaces by Adjoining Premises Policy, and associated fees and charges. Fees and charges will be adopted by resolution later in the year	
Fee for large event	$155
Charities/fundraising (at Council's discretion)	Council Discretion
Small passenger service vehicle stand	$220 per annum
Pie cart stand - site licence	$62 per week
Boarding house	$130 per annum
Note: Sale and Supply of Alcohol Act 2012 fees set by Sale and Supply of Alcohol (Fees) Regulations 2013	

Service (Environmental health and licensing - GST inclusive)	Fee
Resources	
Food Act 2014 resources	Actual cost plus 15%
Noise control	
Noise control charges - return of seizure equipment (per callout to property)	$125
Security/fire alarm disconnection	Actual cost plus 15%
Bylaws	
Grazing permit (three months)	$35
Removal of refuse	Actual cost plus 15%
Return of seized skateboard	
First offence	7 day impoundment
Second offence - seven day impoundment plus return fee	$56
Third and subsequent offence - seven day impoundment plus return fee	$110
Abandoned vehicles	
Removal urban	$385
Additional charges for storage and costs for rural collection	Actual cost
Officer rates	
Environmental Health Manager/Senior	$330 per hour
Environmental Health Officer/Inspector time - minimum one hour (covers all activities across Environmental Health Services)	$205 per hour
Administration charge - minimum one hour	$135 per hour
Animal and Bylaw Officer	$200 per hour

Taupuni para

Transfer Station

Note: Waste to landfill prices include the Waste Levy at $70 per tonne (an increase from $65/t in 2025/26). The Council reserves the right to weigh any loads and charge per tonne (minimum charge applies as stated)

Service (Transfer station - GST inclusive unless otherwise stated)		Fee
Nursery Road Transfer Station - Domestic prices		
Green waste to composting	Car boot or SUV (up to 100kg)	$7.50 per load
	Small trailer, van, ute (up to 1.8m x 1.2m x 0.4m high or up to 250kg)	$19.30 per load
	Large trailer, van, ute (up to 1.8m x 1.2m x 0.8m high or up to 500kg)	$25.70 per load
	Large truck (up to six tonne) - weigh in/out	$83.50 per tonne (+GST) (Minimum $26 charge per load)
Refuse to transfer station	Official Masterton District Council 'blue bag'	Prepaid - no gate charge
	Bags – any other bag (up to 30kg)	$10.70 per bag
	Car boot or SUV (up to 100kg)	$39.60 per load
	Small trailer, van, ute (up to 1.8m x 1.2m x 0.4m high or up to 250kg)	$94.20 per load
	Large trailer, van, ute (up to 1.8m x 1.2m x 0.8m high or up to 500kg)	$125.20 per load
	Large truck (up to six tonne) - weigh in/out	$342 per tonne (+GST) (Minimum $26 charge per load)
Council Bags – recommended retail price		$5.70 per bag

Service (Transfer station - GST inclusive unless otherwise stated)	Fee
Nursery Road Transfer Station - Commercial prices	
General refuse*	$342 per tonne exc GST
Construction/demolition refuse*	$342 per tonne exc GST
Tyres (more than four tyres)	$813.20 per tonne exc GST
Tyres (car and 4WD only)	$5.90 each incl GST
Tyres (car and 4WD, on rims)	$7.50 each incl GST
Tyres truck	$11.10 each incl GST
Grease trap and special waste (for burial)	$454.80 per tonne exc GST
Septic tank waste (to sewer) liquid	$96.80 per tonne exc GST
Poultry e.g. egg waste (to sewer)	$896.70 per tonne exc GST
Cleanfill (weighed) waste levy of $15 per tonne from July 2025	$27.20 per tonne exc GST
Recyclable materials	No charge
* A discount regime applies for large tonnage operators, minimum qualifying tonnage is 500 tonnes per annum	

