

Notice of Special Consultation

Fees and Charges for Planning & Miscellaneous Services

Summary of Information & Statement of Proposal



Consultation Period:

Wednesday 1 May to Tuesday 4 June 2019

PROPOSED AMENDMENTS TO FEES AND CHARGES FOR PLANNING AND MISCELLANEOUS SERVICES

SUMMARY OF INFORMATION

Pursuant to Sections 83 and 150 of the Local Government Act 2002, the Palmerston North City Council gives notice that it is commencing the Special Consultative Procedure to obtain community feedback on proposed updates to fees and charges for Planning and Miscellaneous Services. It is Council's policy to review the above fees and charges every year to ensure there is sufficient revenue to match the increase in operational costs and satisfy the requirements of Council's Revenue and Financing Policy.

As a result of the most recent review the proposed to change the fees and charges varies. Most fixed charges and deposits will not increase but charges based on hourly charge out rates will increase by approximately 3%.

A copy of the Statement of Proposal including the schedule of proposed fees and charges can be inspected and/or obtained as follows:

- Through the Council's website pncc.govt.nz
- At the Customer Services Centre, Civic Administration Building or the City Library (both in the Square)
- By telephoning 356 8199.

Enquiries may also be directed to the Head of Planning Services on telephone 356 8199.

Submissions on the proposal are invited and must be received by the Council during the submission period which opens on Wednesday 1 May 2019 and closes at 5.00 pm on Tuesday 4 June 2019. Submissions must be in writing and may be delivered, posted or emailed to:

The Governance and Support Team Leader
Palmerston North City Council
Private Bag 11-034
Palmerston North 4442
Email submission@pncc.govt.nz

All submissions received will be considered. Submissions should include the name and address of the person making the submission, including a daytime telephone contact number, and also advise if they wish to speak about their submission to a meeting of Councillors.

Heather Shotter
CHIEF EXECUTIVE

PROPOSED AMENDMENTS TO FEES AND CHARGES FOR PLANNING AND MISCELLANEOUS SERVICES

STATEMENT OF PROPOSAL

1. INTRODUCTION

It is Council's policy to review its fees and charges every year. As a result of the most recent review the proposed to change the fees and charges varies. Most fixed charges and deposits will not increase but charges based on hourly charge out rates will increase by approximately 3%.

The changes to fees and charges are designed to ensure there is sufficient revenue to match the increase in operational costs and satisfy the requirements of Council's Revenue & Financing Policy.

Changes to these fees and charges are required to be approved using the special consultative procedure or a similar procedure.

2. BACKGROUND

2.1 Revenue & Financing Policy Requirements

As part of Council's financial framework it has in place a Revenue and Financing Policy that was adopted in 2018.

The policy defines how operating expenditure for each activity will be funded. In summary the funding sources are from either, user charges or targeted rates (private), rates (public), or based on the exacerbator principle whereby the cost of an activity can be attributed to an individual or a group of individuals.

For the fees and charges being considered funding is based on the following principles:

2.1.1 Planning Services

The entire community benefits from safe reliable infrastructure and resources and consistent transparent Council procedures. The entire community benefits from advice relating to potential resource consents or resource management as well as from resource consent monitoring and enforcement activities. Developers and property owners benefit from the resource consent advice, information and certainty provided by the Council.

The Revenue & Financing Policy outlines that the funding source for public services (namely planning advice, information, consent monitoring and enforcement) as compared to private services (being resource consent processing) should be clearly separated to reflect those who benefit from the service, the period of benefit and those who create the need.

The Policy indicates that a “high” percentage of planning (public) services should be funded from rates with a “high” percentage of planning (private) services to be funded by fees and charges.

The proposed budget for 2019/20 compared to the proposed funding policy is as follows:

Activity	Target Policy	Budget 2019/20	Compliance with Policy?
Planning Services – Private	100% Fees and Charges	100% Fees and Charges	<i>Meets the policy</i>
Planning Services – Public	100% Rates	100% Rates	<i>Meets the policy</i>

2.2 Statutory Requirements

The setting of the fees and charges for the fee group entitled **Planning Services** is empowered by Section 36 of the Resource Management Act 1991 (RMA) and requires the Council to follow the special consultative procedure as set out in section 83 of the Local Government Act 2002 (LGA). This requires the fees and charges proposed for planning to be initially referred to Council and then notified for public consultation before they can be approved by Council.

