

# HAWKESBURY CITY COUNCIL **OPERATIONAL PLAN** **2017/2018**

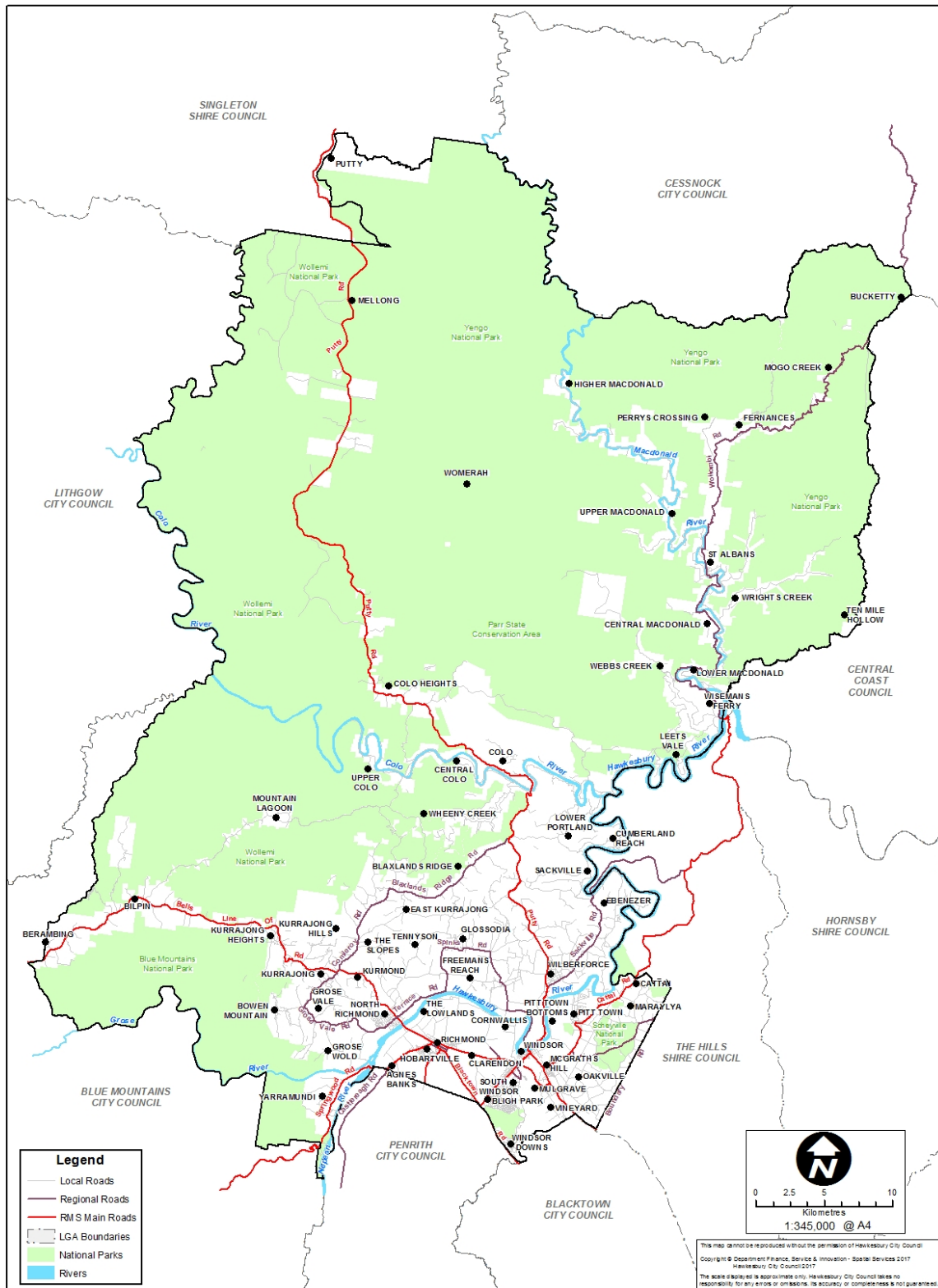
*The Hawkesbury 2036...It's Our Future*





# HAWKESBURY CITY COUNCIL

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## Table of Contents

<b>A message from our Leaders .....</b>	<b>iii</b>
Our Vision .....	vi
Our Mission.....	vi
Our Values.....	vi
<b>Integrated Planning and Reporting Framework.....</b>	<b>1</b>
Planning for a sustainable future .....	2
The process.....	2
Why .....	2
How the framework links works and links to other plans.....	3
Community Strategic Plan .....	4
Resourcing Strategy .....	4
Delivery Program .....	4
Operational Plan .....	5
Annual Report.....	5
What has Council done in response to this framework? .....	5
<b>A Snapshot .....</b>	<b>7</b>
Major Works.....	8
Our Budget .....	10
How Council spends every \$100 .....	10
How Council funds this .....	10
<b>Operational Plan 2017-2018 .....</b>	<b>11</b>
Our Leadership .....	12
Our Community .....	25
Our Environment .....	34
Our Assets .....	40
Our Future .....	47
<b>2017/2018 Estimates of Income and Expenditure.....</b>	<b>61</b>
Financial Sustainability .....	62
Income Statement .....	64
Glossary of Terms .....	65
Summary of Expenditure .....	66
Capital Works Program .....	67
Infrastructure Renewal Program.....	71
<b>2017/2018 Revenue Policy.....</b>	<b>73</b>
Statement of Revenue Policy .....	74
Types of Revenue .....	74
Rates and Charges.....	75
Revenue Policy – Rating .....	75
Ordinary Rates .....	78
Special Rates .....	79
Annual Charges.....	79
Pensioner Concessions.....	84
Fees and Charges .....	85

# Operational Plan 2017-2018

Fee Pricing Policy.....	85
Meeting Rooms – Deerubbin Centre.....	86
Financial Assistance given by Council .....	87
Goods and Services Tax (GST) .....	88
Kerbing and Guttering Contributions by Adjoining Owners.....	89
Interest on Overdue Rates and Annual Charges .....	89
Interest on Overdue Sundry Debts.....	89
<b>2017/2018 Fees and Charges .....</b>	<b>91</b>





A message from our Leaders

# Operational Plan 2017-2018

We are proud to introduce the Hawkesbury Operational Plan 2017-2018.

We have listened to what you as a community have told us are your aspirations for the future in preparing our Community Strategic Plan and turned those into a plan of actions as outlined in the Delivery Program 2017-2021.

This Operational Plan 2017-2018 represents the first year of Council's commitment to implementing the Delivery Program 2017-2021 and in doing so turning the aspirations for the future of the Hawkesbury community that we captured into our Community Strategic Plan into activities and actual outputs.

This Operational Plan 2017-2018 supports the Delivery Program 2017-2021 and spells out the details of the Delivery Program including individual projects and activities that will be undertaken in the coming financial year.

The Major Operational Plan Highlights for 2017/2018 include:

- purchase of Library Resources
- additional Town Planning Resourcing
- Comprehensive Traffic Study
- enhanced Community Engagement and Digital Presence
- building improvements
- road rehabilitation and improvements
- footpath network extension
- pedestrian safety improvements
- capital improvements of unsealed roads
- extension of cycleway network
- park, recreation facilities and amenities improvements
- stormwater drainage improvement program
- road reseals program
- contribution to Hawkesbury Sports Council
- contribution to emergency services
- heritage services.

We will continue to work closely with our executive in a collaborative manner to ensure the successful implementation of this Operational Plan 2017/2018. Accounting for our stewardship of the community's long term goals, we will report back to the community via the Annual Report on what has been achieved during the first year of implementing the Delivery Program 2017-2021.

Our continued commitment to the Hawkesbury community is to deliver on the actions contained within the Operational Plan 2017/2018 and to keep you informed of this progress and involved in the process.

We look forward to delivering these actions for the Hawkesbury community.



## Operational Plan 2017-2018



**L-R Back row:** Councillor Sarah Richards, Councillor Patrick Conolly, Councillor Barry Calvert (Deputy Mayor), Councillor Paul Rasmussen, Councillor Emma-Jane Garrow, Councillor Nathan Zamprogno.

**L-R Front row:** Councillor Tiffany Tree, Councillor John Ross, Councillor Amanda Kotlash, Councillor Mary Lyons-Buckett (Mayor), Councillor Peter Reynolds, Councillor Danielle Wheeler.



# Operational Plan 2017-2018

Hawkesbury City Council's vision, mission and values respond to our community's aspirations for the future.

## Our Vision

We see the Hawkesbury as a vibrant and collaborative community living in harmony with our history and environment, whilst valuing our diversity, striving for innovation, a strong economy and retaining our lifestyle and identity.

## Our Mission

Hawkesbury City Council leading and working with our community to create a healthy and resilient future.

## Our Values

Hawkesbury City Council is a professional, friendly and ethical organisation that consults with, and listens to the community. In our daily activities we embrace the following values, and aim to deliver on these in an effective and efficient manner.

### PROFESSIONAL

We set clear goals, measure results and seek to improve

We are sustainable

We are resilient

### ETHICAL

We behave with integrity

We keep our commitments and deliver

We make fair and consistent decisions

### ENGAGING

We value open and clear communication

We listen to the contribution of every individual

We value differences in people and their perspectives

### COLLABORATIVE

We work together

We are cooperative

We share our ideas and talents



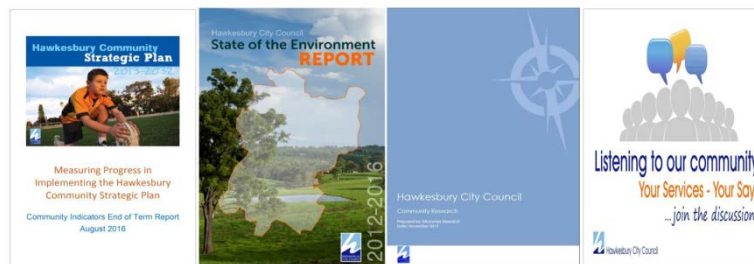
# Integrated Planning and Reporting Framework

# Operational Plan 2017-2018

## Planning for a sustainable future

### The process

The Hawkesbury Community Strategic Plan (CSP) was originally adopted by Council in 2009 and reviewed in 2012. This latest review of the CSP provided a unique opportunity to review the overarching vision and strategy for the Hawkesbury to ensure it reflects the community's aspirations, and that the strategies are measurable. In preparing this CSP, we have listened to what the community has said it wants and taken into account the outcomes of the following reports:



In reviewing the CSP, Council and the community considered:

- Where are we now?
- Where do we want to go?
- How will we get there?
- How will we know when we get there?

### Why

The CSP sits above all other Council Plans and Policies. Its purpose is to identify the Hawkesbury community's priorities and aspirations for the future. The strategies within it should take into consideration the issues and pressures that affect the community, and the level of resources realistically available. Given this, the significance of the CSP to the community, and to Council is of the highest order, and ensuring that it is fully reflective of the Hawkesbury community's aspirations why viewed as critical.

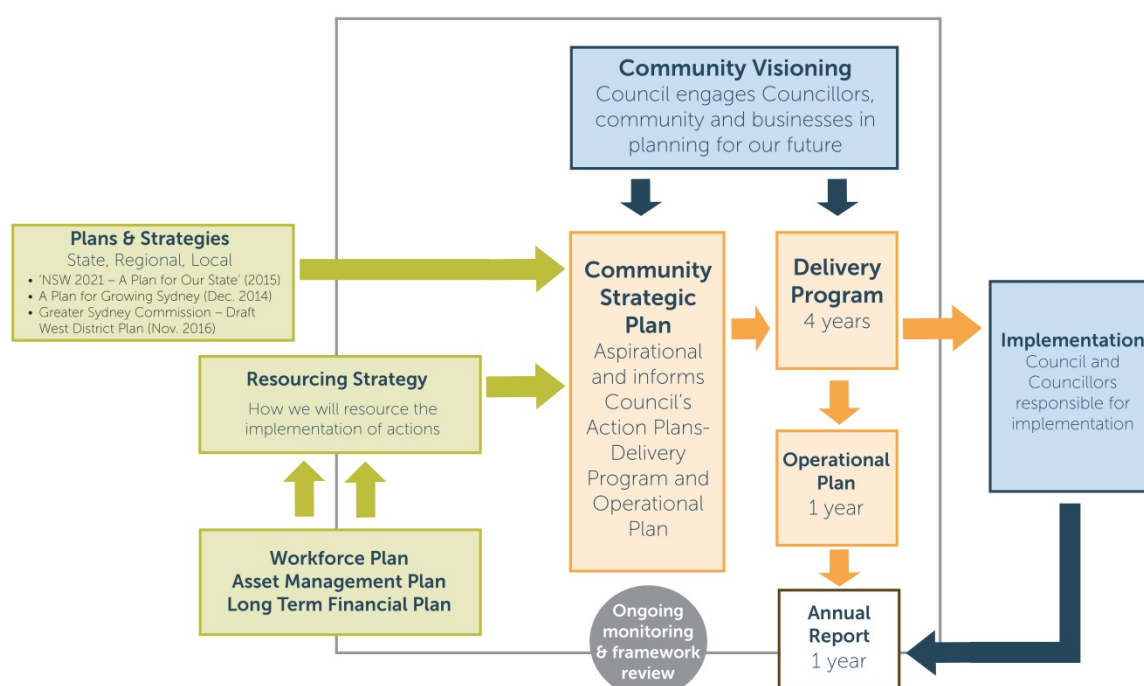
Legislation requires that each newly elected Council must review their respective CSP and develop a new Delivery Program by 30 June in the year following the local government elections (i.e. 30 June 2017). The review of the CSP was supported by a Community Engagement Strategy.



# Operational Plan 2017-2018

## How the framework links works and links to other plans

The Integrated Planning and Reporting Framework requires all local authorities in NSW to produce a Community Strategic Plan with a minimum timeframe of 10 years which is based on aspirations rather than actions. All subsequent Plans and Policies that outline Council's actions stem from the Community Strategic Plan including the Resourcing Strategy, a Delivery Program with a timeframe of four years (term of the Council), an annual Operational Plan, and an Annual Report. The following diagram, adapted from the Integrated Planning and Reporting Manual shows the structure and interrelated nature and linkages of plans in the Integrated Planning and Reporting Framework.



## Community Strategic Plan

The CSP is the highest level plan that a council will prepare. It is a long term plan that identifies the main priorities and aspirations for the future of the local government area. The CSP establishes the strategic objectives together with strategies for achieving those objectives.

The CSP is to:

- address civic leadership, social, environmental and economic issues in an integrated manner
- be based on social justice principles of equity, access, participation and rights
- be adequately informed by relevant information relating to civic leadership, social, environmental and economic issues
- be developed having due regard to the State government's State Plan and other relevant State and regional plans of the State government.

While Council has a custodial role in initiating, preparing and maintaining the CSP on behalf of the Hawkesbury local government area, it is not wholly responsible for its implementation. Other partners, such as State agencies and community groups may also be engaged in delivering the long term objectives of the plan.

## Resourcing Strategy

The CSP provides a vehicle for expressing long-term community aspirations. However, these will not be achieved without sufficient resources (i.e. time, money, assets and people) to actually carry them out.

The Resourcing Strategy consists of three components:

- Long Term Financial Planning
- Workforce Management Planning
- Asset Management Planning.

The Resourcing Strategy is the point where Council assists the community by sorting out who is responsible for what, in terms of the issues identified in the CSP. Some issues will clearly be the responsibility of Council, some will be the responsibility of other levels of government and some will rely on input from community groups or individuals. The Resourcing Strategy focuses in detail on matters that are the responsibility of the Council and looks more generally at matters that are the responsibility of others.

## Delivery Program

The Delivery Program details the principal activities to be undertaken by Council over a four year period to implement the strategies established by the CSP within the resources available under the Resourcing Strategy.

The Council must establish a new Delivery Program after each ordinary election of councillors to cover the principal activities of the Council for the four year period commencing on 1 July following an ordinary election.

The General Manager must ensure that regular progress reports are provided to the council, reporting its progress with respect to the principal activities detailed in its Delivery Program. Progress reports must be provided at least every six months.

## Operational Plan

The Operational Plan spells out the details of the Delivery Program by identifying the projects, programs and the activities to be engaged in by Council during the year to achieve the commitments made in the Delivery Program.

The Operational Plan includes Council's Statement of the Revenue Policy for the year covered by the Operational Plan.

## Annual Report

The Annual Report is one of the key points of accountability between Council and the community.

The Annual Report focuses on Council's implementation of the Delivery Program and Operational Plan. The report also includes some information that is prescribed by the *Local Government (General) Regulation 2005*. This information has been included in the Regulation because the State Government believes that it is important for community members to know about it, to help their understanding of how Council has been performing both as a business entity and a community leader.

## What has Council done in response to this framework?

In October 2016, Council resolved to implement a Community Engagement Strategy to inform the development of the Community Strategic Plan. The primary objectives of the Strategy were to:

1. document community needs, issues and priorities
2. clarify community priorities and expectation for the future
3. validate future priorities.

The new Council elected in September 2016 had an opportunity to review the CSP and as a result a new Community Engagement Strategy was adopted by Council for this purpose.