Service (Transfer station - GST inclusive unless otherwise stated)		Fee
E-waste		
Mobile phones, GPS, digital cameras, computer mice		No charge
Small/medium computer items (such as keyboards, docking stations, modems, routers, gaming consoles)		$5.30 per item
Computer monitors, computer peripherals (incl speakers, DVD/VCR/CD players, stereo equipment)		$22.50 per item
TVs, printers, scanners, fax machines, stereo/hi-fi speakers		$34.20 per item
Photocopiers		$56.70 per item
Rural transfer stations		
Green waste to composting	Car boot or SUV (up to 100kg)	$10 per load
	Small trailer, van, ute (up to 1.8m x 1.2m x 0.4m high or up to 250kg)	$21 per load
	Large trailer (up to 500kg) /medium truck (less than 2 tonne)	$103 per tonne
	Large truck (up to six tonne)	$85 per cubic mtr (+GST) (Minimum $25 charge per load)
Refuse to transfer station	Official Masterton District Council 'blue bag'	Prepaid - no gate charge
	Bags – any other bag (up to 30kg)	$13 per bag
	Car boot or SUV (up to 100kg)	$41 per load
	Small trailer, van, ute (up to 1.8m x 1.2m x 0.4m high or up to 250kg)	$96 per load
	Large trailer (up to 500kg) /medium truck (less than 2 tonne)	$391 per tonne (estimated)
	Large truck (up to six tonne)	$143 per cubic mtr (estimated)

Kāinga mō ngā kaumātua

Housing for the elderly

Service (Housing for the elderly - no GST)	Fee
Panama Village	
Bedsitter (25 units)	$156
One bedroom - single (15 units)	$165
One bedroom - double (four units)	$173
Laurent Place	
Bedsitter (eight units)	$150
One bedroom - single (four units)	$162
One bedroom house - double (six units)	$176
Bodmin Flats	
Bedsitter (eight units)	$150
Truro Flats	
One bedroom - single (six units)	$162
Garage (four units)	$22

Ngā ratonga wai me te waipara

Water and wastewater services

Service (Water and wastewater - GST inclusive)	Fee
Joint connection	Contract price plus $242 processing and inspection fee for each application
20mm water and 100mm sewer	
Drainage	
Sewer connection 100mm	
Sewer connection over 100mm	
Keeping sewer connection in repair	
Water supply	
20mm water connection	
Larger than 20mm connection	
Renewing 20mm connection	
Renewing larger than 20mm connection	
Keeping service pipe in repair	
Disconnection of water supply	
Reconnection of water supply	
Installing water meter	

Note: Connection work may include (but is not limited to) pipe work, testing and disinfection, manifold (back flow preventer), service box (toby), water meter, flow control system (if required), attendance by the Council's contractor at the time of connection to the water mains, a NZ Transport Agency permit for trenching (if required), a Corridor Access Request for reinstatement of the road and other disturbed infrastructure, relocation of any other services, and any other related work.

Service (Water and wastewater - GST inclusive)	Fee
Water by meter - urban water supply	
Up to 50,000 litres per three months	$80 excl GST
	$92 incl GST
50,000 to 100,000 litres per three months per 1,000 litres	$1.93 excl GST
	$2.22 incl GST
Over 100,000 litres per three months per 1,000 litres	$2.51 excl GST
	$2.88 incl GST
2,000 to 20,000 litres in same load (tanker) per 1,000 litres	$2.90 excl GST
	$3.34 incl GST
Note: Increase in metered water charges is in line with the increase in water rates on Masterton urban properties.	

Ngā momo tūnuku

Existing transport

Service (Existing transport - GST inclusive)	Fee
Corridor access request fees (CAR)	
Minor CAR (including events, standard vehicle crossings)	$275
Major CAR/project	$595
Generic/global CAR	$815
Miscellaneous CAR fees	
Non-conformance notice	$285
WAP (works access permit) extension	$66
Extra site inspections	$140
Staff fees	
TTM auditors per hour	$150
Corridor Officer per hour	$140
Roading Engineer per hour	$220
Other	
Rural rapid property numbering - initial	$160
Rural rapid property numbering - replacement	$26

Phone

06 370 6300

Email

mdc@mstn.govt.nz

Call into

Masterton District Council
161 Queen Street, Masterton
9am - 4pm

Write to

Masterton District Council
PO Box 444, Masterton 5840
www.mstn.govt.nz

4.2 RATES RESOLUTION 2026-2027

File Number:

Author: **Andrew Jack, Chief Financial Officer**

Authoriser: **Kym Fell, Chief Executive**

PURPOSE

The purpose of this report is to set rates, due dates, and penalties regime for Masterton District Council for the 2026-2027 financial year.

