

Discharge of effluent to land

You may wish to consult with the Programme Lead, Primary Industries prior to applying, as this may save you time and money in the long run. We recommend that you consult with anyone who may be deemed an affected party by your proposal, including neighbours and tangata whenua. We are happy to provide you with the correct contact information and anything else you might require with regards to communication and engagement.

Farm dairy effluent discharge is subject to rules in the **Regional Fresh Water Plan for Taranaki**. This plan is on our website:

<https://www.trc.govt.nz/regional-fresh-water-plan>

Please name the Consents Officer or TRC staff member you have discussed your application with	
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PART 1

1) Applicant Details - Please complete either (A), (B) or (C)

I apply for resource consent(s) under section 88 of the Resource Management Act 1991 (RMA)

A – For individuals, you must provide the full names of all individuals such as John Robert Smith & Mary Jane Williams	
Full name/s of applicant (consent holder name) <i>(Surname & First & Middle names)</i>	
B – For Trusts/Partnerships you must provide the full name of the Trust along with the Trustees or Partners	
Trusts/Partnership Name <i>(if application will be on behalf of a trust)</i>	
Full name of Trustees/Partners <i>(Surname, First & Middle names)</i>	
C – For Companies and other incorporated entities you must provide the company name and registration number	
Company name	
Contact Person	
NZ Company Registration Number	

Office use only		
Consent No:	Date Received:	Doc #

2) Applicant Contact Details

Applicants Contact Details (not consultant's details)		
2.1. Applicants Postal address		
2.2. Applicants Residential Address (If different from postal address)		
2.3. Primary Contact Person		
2.4. Email Address		
2.5. Phone Numbers	Home/Business	Mobile

3) Consultant/Agent Details

Consultant/Agent Details (or person authorised to apply on behalf of applicant)		
3.1. Company Name		
3.2. Contact Person		
3.3. Postal address		
3.4. Phone Numbers (please select preferred contact number)	<input type="checkbox"/> Home/Business	<input type="checkbox"/> Mobile
3.5. Email Address		

		If different to above email addresses, please supply:	
3.6. Send all correspondence relating to this application(s), including invoices, to:	<input type="checkbox"/>	Applicant	Email Address
	<input type="checkbox"/>	Consultant	Email Address
3.7. Send correspondence and invoices once consent is granted to:	<input type="checkbox"/>	Applicant	Email Address
	<input type="checkbox"/>	Consultant	Email Address

4) Type of Resource Consent you are seeking		
If you are replacing existing consent(s), please also record the consent number(s) in the space below. Please note that your existing consent will be surrendered on the granting of this application.		
4.1. Is this Application to replace an existing or expired consent(s)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4.2. If yes, state consent number(s)		

5) Location of Activity

Where will the activity occur?		
5.1. Dairy supply number		
5.2. Site Address <i>(Including: Street/road name, number, and nearest settlement/town)</i>		
5.3. Assessment/Valuation number <i>(refer to land title or rates notice)</i>		
5.4. Map reference/s NZTM Co-ordinates at point of activity	E	N
5.5. Closest Waterbody <i>Provide the name of the closest river or stream to the activity</i>		

6) Iwi Consultation

The Council encourages engagement with tangata whenua as part of the application process. For more information regarding engaging with tangata whenua please visit our website here <https://www.trc.govt.nz/environment/resource-consents/understanding-consents/tangata-whenua>

The Consents team can support applicants to identify relevant iwi to contact if required.

A list of iwi and hapū in the Taranaki region can be found on our website (<https://www.trc.govt.nz/council/working-with-iwi/iwi-contacts>) or here at <https://www.tkm.govt.nz/>

6.1. Please state which iwi rohe your application is located within <i>(Please note that there may be more than one relevant iwi for your application)</i>	<input type="checkbox"/>	Ngāruahine
	<input type="checkbox"/>	Te Atiawa
	<input type="checkbox"/>	Ngāti Tama
	<input type="checkbox"/>	Ngāti Maru
	<input type="checkbox"/>	Taranaki
	<input type="checkbox"/>	Ngāti Ruanui
	<input type="checkbox"/>	Ngāa Rauru Kītahi
	<input type="checkbox"/>	Ngāti Mutunga
	<input type="checkbox"/>	Ngāti Maniapoto

Iwi Management Plans:

It is important to check whether an Iwi Management Plan (IMP) exists for all relevant iwi identified. If an IMP exists, please review the document carefully, as it outlines the key resource management issues for that iwi.