## A Snapshot



# Operational Plan 2017-2018

## Major Works



### Building Improvements - \$616,675

- Glossodia Shopping Centre
- Windsor Function Centre
- Hobartville Long Day Care Centre
- Richmond Preschool
- Water & Energy Metering



### Park, Recreation Facilities & Amenities Improvements - \$1,600,978

- Richmond Pool
- Richmond Tennis Courts
- Macquarie Park
- Glossodia Park Amenities
- Powell Park
- McQuade Park
- Woodlands Park
- Colbee Park
- St Albans Park
- Hawkesbury Park
- Pound Paddock
- Central Colo Parks
- Bowen Mountain Park
- Pitt Town Reserves
- Bilpin Park
- St Albans Tennis Courts
- Smith Park
- Governor Phillip Park
- Maraylya Park
- Stanley Park
- McLeod Park
- North Richmond Park (Turnbull Oval)



### Road Rehabilitation and Improvements - \$5,156,895

- Hermitage Road, Kurrajong
- Freemans Reach Road, Freemans Reach
- King & Sackville Roads, Wilberforce
- The Driftway, Richmond
- Toll House Way, Windsor
- Teviot Street, Richmond
- Johnson Street, Pitt Town
- Bathurst Street, Pitt Town
- Hawkesbury Street, Pitt Town



### Pedestrian Safety Improvements - \$241,000

- Richmond High School
- Ebenezer Public School
- Grose View Public School
- Kurmond Public School
- Kable Street, Windsor

**Capital Improvements of Unsealed Roads - \$200,000**

**Additional Town Planning Resourcing - \$153,111**

**Extension of Cycleway Network - \$100,000**

**Comprehensive Traffic Study - \$100,000**



# Operational Plan 2017-2018



## **Stormwater Drainage Improvement Program - \$1,420,925**

- Comleroy Road
- Wattle Street, Bowen Mountain
- Johnston x Hawkesbury Streets, Pitt Town
- Old Stock Route Road, Oakville
- Richmond Road, Richmond
- Francis x Pitt Streets, Richmond
- Teviot x Moray Streets, Richmond
- Settlers Road, St Albans
- Wollombi x Mogo Creek Roads, St Albans
- East Market Street, Richmond



## **Footpath Network - \$769,000**

- Macquarie Street, Windsor
- Rifle Range Road, Bligh Park
- Mileham Street, South Windsor
- Macquarie Street, South Windsor
- Buckingham Street, Pitt Town
- The Terrace, Windsor
- March Street, Richmond
- Colonial Drive, Bligh Park

## **Road Reseals Program - \$2,097,500**

- |                     |                     |
|---------------------|---------------------|
| • Agnes Banks       | • Lower Portland    |
| • Bowen Mountain    | • Maraylya          |
| • Cattai            | • Mulgrave          |
| • Cornwallis        | • North Richmond    |
| • East Kurrajong    | • Oakville          |
| • Ebenezer          | • Pitt Town         |
| • Freemans Reach    | • Pitt Town Bottoms |
| • Glossodia         | • Richmond          |
| • Grose Vale        | • Richmond Lowlands |
| • Hobartville       | • Sackville         |
| • Kurmond           | • South Windsor     |
| • Kurrajong         | • Tennyson          |
| • Kurrajong Heights | • The Slopes        |
| • Kurrajong Hills   | • Wilberforce       |
| • Lower Macdonald   | • Windsor           |



**Contribution to Hawkesbury Sports Council - \$1,070,340**

**Purchase of Library Resources - \$320,814**

**Contribution to Emergency Services - \$1,659,043**

**Heritage Services \$574,243**

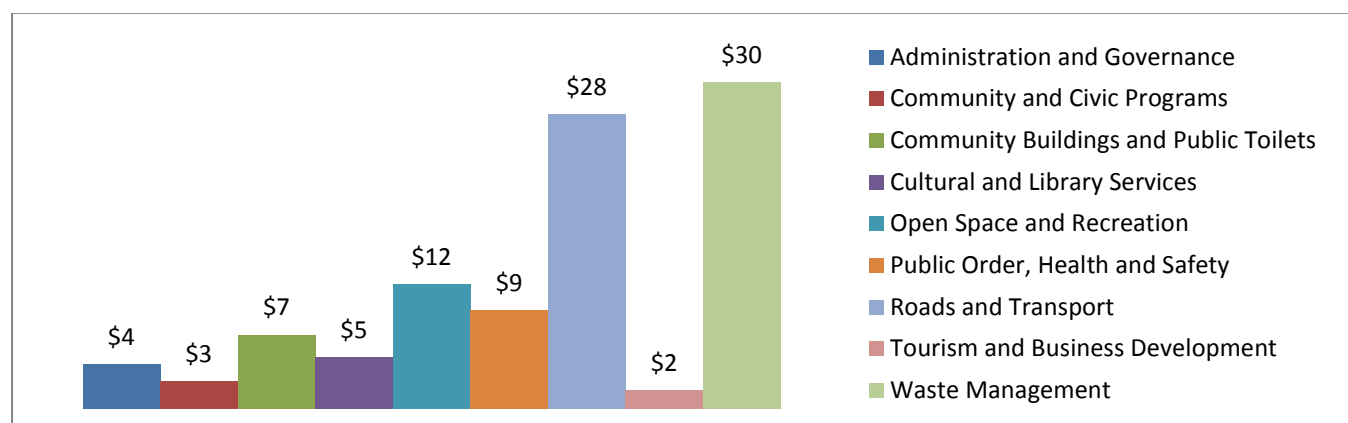
**Enhanced Community Engagement & Digital Presence - \$183,508**

# Operational Plan 2017-2018

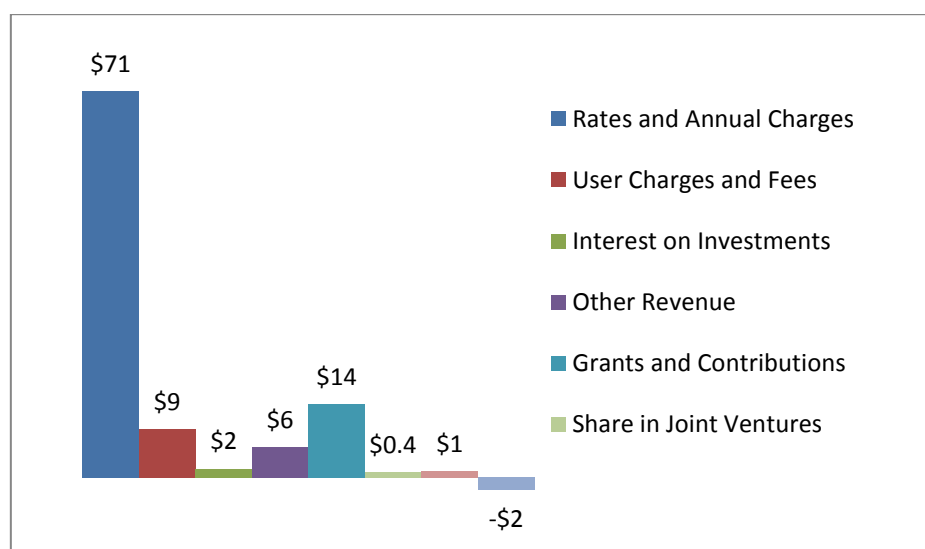
## Our Budget

Where does the money come from?	\$Million	Where does Council spend our money?	\$Million
Rates and Annual Charges	51.9	Administration and Governance	3.1
User Charges and Fees	6.5	Community and Civic Programs	1.9
Interest on Investments	1.2	Community Buildings and Public Toilets	5.1
Other Revenue	4.0	Cultural Services	3.5
Grants and Contributions	9.8	Open Space and Recreation	8.6
Share in Joint Ventures	0.3	Public Order, Health and Safety	6.8
Sale of Plant and Equipment	0.9	Roads and Transport	20.3
Internal Reserves (Net)	-1.7	Tourism and Business Development	1.3
		Waste Management	22.4
<b>TOTAL</b>	<b>72.9</b>	<b>TOTAL</b>	<b>72.9</b>

## How Council spends every \$100



## How Council funds this







# Operational Plan 2017-2018



## Our Leadership

### CSP Intent

Be a respected civic leader through consistent, transparent and engaged decision making that the community can understand.

### Budget

*Costs to Deliver*      \$8.1 million

*Revenue Generated*   \$41.3 million

*Net Revenue*          \$33.2 million

The table below shows some of the Operational Plan Actions included under the 'Our Leadership' Focus Area and the associated net income or cost to Council incurred to deliver these actions. The amounts do not include actions that are grant funded. The amounts quoted include costs allocated directly to these actions and do not include the cost of internal staff, where the action represents a portion of their role.

Action(s)	Summary of Operational Plan Actions*	Budget (\$'000s)
1.2.1 (2)	Digital Communication Strategy	10
1.2.1 (3)	Communication tools	100
1.2.2	Community consultation	46
1.2.3 (1)	Customer Service Centre	1,226
1.3.1 (1)	Business Processes Review	30
1.3.1 (3)	Interest income from investment portfolio	(980)
1.3.1 (5)	Rental income from investment properties	(1,994)
1.3.2	Strategic Asset Management	180
1.3.3	Implementation of Fit for the Future Strategies	(1,284)
1.4.2 (1)	Regional Strategic Alliance contribution	95
1.4.2 (2)	Sister City and City Country Alliance Programs	27
1.4.2 (3)	Insurance Management	1,168
1.4.2 (4)	Companion Animal Services	224
1.4.2 (5)	Event Sponsorship	60
1.5.1 (3)	Work Health and Safety	718
1.5.1 (13)	Levying and administration of Rates	(30,057)
1.5.2 (2)	Internal Audit function	124
1.5.2 (3)		
1.6.1	Workforce Management and Training	565
1.6.2 (1)	Legal Services	300
1.6.2 (2)	Design and Mapping Services	957
1.6.2 (5)	Development Assessment	155



# Operational Plan 2017-2018

Action(s)	Summary of Operational Plan Actions*	Budget (\$'000s)
1.6.2 (6) 1.6.2 (7) 1.6.2 (8)	Building Compliance, Swimming Pool Compliance and Fire Safety Statements	(20)
1.6.2 (9)	Publishing and Printing Services	376
1.6.2 (10)	Financial and Accounting Services	1,079
1.6.2 (11)	Records Management	641
1.6.2 (12) 1.6.2 (13) 1.6.2 (14)	Information Services and Technology	2,751
1.6.2 (15)	Procurement Services and Stores	558

**Note:** Amounts shown in ( ) represent a net income or savings from the service or a provision set aside for future works or planned expenditures.

\* For full details on all Operational Plan Actions, refer to the following table.



## Actions

CSP Strategy			
<b>1.1.1 Council's elected leaders will actively connect and collaborate with the community.</b>			
Achieve an increased community awareness of Council's elected leader's roles and responsibilities.	Develop a communication strategy to increase community understanding of Council's elected leader's roles and responsibilities.	Corporate Communication	Strategy developed and reported to Council.
<b>1.2.1 Provide open and clear lines of communication with the community that use the most current forms of digital technology.</b>			
Provide a diverse range of opportunities for the community to be involved and engaged, seeking to achieve this through adherence to the International Association Public Participation principles	1. Review and update Council's Community Engagement Policy.	Community Partnerships	1. Review completed and revised draft Policy reported to Council for public exhibition.
	2. Develop a Digital Communication Strategy.	Corporate Communication	2. Strategy prepared.
	3. Implement communication tools to increase community understanding of Council's role and responsibilities and demonstrate transparency and accountability.	Corporate Communication	3. Communication tools implemented and engagement with the community expanded.



CSP Strategy			
<b>1.2.2 Council's communication will be enhanced to ensure community awareness and understanding of the role Council plays in everyday life in the Hawkesbury.</b>			
Develop and implement community engagement programs.	Undertake consultation with the community regarding Council's roles and functions.	Corporate Communication	Number and variety of community engagement activities undertaken.
<b>1.2.3 Provide quality customer service to the community.</b>			
1. Provide customer services in accordance with International Customer Service Standard (ICSS) benchmarks.	1. Operate customer service unit incorporating telephone enquiry centre and front counter service 8:30am to 5pm Monday to Friday.	Community Partnerships	1. Performance benchmarks achieved.
2. Implement Council's Customer Service Improvement Strategy to support the provision of reliable and responsive customer services.	2. Implement a program for the roll-out of on-line and digital customer service platforms.	Community Partnerships	2. Number of customer transactions migrated to online platforms.





CSP Strategy		1.3.1 In all of Council's strategies, plans and decision making there will be a strong focus on financial sustainability.	
Delivery Program Activity	Operational Plan Action	Responsibility	Measure
1. Develop and implement strategies to deliver sustainable services and facilities. 2. Identify and seek alternative income streams. 3. Develop a budget that sustains our provision of services and assets.	1. Promote and foster business process review during the annual budget process and, where appropriate, implement outcomes of the review.	Financial Services	1. Processes reviewed and implemented where appropriate.
	2. Review Council's revenue generating activities annually as part of the Operational Plan process.	Financial Services	2. Existing revenue generation activities sustained and opportunities for additional activities identified and implemented where feasible.
	3. Ensure optimal utilisation and return on Council funds.	Financial Services	3. Funds invested in line with legislative requirements and Council's Investment Policy.
	4. Prepare and submit applications to funding authorities.	Corporate Services and Governance	4. Applications lodged as necessary.
	5. Provide rental income from Council owned properties under lease.	Corporate Services and Governance	5. Income provided from leased properties.
	6. Prepare development contributions plans and Voluntary Planning Agreements as required.	Strategic Planning	6. Plans and agreements prepared as required.
	7. Align Council's provision of services and assets with available funding to achieve a break-even operating result.	Financial Services	7. Achieve operating performance result in line with Fit For The Future Plan.
	8. Implement Council's Fit For The Future strategies to secure Council's long term sustainability.	Financial Services	8. Action items identified and reported to Council for implementation.
	9. Review Council's Long Term Financial Plan to ensure Council remain financially sustainable as measured against Fit For The Future benchmarks.	Financial Services	9. Plan reviewed and compared to target Fit For The Future benchmarks.



CSP Strategy 1.3.2 Meet the needs of the community now and into the future by managing Council's assets with a long-term focus.			
Develop and implement asset management strategies and plans to support sustainable service provision, in line with community expectations	Prepare Asset Management Plans and long term funding needs projections for sustainable asset service provision.	Infrastructure Services Financial Services	Asset Management Plans for key infrastructure assets prepared and reported to Council.
1.3.3 Decisions relating to determining priorities will be made in the long term interests of the community.			
Implement Council's Fit For The Future Strategies.	Implement Council's Fit For The Future Strategies.	All	Actions implemented in accordance with the Fit For The Future strategies.
1.4.1 Foster positive relationships with all tiers of government and peak bodies to ensure a thorough understanding of the challenges and local requirements of the Hawkesbury.			
Positive relationships with all tiers of government and peak bodies are pursued to enable Council to advise on the challenges and requirements of the Hawkesbury.	Engage with and provide advice to relevant government agencies and peak bodies.	All	Engagement undertaken and advice provided.



CSP Strategy		1.4.2 Achieve higher strategic capacity through strategic alliances and partnerships.	
Develop and maintain partnerships that facilitate management of resources and funding.	1. Maintain the Regional Strategic Alliance between Penrith, Blue Mountains and Hawkesbury councils.	General Manager	1. Regional Strategic Alliance maintained.
	2. Undertake the Sister Cities and City Country Alliance Program, in conjunction with Hawkesbury Sister City Association.	Strategic Activities	2. Program funded and reported to Council.
	3. Maintain and develop Council's participation in Civic Risk West and Civic West Mutual to enhance Council's various insurances.	Risk Management	3. Membership maintained and developed.
	4. Provide Companion Animal Shelter services to the community.	Environment and Regulatory Services	4. Services provided and monthly rehoming rates of 90% or above for dogs and 60% or above for cats achieved.
	5. Manage event partnerships to ensure that efficient use of funding and resources is achieved.	Corporate Communication	5. Sponsorship agreements executed.
	6. Manage the Agreement for the operation and management of the Hawkesbury Leisure Centres.	Support Services	6. Formal meetings of representatives of YMCA NSW and relevant Council staff held every three months. Reports and other documentation provided by YMCA NSW as required under the Agreement.





CSP Strategy	1.5.1 Undertake Council initiatives within a clear and fair framework of strategic planning, policies, procedures and service standards as required under all regulatory frameworks.		
Comply with all statutory corporate planning and reporting requirements	1. Review and develop Human Resources/Industrial Relations policies, procedures and delegations to meet legislative requirements.	Human Resources	1. Policies, procedures and delegations meet legislative requirements.
	2. Prepare all statutory and licencing reports for McGraths Hill and South Windsor sewage treatment systems and Hawkesbury City Waste Management Facility.	Waste Management	2. Reports submitted to relevant authorities within required timeframes.
	3. Implement Council's Work Health and Safety Strategy and Plan.	Risk Management	3. Strategy and Plan implemented.
	4. Provide Companion Animal reports in line with legislative requirements.	Environment and Regulatory Services	4. Reports submitted to relevant authorities within required timeframes.
	5. Report Public Interest Disclosures in accordance with legislative requirements.	Corporate Services and Governance	5. Reports provided as required.
	6. Forward privacy complaints immediately to the Office of the Privacy Commissioner.	Corporate Services and Governance	6. Documents forwarded as required.
	7. Complete and report Pecuniary Interest Returns in accordance with legislative requirements.	Corporate Services and Governance	7. Returns lodged as required.
	8. Review Council's Publication Guide in accordance with legislative requirements.	Corporate Services and Governance	8. Guide reviewed as required.
	9. Provide statutory statistical reports to relevant government agencies on development activity.	Development Services	9. Statistical reports provided to relevant government agencies as required.



CSP Strategy		1.5.1 Undertake Council initiatives within a clear and fair framework of strategic planning, policies, procedures and service standards as required under all regulatory frameworks. (continued)	
Delivery Program Activity	Operational Plan Action	Responsibility	Measure
	10.Prepare and forward all relevant statutory reports for Crown lands.	Parks and Recreation	10.Crown land reports submitted to relevant authority within required timeframe.
	11.Prepare and forward all relevant statutory reports for roads and associated infrastructure.	Construction and Maintenance	11.All reports submitted to relevant authorities within required timeframes.
	12.Provide financial reporting in line with legislative requirements and Guidelines issued by the Office of Local Government.	Financial Services	12.Financial reports submitted to the relevant authority within the required deadline.
	13.Ensure sound administration of rates and charges across the Hawkesbury in line with legislative requirements.	Financial Services	13.Rating categorisation, Rates Levy and charges determined in line with legislative requirements.
	14.Maintain financial information in line with legislative requirements.	Financial Services	14.Accounting records maintained in line with applicable legislation and Accounting Standards.
	15.Prepare Quarterly Budget Review Statements.	Financial Services	15.Statements submitted to Council in line with legislative requirements.
	16.Prepare 2017-2021 Delivery Program progress reports.	Strategic Planning	16.Reports prepared and reported to Council.



CSP Strategy		1.5.1 Undertake Council initiatives within a clear and fair framework of strategic planning, policies, procedures and service standards as required under all regulatory frameworks. (continued)	
Delivery Program Activity	Operational Plan Action	Responsibility	Measure
	17.Prepare Council's Annual Report.	Financial Services Strategic Planning	17.Report prepared, published on Council's website and Office of Local Government advised by 30 November 2018.
	18.Prepare Council's Resourcing Strategy.	Financial Services Human Resources Infrastructure Services	18.Strategy prepared and reported to Council.
	19.Prepare Council's 2018/2019 Operational Plan.	Financial Services Strategic Planning	19.Plan prepared and adopted by Council.
	20.Council meeting cycle meets legislative requirements.	General Manager	20.At least ten Council meetings held each year, in different months.  Business Papers made available to the public in accordance with Council's Code of Meeting Practice.
	21.Review Council committees and membership annually.	General Manager	21.Review undertaken and reported to Council.
	22.Provide community access to Council information.	Corporate Services and Governance	22.Relevant provisions of Government Information (Public Access) Act 2009 complied with.





<b>CSP Strategy</b>		<b>1.5.1 Undertake Council initiatives within a clear and fair framework of strategic planning, policies, procedures and service standards as required under all regulatory frameworks. (continued)</b>	
<b>Delivery Program Activity</b>	<b>Operational Plan Action</b>	<b>Responsibility</b>	<b>Measure</b>
	23. Provide access to development application information consistent with statutory requirements.	Development Services	23. Information made publically available in accordance with statutory requirements.
<b>CSP Strategy</b>		<b>1.5.2 Best practice, sustainability principles, accountability and good governance are incorporated in all activities undertaken by Council.</b>	
<b>Delivery Program Activity</b>	<b>Operational Plan Action</b>	<b>Responsibility</b>	<b>Measure</b>
Develop and implement best practice processes and reporting measures.	1. Investigate customer service complaints and compliments in accordance with process and timeframes within Council's Complaints Policy.	Community Partnerships	1. Number of complaints finalised within required timeframes.
	2. Provide support to the Audit Committee.	Internal Auditor	2. Support provided.
	3. Conduct audits in accordance with Council's plan.	Internal Auditor	3. Audits completed and recommendations implemented.
	4. Develop an implementation plan to deliver Enterprise Risk Management (ERM) to the organisation.	Risk Management	4. Plan developed and ERM implement.
	5. Consider appeals to Council generated fines and orders.	Environment and Regulatory Services	5. Appeals considered by Council Fines and Orders Appeal Assessment Panel as required.
<b>CSP Strategy</b>		<b>1.6.1 Council will seek to attract, develop and retain highly skilled staff and a highly capable workforce.</b>	
<b>Delivery Program Activity</b>	<b>Operational Plan Action</b>	<b>Responsibility</b>	<b>Measure</b>
Implement strategies identified in Council's Workforce Management Plan.	Commence implementation of strategies as identified in Council's Workforce Management Plan.	Human Resources	Strategies commenced.