EXECUTIVE SUMMARY

1. The Local Government (Rating) Act 2002 (the Act) requires Council to adopt, by Council resolution,the rates it intends to set for the financial year. The rates for 2026/2027 can only be set after Council has adopted its 2026-27 Annual Plan, with the rates based on the Funding Impact Statement that is included in that Plan.

2. The resolution must also include (instalment) due dates for payment. The Act permits Council toapply penalties of up to 10% for payments not received by the due dates and for any arrears of previous year's rates. The penalty amount and dates must also be set by Council resolution.

The Act also requires that within 20 working days after making a resolution, the resolution must be made publicly available on the Council's internet site.

RECOMMENDATIONS

That Council

(i) Receives the *Rates Resolution 2026-2027* Report

(ii) Having adopted its 2026-27 Annual Plan, sets the rates, due dates for payment and penalties regime for the 2026-27 financial year as follows:

2026-27 MASTERTON DISTRICT COUNCIL RATES RESOLUTION

That, pursuant to the Local Government (Rating) Act 2002, the Masterton District Council hereby sets the rates and charges as set out in this resolution in respect of ratable properties in the Masterton District for the period of one year commencing on 1st July 2026 and ending on 30th June 2027.

The Council has adopted its Annual Plan, including a Rating Funding Impact Statement for 2026-27. The Rating Funding Impact Statement puts into effect the Revenue and Financing Policy and it contains definitions of "Rural rating area", "Urban rating area" and "differential groups U1, U2 and R1" and "separately used or inhabited part of a rating unit". The resolution below will enable the Council to generate rating revenue to fund the services and activities as outlined in the 2026-27 Annual Plan (Year 3 of the 2024-34 Long Term Plan).

RATES HEREBY SET IN THE DISTRICT:

Rates quoted are inclusive of GST.

GST has been added at the prevailing rate of 15%.

Total dollars being raised are also stated inclusive of GST and have generally been rounded to nearest $1,000.

All section references are references to the Local Government (Rating) Act 2002.

1. TARGETED RATES SET ACROSS THE DISTRICT

A series of targeted, differential rates set under section 16(3)(a) and (4)(b) set as described:

1.1 **ROADING RATE** – per dollar of **land value** as follows:

U1	**$0.001780** per dollar of land value raising	$3,895,000
U2	**$0.003560** per dollar of land value raising	$1,290,000
R1	**$0.001940** per dollar of land value raising	$6,328,000
	Total	$11,513,000

1.2 **REPRESENTATION & DEVELOPMENT RATE** – per dollar of **capital value** as follows:

U1	**$0.000420** per dollar of capital value raising	$2,124,000
U2	**$0.000840** per dollar of capital value raising	$ 633,000
R1	**$0.000145** per dollar of capital value raising	$ 733,000
	Total	$3,490,000

1.3 **REGULATORY SERVICES RATE** – per dollar of **capital value** as follows:

U1	**$0.000629** per dollar of capital value raising	$3,179,000
U2	**$0.001258** per dollar of capital value raising	$ 948,000
R1	**$0.000218** per dollar of capital value raising	$1,097,000
	Total	$5,224,000

1.4 **SUNDRY FACILITIES & SERVICES RATE** – per dollar of **capital value** as follows:

U1	**$0.000558**per dollar of capital value raising	$2,815,000
U2	**$0.001116** per dollar of capital value raising	$ 841,000

R1	**$0.000240** per dollar of capital value raising	$1,209,000
	Total	$4,865,000

2. TARGETED ANNUAL CHARGE (TAC)

A differential targeted rate [referred to as a Targeted Annual Charge in the Funding Impact Statement] set in accordance with section 16(3)(a) and (4)(b) on each separately used or inhabited part of a rating unit, with a differential between urban and rural properties based on allocation of costs between rating areas, as detailed in the Revenue & Financing Policy and as follows:

U1 & U2	**$590.50** per part of rating unit, raising	$6,197,000
R1	**$700.00** per part of rating unit, raising	$2,875,000
	Total	$9,072,000

3. TARGETED CIVIC AMENITIES RATE

A differential targeted rate set under sections 16(3)(b) and (4)(b), assessed in the urban rating area only, for civic amenities costs allocated to that area as per the Revenue and Financing Policy and as follows:

Civic Amenities Rate – per dollar of **capital value** as follows:

U1	**$0.000709** per dollar of capital value raising	$3,582,000
U2	**$0.001418** per dollar of capital value raising	$1,069,000
	Total	$4,651,000

4. DIFFERENTIAL TARGETED ANNUAL CHARGE (ROADING CHARGE)

4.1 A differential targeted roading charge set in accordance with sections 16(3)(a) and (4)(b) 17 and 18. This rate is in addition to the (land value) Roading Rate and is set on each separately used or inhabited part of a rating unit.

4.2 The Differential Targeted Roading Charge is as follows:

U1& U2	**$ 102.30** per part of rating unit, raising	$1,074,000
R1	**$ 661.00** per part of rating unit, raising	$2,713,000
	Total	$3,787,000

5. TARGETED URBAN WATER SUPPLY RATES AND CHARGE

Targeted on a Uniform Basis and a Capital Value Rate

5.1 According to sections 16(3)(b) and (4)(a) and (4)(b), and 19, a differential targeted Capital Value Rate applying to connected and serviceable rating units (excluding

those rural properties charged by metered rate) plus a Uniform Charge for water supply for each separately used or inhabited part of a rating unit throughout the serviced area where the rating unit is connected to the Masterton urban water supply scheme.

Note: urban connected properties will be liable for both rates, rural connected properties will be liable for the uniform charge and a volume-based charge (as per 5.3 below).

5.2 The rates are as follows:

UNIFORM URBAN WATER SUPPLY CHARGE

(i)	Connected	**$ 193.30**	Raising	$ 2,028,000

URBAN WATER SUPPLY RATE (with Differential) - per dollar of **capital value** is:

U1	**$0.000702** per dollar of capital value raising	$3,581,000
U2	**$0.001404** per dollar of capital value raising	$1,149,000
	Total	$4,730,000

The Rate and the Charge raising a total of $ 6,758,000

Metered Water Supply

5.3 A targeted rate for water supplied to metered rural and out-of-district properties from the urban water supply, based on volumes of water supplied through water meters (and in addition to the Uniform Water Supply Charge in 5.2 above).

5.4 The metered rates are as follows:

(i) Minimum charge for use per quarter for 50 cubic mtrs or below **$92.00**
(ii) Price per cubic mtr for consumption between 50 and 100 cubic mtrs per quarter **$2.22**
(iii) Price per cubic mtr for consumption over 100 cubic mtrs per quarter **$2.88**

6. TARGETED URBAN WASTEWATER RATES AND CHARGE

Targeted on Uniform Basis and Capital Value Rate

6.1 According to sections 16(3)(b) and (4)(a) and (b), 17, and 18 Council will set a targeted capital value rate on connected and serviceable rating units, plus a uniform charge for wastewater services on each separately used or inhabited part of a rating unit throughout the Masterton serviced area where rating units are connected to the urban sewerage system.

Note: connected properties will be liable for both rates.

6.2 The rates are:

UNIFORM WASTEWATER CHARGE

(i)	Connected	**$ 281.50**	Raising	$ 2,903,000

WASTEWATER RATE (with Differential) - per dollar of **capital value** is:

U1 & R1*	**$0.001001** per dollar of capital value raising	$ 5,136,000
U2	**$0.002002** per dollar of capital value raising	$ 1,639,000
	Total	$ 6,775,000

The Rate and Charge raising a total of $ 9,678,000

**R1 connected properties that are outside the urban area are subject to the U1 differential for this rate.*

7. TARGETED RECYCLING COLLECTION CHARGE

7.1 According to sections 16(3)(b) and (4)(a), a uniform targeted rate for kerbside recycling collection on the following basis:

(i) Urban – on every separately used or inhabited part of a rating unit situated within the urban area of Masterton to which Council is prepared to provide the service;

(ii) Rural – on every separately used or inhabited part of a rating unit situated within the rural area of Masterton to which Council is prepared to provide the service.