You can access the IMP by visiting the relevant iwi website(s).

6.2. How have you engaged with tangata whenua?	
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7) Description of proposed activity	
<p>Map: This application must be accompanied by a farm plan or an aerial photograph (or multiple maps if appropriate). The maps must clearly show the location of:</p> <ul style="list-style-type: none"> • The farm <ul style="list-style-type: none"> ○ Farm boundaries (both owned and leased land); ○ Raceways; ○ Waterways, drains, springs and wetlands; ○ Bores and water abstraction points; and any ○ Buildings (houses, sheds, etc.) and/or any other places of assembly. • Effluent sources <ul style="list-style-type: none"> ○ Dairy shed; ○ Yard; ○ Feed pad; ○ Wintering sheds; ○ Standoff area; ○ Underpass; and ○ Any other sources of effluent. • Effluent storage facilities (pond, tank, bladder, sump, stone trap, weeping wall, other); • Effluent discharge infrastructure (e.g. permanent pipelines, hydrants etc.) • Effluent discharge <ul style="list-style-type: none"> ○ Location and area (hectares) available in each effluent discharge area (considering setbacks); ○ Identify which area is used for: <ul style="list-style-type: none"> ▪ Liquid effluent irrigation; ▪ Solids/sludge; ▪ Any other effluent e.g. whey, DAF, etc. • Stormwater Discharge Location (if applicable) • Waterbodies <ul style="list-style-type: none"> ○ <u>Name</u> of nearest flowing river, stream, lake (or water body) to the discharge point on your property <p><i>You can use the mapping system on our website (www.trc.govt.nz keywords 'local maps'). The maps include property boundary and contour layers. You can search by property, view and print topographic maps and aerial photographs.</i></p>	
Map included? (please attached separate document)	<input type="checkbox"/> Yes

PART 2

8) Sources of effluent	
Milking Shed	
8.1. Animal numbers (maximum)	
8.2. Times milked per day	<input type="checkbox"/> once <input type="checkbox"/> twice <input type="checkbox"/> 16 hourly
8.3. Approximate date that milking starts in a typical year	/ /
8.4. Approximate date that milking stops in a typical year	/ /
8.5. Do you have any methods to reduce the amount of effluent that is generated? (e.g. greenwash, scraping solids, splitting of the herd etc.)	<div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>

Winter Milking		
8.6. Do you milk in winter?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
8.7. Do you plan to winter milk in the future?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
8.8. If yes, how many animals are milked?		
8.9. How many times per day do you winter milk?	<input type="checkbox"/> once <input type="checkbox"/> twice <input type="checkbox"/> 16 hourly	
8.10. Approximate date winter milking starts in a typical year	/ /	
8.11. Approximate date winter milking stops in a typical year	/ /	
Stockholding areas (e.g. covered or uncovered feedpads and stand-off areas/facilities)		
8.12. Do you have a wintering shed, feed pad or loafing/stand-off pad?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If 'Yes' for each facility, please provide the following information:		
8.13. Number of animals that use the facility		
8.14. Time of year and duration used		
8.15. How is the facility cleaned and frequency?		
8.16. How and where is the effluent disposed?		
8.17. Is there a cover or roof on the facility?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
8.18. What is the base or floor of the facility constructed from (e.g. concrete, compacted pumice, clay, other)?		
8.19. Is the base area sealed to a minimum permeability standard of 10 ⁻⁹ m/s ¹	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Stormwater Management		
8.20. How is stormwater managed within and outside of the facility (bundling, stormwater diversions)?		
8.21. Where is stormwater diverted? (show discharge location clearly on Map)		
Other sources of on-farm waste		
8.22. Are there other sources of effluent collected (e.g. underpass)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please provide further details of the facility, size, location, where stormwater goes, if it is pumped to the effluent system etc.		