## 1.6.2 Council's workforce, systems and processes will support high performance and optimal service delivery for our community.

Council's workforce, systems and processes will support high performance and optimal service delivery for our community.			
Council's workforce, systems and processes will support high performance and optimal service delivery for our community.	1. Provide legal services to Council.	Support Services	1. Urgent legal advice provided to Council within 24 hours and other legal advice provided within agreed timeframes. Monthly reports received from Council's Solicitors outlining legal matters.
	2. Provide Survey, Design and Spatial Information Systems services and support.	Design and Mapping	2. Services and support provided.
	3. Provide support to the Development Application Monitoring Advisory Committee.	Development Services	3. Support provided.
	4. Explore opportunities to improve application processing times for development.	Development Services	4. Opportunities explored and implemented.
	5. Provide Development Application assessment services.	Development Services	5. Services provided.
	6. Provide design compliance, construction compliance and certification services.	Development Services	6. Services provided.
	7. Provide Swimming Pool Fence inspection and compliance services.	Development Services	7. Services proposed.



CSP Strategy		1.6.2 Council's workforce, systems and processes will support high performance and optimal service delivery for our community. (continued)	
Delivery Program Activity	Operational Plan Action	Responsibility	Measure
	8. Provide Fire Safety compliance services.	Development Services	8. Services provided.
	9. Provide publishing and printing services to Council and the community.	Corporate Services and Governance	9. Services provided.
	10. Provide financial and accounting services to Council.	Financial Services	10. Services provided.
	11. Provide records management services to Council.	Corporate Services and Governance	11. Services provided.
	12. Maintain and update Council's information technology infrastructure and corporate applications.	Information Services	12. Infrastructure and application maintained and updated as required.
	13. Review Council's Information Technology Disaster Recovery process.	Information Services	13. Review completed.
	14. Maintain currency of Council's Business Continuity Plan.	Information Services	14. Plan reviewed and updated as required.
	15. Implement best practice procurement processes throughout Council.	Financial Services	15. Compliance with procurement processes.



## Our Community

### CSP Intent

Partner with our community and key service providers to deliver outcomes that support a connected, healthy and inclusive Hawkesbury.

### Budget

*Costs to Deliver*      \$7.4 million

*Revenue Generated*   \$1.0 million

*Net Costs*                \$6.4 million

The table below shows some of the Operational Plan Actions included under the 'Our Community' Focus Area and the associated net income or cost to Council incurred to deliver these actions. The amounts do not include actions that are grant funded. The amounts quoted include costs allocated directly to these actions and do not include the cost of internal staff, where the action represents a portion of their role.

Action(s)	Projects	Budget (\$'000s)
2.1.1 (1)	Flood Management	11
2.1.1 (3)	Bushfire Hazard Reduction Program	15
2.1.1 (4)	Local Emergency Management	5
2.1.2 (4)	Road Safety Programs	81
2.3.1	Community Sponsorship Program	72
2.3.2 (4)	Bushcare Officer Program	112
2.3.2 (5)	Emergency Services	1,654
2.3.2 (7)	Cultural Services Volunteer Program	10
2.3.3	Community Services (Peppercorn Services Inc.)	106
2.3.4	Hawkesbury Sports Council	1,070
2.5.1 (2) 2.5.1 (4)	Youth Services	32
2.5.2 (1)	Regional Gallery	474
2.5.2 (2)	Library Services	2,198
2.5.2 (3)	Cemeteries	(46)
2.5.3 (1) 2.5.3 (3) 2.5.3 (4) 2.5.3 (5) 2.5.3 (6)	Heritage and Regional Museum	554

**Note:** Amounts shown in ( ) represent a net income or savings from the service or a provision set aside for future works or planned expenditures.

\* For full details on all Operational Plan Actions, refer to the following table.





## Actions

CSP Strategy		2.1.1. Meet the needs of our community through effective flood, fire and other natural disaster management plans that promote the protection of life, property and infrastructure.	
<ol style="list-style-type: none"> <li>1. Implement Council's Hawkesbury Floodplain Risk Management Plan.</li> <li>2. Implement Council's Natural Hazards Resilience Study.</li> <li>3. Participate with other authorities in the planning and implementation of their emergency and risk management plans.</li> </ol>	1. Implement agreed priority actions of the Hawkesbury Floodplain Risk Management Plan in partnership with Council's Floodplain Risk Management Advisory Committee.	Strategic Planning Design and Mapping	1. Actions implemented.
	2. Implement priority actions of Council's Natural Hazards Resilience Study.	Strategic Planning	2. Actions implemented.
	3. Work with Rural Fire Service to develop and implement yearly hazard reduction programs on community managed land.	Parks and Recreation	3. Reduction program developed and implemented.
	4. Convene Local Emergency Management Committee meetings in accordance with statutory requirements.	Infrastructure Services	4. Meetings convened as required.



CSP Strategy 2.1.2 Make the Hawkesbury a friendly place where people feel safe.			
Delivery Program Activity	Operational Plan Action	Responsibility	Measure
Take action and develop partnerships to strengthen and achieve a safe and inclusive community.	1. Implement crime prevention projects to respond to community safety concerns.	Community Partnerships	1. Number of projects and activities implemented.
	2. Develop a Family Violence Action Plan and implement Year 1 actions.	Community Partnerships	2. Action plan completed and reported to Council. Year 1 actions implemented.
	3. Implement anti-bullying initiatives based on the Hawkesbury Youth Summit Recommendations.	Community Partnerships	3. Number of activities implemented.
	4. Implement priority activities and campaigns in Road Safety Action Plan.	Community Partnerships	4. Annual action plan developed and implemented.
CSP Strategy 2.2.1 Healthy, active ageing programs are promoted in partnership with government agencies and community organisations.			
Delivery Program Activity	Operational Plan Action	Responsibility	Measure
Resource the joint planning and provision of activities and programs which support healthy lifestyles.	Deliver health awareness and active lifestyle programs in partnership with the Hawkesbury District Health Service, YMCA and other stakeholders.	Community Partnerships	Number of programs delivered.
CSP Strategy 2.2.2 Encourage active participation in a range of sporting and recreational pursuits.			
Delivery Program Activity	Operational Plan Action	Responsibility	Measure
Implement the Hawkesbury Regional Open Space Strategy.	Implement the priority actions of the Hawkesbury Regional Open Space Strategy as funding permits.	Parks and Recreation	Actions implemented.



CSP Strategy 2.3.1 Encourage and facilitate community partnerships.			
Provide financial and other support to assist community groups to build social capital through the sponsorship of community programs and events.	Implement Council's Community Sponsorship Program and support the delivery of non-Council funding programs.	Community Partnerships	Value of financial support provided.
2.3.2 Support and expand active volunteering.			
Support and resource active volunteerism within the community.	1. Support community management of community services and facilities.	Community Partnerships	1. Number of requests responded to within required timeframes.
	2. Support community management of community facilities (halls and community centres).	Community Partnerships	2. Number of requests responded to within required timeframes and increase in utilisation of community facilities.
	3. Support the Adopt-a-Road program.	Design and Mapping	3. Number of sites and participants supported.
	4. Support volunteer Bush Care groups.	Parks and Recreation	4. Number of groups and volunteers supported.
	5. Support the Rural Fire Service and State Emergency Service activities through works and funding contributions.	Infrastructure Services	5. Funding and operational support provided.
	6. Support Clean-up Australia Day volunteers.	Waste Management	6. Support provided.



CSP Strategy 2.3.2 Support and expand active volunteering. (continued)			
Delivery Program Activity	Operational Plan Action	Responsibility	Measure
	7. Promote the Cultural Services volunteer program.	Cultural Services	7. Number of volunteers. Training and recognition programs delivered.
	8. Maintain the Community Volunteer Program at the Hawkesbury Companion Animal Shelter.	Environment and Regulatory Services	8. Program maintained.
CSP Strategy 2.3.3 Advocate and facilitate constructive and productive partnerships with residents, community groups and institutions.			
Delivery Program Activity	Operational Plan Action	Responsibility	Measure
Advocate and facilitate constructive and productive partnerships with residents, community groups and institutions.	Provide corporate governance and financial services to delegated managing agents for Council's externally funded community services (Peppercorn Services Inc.).	Community Partnerships	Funding and statutory requirements as negotiated with funding bodies achieved.
CSP Strategy 2.3.4 Develop opportunities for active involvement of residents in the management of parks and public spaces in the Hawkesbury.			
Delivery Program Activity	Operational Plan Action	Responsibility	Measure
Develop opportunities for active involvement of residents in the management of parks and public spaces in the Hawkesbury.	Continue the partnership with the Hawkesbury Sports Council to deliver contemporary solutions to sporting needs.	Parks and Recreation	Partnership maintained.





CSP Strategy		2.4.1 Work in partnership with government and community organisations to improve services and facilities for disadvantaged and vulnerable groups, and to build stronger and more cohesive communities.	
Advocate for the provision of affordable and accessible health care, housing, aged care, mental health, youth and family services and other community services.	1. Implement the priority actions of the Hawkesbury Homelessness Action Plan in conjunction with the Hawkesbury Housing Forum's Working Group.	Strategic Planning	1. Actions implemented.
	2. Prepare a Health and Well-being Action Framework for the Hawkesbury in consultation with Human Services Advisory Committee.	Community Partnerships	2. Framework completed and reported to the Human Services Advisory Committee.
	3. Participate on local, regional and State planning forums to advocate for the human service needs of the Hawkesbury.	Community Partnerships	3. Meetings attended as required.
	4. Progress affordable rental housing partnerships with community housing providers.	Community Partnerships	4. Proposals developed and reported to Council.
	5. Work with community groups to establish and support community and bush tucker groups.	Community Partnerships	5. Number of initiatives commenced.
		2.4.2 Provide flexible services that can adapt to changing community needs and service demands.	
Undertake community consultation and engagement to understand community needs and service demands.	Undertake community consultation and engagement to understand community needs and service demands.	All	Consultation and engagement undertaken as required.



CSP Strategy		2.5.1 Encourage and support all residents to participate in all aspects of community, cultural and civic life.	
<ol style="list-style-type: none"> <li>1. Work in partnership with government and non-government agencies to develop and deliver action plans for an inclusive community.</li> <li>2. Resource the planning of activities and events which celebrate community and cultural diversity in conjunction with inter-agency organising committees.</li> <li>3. Provide a range of cultural and community programs and services, and civic events, that strengthen the capacity, well-being and cultural identity of our community.</li> </ol>	1. Review and update Council's Disability Inclusion Access Plan and implement Year 1 actions.	Community Partnerships	1. Review completed and reported to Council. Year 1 actions implemented.
	2. Work with young people and youth service providers to plan and stage Youth Summits and implement recommendations arising from Youth Summit proceedings.	Community Partnerships	2. 2017 Youth Summit held and outcomes reported to Council.
	3. Provide financial and other support to community groups to plan and deliver community events and activities.	Community Partnerships	3. Number of events supported.
	4. Undertake audit of services and facilities for young people and identify options for improving service provision.	Community Partnerships	4. Audit completed and reported to Council.
	5. Work with members of LGBTQIA community to investigate options for a local event held in conjunction with Sydney Mardi Gras.	Community Partnerships	5. Report prepared for Council consideration.
	6. Review the Hawkesbury Cultural Plan.	Cultural Services	6. Plan reviewed.



CSP Strategy		2.5.2 Provide community and cultural services through a range of affordable and accessible facilities.	
Provide a range of cultural and community programs and services that strengthen the capacity, well-being and cultural identity of our community.	1. Deliver a range of art and history exhibitions and related public programs from the Gallery and Museum.	Cultural Services	1. Exhibitions and programs delivered.
	2. Develop library services in response to social, economic and environmental changes, and in accordance with State Library NSW benchmarks.	Cultural Services	2. Priority strategies of Library Action Plan implemented.
	3. Provide burial, columbarium and cemetery maintenance services.	Parks and Recreation	3. Services provided.





CSP Strategy		2.5.3 Recognise, conserve and promote the area's history and heritage for current and future generations.	
<ol style="list-style-type: none"> <li>1. Provide a range of history and cultural heritage programs and exhibitions.</li> <li>2. Review and implement Council's Heritage Strategy.</li> <li>3. Through the Masterplanning processes for the revitalisation of the Richmond and Windsor Town Centres provide opportunity to consider the recognition and promotion of the area's history and heritage.</li> <li>4. Provide a range of media to recognize and promote the area's history and heritage.</li> </ol>	1. Care for and interpret historical artifact collections and make them publicly accessible.	Cultural Services	1. Selected significant Museum collection items made accessible via Museum website. The online Hawkesbury Images database of historical images is maintained and developed.
	2. Develop an interpretation plan for heritage walking trails.	Cultural Services	2. Plan developed.
	3. Implement agreed priority actions of Council's Heritage Strategy in partnership with the Heritage Advisory Committee.	Cultural Services Parks and Recreation Strategic Planning Building Services	3. Actions implemented.
	4. Develop a consultant's brief in conjunction with the Town Centres Master Plan Project Group.	Strategic Planning	4. Brief prepared.
	5. Publish and promote the Thematic History of the Hawkesbury.	Strategic Planning	5. Thematic History published and promoted.
	6. Release and promote Colonial Heritage App in partnership with Heritage of Western Sydney members.	Strategic Planning	6. App released and promoted.



## Our Environment

### CSP Intent

Through leadership, stewardship and education, ensure that our natural and built environment is protected and enhanced for the current community and for future generations.

### Budget

*Costs to Deliver*      \$2.0 million

*Revenue Generated*   \$0.7 million

*Net Costs*              \$1.3 million

The table below shows some of the Operational Plan Actions included under the 'Our Environment' Focus Area and the associated net income or cost to Council incurred to deliver these actions. The amounts do not include actions that are grant funded. The amounts quoted include costs allocated directly to these actions and do not include the cost of internal staff, where the action represents a portion of their role.

Action(s)	Projects	Budget (\$'000s)
3.1.1 (2)	Noxious Weed Management (Hawkesbury River County Council)	169
3.1.2 (5)	NSW Septic Safe Program	42
3.1.3	Bushland Regeneration	335
3.1.4 (1) 3.1.4 (2)	Regulation of development and reduction of illegal dumping	450
3.3.1 (3)	Recycled Water Scheme	30
3.3.2 (1) 3.3.2 (2) 3.3.2 (3)	Waste Education Program	92
3.4.1 (1) 3.4.1 (2)	Public Health	226

**Note:** Amounts shown in ( ) represent a net income or savings from the service or a provision set aside for future works or planned expenditures.

\* For full details on all Operational Plan Actions, refer to the following table.



## Actions

CSP Strategy		3.1.1 Encourage effective management and protection of our rivers, waterways, riparian land, surface and ground waters, and natural eco-systems through local action and regional partnerships.	
<ol style="list-style-type: none"> <li>1. Manage and protect our rivers, waterways, riparian land, surface and groundwaters, and natural eco-systems through local action and regional partnerships.</li> <li>2. Create opportunities to work with local volunteers and provide education on environmental issues, threats and opportunities.</li> </ol>	1. Implement the priority actions of the Upper Hawkesbury River Estuary Coastal Zone Management Plan.	Strategic Planning	1. Actions implemented.
	2. Provide financial support to the Hawkesbury River County Council.	Parks and Recreation	2. Financial support provided.
	3. Undertake advocacy actions as a result of Council resolutions dealing with these issues.	General Manager	3. Advocacy undertaken.
	4. Promote awareness and enjoyment of bushland via Council's Bush Care Newsletter.	Parks and Recreation	4. Newsletter published quarterly.



CSP Strategy		3.1.2 Act to protect and improve the natural environment, including working with key agency partners.	
Take action and engage with relevant government agencies and community groups to protect the natural environment.	1. Implement the priority actions of the Upper Hawkesbury River Estuary Coastal Zone Management Plan.	Strategic Planning	1. Actions implemented.
	2. Participate in the Greater Sydney Local Land Service's Local Government Advisory Group.	Strategic Planning	2. Meetings attended as required.
	3. Manage the Windsor Sewerage Scheme effectively in accordance with EPA licence requirements.	Waste Management	3. Licence requirements met.
	4. Manage the Hawkesbury City Waste Management Facility effectively in accordance with EPA licence requirements.	Waste Management	4. Licence requirements met.
	5. Manage onsite sewage management systems effectively through the NSW Septic Safe program.	Environment and Regulatory Services	5. Systems managed in accordance with the provisions of the NSW Septic Safe program.
		3.1.3 Minimise our community's impacts on habitat and biodiversity, and protect areas of conservation value.	
Develop and implement programs that encourage the community to care for the natural environment.	Provide bush regeneration activities on riparian corridors and natural ecosystems within Council managed land.	Parks and Recreation	Number and location of activities.





CSP Strategy 3.1.4 Use a range of compliance measures to protect the natural environment.			
Delivery Program Activity	Operational Plan Action	Responsibility	Measure
Identify, investigate and resolve unauthorised and environmentally harmful development	1. Identify, investigate and resolve unauthorised and environmentally harmful development in accordance with Council's Compliance and Enforcement Policy.	Environment and Regulatory Services	1. Investigations undertaken and compliance actions taken.
	2. Develop and implement strategies to reduce illegal dumping in the Hawkesbury.	Environment and Regulatory Services	2. Strategies implemented.
CSP Strategy 3.2.1 Our community is informed and acts to reduce our ecological footprint.			
Delivery Program Activity	Operational Plan Action	Responsibility	Measure
Develop and implement community sustainability programs.	Review and implement Council's Waste Education Program.	Strategic Planning	Program reviewed and implemented.
CSP Strategy 3.2.2 Alternative forms of energy are embraced throughout the Hawkesbury.			
Delivery Program Activity	Operational Plan Action	Responsibility	Measure
Investigate and implement alternative energy forms where feasible.	Investigate technology and financial feasibility of alternative forms of energy including solar.	Building Services	Investigation completed.
CSP Strategy 3.2.3 Become a carbon neutral Local Government Area.			
Delivery Program Activity	Operational Plan Action	Responsibility	Measure
Investigate opportunities and take action to assist Council in becoming a carbon neutral organisation.	Determine baseline data benchmark target for Council operations.	Building Services	Benchmark target determined.



CSP Strategy		3.3.1 Develop and maintain active partnerships that will result in the innovative management of our community's waste, with an emphasis on resource recovery and waste minimisation.	
<ol style="list-style-type: none"> <li>1. Finalise and commence implementation of a Waste Management Strategy.</li> <li>2. Conduct kerbside recycling audits with a view to reducing contamination levels.</li> <li>3. Operate recycled water systems at South Windsor and McGraths Hill Sewage Treatment Plants.</li> </ol>	1. Prepare a draft Waste Management Strategy and report to Council.	Waste Management	1. Draft strategy prepared and reported.
	2. Undertake an audit of kerbside recycling services to establish use and contamination levels.	Environment and Regulatory Services	2. Audit undertaken.
	3. Operate recycled water systems at South Windsor and McGraths Hill Sewage Treatment Plants.	Waste Management	3. Number of customers and volume of recycled water used.
		3.3.2 Undertake community education on best practice environmental sustainability and climate change issues	
Develop and implement environmental sustainability and climate change education programs.	1. Review and implement the Council's Waste Education Program.	Strategic Planning	1. Program reviewed and implement.
	2. Provide information for tenants of Council leased buildings on caring for their environment and implementing sustainable practices.	Corporate Services and Governance	2. Information provided as necessary.