7.2 The uniform charge is: **$100.00** Raising $ 1,035,000

8. RURAL TARGETED SERVICES RATES & CHARGES

8.1 A targeted rate for the **Tinui Water Supply** on connected residential rating unit.

The uniform targeted charge for 2026-27 is: **$665.00**

Raising a total of $ 19,300

8.2 A targeted rate for the **Riversdale Beach Sewerage Scheme** on each assessed residential equivalent (RE) (based on Sch 3, cl 8 of the LG (Rating) Act 2002) of each connected rating unit (including those that will be connected during the year).

The Targeted RBSS charge for 2026-27 is: **$789.00** per RE

Raising a total of $ 340,000

8.3 A targeted rate for the **Riversdale Beach Sewerage Scheme** on each serviceable but not connected rating unit within the serviced area of the scheme.

The targeted uniform charge for 2026-27 is: **$180.00**

Raising a total of $ 11,300

8.4 **Riversdale Beach Sewerage Capital Contributions**

Based on the Capital Project Funding Plan adopted in 2010, targeted rates for the Riversdale Beach Community Sewerage Scheme (RBCSS) capital contributions for the 2026-27 year are charged on the basis of connected residential equivalents (REs)

within the scheme area, on those properties that elected the 20 year time payment option, or were defaulted to that option, payable via property rates.

A **RBCSS 20 Year time payment** charge per residential equivalent connection for 2026-27 (year 17 of 20) of $**1,643.40**

Estimated to be charged on 29 REs, raising a total of $ 47,600

8.5 Targeted rates for the **Tinui Sewerage Scheme** for the 2026-27 year, on the basis of connected rating units and elected capital contributions. There have previously been three separate rates, two covering the capital contributions and one covering operating costs. The last charge for the capital contributions was in the 2025-26 financial year and accordingly this year there is only operating charge rate as follows:

The **Tinui Sewerage Operating Costs** rate per residential connection (and including Tinui School as 5 connections based on assessed usage) for 2026-27 is: **$672.00**

Raising a total of $12,800

8.6 A targeted rate, known as the **Beach Refuse & Recycling Collection Charge,** on those rating units in the Riversdale Beach and Castlepoint localities to which the Council is providing refuse bag and recycling collection services:

Targeted uniform charge for 2026-27 is: **$289.20**

Raising a total of $ 160,000

8.7 A targeted rate for the **Castlepoint Sewerage Scheme** on each separately used or inhabited part of a rating unit (SUIP) connected to the scheme:

Targeted uniform charge for 2026-27 is: **$759.00**

Raising a total of $ 158,000

8.8 A targeted rate known as the **Sewage Treatment Charge** on each connected rating unit in the rural area that is allowed to discharge effluent from septic system outflows to the urban sewerage system and including Rathkeale College assessed per residential equivalents (RE assumed to be 600 litres/day) based on estimated flow volumes.

The targeted uniform charge is: **$585.00** per residential equivalent

Raising a total of $40,400

9. OUT-OF-DISTRICT WATER & WASTEWATER/SEWERAGE CHARGES

Council will set the following charges (to be assessed by Carterton District Council) for non-metered water supply and wastewater/sewerage services which are supplied from Masterton District to properties in the Carterton District on the following basis:

(i) Water supply - a Uniform Water Charge of $193.30 on all connected rating units plus water usage measured by water meter and charged as per 5.4 above, both charged by Carterton District Council.

(ii) Wastewater – a capital value rate per dollar of Capital Value at $0.002002 on all serviceable rating units, plus a Uniform Wastewater Charge of $281.50 on all connected rating units, both charged by Carterton District Council.

(iii) Trade Waste bylaw charges (as listed in the schedule of fees and charges) if Trade Waste Charges are applicable.

10. GOODS & SERVICES TAX (GST)

GST has been added to the rates at the prevailing rate of GST and will be included in each instalment notice/tax invoice when it is raised.