¹ In accordance with industry best practice, 10⁻⁹ m/s is well-accepted as defining 'impermeable'

Water Supply Source and Use	
<p>8.23. Please describe the source of water used in the dairy shed for milk cooling, wash down, etc. <i>(please tick those that apply)</i></p>	<div style="margin-bottom: 10px;"> <input type="checkbox"/> Surface water body <div style="margin-left: 20px;"> <input type="checkbox"/> River <input type="checkbox"/> Stream <input type="checkbox"/> Pond <input type="checkbox"/> Lake <input type="checkbox"/> Drain <input type="checkbox"/> Other (please detail) </div> </div> <div> <input type="checkbox"/> Groundwater bore <input type="checkbox"/> Roof water collection <input type="checkbox"/> Reticulated municipal supply <input type="checkbox"/> Community water supply scheme Scheme Name: _____ <input type="checkbox"/> Other (please detail) </div>
<p><i>The take of water from surface water or groundwater is a permitted activity if you comply with conditions of rules 15 and 48, respectively, of the Regional Freshwater Plan (RFP). If you <u>do not</u> meet the conditions of these rules, you will need a water take consent.</i></p> <p>Rule 15 can be viewed here: https://www.trc.govt.nz/assets/Documents/Plans-policies/FreshwaterPlan/rfp-r15-r20.pdf</p> <p>Rule 48 can be viewed here: https://www.trc.govt.nz/assets/Documents/Plans-policies/FreshwaterPlan/rfp-r46-51.pdf</p>	
8.24. Volume of water used in the dairy shed	litres per day

9) Dairy Effluent Storage Calculation (DESC) and Overseer
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DESC	
<p>9.1. You <u>must</u> submit an up to date Dairy Effluent Storage Calculation (DESC)², completed by a suitably qualified person, to determine the volume of storage required on the property.</p> <p>Also, the DESC must relate to the infrastructure and management method for, the proposed discharge of effluent to land.</p> <p>Please attach the summary report, and an electronic link of the DESC file to this application.</p> <p>Summary report attached <input type="checkbox"/> Yes</p>	
The DESC calculated 90% probability volume of storage	m³

² The Chief Executive, Taranaki Regional Council will accept as a minimum, storage volume calculated using the 'Dairy Effluent Storage Calculator' (developed by Massey University and Horizons Regional Council), as determined by a person with appropriate skills employed by a company that has undergone the accreditation programme set by Irrigation New Zealand.

10) Current Effluent treatment and storage, and proposed upgrades

Current facilities

10.1. Use the following table to identify each effluent treatment and storage facility currently on the property. These will include any pond, tank, sump, stone trap, weeping wall, solids separator, other.

Effluent treatment and storage facilities	Dimensions	Available storage volume as determined by the DESC	Frequency of desludging /cleaning	Construction material and installation date (clay, synthetic liner, concrete...)
E.g. – Effluent pond	30 m Length, 25 m width, 2 m deep, batter 0.5/1.0.	1000 m ³	2 x year	Synthetic liner installed 2015

Current effluent system

10.2. Provide a flow diagram that demonstrates the path of effluent from source through to irrigation that includes interaction with each effluent storage and treatment facility.

Flow diagram included? (please attached separate document)

☐ Yes

Proposed Upgrades

10.3. Describe below what upgrades you will complete during the term of the proposed consent, and the timeframes for those upgrades.

Current facility	Upgraded facility	Dimensions and storage volume of upgrade	Proposed completion date of upgrade
Eg. Unlined pond	Bladder	1000 m ³ and	June 202X
	New stone trap	4 m x 4 m x 0.5 m = 8 m ³	June 202X

Decommissioning of current storage		
10.4. Are you planning on decommissioning your current storage?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
10.5. What timeframe do you propose to decommission your current storage in?		
10.6. Are you planning any storage upgrades? If so when will work commence and what will it include?		
<i>A pond decommissioning/pond remediation plan will be included in your consent if an unlined effluent storage facility is being made redundant or is no longer being used to store effluent.</i>		
10.7. If you are not planning on decommissioning your current storage, what do you intend to use it for?		
<i>Please note removing the pipe to the receiving environment from the oxidation pond treatment system is considered by TRC to be best industry practice.</i>		