The Council is required to have regard for the criteria outlined in section 36AAA of RMA when establishing fees and charges. The key purpose of such charges is to recover the reasonable costs incurred by the Council in relation to the activity for which the charge is being made.

Most of the charges for the fee group entitled **Miscellaneous** (except for those set under the Food Act 2014) are empowered under the LGA. This authorises the Council to recover the costs it incurs for approvals, authorities and inspections not covered by the primary legislation under which the Council operates, e.g., RMA. Accordingly, in terms of section 150 of the LGA they are required to be set in a manner which gives effect to the consultation principles in section 82 of the LGA. However, as they are being reviewed in conjunction with the charges for planning services it is practical to use the special consultative procedure.

Those set under section 205 of the Food Act 2014 to cover the Council’s activities relating to registration, verification and compliance and monitoring under the Act must be set using the special consultative procedure.

2.3 Factors Impacting on Setting Fees and Charges

A number of other considerations are factored into the proposed fees. They are:

Transparency

It is important that fees and charges are structured in a manner that clearly identifies the specific service being provided and the true cost of providing such services.

Fair and reasonable

That the charges are demonstrated to be fair and reasonable.

Market comparable

Proposed fees and charges are generally benchmarked against similar sized local authorities to test how they compare and to be able to explain situations where there is any marked variation. Accordingly, for planning services fees, comparison has been made with the proposed fees and charges for Gisborne District Council, Hamilton City Council, New Plymouth District Council, Tauranga City Council and neighbouring Manawatu District Council.

In undertaking a benchmarking exercise, the results need to be qualified by the realisation that:

- Each Council may have a different Revenue & Financing Policy.
- The structure of Councils and how they set their budgets may vary which would impact on the costs being carried by respective services.
- Each Council may structure its fees and charges schedule in different ways.

2.3 Outline of Proposed Fees and Charges

2.4.1 Planning Services

The proposed fees and charges are shown in detail in **Attachment A**.

Many of the fees and charges are unchanged but those charged on the basis of an hourly rate increase by approximately 3% to reflect increased operating costs.

As part of the review the proposed charges have been compared to the current 2018/19 charges for a number of Councils of a similar scale to Palmerston North as well as the neighbouring Manawatu District, as shown in the following table:

Officer hourly rate	MANAWATU DISTRICT COUNCIL	GISBORNE DISTRICT COUNCIL	HAMILTON CITY COUNCIL	NEW PLYMOUTH DISTRICT COUNCIL	TAURANGA CITY COUNCIL proposed for 2019/20	PNCC Proposed for 2019/20
Head of Planning Services	197	\$146	\$220	\$180	\$208	\$215
Senior Planner	171	\$146	\$190	\$180	\$193	\$197
Planner	149	\$146	\$175	\$180	\$183	\$184

10YP FUNDING POLICY	MANAWATU DISTRICT COUNCIL	GISBORNE DISTRICT COUNCIL	HAMILTON CITY COUNCIL	NEW PLYMOUTH DISTRICT COUNCIL	TAURANGA CITY COUNCIL	PNCC
Private – fees	20%	25%	48%	60-80%	>50%	**
Public – rates	80%	75%	52%	20-40%	<50%	**

** PNCC breaks down the cost of planning services based on the nature of the service provided, into a portion which is funded 100% from fees and charges and a portion funded 100% from rates.

For 2019/20 approximately 58% of costs are forecast to be incurred in the public category.

2.4.2 Miscellaneous Services

The proposed fees and charges are shown in detail in **Attachment B**.

Most of them are proposed to be increased by approximately 3% to reflect increased operating costs.

2.5 Level of Service

As part of the process of preparing the 10 Year Plan 2018-28 the level of service for all areas was considered. This determined that the current levels are appropriate. The proposed fees reflect this decision.

3. DESCRIPTION OF OPTIONS

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. This does not necessarily mean that fees will be increased every year.

The options available include no change being made, 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 2019/20 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. It will ensure that the revenue attained from fees and charges reflects the true cost to Council of providing such services.

4. FINANCIAL IMPLICATIONS

The proposed fees and charges will enable the budget target of \$0.75m for 2019/20 as defined in the proposed Annual Budget to be met based on the volume assumed.