CSP Strategy		3.4.1 Work with businesses and tourism operators to promote good practice and sustainability principles.	
1. Undertake the industrial premises audit program. 2. Undertake the inspection of regulated commercial premises in accordance with a risk based program.	1. Undertake the industrial premises audit program targeting small and medium businesses that pose a significant risk to the environment.	Environment and Regulatory Services	1. Program undertaken.
	2. Conduct inspections of food shops, public swimming pools, skin penetration premises and cooling systems in accordance with legislative requirements.	Environment and Regulatory Services	2. Inspections undertaken.
		3.4.2 Development is functional, attractive and sympathetic with the environment, and avoids unnecessary use of energy, water or other resources.	
Investigate opportunities and act to encourage development that is functional, attractive and sympathetic with the environment, and avoids unnecessary use of energy, water or other resources.	1. Amend Hawkesbury Local Environmental Plan 2012 and Hawkesbury Development Control 2002 as required.	Strategic Planning	1. Local Environmental Plan and Development Control Plan amended as required.
	2. Incorporate ecologically sustainable building and road construction practices into Council projects.	Building Services Construction and Maintenance	2. Use of water and energy efficient products and technology. Use of sustainable, renewable and recycled building and road construction materials.



## Our Assets

### CSP Intent

Provide, upgrade and maintain assets to support our community.

### Budget

*Costs to Deliver*      \$51.9 million

*Revenue Generated*   \$28.3 million

*Net Costs*                \$23.6 million

The table below shows some of the Operational Plan Actions included under the 'Our Assets' Focus Area and the associated net income or cost to Council incurred to deliver these actions. The amounts do not include actions that are grant funded. The amounts quoted include costs allocated directly to these actions and do not include the cost of internal staff, where the action represents a portion of their role.

Action(s)	Projects	Budget (\$'000s)
4.1.1 (3)	Comprehensive Traffic Study – Stage 1	100
4.1.3 (3)	Town and Village Cleaning Program	751
4.1.3 (4)	Maintenance, renewal and construction of roads and footpaths	11,301
4.1.3 (5)		
4.1.3 (6)	Maintenance of bridges and operation of Lower Portland Ferry	506
4.1.3 (7)	Maintenance, renewal and construction of kerb and guttering	678
4.1.3 (8)	Maintenance and installation of roads signs and lines	78
4.1.3 (9)	Maintenance of car parks	78
4.1.4	Hawkesbury Mobility Plan (cycleways)	50
4.2.1 (2)	Sewerage Scheme	(1,053)
4.2.1 (3)	Sullage Pumpout Service	(35)
4.2.1 (5)	Maintenance, renewal and construction of stormwater infrastructure	677
4.2.1 (6)	Domestic and Commercial Waste and Recycling Services	(518)
4.2.1 (7)	Hawkesbury Waste Management Facility	(776)
4.3.1	Maintenance, renewal and construction of passive recreation spaces	5,394
4.3.2	Maintenance, renewal and construction of active recreation spaces	706
4.3.5 (2)	Maintenance, renewal and upgrade of operational and community buildings	4,902

**Note:** Amounts shown in ( ) represent a net income or savings from the service or a provision set aside for future works or planned expenditures.

\* For full details on all Operational Plan Actions, refer to the following table.





## Actions

CSP Strategy			
<b>4.1.1 Our roads and other transport infrastructure will be planned and provided to ensure connected, efficient and safe movement for all modes of transport.</b>			
1. Explore and implement solutions to traffic congestion on our major roads. 2. Advocate for the provision of major transport services and linkages to improve transport connections within and external to the City.	1. Explore and implement solutions to ease parking congestion.	Environment and Regulatory Services	1. Solutions explored and implemented.
	2. Provide support to the Local Traffic Committee.	Design and Mapping	2. Support provided to Local Traffic Committee.
	3. Commence Stage 1 (scoping and performance) of a comprehensive traffic study of the Hawkesbury.	Design and Mapping	3. Stage 1 of study commenced.
	4. Assist the NSW Roads and Maritime Service in understanding and taking action to reduce traffic congestion within the Hawkesbury.	Design and Mapping Strategic Planning	4. Assistance provided to NSW RMS.
	5. Advocate for the provision of major transport services and linkages to improve transport connections within and external to the Hawkesbury.	Design and Mapping Strategic Planning	5. Advocacy undertaken.
<b>4.1.2 Establish and maintain relationships with transport providers and other levels of government to improve and extend public transport services.</b>			
Establish and maintain relationships with transport providers and other levels of government to improve and extend public transport services.	Work with Peppercorn Services Inc. and other providers to improve access to community transport services.	Community Partnerships	Access provided to community transport services.



CSP Strategy		4.1.3 Have a comprehensive transport system of well maintained local and regional linkages that are financially and environmentally sustainable and respond to community safety, priorities and expectations.	
1. Undertake operational programs associated with construction and maintenance of roads and ancillary facilities.	1. Determine road service levels based on road data, community expectations and available funding.	Construction and Maintenance	1. Service levels determined and road works schedule prepared.
	2. Where appropriate, utilise recycled road-base material in order to reduce our dependency on non-renewable resources.	Construction and Maintenance	2. Amount of recycled road-base used.
	3. Provide a town and village cleaning service.	Construction and Maintenance	3. Service provided.
	4. Undertake road and footpath inspections to develop and implement maintenance and renewal programs.	Construction and Maintenance	4. Maintenance and renewal programs developed and implemented.
	5. Construct, maintain and rehabilitate road related assets including road pavements and shoulders.	Construction and Maintenance	5. Works completed on time and within budget.
	6. Maintain the bridge network in accordance with condition assessments.	Construction and Maintenance	6. Works completed on time and within budget.
	7. Construct, maintain and reconstruct kerb and gutter.	Construction and Maintenance	7. Works completed on time and within budget.
	8. Erect and maintain street names and line marking.	Construction and Maintenance	8. Works completed on time and within budget.
	9. Maintain car parking areas.	Construction and Maintenance	9. Works completed on time and within budget.



<b>CSP Strategy</b>	<b>4.1.4 Provide mobility links throughout the City to connect our centres, parks and facilities.</b>
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Delivery Program Activity	Operational Plan Action	Responsibility	Measure
Review and implement the Hawkesbury Mobility Plan.	Review and implement the Hawkesbury Mobility Plan.	Construction and Maintenance Community Partnerships	Plan reviewed and priority works implemented.

<b>CSP Strategy</b>	<b>4.2.1 Our community's current and future utility infrastructure needs (water, sewer, waste, stormwater, gas, electricity and telecommunications) are identified and delivered.</b>
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Delivery Program Activity	Operational Plan Action	Responsibility	Measure
<ol style="list-style-type: none"> <li>Design, construct, operate and maintain Council's wastewater, stormwater and solid waste facilities to ensure efficient and effective best practices.</li> <li>Assist other levels of government to deliver the utility infrastructure for which they are responsible.</li> <li>With providers and users, report any telecommunication service shortfall issues.</li> <li>Advocate to improve delivery of telecommunication services, incorporating a range of telecommunication services.</li> <li>Investigate telecommunications directions, in particular the digital era.</li> </ol>	1. Review business models for the delivery of sewerage services.	Waste Management	1. Business models reviewed.
	2. Provide sewerage services in accordance with EPA licence requirements.	Waste Management	2. Service provided in accordance with EPA licence conditions.
	3. Provide sullage pump out services to residential, commercial and industrial customers.	Waste Management	3. Services provided.
	4. Explore opportunities to increase use of the recycled water system at the South Windsor Sewage Treatment Plant.	Waste Management	4. Number of customers and volume of recycled water used.
	5. Operate and maintain Council's stormwater management system, including Gross Pollutant Traps to reduce gross pollutants entering waterways.	Construction and Maintenance	5. Gross pollutants captured and removed.
	6. Provide domestic and commercial waste and recycling collection services to the community.	Environment and Regulatory Services	6. Services provided.



CSP Strategy	4.2.1 Our community's current and future utility infrastructure needs (water, sewer, waste, stormwater, gas, electricity and telecommunications) are identified and delivered. (continued)		
	7. Operate the Hawkesbury City Waste Management Facility in accordance with EPA licence requirements.	Waste Management	7. Facility open to the public every day except for public holidays, Facility operated in accordance with EPA licence conditions.
	8. Assist relevant government agencies to remedy existing utility infrastructure deficiencies and ensure the provision of necessary utility infrastructure for new development.	Development Services Strategic Planning Construction and Maintenance Waste Management Design and Mapping Parks and Recreation	8. Assistance provided.
	9. Liaise with telecommunication service providers to understand service supply and shortfall matters for area.	Strategic Activities	9. Supply and shortfall advice provided.
	10. Lobby NBN Co to continue the fast track roll out of NBN to remaining parts of the Hawkesbury.	Strategic Activities	10. Lobbying undertaken as required.



CSP Strategy 4.2.2 New development and infrastructure provision is aligned and meets community needs.			
Plan for the infrastructure needs of the community and identify infrastructure requirements for new development.	Identify, seek funding and enable the delivery of infrastructure associated with new development to meet community needs.	Strategic Planning Development Services	Appropriate infrastructure requirements are included in relevant development consents, development contribution plans and Voluntary Planning Agreements.
4.3.1 Provide a variety of quality passive recreation spaces including river foreshores, parks, bushland reserves and civic spaces to enhance our community's health and lifestyle.			
Provide passive recreation opportunities in accordance with the Hawkesbury Regional Open Space Strategy.	Manage passive recreational spaces in accordance with strategies and available resources.	Parks and Recreation	Actions implemented.
4.3.2 Provide a variety of quality active recreation spaces including playgrounds, sporting fields, pool, stadium and multipurpose centres to enhance our community's health and lifestyle.			
Provide active recreation opportunities in accordance with the Hawkesbury Regional Open Space Strategy.	Manage active recreational spaces in accordance with strategies and available resources.	Parks and Recreation	Actions implemented.





CSP Strategy 4.3.3 Provide a variety of quality shared spaces including meeting spaces accommodating public art, cultural and environmental amenity to enhance our community's health and lifestyle.			
Delivery Program Activity	Operational Plan Action	Responsibility	Measure
1. Provide sustainable support for community groups. 2. Prepare design briefs for redevelopment of community precincts and upgrade of community facilities.	1. Manage Deerubbin Centre community rooms for use by community groups.	Cultural Services	1. Community rooms made available for community group use.
	2. Prepare design brief for redevelopment of the North Richmond Community Precinct.	Community Partnerships	2. Design brief prepared.
	3. Prepare design brief for redevelopment of the Bligh Park Community Precinct.	Community Partnerships	3. Design brief prepared.
CSP Strategy 4.3.4 Manage commercial spaces available for business and investment across the Hawkesbury's local centres.			
Delivery Program Activity	Operational Plan Action	Responsibility	Measure
Seek to optimize occupancy rates for Council owned commercial properties.	Seek to optimize occupancy rates for Council owned commercial properties.	Corporate Services and Governance Strategic Activities	Occupancy rates of Council owned commercial properties. Rental returns to Council.
CSP Strategy 4.3.5 Provision by Council of the administrative and civic spaces on behalf of the community including the Council's Administrative Buildings, Local Libraries, Gallery, Museum and heritage buildings.			
Delivery Program Activity	Operational Plan Action	Responsibility	Measure
Provide administrative and commercial spaces on behalf of the community.	1. Implement priority actions in Library Action Plan.	Cultural Services	1. Actions implemented.
	2. Implement Council's building maintenance program.	Building Services	2. Program implemented.



## Our Future

### CSP Intent

Be a place that is vibrant, attractive and welcoming that treasures and celebrates our shared history, environment, local economy and lifestyle.

### Budget

*Costs to Deliver*        \$2.2 million

*Revenue Generated*   \$0.3 million

*Net Costs*                \$1.9 million

The table below shows some of the Operational Plan Actions included under the 'Our Future' Focus Area and the associated net income or cost to Council incurred to deliver these actions. The amounts do not include actions that are grant funded. The amounts quoted include costs allocated directly to these actions and do not include the cost of internal staff, where the action represents a portion of their role.

Action(s)	Projects	Budget (\$'000s)
5.1.4	Community Engagement and Communications	572
5.2.4	Indigenous Programs	5
5.6.1	Annual Events Program	239
5.7.1 (1)	Monitoring of local economy	19
5.7.1 (3)	Local Youth Employment and Training	177
5.7.1 (4) 5.7.1 (5)	Local Business Development Program	228
5.7.2	Tourism and Visitor Services	446

**Note:** Amounts shown in ( ) represent a net income or savings from the service or a provision set aside for future works or planned expenditures.

\* For full details on all Operational Plan Actions, refer to the following table.



## Actions

CSP Strategy 5.1.1 Council's Planning is integrated and long term.			
1. Council's planning in consistent with the Office of Local Government's Integrated Planning and Reporting Framework.	1. Council's planning in consistent with the Office of Local Government's Integrated Planning and Reporting Framework.	All	1. Compliance with the Office of Local Government's planning and reporting framework.
2. Implement Council's Fit For The Future strategies.	2. Implement Council's Fit For The Future strategies.	All	2. Strategies implemented.
5.1.2 Council's decision making on all matters is transparent, accessible and accountable.			
Council meetings are held in accordance with the Code of Meeting Practice and Council resolutions are documented and available.	Ensure compliance with Code of Meeting Practice.	General Manager Corporate Services and Governance	Compliance with Code of Meeting Practice.
5.1.3 Council will continually review its service provision to ensure best possible outcomes for the community.			
Undertake community engagement relating to service level reviews.	Undertake community engagement relating to service level reviews.	All	Engagement and reviews undertaken.



CSP Strategy 5.1.4 Encourage increased community participation in planning and policy development.			
Encourage increased community participation in planning and policy development.	Undertake community engagement associated with planning and policy development in accordance with Council's Engagement Policy and/or legislative requirements.	All	Community engagement undertaken.
5.1.5 The needs of our community will be reflected in Local, State and Regional Plans.			
Advocate for the expressed needs of the Hawkesbury to be included in local, regional and State plans.	Advocate for the expressed needs of the Hawkesbury to be included in local, regional and State plans.	All	Advocacy undertaken.
5.2.1 Our planning and actions will ensure that Aboriginal and Non Aboriginal heritage are integral to our City.			
Review and implement Council's Heritage Strategy.	1. Implement priority actions of the Heritage Strategy in partnership with Council's Heritage Advisory Committee.	Strategic Planning Development Services Cultural Services Parks and Recreation	1. Actions implemented.
	2. Commence Masterplanning processes for the Richmond and Windsor Town Centre revitalisation.	Strategic Planning	2. Masterplaning processes commenced.



CSP Strategy 5.2.2 Encourage and implement progressive urban design, sensitive to environment and heritage issues.			
Explore and implement progressive urban design, sensitive to environment and heritage issues.	1. Review and amend the Hawkesbury Local Environmental Plan 2012 and Hawkesbury Development Control 2002 as required.	Strategic Planning	1. Local Environmental Plan and Development Control Plan amended as required.
	2. Commence Masterplanning processes for the Richmond and Windsor Town Centre revitalisation.	Strategic Planning	2. Masterplanning processes commenced.
5.2.3 Sympathetic, adaptive and creative uses for heritage sites and buildings across the City will be encouraged and promoted.			
Encourage and promote sympathetic adaptive and creative uses of heritage sites and buildings.	Provide Heritage Advisory service to the community.	Development Services	Service provided.
5.2.4 As a community, we will identify ways to become better connected with our Aboriginal people, their history and culture.			
Develop and implement a Reconciliation Action Plan.	Engage with Aboriginal elders and community to develop a Reconciliation Action Plan.	Community Partnerships	Action Plan developed.





<b>CSP Strategy</b>	<b>5.3.1 Growth and change in the Hawkesbury will be identified, planned for and valued by the community.</b>
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Delivery Program Activity	Operational Plan Action	Responsibility	Measure
1. Prepare and implement necessary strategies to inform landuse, infrastructure and service plans. 2. Lobby other levels of government to deliver the infrastructure and services for which they are responsible.	1. Commence a review of the Hawkesbury Employment Lands Strategy.	Strategic Planning	1. Review commenced.
	2. Commence preparation of a Rural and Resource Land Strategy.	Strategic Planning	2. Strategy preparation commenced.
	3. Commence a review of the Hawkesbury Residential Land Strategy.	Strategic Planning	3. Review commenced.
	4. Commence Masterplanning processes for the Richmond and Windsor Town Centre revitalisation.	Strategic Planning	4. Masterplanning processes commenced.
	5. Commence a review and amend Council's landuse, infrastructure and service plans as required.	Strategic Planning	5. Commence amendment of plans as required.
	6. Respond to State and Federal landuse, infrastructure and service strategies and plan.	General Manager	6. Responses provided.
	7. As appropriate, advocate for the provision and/or improvement of State and Federal infrastructure and services.	General Manager	7. Advocacy undertaken.

<b>CSP Strategy</b>	<b>5.3.2 The diverse housing needs of our community will be met through research, active partnerships and planned development.</b>
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Delivery Program Activity	Operational Plan Action	Responsibility	Measure
1. Establish partnerships with developers and community housing providers. 2. In conjunction with regional stakeholders plan and implement a Regional Housing Strategy.	Investigate affordable rental housing opportunities and partnerships in conjunction with Council's Human Services Advisory Committee.	Community Partnerships Strategic Planning	Opportunities and partnerships investigated and reported to Council.



CSP Strategy			
<b>5.3.3 Plan for a balance of agriculture, natural environment and housing that delivers viable rural production and maintains rural character.</b>			
1. Develop and implement a Rural and Resource Land Strategy. 2. Prepare necessary strategies to inform landuse plans and education awareness programs based on a peri-urban context.	1. Commence preparation of a Rural and Resource Land Strategy.	Strategic Planning	1. Strategy preparation commenced.
	2. Participate in the Sydney Peri Urban Network.	Strategic Planning	2. Participation in Sydney Peri Urban Network.
<b>5.4.1 Celebrate and use our rivers for a range of recreation, leisure, tourism and event activities.</b>			
Implement the Hawkesbury Horizon Initiative.	1. Provide support for river events.	Parks and Recreation	1. Support provided.
	2. Provide access to the Hawkesbury River for recreational activities.	Parks and Recreation	2. Access provided.
	3. Seek funding associated with the Hawkesbury Horizon Initiative to activate the Hawkesbury River foreshore.	Strategic Planning	3. Funding sought.
<b>5.4.2 Develop active partnerships and implement programs designed to improve the health of our rivers and river banks.</b>			
Implement Council's Upper Hawkesbury River Estuary Coastal Zone Management Plan.	Implement the priority actions of the Upper Hawkesbury River Estuary Coastal Zone Management Plan.	Strategic Planning Parks and Recreation	Actions implemented.



CSP Strategy 5.4.3 Encourage agriculture production, vegetation conservation, tourism, recreation and leisure uses within our floodplains.			
1. Implement the Hawkesbury Floodplain Risk Management Plan. 2. Explore business opportunities in 'green space' to use floodplain lands.	1. Implement agreed priority actions of the Hawkesbury Floodplain Risk Management Plan in partnership with the Floodplain Risk Management Advisory Committee.	Strategic Planning	1. Actions implemented.
	2. Development business opportunity plans for Council owned floodplain lands.	Strategic Activities	2. Plans developed.
5.5.1 Revitalise and enhance our two significant town centres of Windsor and Richmond, to create thriving centres each with its own character that attracts residents, visitors and businesses.			
Take action to revitalise and enhance the Windsor and Richmond town centres in order to create thriving centres each with its own character that attracts residents, visitors and businesses.	1. Work with community event organisers to develop events that showcase and build on strengths of towns and villages.	Corporate Communications	1. Number and type of events.
	2. Continue to progress the Hawkesbury Horizon Initiative.	Strategic Planning	2. Initiative progressed.
	3. Contribute to community events with pop-up library and gallery.	Cultural Services	3. Number of events.
	4. Commence preparation of Richmond and Windsor Masterplans in conjunction with Town Centres Masterplan Project Group.	Strategic Planning	4. Masterplaning processes commenced.