Effluent discharge	
10.8. Total size of effluent disposal area <i>This should reflect that area mapped in Section 7 above.</i>	ha ³
10.9. If the effluent is discharged to land by pasture irrigation please complete the table below:	

Effluent irrigation Method	Make/model and any other information you have regarding the irrigator
Travelling irrigator (<i>high rate</i>)	
Travelling irrigator (<i>low rate</i>)	
Stationary irrigator (cannon)	
Pods	
Contractor	
Muck spreader / slurry wagon	
Other	

3 Minimum requirement, 4 hectares per 100 cows, which is designed to ensure nitrogen in the discharge does not exceed 200 kg/ha/year.

Calibration	
Provide results of effluent application rate and depth testing for each effluent irrigator in the last 6 months (<i>Refer to DairyNZ⁴ for direction on how to take these measurements for your irrigator</i>).	
10.10. What is the average volume of effluent discharged to pasture in a 24 hour period?	m ³ (as shown by the calibration undertaken)

Solids/Sludge	
10.11. How sludge is discharged to land, and the application depth:	

Fail-safes	
10.12. What effluent system fail-safes do you/will you have?	

11) Receiving environment

Soils
11.1. Provide information on each soil type within the effluent (liquid or sludge) application area on your farm. This information will indicate the suitability of your soils for effluent discharge.

Vulnerability factors				
Soil types in effluent area	Drainage Class	Nitrogen leaching	Bypass flow	Dairy effluent (FDE) risk category

⁴ www.dairynz.co.nz

This table describes effluent considerations related to the risk class.					
Category	A	B	C	D	E
Soil and landscape feature	Artificial drainage or coarse soil structure	Impeded drainage or low infiltration rate	Sloping land (>7°) or land with hump & hollow drainage	Well drained flat land (<7°)	Other well drained but very light flat land (<7°)
Risk	High	High	High	Low	Low
Application depth (mm)	<SWD ¹	<SWD	<SWD	<50% of PAW ²	≤10 mm & <50% of PAW ²
Storage requirement	Apply only when SWD exists	Apply only when SWD exists	Apply only when SWD exists	24 hours drainage post saturation	24 hrs drainage post saturation
Max depth: High rate tool	10 mm	10 mm	10 mm ³	25 mm ⁴ (10 mm at field capacity)	10 mm
Max depth: Low rate tool	25 mm	25 mm	10 mm	25 mm	10 mm
<p>¹SWD is the soil water deficit</p> <p>²PAW is the plant available water in the top 300 mm of soil</p> <p>³Only applicable when instantaneous application rate from the irrigator is less than the infiltration rate</p> <p>⁴Suggested maximum application depth when a suitable SWD exists ≥15 mm</p> <p>For all the risk categories the application rate should always be less than the soil infiltration rate otherwise you will get ponding (on sloping land the instantaneous application rate needs to be less than the soil infiltration rate or you will get run-off)</p>					

Water			
11.2. Name of the nearest flowing river, stream, or lake (water body) to your effluent discharge point			
11.3. Distance to water body	m		
11.4. Features of the waterway(s) include			
11.5. Signs of instream life (e.g. fish, eels, crayfish, native birds, frogs, insects etc.)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
11.6. Areas where food is traditionally gathered	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Unsure
11.7. Areas of known natural, cultural, heritage or scientific value	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Unsure
Comments			

12) Assessment of environmental effects (AEE)

The Resource Management Act (RMA) 1991, requires resource consent applications to include an assessment of environmental effects (AEE), identifying the actual and potential effects that an activity may have on the environment. In addition, the applicant is required to identify the ways in which those effects can be avoided, remedied or mitigated.

- Please identify potential adverse effects on the receiving environment (*groundwater and surface water*) from the proposed discharge of effluent to land on your farm.
- Please identify the measures or methods that you propose to use that will avoid, remedy or mitigate those potential effects.