5. MAKING A SUBMISSION

Submissions on the proposal are invited and must be received by the Council during the submission period which opens on Wednesday 1 May 2019 and closes at 5.00 pm on Tuesday 4 June 2019. Enquiries may be directed to the Head of Planning Services on telephone 356 8199.

Submissions must be in writing and may be delivered, posted or emailed to:

The Governance and Support Team Leader
Palmerston North City Council
Private Bag 11-034
Palmerston North 4442

Email submission@pncc.govt.nz

Submissions should include the name and address of the person making the submission, including a daytime telephone contact number, and also advise if they wish to speak about their submission to a meeting of Councillors.

Heather Shotter
Chief Executive

Palmerston North City Council		Attachment A
Planning Services		Fees & Charges

Planning services charges listed below are imposed under the Resource Management Act 1991 to recover the cost to Palmerston North City Council for processing applications, monitoring consents and for Notice of Requirements Designations and Private District Plan Changes.

Section 36 of the Resource Management Act enables the Council to charge additional fees to recover actual and reasonable costs when the fixed fee is inadequate. This means that applications that exceed standard processing times or which involve a hearing may incur additional charges. Consultants and solicitors fees associated with all work types are also included. We may also refund part of the fee if the work required to process the application is minimal.

The deposits specified in the tables below are required up front and no action will be taken in accordance with section 36AAB(2) until paid. That does not mean that the Council is required to complete the activity upon payment of the deposit. The costs incurred will be monitored and additional amounts up to the total of the fixed charge may be required. Then additional charges may also be required before completion of the task if the fixed charges are inadequate to cover the Council's actual and reasonable costs.

All fees and charges shown are GST inclusive unless indicated

Fixed Charges

Charges payable by applicants for resource consents, for the carrying out by the local authority of its functions in relation to the receiving, processing and granting of resource consents (including certificates of compliance [and existing use certificates] (section 36(1)(b))

Activity Type	Fixed Charge from 1 Jul 2018	Fixed Charge from 1 Jul 2019	Deposit from 1 Jul 2019
Instant resource consents	\$ 215	\$ 215	\$ 215
Boundary Activity	\$ 270	\$ 270	\$ 270
Temporary or Marginal Breaches	\$ 270	\$ 270	\$ 270
Non notified land use consents (minor, see note (d) (b))	\$ 1,000	\$ 1,000	\$ 750
Non notified land use consents (other than minor)	\$ 2,550	\$ 2,550	\$ 1,900
Limited notified land use consents	\$ 11,150	\$ 11,150	\$ 8,350
Notified land use consents (full notification)	\$ 16,800	\$ 16,800	\$ 12,500
Non notified subdivision consents (Controlled Activity)	\$ 1,700	\$ 1,700	\$ 1,250
Non notified subdivision consents (Discretionary Restricted)	\$ 2,300	\$ 2,300	\$ 1,700
Non notified subdivision consents (other)	\$ 4,300	\$ 4,300	\$ 3,200
Notified subdivision consents for up to and including 20 lots in total (full and limited notification)	\$ 22,300	\$ 22,300	\$ 16,700
Notified subdivision consents for more than 20 lots (full and limited notification)	\$ 39,000	\$ 39,000	\$ 29,000
Certificates of compliance	\$ 460	\$ 460	\$ 345
Town Planning Certificate (Alcohol)	\$ 400	\$ 400	\$ 300
Existing use certificates	\$ 890	\$ 890	\$ 660
Outline Planning Approval	\$ 1,110	\$ 1,110	\$ 840
Waiver for requirement for Outline Plan	\$ 380	\$ 380	\$ 280
Notified notice of requirements, heritage orders, designation alterations.	\$ 16,800	\$ 16,800	\$ 12,500
Non notified notice of requirements, heritage order, designation alterations	\$ 2,550	\$ 2,550	\$ 1,900
District Plan changes	\$ 26,000	\$ 26,000	\$ 20,000

Charges payable by holders of resource consents, for the carrying out by the local authority of its functions in relation to the administration, monitoring and supervision of resource consents (including certificates of compliance [and existing use certificates], and for carrying out its resource management functions under section 35. (section 36(1)(c))