11. INSTALMENTS, PENALTIES

Invoice Dates and Due Dates: The rates are to be assessed in four equal instalments as follows:

		Month of Invoice	Last Day to Pay
(i)	1st instalment	July 2026	20 August 2026
(ii)	2nd instalment	October 2026	20 November 2026
(iii)	3rd instalment	January 2027	22 February 2027
(iv)	4th instalment	April 2027	20 May 2027

Penalty Charges - Pursuant to section 57 and 58(1)(a) a penalty as listed below will be added to such part of each instalment of rates which remain unpaid after the due date stated above, to be added on the penalty date for that instalment, as follows:

		Penalty %	Date Penalty Added
(i)	1st instalment	10%	21 August 2026
(ii)	2nd instalment	10%	23 November 2026
(iii)	3rd instalment	10%	23 February 2027
(iv)	4th instalment	10%	21 May 2027

Penalty on Arrears - Pursuant to section 58(1)(b) an additional penalty of 10% will be added to all rates outstanding from the previous financial years and remaining unpaid as at 7 July 2026. The penalty will be applied on 8 July 2026.

Roundings - The Rates Statements will be subject to rounding. The rates due will be calculated to the nearest cent but rounded to the nearest 10 cents for ease of payment.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

The statutory procedure for setting rates is contained in the Local Government (Rating) Act 2002 Section 23(1) and (2) which states as follows:

23 Procedure for setting rates

1) Rates must be set by a resolution of the local authority.

2) Rates set by a local authority must—

a) relate to a financial year or part of a financial year; and

b) be set in accordance with the relevant provisions of the local authority's long term plan and funding impact statement for that financial year'

The requirement to have an LTP is outlined in Section 93 of the Local Government Act 2002. The content of the LTP is set out in Part 1 of Schedule 10 of the Local Government Act 2002. The Funding Impact Statement for 2026/2027 is included in the 2026-27 Annual Plan. Clause 15 of Schedule 10 details the requirements for that (Rating) Funding Impact Statement.

Section 24 of the Local Government (Rating) Act 2002 requires that details of the rating period and payment dates be included in the resolution:

24 Due date or dates for payment

A local authority must state, in the resolution setting a rate, —

a) the financial year to which the rate applies; and

b) the date on which the rate must be paid or, if the rate is payable by instalments, the dates by which the specified amounts must be paid.

Significance, Engagement and Consultation

Under Council's Significance and Engagement Policy, a decision in accordance with the recommendation in this report is considered to have a high degree of significance.

Council consulted on the 2026/27 Annual Plan, which is year 3 of the 2024-34 Long Term Plan and changes have been made to the underlying budgets that the consultation document was based on. Members of the community made submissions as part of the consultation process, and their views were taken into account by the Council. Further details on the consultation, community feedback, and Council decisions are in Agenda 26 March 2026 Report 6.1, Agenda 13 May 2026 Report 7.1, Agenda 27 May 2026 Report 7.3 and Agenda 10 June 2026 Report 4.1 and regarding the Ōpaki Water Race at the 17 June 2026 meeting (held with the Public Excluded).

Financial Considerations

The revenue generated from the rates that are set in this resolution, reflect the rates funding required in the Annual Plan and Budgets for the 2026-27 year. The Council will use the revenue that is generated to fund the services it delivers, as defined in the LTP. Rates are set according to statute, so correct process and documentation is followed. The rates resolution cannot be adopted without the 2026-27 Annual Plan being adopted by Council. Without a rates resolution the Council cannot charge rates and receive revenue to fund Council services.

Implications for Māori

No implications specific to Māori have been identified in relation to the recommendation to set the rates for the 2026/27 year. However, the projects and work programmes included in the Annual Plan will benefit Māori, along with other members of our community.

Communications/Engagement Plan

Under Section 23(5) Local Government (Rating) Act 2002 Council must , within 20 working days after resolving to set the rates for the year, make the resolution publicly available on its website. A copy of the 2026/27 Annual Plan will be available within one month of adoption, as required by legislation.

Environmental/Climate Change Impact and Considerations

There are no direct environmental impacts/considerations relating to the decision to set the rates as per the 2026-27 Annual Plan. However, the Plan does include projects that take action to address environmental challenges including water resilience and climate change initiatives.

ATTACHMENTS

Nil