Other mitigation measures that could be included:

Lined and sealed effluent storage, effluent area buffer distances e.g. to waterways, bores etc, effluent pump timers, and pressure sensors with automatic failsafe, level sensors on effluent storage, GPS trackers on effluent irrigators, soil moisture and weather meters, contingency effluent storage and pumps – in the event of plant failure or poor weather, management of timing, rate and depth of effluent application, maintenance of effluent system, etc.

For any effects and mitigation measures described, please include details of the type of system installed and any details specific to your farm. For further guidance on other relevant requirements for on-farm freshwater and good farming practises please refer to <https://www.trc.govt.nz/environment/farmhub/>

AEE included? (please attached separate document)

☐ Yes

13) Statutory Assessment

This policy assessment is required by s88 and schedule 4 of the RMA.

The objectives and policies from the regional and national planning documents relevant to a discharge of farm dairy effluent to land are listed in the tables below. The Resource Management Act 1991 requires you to make your own assessment of your proposal against relevant policies. The tables provide a space for your comments, or alternatively you can provide your own policy assessment. Please note that this is not a full list of policies, but they are applicable for most applications.

Please click the plan and policy links to ensure you have looked at all relevant objectives or policies.

The Regional Fresh Water Plan for Taranaki

13.1. The purpose of this Plan is to assist the Taranaki Regional Council to promote the sustainable management of fresh water resources of the region.

Relevant Policies	Commentary
3.1.2 & 3.1.3	Relating to the protection and enhancement of natural, ecological and amenity values of freshwater and wetlands.
3.1.4 & 3.1.5	Relating to protecting rivers and streams with natural, ecological and amenity values of particular streams.
4.1.1	Protecting as far as practicable, adverse effects on wahi tapu and other sites of cultural significance to Maori.
4.1.2	Avoiding to the fullest extent practicable adverse effects on mahinga kai and other habitats of species harvested by Tangata Whenua.

6.2.1	When managing point source discharges to land and surface water, Council will recognise and provide for the different values and uses of surface water.
6.2.2	Ensuring adverse effects from point source discharges of contaminants to land and surface water are avoided, remedied or mitigated.
6.2.4	Requiring the adoption of the best practicable option to prevent or minimise the effects on the environment when discharging contaminants.
6.2.5	Promoting the best practicable option for the disposal of dairy farm effluent.
6.2.6	Advocating the tertiary treatment or land application of farm dairy effluent as a sustainable disposal method.
6.5.3	Managing the discharge of contaminants to land and water such that adverse effects on groundwater quality are avoided, remedied or mitigated.
5A.1.1 & 5A.1.2	Avoiding any adverse effects of the activity on the life-supporting capacity of freshwater and ecosystems, that are likely to be more than minor, or on people's health as affected by their secondary contact with fresh water.
I have had regard to the relevant policies outlined above in my proposal. Agree: <input type="checkbox"/> Y / <input type="checkbox"/> N	

The National Policy Statement for Freshwater Management (NPS-FM) 2020	
13.2.	The National Policy Statement for Freshwater Management (NPS-FM) supports improved freshwater management in New Zealand by directing regional councils to establish objectives and set limits for freshwater in their regional plan which is currently being drafted. The relevant objective of the NPS-FM is in the table below. National Policy Statement for Freshwater Management 2020 .

The National Policy Statement for Freshwater Management (NPS-FM) 2020		
Reference	Summary/Theme	Comment
Objective 1	<p>Ensure that natural and physical resources are managed in a way that prioritises:</p> <ul style="list-style-type: none"> - First, the health and well-being of water bodies and freshwater ecosystems - Second, the health needs of people (such as drinking water) - Third, the ability of people and communities to provide for their social, economic and cultural well-being, now and in the future 	<p>My proposal includes various mitigation techniques to mitigate or avoid adverse effects on the health and wellbeing of nearby water bodies and freshwater ecosystems</p> <p>Agree: <input type="checkbox"/> Y / <input type="checkbox"/> N</p> <p>Comment:</p>

Regional Air Quality Plan for Taranaki (RAQP)	
13.3. Can you comply with Rule 40 of the RAQP regarding on-farm liquid waste management processes Regional Air Quality Plan for Taranaki	<p>The attached AEE for this application includes confirmation of compliance with Rule 40 of the RAQP</p> <p>Agree: <input type="checkbox"/> Y / <input type="checkbox"/> N</p>

14) Processing timeframes

The RMA specifies timeframes for processing resource consent applications. Timeframes can be extended with the applicant's agreement.