CSP Strategy		5.5.2 Create active partnerships to develop a network of vibrant centres, creating opportunities for business growth and community connection.	
Develop opportunities for the active involvement of residents and business to participate in precinct planning activities.	Identify and establish partnerships to provide input into precinct planning activities.	Strategic Activities	Number of partnerships and processes established.
		5.5.3 Assist our town and village centres to become vibrant local hubs.	
Prepare and implement strategies to activate town centres and villages that also showcase our heritage and character.	Prepare brief to undertake gap analysis to establish minimum hub needs and undertake an audit of services and civic assets in towns and villages.	Strategic Activities	Brief prepared.
		5.6.1 Foster and promote an annual program of events, festivals, sporting and cultural activities that allows our communities to connect and celebrate with one another.	
Develop and implement annual events programs.	Develop and implement annual events program.	Corporate Communications	Number and variety of events. Attendance at events.



CSP Strategy		5.6.2 Masterplanning processes will be prepared in consultation with the community, key stakeholders and partners to establish the specific strategies for town and village centres	
Encourage and facilitate community engagement and participation associated with Masterplanning processes.	1. Commence preparation of Richmond and Windsor Masterplans in conjunction with Town Centres Masterplan Project Group.	Strategic Planning	1. Masterplanning processes commenced.
	2. Undertake community engagement associated with Masterplanning in accordance with Council's Engagement Policy and/or legislative requirements.	Strategic Planning	2. Engagement undertaken and participation opportunities.
		5.7.1 Working in partnership we will actively market our City and our capabilities to existing and potential businesses, visitors, investors.	
<ol style="list-style-type: none"> <li>1. Define local and regional markets.</li> <li>2. Support training, networking and development of business community to address business skills and job creation and retention.</li> <li>3. Develop and implement an Economic Development Strategy.</li> <li>4. Review and provide visitor services.</li> <li>5. Develop a Hawkesbury Brand Strategy.</li> </ol>	1. Monitor markets and trends.	Strategic Activities	1. Monitoring undertaken and details provided on Council's website.
	2. Redevelop and maintain the visitor information website.	Cultural Services	2. Website redeveloped and maintained.
	3. Implement training and education programs to support training of a resident and local employment.	Strategic Activities	3. Programs implemented.
	4. Undertake a Small Business Week Event as a learning and networking opportunity for business.	Strategic Activities	4. Event undertaken.
	5. Recognise business leadership and successful local businesses.	Strategic Activities	5. Business Awards program sponsored.





<b>CSP Strategy</b>	<b>5.7.1 Working in partnership we will actively market our City and our capabilities to existing and potential businesses, visitors, investors. (continued)</b>
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<b>Delivery Program Activity</b>	<b>Operational Plan Action</b>	<b>Responsibility</b>	<b>Measure</b>
	6. Make representations on local economy and business issues.	Strategic Activities	6. Representations made on training, skills and job needs of the local economy.
	7. Support the participation of young people at local and regional employment exhibitions and information sessions.	Community Partnerships	7. Number of exhibition and information sessions attended by young people.
	8. Complete the Hawkesbury Economic Development Strategy.	Strategic Activities	8. Strategy completed.
	9. Work with business community to provide employment support services for people with a disability.	Community Partnerships	9. Number of presentations and information sessions delivered to businesses and stakeholders.
	10. Establish cost to undertake the Hawkesbury Brand Strategy.	Strategic Activities	10. Cost established.

<b>CSP Strategy</b>	<b>5.7.2 Working in partnership we will develop the Hawkesbury tourism product to enhance and strengthen opportunities within our tourism sector.</b>
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<b>Delivery Program Activity</b>	<b>Operational Plan Action</b>	<b>Responsibility</b>	<b>Measure</b>
Work with tourism sector and other parties to develop a local and regional approach to tourism.	Implement the priority actions of the Tourism Strategy.	Strategic Activities	Actions implemented



CSP Strategy		5.7.3 Businesses are encouraged and upskilled to adopt more ethical and sustainable practices.	
Facilitate access to learning opportunities for business and employees to improve business ethics and practices.	Support participation of business in relevant programs.	Strategic Activities	Advice to business on available programs.
		5.8.1 Plan for a range of industries that build on the strengths of the Hawkesbury to stimulate investment and employment in the region.	
Planning instruments and other land use documents are to include provisions to provide a range of business activities consistent with environmental constraints and strengths of Hawkesbury.	1. Monitor industry and sector trends to understand likely businesses and jobs of the future.	Strategic Activities	1. Monitoring undertaken.
	2. Commence a review of the Hawkesbury Employment Lands Strategy.	Strategic Planning	2. Review commenced.
		5.8.2 Increase the focus on jobs and innovation to build on our strengths and achieve a diverse industry base.	
Monitor changes in employment and investigate jobs skills and skills of the future and growth sectors.	Identify partners who can help the local economy innovate.	Strategic Activities	Partnerships identified.



CSP Strategy		5.8.3 Actively support the retention of the Richmond Royal Australian Airforce Base and enhanced aviation related industry, building on existing facilities.	
1. Advocate for the retention of RAAF Base Richmond. 2. Monitor Defence and Aviation industry sectors contribution to the local economy.	1. Prepare submissions in response to Federal and State Government processes involving the RAAF Base.	Strategic Activities	1. Submissions made as required.
	2. Facilitate the involvement of the community in State and Federal government processes involving the RAAF Base.	Strategic Activities	2. Advice to community regarding State and Federal consultation processes.
	3. Monitor Defence Policy and Aviation Policy.	Strategic Activities	3. Monitoring undertaken.
		5.8.4 Work towards ensuring that all people in our community have access to safe, nutritious, affordable and sustainably produced food.	
Work in partnership with businesses, community and public health agencies to promote access to safe, nutritious, affordable and sustainably produced food.	Commence preparation of a Rural and Resource Land Strategy	Strategic Planning	Strategy preparation commenced.



CSP Strategy		5.8.5 Plan for the continuance and growth of agricultural industry uses with in the Hawkesbury.	
1. Planning instruments and other landuse documents to include provisions for agricultural business activities within environmental constraints and strengths of the Hawkesbury.	1. Undertake an audit of land zones for agricultural and land used for agricultural purposes.	Strategic Activities	1. Audit undertaken.
	2. Undertake 'Conflict Agriculture' report to understand risk to continuance of agriculture and potential action to help minimize flashpoints.	Strategic Activities	2. Report commenced.
	3. Commence preparation of a Rural and Resource Land Strategy	Strategic Planning	3. Strategy preparation commenced.







# 2017/2018 Estimates of Income and Expenditure

# Operational Plan 2017-2018

## Financial Sustainability

Council has adopted and commenced implementing a range of strategies to ensure we become Fit for the Future (FFTF), as measured by NSW Government's seven FFTF benchmarks. Council has projected that FFTF status will be attained from 2020/2021 and will meet each of these benchmarks. This will ensure that Council can begin to provide services at the level expected from our community into the long-term.

The following table demonstrates the change in the FFTF ratios over the last three years, due to the implementation of several of these strategies. The main objective has been to improve the Operating Performance Ratio, which is projected to improve by 27% in 2017/2018, as against the result in 2015/2016.

FFTF Ratio	Benchmark	2015/2016 Actuals	2016/2017 Original Budget	2017/2018 Draft Budget
Operating Performance (OPR)	0	-0.094	-0.096	-0.069
Own Source Revenue (OSR)	>60%	68.5%	84.4%	85.2%
Building and Infrastructure Asset Renewal (IR)	>100%	79.9%	93.1%	72.4%
Infrastructure Backlog (IB)	<2%	2.1%	2.25%	1.57%
Asset Maintenance (AM)	>100%	80.7%	95.6%	97.8%
Debt Service (DS)	>0%<20%	1.2%	1.2%	1.1%
Operating Expenditure Per Capita (OEPC)	Decreasing	Decreasing	Decreasing	Decreasing

The table below summarises the main actions undertaken as part of implementing the strategies within Council's FFTF Plan and the impact made on the 2017/2018 Budget, as compared to the 2016/2017 Original Budget.

Action	Outcome of Action and Impact of FFTF Ratio
Review of Road Operations	*Reduce operating expenditure by \$150K (OPR and OEPC) *Increase asset renewal by \$150K (IR and IB)
Review of Service Delivery Models	Reduce operating expenditure by \$160K (OPR and OEPC)
Review of Insurance Coverage	Reduce operating expenditure by \$38K (OPR and OEPC)
Stormwater Management Charge	*Increase net operating income by \$513K (OPR) *Increase new infrastructure by \$513K (IB)
Review of Pricing Structures	Increase operating income by \$31K (OPR and OEPC)
Integrated Capital Works Program	Increase asset renewal by \$686K (IR)
Cap Operating Expenditure	Reduce operating expenditure by \$241K (OPR and OEPC)
Regional Strategic Alliance	Reduce operating expenditure by \$17K (OPR and OEPC)
Sustainable Population Growth	Increase operating income by \$134K (OPR)

## Operational Plan 2017-2018

In order to meet the FFTF benchmarks by 2020/2021, as required by the NSW Government, Council needs to take strong action to ensure that the Operating Performance Ratio is met. As Council has already implemented many strategies to reduce operating expenditure and increase operating income generated from sources other than rates income, the critical strategy left to implement is a Special Rate Variation (SRV) to fund borrowings required to meet the infrastructure asset benchmarks. It is highly unlikely that Council can become FFTF and operate independently to a standard expected by our community, without an SRV.

Council is currently finalising the modelling of three rating options that we will present to the community. We will be consulting further with residents in July this year about the rating impact of the three options and the scope of the works that can be delivered under each option. As part of these consultations, Council will be outlining the efficiency measures we have taken to enable us to direct additional investment in maintaining and renewing our assets as well as the further measures we will be taking to build on this efficiency dividend. We will also be presenting a comprehensive works program which will identify individual projects by locality and projected cost.

The purpose of the July 2017 consultations will be to talk with residents about their preferred option for resourcing the increased investment that we need to attain FFTF status and deliver on the community's service level priorities.

The outcomes of these proposed consultations will be reported to Council in November this year and if Council resolves to proceed with an SRV, the required application would be lodged in February 2018, which, if approved by the Independent Pricing and Regulatory Tribunal, would come into effect from July 2018.

# Operational Plan 2017-2018

## Income Statement

(\$'000)	Original Budget 2016/2017	Amended Budget 2016/2017	Budget Estimates 2017/2018
<b>Income from Continuing Operations</b>			
<b>Revenue</b>			
Rates and Annual Charges	(49,413)	(49,806)	(51,923)
User Charges and Fees	(6,460)	(6,428)	(6,473)
Interest and Investment Revenue	(1,200)	(1,205)	(1,201)
Other Revenues	(4,086)	(4,182)	(4,019)
Grants and Contributions provided for Operating Purposes	(6,530)	(7,120)	(6,422)
Grants and Contributions provided for Capital Purposes	(3,788)	(19,482)	(3,428)
Share of Interest in Joint Ventures	-	-	(265)
<b>Total Income from Continuing Operations</b>	<b>(71,477)</b>	<b>(88,223)</b>	<b>(73,731)</b>
<b>Expenses from Continuing Operations</b>			
Employee Benefits and On-Costs	26,340	26,702	26,879
Borrowing Costs	413	413	304
Materials and Contracts	16,701	19,640	17,288
Depreciation and Amortisation	18,410	18,516	18,452
Other Expenses	11,952	12,616	12,154
<b>Total Expenses from Continuing Operations</b>	<b>73,815</b>	<b>77,887</b>	<b>75,076</b>
<b>Net Operating Result for the Year</b>	<b>2,338</b>	<b>(10,336)</b>	<b>1,345</b>
<b>Net Operating Result for the year before Grants and Contributions provided for Capital Purposes</b>	<b>6,126</b>	<b>9,147</b>	<b>4,773</b>
<b>Source of capital funding (excluding reserves)</b>			
Proceeds from the sale of capital assets	(1,316)	(1,744)	(870)
Depreciation	(18,410)	(18,516)	(18,452)
Grants and Contributions - Capital	(3,788)	(19,482)	(3,428)
	<b>(23,514)</b>	<b>(39,742)</b>	<b>(22,750)</b>
<b>Application of Capital Funding</b>			
<b>New Assets</b>			
Land, Building and Land Improvements	8,527	14,339	192
Roads, Bridges, Footpaths and Drainage	2,100	3,213	2,708
Sewer Infrastructure	-	74	-
Parks Assets and Other Structures	7	544	340
<b>Renewal of Assets</b>			
Land, Building and Land Improvements	597	2,994	680
Roads, Bridges, Footpaths and Drainage	10,554	13,264	7,837
Sewer Infrastructure	1,160	2,055	200
Parks Assets and Other Structures	1,285	2,033	1,149
<b>Other Assets</b>	<b>377</b>	<b>762</b>	<b>591</b>
<b>Plant and Equipment</b>	<b>3,316</b>	<b>4,882</b>	<b>2,611</b>
	<b>27,923</b>	<b>44,160</b>	<b>16,308</b>
<b>Net Capital Expenditure</b>	<b>4,410</b>	<b>4,418</b>	<b>(6,442)</b>
<b>Retained (surplus)/deficit from prior years</b>			
Transfer from Reserves	(43,878)	(50,171)	(35,439)
Transfer (to) Reserves	33,342	36,607	37,108
	<b>(10,536)</b>	<b>(13,565)</b>	<b>1,669</b>
<b>Retained (surplus)/deficit available for general funding purposes</b>	<b>-</b>	<b>-</b>	<b>-</b>



# Operational Plan 2017-2018

## Glossary of Terms

To assist in the understanding of the budgeted estimates of income and expenditure included within this section of the 2017/2018 Operational Plan, a glossary of terms has been provided below.

Term	Definition
Application of capital funding	Various categories of capital expenditure, sorted by asset class and whether works are new or renewal.
Capital expenditure	Costs associated with works that improve the level of service able to be provided to the community from an asset.
Capital funding	Funds used to provide capital expenditure.
Consultants	Professionals that are external to Council, used to provide expert advice when either resources are not available internally, or independence is required.
Contributions – outside bodies	Funds that are contributed by Council towards other organisations. These contributions are either regulated or required for Council to participate or be represented by the organisation. Organisations include the EPA, State Planning Commission, Hawkesbury River County Council, WSROC and the Regional Strategic Alliance.
Depreciation	Costs that reflect the consumption of the value of an asset over time.
Employee Costs	Expenses incurred relating to the employment of salary and wages staff, including: worked time, allowances, overtime, leave entitlements, staff training, superannuation, workers compensation and casuals.
Expenditure from continuing operations	Costs incurred in relation to Council providing goods and services to the community.
Income from continuing operations	Income generated by Council to fund the provision of goods and services to the community.
Overheads	Distribution of internal service costs incurred, that are not directly allocated. For example, payroll processing, IT support and hardware, corporate governance, word processing and risk management.
Net capital expenditure	The net result of deducting the capital expenditure from capital funding.
Net operating result	The result from deducting expenses from income relating to continuing operations.
New Assets	The acquisition of or the upgrade/extension of current infrastructure assets, such as buildings, roads, sewer and parks.
Renewal of Assets	Capital expenditure that is required to bring or retain infrastructure assets at a satisfactory level to provide adequate services.
Reserves	Funds dedicated for specific purposes. For example, Developer contributions received are held in reserve until enough money exists to fund works identified in a Contributions Plan.
(Surplus)/Deficit	If income is greater than expenditure, a surplus results and is indicated by a negative value in the Budgeted Income Statement. If expenditure is greater than income, a deficit results and is indicated by a positive value in the Budgeted Income Statement.

# Operational Plan 2017-2018

## Summary of Expenditure

(\$'000)	Original Budget 2016/2017	Amended Budget 2016/2017	Budget Estimates 2017/2018
<b>Employee Benefits and On-Costs</b>	<b>26,340</b>	<b>26,702</b>	<b>26,879</b>
<b>Borrowing Costs</b>	<b>413</b>	<b>413</b>	<b>304</b>
<b>Materials and Contracts</b>			
Animal Control	225	225	198
Audit Services	58	66	68
Bushcare	254	260	259
Buildings and Facilities	1,258	1,196	1,083
Communications and Civic Events	226	379	285
Community Services	133	169	126
Consultants	620	1,407	453
Corporate Services	1,581	1,509	1,584
Cultural Services	234	338	224
Domestic Waste Management	3,693	3,783	3,884
Emergency Services	147	141	133
Legal Expenses	297	331	300
Local Economic Development and Tourism	163	267	121
Parks and Recreation	948	1,198	1,006
Regulatory Services	100	194	158
Sullage Service	1,294	1,294	1,319
Sewer Service	1,151	1,880	1,836
Transport Infrastructure	3,552	4,011	3,305
Waste Management Facility	767	992	946
<b>Depreciation and Amortisation</b>	<b>18,410</b>	<b>18,516</b>	<b>18,452</b>
<b>Other Expenses</b>			
Bank Charges	186	186	186
Better Waste Program	-	319	-
Contributions - Outside Bodies	3,867	3,868	3,914
Contributions - Sports Council and Leisure Centre	896	921	937
Councillor Fees	362	362	357
Electricity	769	769	830
Elections	350	350	-
Emergency Services	1,079	1,086	1,167
Gas	74	74	74
Information Services	835	851	882
Insurance	922	887	850
Licences, Subscriptions and Memberships	212	220	211
Miscellaneous	585	701	595
Printing and Postage	320	323	242
Sponsorship and Donations	103	114	100
Street Lighting	572	572	674
Telecommunications	156	162	117
Treatment Works	474	661	814
Water	190	190	204
<b>Total Expenses from Continuing Operations</b>	<b>73,815</b>	<b>77,887</b>	<b>75,076</b>
<b>Costs of Governance included above</b>	<b>732</b>	<b>730</b>	<b>549</b>



# Operational Plan 2017-2018

## Capital Works Program

Project	Project Description	Budget Estimates 2017/2018
<b>Information Services</b>		<b>26,300</b>
002004	Additional Software Licencing	15,800
002013	Property and Rating System Enhancements	5,000
002961	Computer Monitors	2,500
003768	Councillor Mobile Devices	3,000
<b>Library Services</b>		<b>302,212</b>
001745	Digital Media	24,750
001746	Children and Young Adults Books	44,512
001747	Large Books	20,315
001748	Talking Books	30,235
001749	Non-Fiction Books	48,756
001750	Fiction Books	48,756
001751	DVDs	22,331
001752	Suggest to Buy	18,000
001753	Music CDs	3,000
001754	Periodicals	13,205
001755	Local Studies	16,252
002044	Additional Library resources	2,800
003916	Library Sales	(6,700)
004382	2017/2018 Local Priority Grant	16,000
<b>Fleet Management</b>		<b>492,878</b>
002094	Net cost of leaseback fleet changeover	492,878
<b>Roads to Recovery Grants</b>		<b>776,587</b>
003782	Hermitage Road, Kurrajong	276,587
004082	Freemans Reach Road, Freemans Reach, westerly from previous stage	500,000
<b>RMS Grant Funded Projects</b>		<b>744,000</b>
001737	Cycleways - Bligh Park extend to Fairey Road, South Windsor	100,000
002074	Pedestrian Access Management Plan Program	16,000
001976	RTA Repair Rehab - Freemans Reach Road, Freemans Reach	428,000
004387	Richmond High School Crossing	50,000
004388	Ebenezer Public School Crossing	50,000
004389	Grose View Public School Crossing	50,000
004390	Kurmond Public School Crossing	50,000
<b>Stormwater Management</b>		<b>513,925</b>
004442	Wattle Street, Bowen Mountain - Construct street drainage	65,022
004443	Intersection of Johnson and Hawkesbury Streets, Pitt Town - Relocate drainage system	31,261
004444	Bennett Lane, Kurrajong Heights - Construct pipe line	37,513
004445	Richmond Road, Richmond - Dish drain in open channel	81,278
004446	Corner Francis and Pitt Streets, Richmond - Upgrade drainage system	106,286

