

## **4.23. Proposed Amendments to Land Information Memorandum Fees as per Section 44A of the Local Government Official Information and Meetings Act 1987**

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(Report prepared by S Young)

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### **Purpose of report**

1. To consider an amendment to the existing fee for Land Information Memorandums (LIM); and
2. To propose a new charge for LIM requests that are cancelled part way through processing.

### **Executive Summary**

3. A review of LIM fees has been carried out and a proposed fee increase too Residential and Commercial/Rural/Industrial.
4. A new charge will be created for LIMs that are cancelled part way through processing to recover the cost of the work undertaken.
5. All fees and charges included in this paper include GST.
6. LIMs are optional not mandatory.

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### **RECOMMENDATIONS**

**That Council agrees to a proposed fee increase and a new charge:**

1. **That LIM fees are increased for Residential to \$386.40, and for Commercial/Rural/Industrial to \$668.40.**
2. **That a new charge of \$120 per hour will be incurred for a LIM request that is cancelled part way through processing.**

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### **Background/Context**

7. A LIM is a report prepared by Marlborough District Council that provides information in terms of section 44A of the Local Government Official Information and Meetings Act 1987 on matters affecting land and buildings on a particular property.
8. Council processed 387 LIMs in 2021/22.
9. The last fee increase adopted in 2009 when the activity moved to Information Management.
10. The minor fee increases since 2010 indicates a significant increase in efficiency within the activity using electronic systems and streamlining processes.

### **Review of Fees and Proposed New Charge**

11. A review of current LIM fees has been undertaken.
12. Consideration of the review included:
  - cost recovery of the group's activities, recognising the private benefit of the activity and budget requirements;
  - the ability of the group to meet the industry and statutory requirements.

13. An increase in legislation changes requires greater expertise and experience within the LIM team.
14. A proposal to charge for LIM requests that are cancelled part way through processing.

**Discussion**

15. LIM processing falls into two categories: Residential and Commercial/Rural/Industrial.
16. Residential LIMs for any property under 2.5 hectares.
17. Commercial/Rural/Industrial LIMs are for any properties used for commercial, industrial, or rural purposes. Some examples of rural use include viticulture, horticulture, farming, and forestry.
18. The current LIM fees are.

Residential	\$322
Commercial/Rural/Industrial	\$557

**Proposed amendments to fees and new charges**

19. A fee increase for both Residential and Commercial/Rural/Industrial LIMs is proposed as below.

Residential	\$386.40
Commercial/Rural/Industrial	\$668.40

20. There is significant work up-front in gathering the information on generating of a LIM and there is a need to charge for LIM requests that are cancelled part way through processing. This is proposed to be an hourly charge.
21. LIM fees and charges in future will be reviewed annually.

Author	Stacey Young, Chief Information Officer
Authoriser	Mark Wheeler, Chief Executive