14.1. May we extend the consent processing timeframe	<input type="checkbox"/> Yes, if I can use my existing consent until this application is processed (replacement applications only).
	<input type="checkbox"/> No

15) Deposit

A \$1,897.50 deposit (including GST) is required with this application. This can be paid online, by cash or eftpos at our reception desk.

▪	Taranaki Regional Council's bank account number is 02 0756 0040555 002 . Use the applicant's name as the reference. We'll give you a GST invoice marked "PAID" when you've paid.
▪	The application will not be accepted until the deposit is paid. We're happy to hold the forms, but processing will not start until we receive payment.
▪	Additional charges are usually incurred. Please see 'Notes to Applicant' on page 16 and the Schedule of charges attached.

16) Checklist

Checklist

The following must be included in your application. Please tick confirming you have included the information required:

<input type="checkbox"/>	Complete all details in this application form
<input type="checkbox"/>	Assessment of environmental effects (section 12)
<input type="checkbox"/>	Map (section 6)
<input type="checkbox"/>	Dairy Effluent Storage Calculation Summary Report (section 9)
<input type="checkbox"/>	Flow Diagram (section 10)
<input type="checkbox"/>	Assessment of the activity against the relevant objectives and policies in the relevant regional plan/s (section 13)
<input type="checkbox"/>	Sign and date the application form
<input type="checkbox"/>	Pay the deposit
<input type="checkbox"/>	Other relevant information (e.g. Certificate of Title, details from the Companies Register)

Unchecked boxes may result in your application being returned under s88 of the RMA.

Information privacy

The RMA requires this information to process the application.

Taranaki Regional Council ("TRC") will use the information provided with your application to process your application and to assist in managing the region's natural and physical resources. Information in this application is regarded as **official information** and available to the public on request in accordance with the Local Government Official Information and Meetings Act 1987 and the Privacy Act 2020. In addition, you agree that the information in your activity application (Forms 1A to 7B) (and any documentation provided in support) will be published and made available on our website. **It is important that you let us know if your application includes trade secrets, commercially sensitive information, and/or any other information that you would like to remain confidential.**

Riparian Plan

I agree to my Riparian Plan for this property being released to all interested/affected parties including relevant iwi to help determine whether any effects of the discharge have been mitigated.

☐ Yes ☐ No

Signature

1. I have authority to sign on behalf of the party/ies named as applicants for this consent.
2. I have read, and understand, all information in this application form, including the requirement to pay additional costs.
3. All information provided is true and correct. I understand that inaccurate information could result in my resource consent being cancelled.

Signature.....

Date

Name:

Send your application to Consents@trc.govt.nz

You can also lodge the application by the following methods

Mail: Taranaki Regional Council, Private Bag 713, Stratford 4352.

In person: Taranaki Regional Council offices, 47 Cloten Road Stratford

If you have not received an email acknowledgement for this application within 5 working days (for new applications) or 10 working days (for replacements) please contact consents@trc.govt.nz.

Notes to Applicant – Important information

The deposit amount is required when an application is submitted and is an **initial deposit** towards the final cost of processing the application. Processing of the application will begin when the deposit is received.

The final cost of processing is based on actual and reasonable staff time and expenses incurred during the processing of the application. **A final invoice will be issued after processing is completed with any additional amounts incurred above the deposit amount. For dairy discharge applications this is likely to be in the vicinity of \$600.00 plus GST.**

Applications returned due to inadequate information will incur the cost of work done in receiving the application, assessing the information and returning the application.

All collection costs incurred in the recovery of a debt will be added to the invoice amount due. Overdue invoices will incur an interest charge of 12% per annum.