Activity Type	Fixed Charge from 1 Jul 2018	Fixed Charge from 1 Jul 2019	Deposit from 1 Jul 2019
Monitoring of non notified resource consents	\$320 per consent for inspections and monitoring (2 hours)	\$330 per consent for inspections and monitoring (2 hours)	
Monitoring of notified resource consents	\$640 per consent for inspections and monitoring (4 hours)	\$660 per consent for inspections and monitoring (4 hours)	
Variations to conditions (section 127 and 221 - subdivision and land use)	\$ 1,350	\$ 1,350	\$ 1,000
Extensions of time (section 125)	\$ 1,100	\$ 1,100	\$ 850
Cancellation of building line restrictions (under Local Government Act 1974)	\$ 1,100	\$ 1,100	\$ 850
Adjustment of easements	\$ 1,100	\$ 1,100	\$ 850
Subdivision certificates (including section 223, 224)	\$ 380	\$ 380	\$ 285
Subdivision certificates (section 226)	\$ 1,350	\$ 1,350	\$ 1,000
Subdivision inspections for up to and including 5 lots, or staged, in total	\$ 800	\$ 800	\$ 600
Subdivision inspections for between 6 lots and up to and including 10 lots, or staged, in total	\$ 1,600	\$ 1,600	\$ 1,200
Subdivision inspections for between 11 lots and up to and including 20 lots, or staged, in total	\$ 3,200	\$ 3,200	\$ 2,400
Subdivision inspections for more than 20 lots un-staged	\$ 4,800	\$ 4,800	\$ 3,600
Removal of designations	\$ 265	\$ 265	\$ 265
Purchase of District Plan & District Plan updates	At cost	At cost	At cost

Charges payable by holders of resource consents, for the carrying out by the local authority of its functions in relation to reviewing consent conditions if:

- 1 the review is carried out at the request of the consent holder;
- 2 the review is carried out under section 128(1)(a);
- 3 the review is carried out under section 128(1)(c)

Activity Type	Fixed Charge from 1 Jul 2018	Fixed Charge from 1 Jul 2019	Deposit from 1 Jul 2019
Review at the request of the consent holder	\$ 1,670	\$ 1,670	\$ 1,250
Review pursuant to section 128(1)(a)	\$ 1,670	\$ 1,670	\$ 1,250
Review pursuant to section 128(1)(c)	\$ 5,000	\$ 5,000	\$ 3,750

Charges for supply of documents payable by the person requesting the document. (Section 36(1)(f))			
Activity Type	Fixed Charge from 1 Jul 2018	Fixed Charge from 1 Jul 2019	Deposit from 1 Jul 2019
Replacement copies of certificates	\$ 110	\$ 110	
Replacement copies of resource consents	At cost of officer's time per hour + disbursements	At cost of officer's time per hour + disbursements	
Other documents	\$1 per page	\$1 per page	
Additional copies of order papers	\$ 40	\$ 40	
Notes:			
(a) The number of lots in a subdivision includes the balance lot			
(b) The fixed charges do not include other charges that may be imposed under the Resource Management Act or other legislation such as:			
(i) Additional charges (section 36(5));			
(ii) Bonds;			
(iii) Monitoring and supervision charges expressly provided for in a resource consent;			
(iv) Development contributions			
(c) If the fixed charges are not sufficient to meet the Council's actual and reasonable costs then additional charges may be payable. Note this may include but not be limited to charges for consultants, solicitors, independent Commissioners and Council officers' time.			
(d) Fees Methodology:			
(a) Land use and subdivision consents have been based on an average costs of consents issued. Deposits have generally been set at 75% of the average unless the difference between the deposit and the total of actual and reasonable costs is of such a minor nature it is not cost effective to recoup the difference from an applicant. In such a case the deposit is set at the same value as the Fixed Charge. In terms of the Fixed Charge they are set at 100% of the average fee. Final charges will be charged at staff hourly rates, technical officer or consultant time and any standard fees applicable.			
(b) Minor non notified land use consents usually applies to:			
(i) Applications for a dwelling or a minor dwelling, dependent dwellings, accessory buildings, home occupations and access in the residential and rural zones.			
(ii) Applications for signage in the business and industrial zones.			
(c) Monitoring and inspection charges are based on staff hourly rates to complete. For non notified resource consents the inspection fee of \$330 is for 2 hours of inspections by the Monitoring Officer. For notified consents the inspection fee of \$660 is for 4 hours of inspections by the Monitoring Officer. In terms of dealing with compliance issues this is based on the actual time spent by the Monitoring Officer based on the hourly rate for the Monitoring Officer.			