# Operational Plan 2017-2018

Project	Project Description	Budget Estimates 2017/2018
004447	Teviot Street and Moray Street, Richmond - Upgrade Drainage System	211,322
004448	East Market Street, Richmond - Upgrade in conjunction with relining	18,756
<b>Roadworks Construction</b>		<b>4,515,251</b>
001738	Crack sealing - Various locations	30,000
001969	The Driftway, Richmond - Rehabilitation west of Waste Management Facility	100,000
001978	Miscellaneous Traffic Facilities - Minor Works/Renewals	40,000
001984	Road Easement/Acquisition costs - Road reserve realignments	215,000
002045	Road Rehabilitation - Major repairs including reseal preparation	1,501,751
002045	Road Reseals Program - Various locations	2,097,500
003794	Toll House Way, Windsor - Remove traffic island	36,000
004353	Teviot Street, Richmond - Road design	25,000
004359	Asphalt mill and fill - Various locations	200,000
004360	The Driftway, Richmond - Pavement rehabilitation between Bonner Road and Markwell Place, Richmond	270,000
<b>Kerb, Guttering and Drainage</b>		<b>822,000</b>
001958	Kerb, Gutter and Drainage Rehabilitation - Various locations	200,000
001985	Drainage Easement/Acquisition costs	20,000
004332	Settlers Road, St Albans - Pipe drain system under road	15,000
004333	Wollombi and Mogo Roads, St Albans - Two pipe culverts	25,000
004352	Teviot St, Richmond - Stage 1 upgrade drainage, kerb and guttering	312,191
004441	Construct new Culverts - Comleroy Road, Kurrajong	18,756
004448	East Market Street, Richmond - Reline brick drain	231,053
<b>Design, Survey and Mapping Services</b>		<b>14,286</b>
004070	Survey Equipment - Total Station	14,286
<b>Council and Community Buildings</b>		<b>61,833</b>
003854	Net Cost of Plant Changeover	15,000
004437	Water and Energy Metering - Stage 3	46,833
<b>Works Depot</b>		<b>8,000</b>
001789	Trolley jack and truck stands	8,000
<b>Operations Management</b>		<b>352,039</b>
002095	Net cost of plant changeover	352,039
<b>Ancillary Facilities</b>		<b>1,314,000</b>
001995	Reconstruct failed footpaving and minor works - Various locations	69,000
002000	Guard rail installations - Various locations	100,000
002084	Dedicated Assets	500,000
003464	Macquarie Street, Windsor - Argyle to Bell Streets - New footpath	43,000
004337	Rifle Range Road, Bligh Park between George and Mileham Streets - New footpath	36,000
004338	Mileham Street, South Windsor between Drummond and Argyle Streets - New footpath	140,000
004339	Macquarie Street, Windsor between Bell and Brabyn Streets - New footpath	32,000

# Operational Plan 2017-2018

Project	Project Description	Budget Estimates 2017/2018
004340	Buckingham Street, Pitt Town between Bathurst and Chatham Streets - New footpath	54,000
004343	The Terrace, Windsor between Fitzgerald and Kable Streets - New footpath	18,000
004346	Macquarie Road, Wilberforce - Wilberforce Public School to Castlereagh Road - New footpath	9,000
004347	March Street, Richmond between Chapel and Bosworth Streets - New footpath	51,000
004348	Colonial Drive, Bligh Park between Guardian Crescent and Rifle Range - New footpath	65,000
004349	Colonial Drive, Bligh Park between Colonial Reserve and Alexander Street - New footpath	72,000
004350	Colonial Drive, Bligh Park between both intersections of Alex Street - New footpath	100,000
004371	Kable Street, Windsor - Pedestrian refuge	25,000
<b>Corporate Communications</b>		<b>15,000</b>
004324	Christmas Program - Banner poles	15,000
<b>Section 94 Funding</b>		<b>1,630,373</b>
004399	Richmond Preschool Extensions (staff area and storeroom)	90,833
004400	Woodlands Park, Wilberforce - Shelter and carpark	93,475
004401	Colbee Park improvements - BMX amenities	103,000
004402	Hawkesbury Park pathway/walking trails	125,660
004403	St Albans Park improvements - Works in accordance with Master Plan	36,050
004404	Bushfire Works - Asset Protection Zones, Bowen Mountain	15,047
004418	Johnston Street, Pitt Town - Road improvements	166,308
004419	Bathurst Street, Pitt Town - Road improvements	500,000
004420	Hawkesbury Street, Pitt Town - Road improvements	500,000
<b>Waste Management Facility</b>		<b>131,500</b>
002290	Net cost of plant changeover	11,500
002375	Litter fencing	20,000
004285	Installation of wells	100,000
<b>Parks Plant</b>		<b>257,509</b>
003387	Net cost of plant changeover	257,509
<b>Section 94A Funding</b>		<b>100,000</b>
002956	Pound Paddock Park improvements	100,000
<b>Parks Capital (Excluding Plant and Grants)</b>		<b>905,106</b>
001717	McQuade Park - Pond reconstruction	98,898
001836	Colo Heights Reserve - Upgrade basketball/tennis court	69,575
001849	Bowen Mountain Park, Bowen Mountain - Amenities upgrade	12,000
001887	Bilpin Park Reserve - Upgrade oval and facilities	30,000
001901	Macquarie Park - Bank stabilisation/access improvements	50,000
001906	St Albans Tennis Courts - Upgrade and renewal	69,575
001935	Park seats - Various locations	57,000

# Operational Plan 2017-2018

Project	Project Description	Budget Estimates 2017/2018
001937	Park tables - Various locations	42,000
001938	Smith Park - Turfing and general upgrade	30,475
001967	Governor Phillip Park, Windsor - Carpark construction at playground	100,000
002042	Sports Council Capital Contribution	283,083
002846	Stanley Park - Cricket net replacement	12,000
004440	Upper Colo Reserve Demountable - Facilities for caretaker	50,500
<b>Cemeteries</b>		<b>15,000</b>
001843	St Albans Cemetery - Tree removal to prevent damage to headstones	5,000
002848	Wilberforce Cemetery - Wesleyan Section bush regeneration	10,000
<b>Fire Control</b>		<b>50,000</b>
002098	Net cost of plant changeover	50,000
<b>Sewerage Scheme-Capital</b>		
003009	Net cost of plant changeover	72,288
003084	Sewer pipe relining program	200,000
<b>Domestic Waste Management</b>		<b>447,901</b>
003389	Net cost of plant changeover	447,901
<b>Capital Works Program (Net of Capital Proceeds)</b>		<b>13,767,988</b>

# Operational Plan 2017-2018

## Infrastructure Renewal Program

Project	Project Description	Budget Estimates 2017/2018
<b>Recreation</b>		<b>65,000</b>
004421	Richmond Pool - Return gutters and expansion joints	35,000
004422	Capital Contribution for Richmond Tennis Court resurfacing	30,000
<b>Roadworks Construction</b>		<b>468,249</b>
001963	Selective Upgrades - Unsealed Roads	100,000
001964	Resheeting - Unsealed Roads in conjunction with upgrades	100,000
002045	Road Rehabilitation - Major repairs including reseal preparation	168,249
002046	Road Shoulder Renewal - Various locations	100,000
<b>Kerb, Guttering and Drainage</b>		<b>85,000</b>
001958	Kerb, Gutter and Drainage Rehabilitation - Various locations	65,000
001994	Clear Drainage Structures	20,000
<b>Council and Community Buildings</b>		<b>711,489</b>
004423	Reactive Capital Repairs	209,330
004424	Glossodia Shops - Toilet pans hydraulics renewal	3,600
004425	Glossodia Shops - Floor covering renewal	7,700
004426	Glossodia Shops - Potable water service hydraulics renewal	15,000
004427	Macquarie Park - Amenities building renewal	180,000
004428	Glossodia Park - Amenities fitout renewal	4,480
004429	Powell Park - East - Flood light renewal	32,000
004430	Windsor Function Centre - Mechanical services switchboard (upgrade)	15,000
004431	Windsor Function Centre - Air conditioning unit renewal	25,000
004432	McQuade Park - Flood light renewal	16,000
004433	Hobartville Long Day Care Centre - Pergola renewal	8,000
004434	Richmond Preschool - Ceiling fan renewal	2,500
004435	Richmond Preschool - Stormwater renewal	15,000
004436	Richmond Preschool - Floor covering renewal	65,879
004438	Administration Building - Replacement of air conditioning units	97,000
004439	Administration Building - Concept plans for upgrade	15,000
<b>Ancillary Facilities</b>		<b>80,000</b>
001995	Reactive footpath rehabilitation	10,000
002038	Reconstruct failed footpaving	70,000
<b>Parks Capital (Excluding Plant and Grants)</b>		<b>258,743</b>
001878	Pitt Town Memorial Reserve - Upgrade tennis court	69,575
001959	Construct Fencing/Gates	10,000
002068	Maraylya Park - Carpark improvements	20,000
004410	McLeod Park - Stage 2 play equipment replacement	100,000
004411	North Richmond Park (Turnbull Oval) - Carpark repairs	59,168
<b>Infrastructure Renewal Program</b>		<b>1,668,481</b>









# 2017/2018 Revenue Policy

## Statement of Revenue Policy

Local Government is the tier of Government which is closest to the people. Council exists to provide a wide range of services for the benefit of its local community. Council has to operate in a complex, legislative, economic and social framework. With participation of the community, services and facilities are provided in an efficient, effective and a businesslike manner.

The businesslike approach in the provision of these services and facilities, takes into consideration the following:

- a large part of Council's revenue comes from ratepayers who expect a certain level and quality of service for their contribution by rates
- Council's pricing policies and budgets are developed by representatives of the community
- Council receives grants from other spheres of Government, which may prescribe policies and pricing practices
- Commonwealth and State legislation is often prescriptive in relation to certain areas of the power of Local Government.

The traditional role of councils to provide physical and property based services has evolved into a far more complex one, which involves the provision of a wide range of physical, social and recreational services and facilities. Communities are demanding both a wider range and higher quality of service. Operating in an economic environment of tight fiscal and financial constraint, the availability of additional funds from other levels of government has been restricted.

It is within this context that the Statement of Revenue Policy has been developed for the 2017/2018 Financial Year.

## Types of Revenue

The sources of funds to enable Council to carry out its works and services and provision of facilities are from the following revenue categories:

- rates
- annual charges for services
- fees for services
- Federal and State Government grants
- borrowings
- earnings from investments and entrepreneurial activities.

Critical to the development of the Statement of Revenue Policy is that the principles of efficiency, effectiveness and equity are demonstrated.

**Efficiency** ensures that resources are devoted to the most valuable ends as determined by Council, whilst using as few resources as possible. It relates to the cost at which services and facilities as desired by the community are delivered or provided.

**Effectiveness** relates to the satisfaction of stated objectives so that outcomes of decisions and the needs and demands of consumers are taken into consideration. Effectiveness is clearly demonstrated by the relative service standards or qualities to the satisfaction of a particular group's needs.

**Equity** ensures that services are provided to those who need them, even though they may be unable to pay for the particular service.

This document provides pricing policies for rates, annual charges for services and fees for specific services provided by Council.

## Rates and Charges

### Revenue Policy – Rating

#### *Rate Pegging*

The NSW Government introduced rate pegging in 1987. Rate pegging limits the amount that Council can increase its rate revenue from one year to the next by a nominated percentage.

The Independent Pricing and Regulatory Tribunal has determined the rate pegging amount for 2017/2018 is 1.5%. Revenue figures quoted for general rates are prepared on the basis of this percentage increase plus an allowable increase to recover abandonments in line with the relevant provisions of the Act.

General income comprises income from ordinary rates and special rates, if applicable. It does not include income from Waste Management service charges, Windsor Sewer Scheme service charges or Sullage service charges.

#### *Valuations*

Rates are assessed on a rate in the dollar as a product of the land value supplied by the Valuer General. The Valuation of Land Act requires the Council to assess the rates on the most recent values provided by the Valuer General. A revaluation of the Hawkesbury Local Government Area (LGA) took place in 2016. These valuations will be used for the first time for rating purposes in 2017/2018 and will be used again in 2018/2019 and 2019/2020. The rates levied in the 2017/2018 year will be based on land values totalling \$12,228,686,705 as at 1 July 2017, as determined by the NSW Valuer General.

#### *Rating Categories*

In accordance with Section 514 of the *Local Government Act 1993* (Act), each parcel of land within the LGA has been categorised for rating purposes and owners are notified on their annual rate notice.

Under Section 554 of the Act all land is rateable unless it is exempt from rating. Sections 555 and 556 of the Act define the categories under which a parcel of land must fall in order to be eligible for exemption from rating. Ratepayers that are eligible under these sections may apply to Council for exemption from rating.

The Act also provides for all rateable properties to be categorised into one of four categories of ordinary rates as follows:

- Farmland Category
- Mining Category
- Residential Category
- Business Category.



For 2017/2018, Council will levy rates on the following categories and sub-categories.

## *Farmland Category*

This Category includes any parcel of rateable land valued as one assessment and the dominant use of the land is for farming. The farming activity must have a significant and substantial commercial purpose or character and must be engaged in for the purpose of profit on a continuous or repetitive basis (whether or not a profit is actually made). Properties which meet these criteria are categorised as 'Farmland'.

## *Residential Category*

This Category includes any rateable parcel of land valued as one assessment and the dominant use is for residential accommodation; or if vacant land is zoned or otherwise designated for use for residential purposes under an environmental planning instrument; or is rural residential land.

## *Business Category*

This Category includes rateable land that cannot be classified as farmland, residential or mining. Council has three sub-categories established within the Business Category as follows:

- **Business Area 1** – Business rated properties within defined areas in Richmond, Windsor, Vineyard and Mulgrave.

The defined area for Richmond is the area is bounded by Lennox Street, Bourke Street, Windsor Street, Hobart Street, Pitt Street, Francis Street, March Street and Castlereagh Road.

The defined area for Windsor is the area bounded by the Railway Line, Rickaby's Creek, Hawkesbury River, Bridge Street and South Creek.

The defined area for Vineyard and Mulgrave is the area is bounded by Windsor Road, South Creek, Railway Road South and Bandon Road.

- **Business Area 2** – Business rated properties within defined areas in North Richmond and South Windsor.

The defined area for North Richmond is the area is bounded by a Radius of 650m from the Centre Point of the intersection of Bells Line of Road, Beaumont Avenue and Grose Vale Road.

The defined area for South Windsor is the area bounded by Macquarie Street, Woods Road, South Creek and the Railway Line.

- **Business Area Other** – All other business rated properties not falling within any of the defined areas in Richmond, Windsor, Vineyard, Mulgrave, North Richmond and South Windsor.

## ***Rating Method***

Council determines by way of a resolution whether an ordinary rate that it levies in respect of any category or sub-category is subject to a minimum rate or whether it incorporates a base amount. A minimum rate or base amount is applied across all the relevant category or sub-category. Council may have a minimum rate for some categories or sub-categories, and a base amount for other categories or sub-categories.

### ***Minimum Rate***

If Council has resolved that a Minimum Rate applies to a category or sub-category, the minimum rate is applied to each respective property where the ordinary rates resulting from applying the ad valorem amount (rate in the dollar) to the land value of the property falls below a specified level, this being the Minimum Rate. In these cases, the Minimum Rate would be payable.

### ***Base Amount***

Council may levy up to 50% of its rating income (notional yield) within a category or sub-category by way of a Base Amount. If Council has resolved that a Base Amount applies to a category or sub-category, the applicable base amount is applied equally to all properties within the category or sub-category. After applying the Base Amount to a property, the remainder of ordinary rate applicable to that property is levied through the application of the relevant ad valorem rate (rate in the dollar) to the land value of that property.

A Base Amount is used to more equitably levy the total amount of rates across ratepayers where land values vary greatly within categories of ratepayers or there are disproportionate variations in valuations arising from a new valuation. Essentially the application of a Base Amount reduces the effect of land valuations on the rates payable.

Where a Base Amount is applied, it does not impact on the total overall rating income levied from that category or sub-category but merely results in a redistribution of the rates burden within that category or sub-category.

Section 536 of the Act stipulates the criteria that are relevant in determining the Base Amount. In determining the proportion of rating income to be levied through a Base Amount for the respective relevant categories and sub-categories, Council has had regard to the extent to which projected ad valorem rates on individual properties do not reflect the cost of providing necessary services and facilities and the degree of congruity and homogeneity between the values of properties that would be subject to the rate and their spread throughout the area. For the relevant categories and sub-categories, a rate that is wholly an ad valorem rate would result in an uneven distribution of the rate burden because a comparatively high proportion of assessments would bear a comparatively low share of the total rate burden.

Taking into account these factors, rates from the Residential, Business and Farmland categories are levied on the basis of the proportion of the rating income (notional yield) allowed to be levied through a Base Amount, this being approximately 30%, applicable to the respective category or sub-category.

# Operational Plan 2017-2018

## Ordinary Rates

For 2017/2018, Council will collect its rating revenue from determined categories and sub-categories thereof predominantly through an ad valorem rate in the dollar, with a minimum rate or base rate being applicable as shown in the below table.

Rate Category/Sub-Category	No. of Properties	Rateable Land Value	% Land Value	Notional Yield	% of Notional Yield	Ad valorem Rate in \$	Base Amount	Base Amount % of Yield
Residential	23,577	\$10,690,563,700	87.12%	\$26,439,977	85%	0.172337	\$340	30.32%
Business Area 1	747	\$393,370,158	3.21%	\$1,609,825	5%	0.344674	\$340	15.78%
Business Area 2	341	\$173,873,462	1.42%	\$715,237	2%	0.344674	\$340	16.21%
Business Area Other	427	\$269,225,972	2.19%	\$1,073,132	4%	0.344674	\$340	13.53%
Farmland	575	\$743,748,000	6.06%	\$1,349,078	4%	0.155103	\$340	14.49%
<b>Total</b>	<b>25,667</b>	<b>\$12,270,781,292</b>	<b>100%</b>	<b>\$31,187,249</b>	<b>100%</b>			

### Notes:

Variations will occur throughout the budget year between the estimated rate revenue indicated above and the actual income received. Reasons for variations between estimated income and actual income received include:

- Previously non-rateable properties becoming rateable during the year.
- Properties being withheld from rating, pending revised valuation particulars from the Valuer General's Office. This occurs when properties are subdivided and new valuation particulars are requested for the newly created lots. This usually results in an increase in the valuation base for the following year.
- Properties being rated for previous years upon receipt of new valuation particulars. There is a time delay associated with requesting new valuation particulars. This may result in some properties not being rated for a particular year until subsequent rating periods. This artificially inflates the rating revenue received for the year the rates are actually levied.
- Any change in rating category is to take effect from the following quarter from when the application was received, should that application be successful.



## ***Rating of Subdivided Land***

Following the sub-division of a parcel of land, rates cannot be levied on new lots until supplementary valuations have been provided to the Council by the Valuer General and the Council has categorised each of the new parcels. Once this has happened, Council can levy rates on a pro-rata basis from the date the deposited plan was registered.