Details of Council's charging policy are in its 2025/2026 Annual Plan, which can be found here:
[2025-2026 Annual Plan](#)

In accordance with statutory requirements a copy of this application may be sent to iwi for their information.

Ongoing responsibilities

Once granted, most resource consents will incur a yearly compliance monitoring charge.

If your application is granted you will be responsible for complying with your consent's conditions and payment of your consent's charges until your consent expires. If you wish to cancel (surrender) your consent, transfer responsibilities to another party or make changes to your consented activity before it expires, you must submit notice to us in writing or make an application to change your consent.

How to prepare an assessment of environmental effects

Key points of Schedule 4 of the RMA

The amount of information in your assessment of environmental effects (AEE) should correspond to the scale and significance of the proposal's environmental effects. Your AEE must include:

- A full description of the proposal, including the site and locality; a site plan and plans of your proposal.
- A description of the environmental effects, including the significance and nature of the effects. Address specific environmental effects and refer to issues identified in the relevant regional plan/s.
- A discussion of effects that may need to be controlled or monitored, how the control or monitoring will be carried out, and by whom.
- A description of alternatives to avoid, remedy or mitigate environmental effects.
- An assessment of risks to the environment from hazardous substances and/or discharge of contaminants.
- An assessment of the activity against the relevant objectives and policies in the relevant regional plan/s.
- A record of consultation: names and comments of people you discussed the proposal with.
- You may need specialist advice for more complex applications. Call the Consents team on 0800 736 222 or email consents@trc.govt.nz for more information.

It is not adequate to state that there are no environmental effects.

If your AEE is not sufficient, we may:

- not accept your application
- turn down your application
- impose many conditions on your resource consent
- ask for more information, delaying the time to process your application, or
- commission someone else to review the application at your cost.

For more information see the Ministry for the Environment's *Good Practice Guide on How to Prepare an AEE* and its brochure on making resource consent applications, at www.environment.govt.nz/publications/a-guide-to-preparing-a-basic-assessment-of-environmental-effects/

Appendices

Appendix 1: Charging policies

Resource Management Act Charging Policy. Schedule of charges pursuant to section 36 of the Resource Management Act 1991

Schedule 1: Scale of charges for staff time

	Rate for processing resource consents and responding to pollution incidents.	Rate for all other Council work.
Professional staff	\$134/hr	\$129/hr
Professional/supervisory staff	\$170/hr	\$160/hr
Team Leaders	\$209/hr	\$195/hr
Managers	\$246/hr	\$230/hr
Support staff	\$134/hr	\$129/hr
Directors	\$409/hr	\$382/hr

Explanation

This scale of charges is used to calculate the Council's actual and reasonable costs when carrying out functions under the Resource Management Act 1991, including any functions transferred to it under section 33. Where those actual and reasonable costs exceed any specified charges, the Council may recover those costs as additional charges under section 36(3) of the Resource Management Act 1991. Staff time is recovered at the charge appropriate to the task which they are undertaking. The charges are calculated as per the IPENZ method with a multiplier of 2.1. All collection costs incurred in the recovery of a debt will be added to the amount due. Overdue invoices will incur an interest charge at 12% per annum. All charges exclude GST. Effective from 1 July 2025.

Schedule 2: Fixed minimum charges for the preparation or change of policy statement or plans and the processing of resource consents

Request for preparation or change to a plan/policy statement	\$77,000
For non-notified farm dairy discharge consent	\$1,650
For non-notified consent other	\$1,870
For notified consents (limited and public)	\$9,900
Renewal or change consent:	
• Non-notified	\$1,870
• Notified (limited and public)	\$9,900
Non-notified review of consent	\$1,210
Notified review of consent	\$9,900
Extension of a consent lapse date	\$690
Certificate of compliance	\$1,815
Serve notice of a permitted activity	\$421
Approvals under Resource Management Act:	
Water Measuring Regulations	\$502
Transfer of consent to another party or change of consent holder name (1 to 5 consents)	\$133 per consent
Transfer of consent to another party or change of consent holder name (6 to 20 consents)	\$117 per consent
Transfer of consent to another party or change of consent holder name (more than 21)	\$88 per consent