Other Charges		
Advisory Service - Applies where staff provide information in response to customer queries	For queries received by Front of House staff - no cost for an individual enquiry up to 30min (whether in person or in writing), where an individual enquiry is for a period longer than 30min, charged at cost based on the relevant officer's hourly rate For any queries received by staff not based at Front of House - to be charged at cost based on relevant officer's hourly rate	
Pre lodgement meetings; Applies where staff vet information prior to the lodgement of an application	Charged at the relevant officer's hourly rate	
Objections considered by a Hearings Commissioner (section 36(1)(af))	At cost plus disbursements of the Hearings Commissioner	
Consultant Charges		
Work Type	Rate per hour from 1 Jul 2018	Rate per hour from 1 Jul 2019
Consultants and Solicitors fees associated with all work types, including the processing of a consent or certificate (including specialist technical or legal advice where a consent involves creating legal instruments) and new notice of requirements, heritage orders, designation alterations, removal of designations and District Plan changes.	At cost plus disbursements	
Charges for hearings	Rate per hour from 1 Jul 2018	Rate per hour from 1 Jul 2019
Hearings for all applications, designations, notice of requirements private District Plan changes, development contributions and remittance fees and associated work by relevant staff.	At cost of officers time per hour as per rates listed below	
Production of Order Papers	At cost plus disbursements	
The following hourly rates for Council Officers and Decision Makers will be charged for the processing of consents, hearings, designations etc that do not have a fixed charge or where the fixed charge is inadequate to cover the actual and reasonable costs of the Council.		
Council Officer's Hourly Rates	Rate per hour from 1 Jul 2018	Rate per hour from 1 Jul 2019
Planning Officers/Graduate Planning Officer	\$ 178	\$ 184
Monitoring and Enforcement Officer	\$ 160	\$ 165
Senior Planner	\$ 191	\$ 197
Head of Planning Services	\$ 209	\$ 215
City Planning Manager	\$ 209	\$ 215
Senior Business Support officer	\$ 155	\$ 160
Administration/Committee Administration Staff	\$ 111	\$ 114
Technical and Professional Staff from all other Council units	\$ 178	\$ 184
General Manager	\$ 227	\$ 234
Commissioner	At cost plus disbursements	
Hearing Committee Chair and Members	At cost (\$100 per hour for Chair & \$80 per hour for members) plus disbursements	

Palmerston North City Council		Attachment B	
Miscellaneous Services		Fees & Charges	
<p>The miscellaneous charges detailed below are imposed under the Local Government Act 2002. They seek to recover the cost to Palmerston North City Council for approvals, authorities and inspections not covered by the primary legislation under which the Council operates. (<i>These being the Resource Management Act 1991, Building Act 2004, Dog Control Act 1996, Impounding Act 1955, Food Act 2014 and Land Transport Act 1998</i>).</p>			
<p>All fees and charges shown are GST inclusive</p>			
<p>Fixed Fees</p>			
<p>Payable when request for service/information is submitted to Council. No additional charges will be applied.</p>			
Work Type	Fixed Fee from 1 Jul 2018	Fixed Fee from 1 Jul 2019	
LIMS			
Land Information Memorandum	\$ 455	\$ 455	
GIS			
GIS Inputting (per consent)	\$ 175	\$ 180	
Street Numbering			
Request for street number changes	\$ 364	\$ 375	
Noise			
Return of seized sound equipment:			
- for first offence	\$ 168	\$ 173	
- for second or third offence	\$ 278	\$ 286	
- for fourth or subsequent offence	\$ 389	\$ 400	
Disconnection of alarms under the Resource Management Act		Recovery of actual cost incurred by Council, including staff time and contractor costs	
Food Act 2014 Food Control Plan Auditing (including site visit, reporting and general administration)			
Processing an application under the Food Act 2014 for registration of a Food Control Plan or a National Programme	\$ 260	\$ 268	
Processing an application under the Food Act 2014 for renewal of registration of a Food Control Plan or a National Programme	\$ 260	\$ 268	
Verification -Initial site visit (including reporting)(hourly rate)	\$ 161	\$ 166	
Verification - Follow-up visits (including reporting) (hourly rate)	\$ 161	\$ 166	