When Council levies rates on new parcels of land on a pro-rata basis, an adjustment must be made in respect of the land that existed prior to the subdivision to reflect that rates and charges are only payable on that parcel up until the date of subdivision.

## **Special Rates**

In addition to the Ordinary Rates, the Act makes provision for a Special Rate. Special rates may be considered by Council if it wishes to finance a project that will benefit either the whole of the City or part of the Hawkesbury. A project may be comprised of works, services, facilities or activities.

A special rate can be levied on any rateable land, which in the Council's opinion, benefits or will benefit from the project in question; or contributes to the need for the project; or has access to the project. Council may levy different special rates for various projects, or for similar projects in different parts of its area.

Council is not proposing any special rates for 2017/2018.

## **Annual Charges**

In accordance with Section 501 of the Act, in addition to ordinary rates and special rates, Council may levy an annual charge for any of the following services:

- waste management services
- sewerage services
- water supply services
- drainage services
- any services prescribed by the regulations.

## ***Waste Management Services***

Waste Management services for which an annual charge may be charged under Section 501 includes trade waste and commercial waste. Annual charges for Domestic Waste Management services are charged under Section 504 of the Act.

For 2017/2018, the Office of Environment and Heritage is estimated to increase the Section 88 Waste Levy from \$135.70 to \$138.30 per tonne, representing an increase of \$2.60 per tonne or 1.92%. This increase has been incorporated into the determination of various relevant Waste Management charges for 2017/2018.

# Operational Plan 2017-2018

## Domestic Waste Management

Domestic Waste Management (DWM) Services generally means waste of a kind and quantity ordinarily generated on domestic premises and includes waste that may be recycled and garden organics.

In accordance with Section 504 of the Act, income obtained from charges for domestic waste management has been calculated so as to not exceed the reasonable cost to the council of providing the service. Council separately accounts for income raised through an annual charge for the provision of the DWM service and applies this revenue towards the cost of providing the service.

The DWM service for 2017/2018 includes the applicable bin service, the recycling bin service, the garden organics waste bin service and the kerbside collection service. DWM services are charged on a per dwelling basis. Council is required to levy a DWM service availability charge on properties that do not utilise the service but are located within the service area, to reflect the cost of the availability of the service to those properties.

For 2017/2018, Domestic and Business Waste Management charges have been increased by 3.35%.

The below table illustrates the Waste Management charges for 2017/2018.

Charge 2016/2017	Description	Charge 2017/2018
<b>DOMESTIC</b>		
<b>Without Garden Organics Service</b>		
\$515.21	240 litre bin - Weekly	\$532.47
\$325.90	140 litre bin - Weekly	\$336.82
\$325.90	240 litre bin - Fortnightly	\$336.82
\$228.84	140 litre bin – Fortnightly	\$236.51
<b>With Garden Organics Service</b>		
\$588.96	240 litre bin - Weekly	\$608.69
\$399.65	140 litre bin - Weekly	\$413.04
<b>General Services</b>		
\$148.92	Availability - Weekly	\$153.91
\$74.46	Availability - Fortnightly	\$76.95
\$86.43	240 litre additional garden organics bin	\$89.33
\$86.43	240 litre additional recycling bin	\$89.33
POA	Multiple waste collection service	POA
<b>BUSINESS</b>		
\$711.02	240 litre bin - Weekly	\$734.84
\$435.10	140 litre bin - Weekly	\$449.68
\$86.43	240 litre additional garden organics bin	\$89.33
\$86.43	240 litre additional recycling bin	\$89.33
POA	Multiple waste collection service	POA

## ***Sewerage Service***

Council provides reticulated sewerage services to the areas of:

- Bligh Park
- Clarendon
- McGraths Hill and Mulgrave Industrial Area
- Pitt Town
- South Windsor and South Windsor Industrial Area
- Windsor
- Windsor Downs
- Other minor extensions.

## ***Residential Sewerage Charge***

Council levies an annual charge for sewerage services provided to each residential dwelling, whether by way of mixed development, single dwelling, dual occupancy, strata or non-strata units/flats. The residential sewer rate is calculated on the basis that revenue raised is sufficient to fund the cost of providing the service, the ongoing sewerage network maintenance and renewal, and major capital works planned for future years.

## ***Business Sewerage Charge***

Businesses pay a sewerage charge rate based on usage. Five categories have been derived for volume discharges ranging from less than 1,000L per day (Category 1) to greater than 20,000L per day (Category 5).

Additionally, a Trade Waste Excess Volume Charge applies to the Category 5 discharges. Those businesses with volumes exceeding 20,000 litres per day (Category 5) will attract the excess volume charge for each kilolitre in excess of 20kL per day.

In addition to the excess volume charge, a trade waste mass loading charge may be levied, based on the strength of pollutants in the waste stream in Categories 2, 3, 4 and 5. The mass load will be calculated on the entire volume discharge, not just the excess, and charged according to pre-determined rates. Mass loading content may include Biochemical Oxygen Demand (BOD), Suspended Solids, Total Grease and Oil, Chemical Oxygen Demand (COD), Total Organic Carbon (TOC), Total Dissolved Solids (TDS) Group 1 Pollutant and other pollutant groups.

Volumes of waste generated consistently above the initial assessed categorisation will result in a review of the nominated category. An appeal mechanism will also enable the category to be reviewed when a property owner feels the assessed volume is too high.

Where industrial or commercial premises contain strata or non-strata units constructed under current planning laws these units are self-contained and considered separate entities; that is each unit contains its own amenities (toilets, showers, sink, canteen etc.). In these cases, a sewerage rate is calculated based on volume discharged to the sewerage system and applied to each unit.

Where industrial or commercial premises contain non-strata units constructed under older planning laws and may not be self-contained, that is where several units share amenities; these units can be aggregated to a single annual charge based on a combined volume discharge to the sewerage system.

Council levies an Unconnected Annual Charge (availability charge) on properties that do not utilise the sewerage service but are located within the service area, to reflect the cost of the availability of the service to those properties.

# Operational Plan 2017-2018

For 2017/2018, Sewerage charges have been increased by 9.5%.

The below table shows the Sewerage charges for 2017/2018.

Charge 2016/2017	Type of Service	Charge 2017/2018
<b>RESIDENTIAL</b>		
\$706.46	Residential Connected	\$773.62
\$470.47	Residential Unconnected	\$515.16
<b>BUSINESS</b>		
\$822.34	Category 1 (<1,000 litres per day)	\$900.46
\$4,123.23	Category 2 (1,001 to 5,000 litres per day)	\$4,514.94
\$8,213.69	Category 3 (5,001 to 10,000 litres per day)	\$8,993.99
\$16,377.22	Category 4 (10,001 to 20,000 litres per day)	\$17,933.06
\$16,377.22 (plus volumetric)	Category 5 (>20,000 litres per day)*	\$17,933.06 (plus volumetric)
\$474.06	Business - Unconnected	\$519.10

\* Plus Trade Waste Excess Volume Charge of \$2.90 per kilolitre for Category 5 properties.

## **Sullage Service**

Council provides a sullage pump-out service to properties that are not serviced by Sydney Water or the Windsor Sewer Scheme and do not have an on-site sewerage management facility. An annual charge is levied for the Sullage service.

Extra services and Emergency Services may be requested at any time during the financial year at an additional fee per service.

The sullage service charges are calculated on the basis that revenue raised is sufficient to fund the cost of providing the service and future rehabilitation works.

For 2017/2018, Sullage charges have been increased by 3.0%.

The below table shows the Sullage service charges for 2017/2018.

Charge 2016/2017	Type of Service	Charge 2017/2018
<b>RESIDENTIAL</b>		
\$1,967.14	Fortnightly Residential	\$2,026.16
\$3,934.32	Weekly Residential	\$4,052.32
\$158.27	Emergency Service	\$163.02
\$126.05	Extra Service	\$129.83
<b>BUSINESS</b>		
\$21.66	Commercial per 1000 litre (min volume 2500 litre)	\$22.31

# Operational Plan 2017-2018

## Stormwater Management Service Charge

The Office of Local Government released guidelines in July 2006 that provides assistance to councils to raise additional funding through the Stormwater Management Service Charge to support them in improving the management of urban stormwater in NSW. This follows the gazettal of the *Local Government Amendment (Stormwater) Act 2005*. The income raised from this charge can only be used to undertake new/additional stormwater management services.

Feedback provided by the community during consultation conducted in August 2016 and February 2017 indicated that the current service level provided by Council's stormwater infrastructure was insufficient and additional expenditure was required. In order to meet this expectation, it is proposed to levy a Stormwater Management Service Charge from July 2017 on all rateable residential and business properties, within an urban area that contains an impervious surface (i.e. car park, concrete slab or building).

It is projected that this charge will enable an additional \$513K worth of new stormwater infrastructure to be constructed and \$5K towards the establishment of a water quality testing program. The charges to be levied are as follows.

Category	Annual Charge	Income
<b>RESIDENTIAL</b>		
Residential	\$25.00	\$310,150
Residential Strata	\$12.50	\$26,900
<b>BUSINESS</b>		
Business	\$25.00 per 350m <sup>2</sup> , or part thereof, up to a maximum of \$1,500	\$170,125
Business Strata	Pro-rata of the above, based on land valuation apportionment	\$11,750
<b>Total Revenue</b>		<b>\$518,925</b>

The following table represents the expenditure to be funded from the Stormwater Management Service Charges for the 2017/2018 financial year.

Project	Estimate
Water Quality Testing Program	\$5,000
Wattle Street, Bowen Mountain – Construct street drainage	\$65,022
Intersection of Johnston and Hawkesbury Streets, Pitt Town – Relocate drainage system	\$31,261
Bennett Lane, Kurrajong Heights - Construct pipeline	\$37,513
East Market Street, Richmond - Upgrade in conjunction with relining	\$18,756
Richmond Road, Richmond – Dish drain in open channel	\$81,278
Corner of Francis and Pitt Streets, Richmond – Upgrade drainage system	\$106,286
Teviot and Moray Streets, Richmond – Upgrade drainage system	\$173,809
<b>Total Works Funded from Stormwater Management Service Charges</b>	<b>\$518,925</b>



# Operational Plan 2017-2018

The works above are additional to the works that are funded from income outside of the Stormwater Management Service Charge.

Project	
GPT Maintenance	\$146,353
General Drainage Maintenance	\$306,370
Flood Mitigation Program	\$22,400
Kerb, Guttering and Drainage Rehabilitation - Various locations	\$265,000
Comleroy Road, Kurrajong - Construct new culvert	\$18,756
Drainage Easement/Acquisition Costs	\$20,000
Clearing of Drainage Structures	\$20,000
Settlers Road, St Albans – Pipe drainage system under road	\$15,000
Wollombi and Mogo Creek Roads, St Albans – Two pipe culverts	\$25,000
Teviot Street, Richmond – Stage 1 upgrade drainage, kerb and guttering	\$312,191
East Market Street, Richmond – Reline brick drain	\$231,053

## Pensioner Concessions

Concession on the rates and charges levied are available to eligible pensioners. Council has in excess of 3,100 eligible pensioners who receive concessions on their annual rates and charges. Different concessions are available for the varying charges.

Council offers a number of rating concessions to pensioners over and above the mandatory concessions. No State Government subsidy is received against these additional concessions.

In September 2007, the Federal Government amended the asset requirements for pensioner applications which have resulted in an increase in the number of pensioners eligible for a pensioner rebate which in turn has increased the cost in this area to Council.

Pensioner Rebates are only available to eligible pensioners from 1 July in the rating year in which they apply (or from the applicable quarter in the same year).

- Ordinary Rates and Domestic Waste Management Service Charge**

The Act provides for pension rebates of up to 50% of the aggregated ordinary rates and domestic waste management service charges, to a maximum of \$250.

Under the State's mandatory Pensioner Concession Scheme, the State Government reimburses Council 55% (up to \$137.50 per property) of the rates and charges written off under the provisions of the Act. Council funds the remaining 45% (up to \$112.50).

- Sewerage Service Charge**

A concession is available to eligible pensioners who are subject to the residential connected charge under the Windsor Sewerage Scheme. The mandatory concession in respect to Sewerage charges is \$87.50 of which the State Government provides a reimbursement to Council of 55% (\$48.13). This amount has remained unchanged since 1989. The total concession provided has traditionally been in excess of this, being based on 50% of the applicable charge. The additional concession amount is fully funded by Council.

Council funds the difference between the total concession and the mandatory concession less the reimbursement, which for 2017/2018 will be \$347.43 per property.

- **Sullage Service Charge**

Council provides eligible pensioners receiving a sullage pump-out service with a pensioner concession additional to that received for rates and garbage. This subsidy is not available to pensioners who have non-eligible adult residents living at their property.

This rebate is fully funded by Council and is based on 50% of the applicable charge. The State Government provides no assistance towards pensioners on the sullage service.

## Fees and Charges

### Fee Pricing Policy

Council provides a wide range of services to the community and applies fees and charges accordingly. Each fee has been based on the pricing policy relevant and applicable to the fee and in line with competitive neutrality principles.

Code	Pricing Policy	Description
S	Statutory Fee	Price set to comply with statutory legislation
E	External Cost	Price determined by external parties
N	Nil Cost Recovery	No fee charged
P	Partial Cost Recovery	Price partially recovers costs
F	Full Cost Recovery	Price recovers costs attributable to good or service
R	Rate of Return	Price recovers all costs plus a set return
M	Market Rate	Price based on relevant market rate

Section 610E of the Act allows Council to waive payment of, or reduce a fee in a particular case if is satisfied that the case falls within a category of hardship or any other category that Council has determined it may consider waiving payment, or reducing a fee for this category. This does not apply to statutory, or otherwise regulated fees and charges.

# Operational Plan 2017-2018

Council has determined the following categories:

Category	Description
Hardship	Where there is evidence that the payment of the fee or charge will impose unreasonable financial hardship on the applicant given their particular circumstances
Charity	Where the applicant is a registered charity and the fee is for a service that will enable the provision of charitable services
Not For Profit	Where the applicant is an organisation that holds "not for profit" status and the fee is for a service that will enable the achievement of their objectives and betterment for the Hawkesbury community
Commercial	To attract functions or activities to the Hawkesbury Local Government Area, where there is a longer term benefit to the Hawkesbury community

The following principles will be considered when applying any reduction or waiver of a fee or charge:

- compliance with statutory requirements
- fairness and consistency
- integrity
- equity
- transparency.

The Council will directly, or through delegated authority, assess and make determinations on requests for reduction or waiver of fees in accordance with the above Categories.

## Meeting Rooms – Deerubbin Centre

The meeting rooms in the Deerubbin Centre are available for hire or for free use. Hirers/Users are categorised as follows:

Group Category	Description of Group/Individual	Subject to Hire Fee?
	<ol style="list-style-type: none"> <li>Local political party entities whose members are volunteers and which do not charge attendees any entry fee, and</li> <li>Local Government Area (LGA) Community Groups. To be defined as an LGA or Local Community Group (for the purposes of Hawkesbury City Council's fees and charges), and therefore be eligible for free use of community rooms, <i>all of the following six criteria</i> must be met (supportive documentation may be required): <ol style="list-style-type: none"> <li>An organised, volunteer, membership-based group whose objective is to support or engage in activities of public interest and;</li> <li>Operates on a non-profit basis and receives no government funding to provide services and;</li> <li>Is located within the Hawkesbury Local Government Area (LGA) or can provide documented evidence that at least 50% of their membership base resides in the Hawkesbury LGA and;</li> <li>Provides community or cultural benefits to the residents of the LGA</li> </ol> </li> </ol>	

# Operational Plan 2017-2018

Group Category	Description of Group/Individual	Subject to Hire Fee?
<b>B</b>	<b>Category B includes</b>	<b>Yes</b>
	<ol style="list-style-type: none"> <li>1. Non LGA community groups that are organised, volunteer and membership-based and operate on a non-profit basis.</li> <li>2. Self-employed persons for the purpose of providing service to the community on a cost recovery basis only.</li> <li>3. Non-profit organisations with reasonable means, for example lease of own facilities, or ownership of assets including money and property, or in receipt of government funding to provide services.</li> </ol>	
<b>C</b>	<b>Category C includes</b>	<b>Yes</b>
	<ol style="list-style-type: none"> <li>1. Commercial, for profit businesses.</li> <li>2. Groups or organisations that distribute money that it makes to its members.</li> <li>3. Consortiums or organised groups of businesses where the primary purpose of coming together is to promote goods and services and develop for-profit activities, for example: product launches and demonstrations; luncheons; tradeshow; swap meets.</li> <li>4. Self-employed persons for the purpose of providing services to the public for personal profit.</li> <li>5. Federal, State, and Local Government (except Hawkesbury City Council) departments or agencies.</li> <li>6. Non-Government Organisations fully operating under Federal, State, and Local government auspices or funding arrangements.</li> <li>7. Non-profit organisations with substantial means, for example ownership of assets or paid staff.</li> </ol>	

Category A hirers have free use of the meeting rooms within the Deerubbin Centre. Category B and C hirers are subject to hire fees as outlined in the Fees and Charges.

## Financial Assistance given by Council

Council may seek to advance its strategic and operational objectives by providing financial and other support to individuals, community groups and business entities. In line with Section 356 of the Act, Council may by way of resolution, contribute money or otherwise grant financial assistance.

To facilitate the provision of financial assistance to individuals, community groups and business entities, Council has adopted a Sponsorship Policy and established a Community Sponsorship Program. The Program provides for the following categories of financial assistance:

- Three Year Event Sponsorship** – where community groups or business entities can apply for financial assistance to stage not-for-profit civic, community or cultural events which addresses a community need or objective identified in Council's adopted strategic and other plans;
- Access to Community Facilities** – where members of the public or community groups can apply for financial assistance to meet a portion of the costs of hiring a Council or community facility to conduct social, recreational, cultural or other not-for-profit activities;

- c) **Program or Activity Seeding Grant** – where members of the public or community groups can apply for financial assistance to conduct community and cultural programs and activities; or to purchase community resources and complete minor capital works; or to undertake public education and awareness programs. To be eligible for funding under this category, the applicant's proposal must address a need or objective identified in Council's adopted strategic and other plans;
- d) **Minor Assistance** – where individuals and community groups can apply for a donation or financial assistance for requests which may fall outside the scope of activities identified above. These requests can involve donations which deliver an "individual gain" to a member of the public – as outlined in Section 356 of the Act – where the donation enables an individual or community group to compete in a civic, cultural, philanthropic, or sporting events or competitions in a representative capacity.
- e) **Accessibility Improvements** - where community agencies and business owners who operate retail or service outlets which are open to the public on a daily basis and have completed an access audit undertaken in conjunction with the Hawkesbury Access and Inclusion Advisory Committee. These requests are to fund specific accessibility improvements, which have been identified following the completion of an access audit. A maximum of \$3,000 provided on a 50:50 basis – where the applicant provides a co-contribution of the same value as the amount applied for. Applicants would be required to provide two quotes for the proposed accessibility improvements.
- f) Council may provide funding to enable not-for-profit community groups to apply for a refund of Development Application fees for renovations or additions to Council owned buildings or facilities.

In addition to these categories of financial assistance, Council also sponsors the Hawkesbury Sister Cities Program and will provide financial assistance of up to \$500 as a contribution to the cost of individual students participating in the Sister City Student Exchange Program. Council also contributes funding towards the staging of the Hawkesbury City Eisteddfod.

Council provides a range of in kind services through the provision of staff and the use free of charge of community rooms and other Council owned buildings.