Deposits		
Charges for all services are based on the actual costs incurred by the Council. Any deposit specified in the table below are payable before the Council commences the service. The total charge for the service will be determined upon completion of the service, on the basis of the time spent by the relevant officer undertaking the work specified at that officer's hourly rate.		
Work Type	Deposit from 1 Jul 2018	Deposit from 1 Jul 2019
Right of Way Approval		
Right of Way Approval- section 348	\$ 500	\$ 500
Certificates		
Certificate of Compliance Building Code - Alcohol	\$103 Deposit, then billed at actual cost of officer's time per hour	\$103 Deposit, then billed at actual cost of officer's time per hour
Gambling		
Gambling venue consent	\$445 plus officer's hours after 3 hours	\$445 plus officer's hours after 3 hours

Other Charges		
These fees may be applicable to a consent or may be applied as a single charge. Note that photocopying and scanning charges includes both material and labour costs associated with such work.		
Work Type	Charge from 1 Jul 2018	Charge from 1 Jul 2019
Photocopying / Copy of scanned documents		
A0, A1, A2	\$10/page	\$10/page
A3	\$0.45/page	\$0.45/page
A4	\$0.35/page	\$0.35/page
Double sided A3	\$0.55/sheet	\$0.55/sheet
Double sided A4	\$0.45/sheet	\$0.45/sheet
For colour copies		
Single sided	Additional charge of \$1.70/page	Additional charge of \$1.70/page
Double sided	Additional charge of \$3.80/sheet	Additional charge of \$3.80/sheet
Request for Property Information		
Copy of Property Information	At cost of officer's time per hour plus disbursements	At cost of officer's time per hour plus disbursements
Page of property File, supplied in PDF format on CD	At cost of officer's time per hour and CD or USB cost	At cost of officer's time per hour and CD or USB cost
Certificate of Title	\$ 25	\$ 26
Swimming Pools		
Swimming Pool initial compliance inspection	\$ 187	\$ 193
Swimming Pool reinspections (second and subsequent inspections)	\$187 per inspection	\$193 per inspection
Vehicle Crossings (cost per inspection)		
T1; Inspect existing vehicle crossing	\$ 204	\$ 210
T2; New vehicle crossing	\$ 377	\$ 388
T3; Alter an existing vehicle crossing	\$ 204	\$ 210
Asset Bonds		
Council Asset Bond (payable for each building consent above the value of \$100,000)	\$1,000 (no GST)	\$1,000 (no GST)
Overgrown Trees/Shrubbery		
Removal of Overgrown Trees/Shrubbery	Recovery of actual cost incurred by Council, including staff time and contractor costs	Recovery of actual cost incurred by Council, including staff time and contractor costs

Charges for Council Officers and Decision Makers		
The following hourly rates will be charged for those approvals, authorities and inspections listed in this schedule that are not listed as a fixed fee		
Council Officer's Hourly Rates (per hour)	Charge from 1 Jul 2018	Charge from 1 Jul 2019
General Manager	\$ 227	\$ 234
Division Head	\$ 209	\$ 215
Senior Planner	\$ 191	\$ 197
Planning Officers/Graduate Planning Officers	\$ 178	\$ 183
Monitoring and Enforcement Officer	\$ 160	\$ 165
Team Leader - Building	\$ 196	\$ 202
Senior Plumbing and Drainage Officer and Advanced Building Officer	\$ 196	\$ 202
Building Officer	\$ 178	\$ 183
Principal Environmental Health Officer	\$ 193	\$ 199
Environmental Health Officer	\$ 173	\$ 178
Environmental Health Officer Cadet	\$ 156	\$ 161
Senior Business Support Officer	\$ 155	\$ 160
Administration/ Committee Administration Staff	\$ 111	\$ 114
Technical and Professional Staff from all other Council Units	\$ 178	\$ 183
Commissioner	At cost plus disbursements	At cost plus disbursements
Hearings Committee Chair and Members	At cost (\$100 per hour for Chair & \$80 per hour for members) plus disbursements	At cost (\$100 per hour for Chair & \$80 per hour for members) plus disbursements
Notes:		
1 The hourly rates for Council Officers noted above will be charged for the work type listed above which do not have a fixed fee		
2 The hourly rates for the services which are listed in the above tables are for those staff listed in the table headed "Charges for Council Staff"		
3 Where it states above the fee per hour, please note this should be read in full as "fee per hour or part thereof".		