### Goods and Services Tax (GST)

Council has registered for GST. The ABN of Council is 54 659 038 834.

The Federal Treasury announced within the 2010/2011 Commonwealth Budget that the Treasurer's Division 81 Determination (which listed the Treasurers' determinations on GST exempt items) would be replaced with a new 'principles based regime' from 1 July 2011. Effective 1 July 2013, Local Governments are required to assess all (new and existing) taxes, fees and charges to determine the GST status.

Fees and Charges have been based on the best available information in relation to the GST impact on the fees and charges at time of publication. It should be noted that all fees and charges are subject to change in accordance with amendments to the Goods and Services Tax Legislation and subsequent ATO rulings and regulations.

Please note: 2017/2018 fees listed are inclusive of GST where applicable.

## **Kerbing and Guttering Contributions by Adjoining Owners**

The Act provides that recovery from the adjoining owner of a property may be made for up to 50% of the costs of the construction of kerbing and guttering. This applies for all future works, upon completion, with 50% of costs recovered for the adjoining front boundary and 25% of the costs recovered for the side boundary constructions on corner blocks.

## **Interest on Overdue Rates and Annual Charges**

In accordance with Section 566 of the Act, the interest rate charged on overdue rates and charges for 2017/2018 by Council, is set at up to the maximum permitted by the Minister for Local Government.

## **Interest on Overdue Sundry Debts**

Sundry Debts greater than 180 days incur interest charges at the same rate which is applicable to overdue rates.

## **Legal Charges**

Legal fees charged on applicable outstanding Rates and Charges are levied in accordance with the Schedule provided by NSW Courts.

## **Payment of Interest on Securities**

Upon application, interest is paid on security deposits due for refund. Interest payable is calculated at the equivalent rate achieved on investments less the administration charge.

## **Proposed Borrowings**

In accordance with Section 405(2) of the Act and Clause 201 of the *Local Government (General) Regulation 2005*, Council is required to provide a statement of:

- the amounts of any proposed borrowings (other than internal borrowing)
- the sources from which they are proposed to be borrowed
- the means by which they are proposed to be secured.

In March 2013, Council entered into a Loan Agreement with the Commonwealth Bank in relation to a loan in the amount of \$5.26 million.

The loan is secured by Council's income in accordance with Clause 23 of the Local Government Financial Management Regulation 2005 which requires that "*the repayment of money borrowed by a council (whether by way of overdraft or otherwise), and the payment of any interest on that money, is a charge on the income of the Council*".

The loan has been undertaken as part of Council's participation in the Local Infrastructure Renewal Scheme (LIRS) administered by the Office of Local Government. The LIRS provides for subsidised interest loans to be utilised for accelerated infrastructure works. The loan funds will be utilised to fund an accelerated timber bridge replacement program.

Council intends on borrowing \$3 million in 2018/2019 to bring forward needed infrastructure renewal works, in line with Council's FFTF Submission and Long Term Financial Plan. The repayment of these borrowings is contingent upon Council being successful in obtaining a Special Rate Variation, also to commence in 2018/2019.









# 2017/2018 Fees and Charges

## Table of Contents

Strategic Activities .....	95
Local Economic Development.....	95
Corporate Communications.....	95
Events.....	95
Advertising and Promotion .....	98
Environment and Regulatory Services .....	98
Caravan Parks, Camping Grounds and Manufacture's Home Estates.....	98
Companion Animals .....	99
Health Services .....	103
Regulation and Enforcement.....	105
Sewerage Management Facilities .....	107
Waste Collection.....	108
Other.....	108
Development Services.....	109
Construction and Development .....	109
Subdivision and Civil Works .....	114
Additional Application Fees .....	117
Modification and Review of Development Consent.....	117
Certificates and Documents .....	119
Miscellaneous Fees.....	122
Written Advice .....	123
Strategic Planning Services.....	123
Additional Application Fees .....	123
Certificates and Documents .....	125
Miscellaneous Fees.....	126
Construction and Maintenance.....	126
Construction and Maintenance.....	126
Irrigation Licence Fee .....	128
Other Fees.....	128
Design and Mapping Services.....	129
Sales.....	129
Deposited Plans .....	129
Road Naming - New Road .....	130
Parks and Recreation - Hawkesbury Sports Council .....	130
Player Fee .....	130
Ground and Facility Fees .....	130
Bensons Sports Fields .....	130
Owen Earle Oval .....	130
Canteen Hire Fees .....	130
Call Out Fees.....	130
Floodlighting/Electricity Charges .....	130
Keys.....	131
Security/Cleaning Bond/Administration Fee.....	131
Tennis and Netball Court Hire .....	131
School Hirers .....	131
Event Bin Hire.....	131
Commercial Organisations - Hire Fees .....	131
Wet Weather Training Facility .....	132

# Operational Plan 2017-2018

Parks and Recreation - McMahon's Park.....	132
Player Fee .....	132
Ground and Facility Fees .....	132
Floodlighting/Electricity Charges .....	132
Keys.....	132
Call Outs.....	132
Security/Cleaning Bond .....	132
Casual School Hire.....	133
School Athletics Carnivals .....	133
Hawkesbury Outreach Community Services.....	133
Parks and Recreation - Hawkesbury Leisure Centres .....	133
Aquatics .....	133
Health and Fitness Membership.....	135
Indoor Stadium .....	136
Kidz Moves .....	136
Parks and Recreation - Recreation .....	136
Park Bookings .....	136
Camping Fees - Upper Colo.....	138
Tree Preservation .....	139
Cemetery Fees .....	139
Miscellaneous.....	141
Richmond Pool .....	142
Tennis Court Hire .....	143
Bowen Mountain Park Hall.....	144
Waste Management - Sewer and Waste.....	144
Council Sewer Catchments Area Charges.....	144
S64 Pitt Town Development Area - Sewerage Infrastructure .....	146
S64 Pitt Town Development Area - Stormwater Infrastructure .....	146
Trade Waste Disposal in Council's Sewers.....	147
Sewerage .....	149
Sales.....	149
Waste Management Facility .....	149
Waste Management Sales .....	151
Non-Potable Water Sales.....	152
Community Services.....	152
Long Day Child Care (Various Community Organisations).....	152
Pre-School Services (Peppercorn Services Inc) .....	152
Community Facility Hire .....	152
S377 Delegations to Community Committees .....	152
Peppercorn Services Transport and Community Support Services Division .....	157
Home and Community Care.....	157
Corporate Services and Governance .....	157
General.....	157
Access to Information.....	158
Windsor Mall Fees.....	159
Footpath Usage .....	160
Printing and Signwriting Fees.....	160
Sale of Documents .....	161
Subpoenas .....	162

# Operational Plan 2017-2018

Cultural Services - Gallery and Museum .....	162
Regional Gallery .....	162
Regional Gallery Room Hire.....	163
Regional Museum.....	164
Regional Museum Room Hire .....	165
Cultural Services - Library Services .....	166
Library Sales.....	166
Library Activities .....	166
Community Rooms Fees and Charges .....	169
Cultural Services - Visitor Information Centre .....	170
Merchandise Sales .....	170
Financial Services .....	171
Professional and Administration Fees.....	171
Administration Charges .....	171
Section 603 Certificates .....	172
Legal Charges .....	172
Information Services .....	172
Extraction and Collation of Information from Databases.....	172



# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>Strategic Activities</b>						
<b>Local Economic Development</b>						
SA.1	Sale of Merchandise	Per item or unit price	POA	P	Y	<b>POA</b>
<b>SA.2</b>	<b>Signage Policy (Directional)</b>					
SA.2.1	Signs - Commercial on Public Land	Per sign	\$1,000.00	F	X	<b>\$1,030.00</b>
<b>SA.3</b>	<b>Economic Development Activities</b>					
SA.3.1	Business Development Promotions and Projects	Per item or unit price	POA	M	Y	<b>POA</b>
SA.3.2	Tourism Promotion and Projects	Per item or unit price	POA	M	Y	<b>POA</b>
<b>SA.4</b>	<b>Biz Connect Room (Digital Domain)</b>					
SA.4.1	Hire of Biz Connect Room (Digital Domain)	Per hour Room only	\$16.00	P	Y	<b>\$16.00</b>
SA.4.2	Hire of Biz Connect Room (Digital Domain)	Per hour Room and IT Equipment	POA	P	Y	<b>POA</b>
<b>Corporate Communications</b>						
<b>Events</b>						
<b>CC.1</b>	<b>Event Application Fees</b>					
CC.1.1	Application Fee		Free	N		<b>Free</b>
CC.1.2	Late Application Fee	2 months or less	\$100.00	P	X	<b>\$100.00</b>
<b>CC.2</b>	<b>Traffic and Transport Management for Events</b>					
CC.2.1	Late Application Fee - Special Events - Traffic Management		\$115.00	P	X	<b>\$115.00</b>
<b>CC.3</b>	<b>Non Exclusive use events</b>					
<b>CC.3.1</b>	<b>Administration/Booking Fee</b>					
<b>CC.3.2</b>	<b>Events in Parks</b>	<b>Included but not limited to the following activities: Weddings, Events, Parties, Large gatherings, Markets or Activities involving temporary structures</b>				
CC.3.3	Small to Medium Events	Up to 200 people Excluding War Memorial Events	\$62.00	P	Y	<b>\$64.00</b>
CC.3.4	Large Events	Over 200 people	\$103.00	F	Y	<b>\$107.00</b>
CC.3.5	Personal trainers/Boot camps	Per season Summer (September - March), Winter (April - August)	\$768.00	F	Y	<b>\$768.00</b>
CC.3.6	Personal trainers/Boot camps/Other Commercial users	Casual hourly rate	\$24.00	F	Y	<b>\$24.00</b>
CC.3.7	Wedding at McQuade Park	Per hour (Maximum 2 hours) Includes Booking Fee	\$115.00	F	Y	<b>\$115.00</b>



# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>CC.3.8</b>	<b>Refundable Bond</b>					
CC.3.9	Sporting/Community event	Minimum fee	\$200.00	P	X	<b>\$200.00</b>
CC.3.10	Corporate/Business event	Minimum fee	\$1,000.00	P	X	<b>\$1,000.00</b>
CC.4	<b>Exclusive use events</b>	<b>Exclusive use is where the activity/event takes over the whole or part of a park and restricts usage to that area</b>				
<b>CC.4.1</b>	<b>Administration/Booking Fee</b>					
<b>CC.4.2</b>	<b>Community organisation event (not for profit)</b>	<b>Where the event is no more than 3 consecutive days</b>				
CC.4.3	Set up - Prior to Event	Per day	\$310.00	P	Y	<b>\$320.00</b>
CC.4.4	Event days	Per day	\$825.00	P	Y	<b>\$850.00</b>
CC.4.5	Removal/Clean up - Post Event	Per day	\$310.00	P	Y	<b>\$320.00</b>
<b>CC.4.6</b>	<b>Corporate/Business organisation event</b>	<b>Where the event is no more than 3 consecutive days</b>				
CC.4.7	Set up - Prior to Event	Per day	\$530.00	F	Y	<b>\$550.00</b>
CC.4.8	Event days	Per day	\$1,060.00	F	Y	<b>\$1,090.00</b>
CC.4.9	Removal/Clean up - Post Event	Per day	\$530.00	F	Y	<b>\$545.00</b>
<b>CC.4.10</b>	<b>Community/Corporate/Business organisation event</b>	<b>Where the event is more than 3 consecutive days</b>	POA	F	Y	<b>POA</b>
	<b>Exclusive use events</b> For areas less than 1000m <sup>2</sup> or less than 40% of the park, a reduced fee of 50% applies					
<b>CC.4.11</b>	<b>Refundable Bond</b>					
CC.4.12	Sporting/Community event	Minimum fee	\$200.00	P	X	<b>\$200.00</b>
CC.4.13	Corporate/business event	Minimum fee	\$1,000.00	P	X	<b>\$1,000.00</b>
<b>CC.5</b>	<b>Events Services</b>					
<b>CC.5.1</b>	<b>Electricity</b>					
CC.5.2	Corporate/business organisation	Per day	\$90.00	P	Y	<b>\$93.00</b>
<b>CC.5.3</b>	<b>Garbage Service</b>					
<b>CC.5.4</b>	<b>Delivery and Pick-up of bins</b>	<b>For Events held in Council owned parks only</b>				
CC.5.5	1 to 10 bins		\$165.00	F	Y	<b>\$360.00</b>
CC.5.6	11 to 25 bins		\$330.00	F	Y	<b>\$720.00</b>
CC.5.7	Emptying Fee	Per bin	\$16.00	F	Y	<b>\$16.50</b>
CC.5.8	Replacement bin due to vandalism or theft		\$103.00	F	Y	<b>\$106.00</b>
CC.5.9	Toilet cleaning	Prior to event	\$83.00	P	Y	<b>\$85.00</b>
<b>CC.6</b>	<b>Casual Use of Parks and Reserves</b>					
<b>CC.6.1</b>	<b>Park Access</b>					
CC.6.2	Establishment fee for use of parks as compounds by Contractors		\$250.00	F	X	<b>\$260.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
CC.6.3	Rental per week for compound site	Per m <sup>2</sup>	\$1.20	F	X	<b>\$1.25</b>
CC.6.4	Parks access administration fee		\$62.00	F	X	<b>\$64.00</b>
<b>CC.6.5</b>	<b>Use of Parks and Reserves by Hot Air Balloons</b>					
CC.6.6	Annual administration booking fee		\$62.00	P	Y	<b>\$64.00</b>
CC.6.7	Fee per launch, landing or tether	For annual bookings	\$25.00	R	Y	<b>\$26.00</b>
CC.6.8	Casual hire fee	Per launch, landing or tether	\$110.00	R	Y	<b>\$115.00</b>
<b>CC.6.9</b>	<b>Circuses/Fairs/Carnivals and other similar size events</b>					
CC.6.10	Set up/Removal/Non-Show days	Per day	\$530.00	F	Y	<b>\$546.00</b>
CC.6.11	Show days		\$1,060.00	F	Y	<b>\$1,092.00</b>
<b>CC.6.12</b>	<b>Markets and Fetes (Excluding Windsor Mall)</b>	Rate per day				
CC.6.13	Application Fee - Community		\$100.00	F	Y	<b>\$100.00</b>
CC.6.14	Application Fee - Commercial		\$500.00	F	Y	<b>\$500.00</b>
CC.6.15	Commercial Markets - Richmond Park	Per day within designated area	\$600.00	F	Y	<b>\$600.00</b>
CC.6.16	Commercial Markets - Governor Phillip Reserve	Per day within designated area	\$600.00	F	Y	<b>\$600.00</b>
CC.6.17	Other Markets		POA	F	Y	<b>POA</b>
<b>CC.6.18</b>	<b>Use of park to access private property for building/landscape works</b>					
CC.6.19	Administration fee		\$62.00	P	X	<b>\$64.00</b>
CC.6.20	Inspection fee		\$119.00	F	X	<b>\$123.00</b>
CC.6.21	Refundable Bond	Minimum	\$2,000.00	P	X	<b>\$2,000.00</b>
<b>CC.7</b>	<b>Food Premises Registration and Inspection</b>	<b>Temporary and/or Mobile Food Vending Equipment</b>				
<b>CC.7.1</b>	<b>Temporary and/or mobile food vending equipment registration and inspection fee</b>	<b>Fee paid 30 days prior to event</b>				
CC.7.2	Temporary Food Premises Category 1	Per annum (fee paid 30 days prior to event)	\$130.00	P	X	<b>\$134.00</b>
CC.7.3	Temporary Food Premises Category 2	Per annum (fee paid 30 days prior to event)	\$96.00	P	X	<b>\$100.00</b>
CC.7.4	Temporary Food Premises Category 3	Per annum (fee paid 30 days prior to event)	\$64.20	P	X	<b>\$66.50</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>CC.7.5</b>	<b>Temporary and/or mobile food vending equipment registration and inspection fee</b>					
CC.7.6	Temporary Food Premises Category 1	Per annum	\$167.30	P	X	<b>\$173.00</b>
CC.7.7	Temporary Food Premises Category 2	Per annum	\$125.00	P	X	<b>\$129.00</b>
CC.7.8	Temporary Food Premises Category 3	Per annum	\$83.70	P	X	<b>\$86.50</b>
<b>Advertising and Promotion</b>						
<b>CC.8</b>	<b>Banner Pole Hire</b>					
CC.8.1	Application Fee	Covers a period of 2 weeks	\$20.00	P	X	<b>\$20.00</b>
CC.8.2	Removal of overdue banner		\$130.00	F	X	<b>\$130.00</b>
CC.8.3	Refundable key bond		\$30.00	P	X	<b>\$30.00</b>
CC.8.4	Late return of key		\$13.00	P	X	<b>\$13.00</b>
<b>CC.9</b>	<b>Banner Production</b>	<b>External Organisations</b>				
CC.9.1	Supply of completed banner	Per linear metre	\$103.00	P	Y	<b>\$106.00</b>
<b>CC.10</b>	<b>Sale of Promotional Items</b>		POA	P	Y	<b>POA</b>
<b>Environment and Regulatory Services</b>						
<b>Caravan Parks, Camping Grounds and Manufacture's Home Estates</b>						
RS.1	Application for approval to operate	Per site (minimum \$100.00)	\$19.80	P	X	<b>\$20.50</b>
RS.2	Reinspection of application for approval to operate	Per site (minimum \$100.00)	\$19.80	P	X	<b>\$20.50</b>
RS.3	Periodic inspection	Per site (minimum \$100.00)	\$19.80	P	X	<b>\$20.50</b>
RS.4	Reinspection required due to non compliance in periodic inspection	Per site (minimum \$80.00)	\$17.70	P	Y	<b>\$18.50</b>
RS.5	Issue replacement approval to new proprietor		\$73.60	P	X	<b>\$76.00</b>
RS.6	Application and Inspection of Installations on Caravan Parks		\$134.55	P	X	<b>\$139.00</b>
RS.7	Reinspection required for Installations on Caravan Parks		\$87.40	P	X	<b>\$90.50</b>
RS.8	Application and Inspection of structure associated with manufactured home and completion certificate		\$134.55	P	X	<b>\$139.00</b>
RS.9	Reinspection of structure associated with manufactured home and completion certificate		\$87.40	P	X	<b>\$90.10</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>Companion Animals</b>						
	<b>Charges for the following animals:</b>					
	1. Hawkesbury City Council - Cats and Dogs					
	2. Penrith City Council - Cats and Dogs					
	3. The Hills Shire Council - Cats and Dogs					
	4. Hornsby Shire Council - Cats and Dogs					
	5. Other Councils - Cats and Dogs					
<b>RS.10</b>	<b>Companion Animals Registration Fees</b>	<b>Companion Animals Amendment Bill 2013 (NSW) Schedule 2 Amendment of Companion Animals Regulation 2008</b>				
RS.10.1	Desexed Animal (Cats and Dogs)	Or as determined by Legislation	\$53.00	S	X	<b>\$55.00</b>
RS.10.2	Animal not desexed (Cats and Dogs)	Or as determined by Legislation	\$195.00	S	X	<b>\$201.00</b>
RS.10.3	Pensioner (desexed animal) (Cats and Dogs)	Or as determined by Legislation	\$22.00	S	X	<b>\$23.00</b>
RS.10.4	Breeder (Cats and Dogs)	Per animal Or as determined by Legislation	\$53.00	S	X	<b>\$55.00</b>
	<b>A recognised Breeder means a person who is a prefix endorsed member of the following:</b>					
	<ul style="list-style-type: none"> <li>Royal NSW Canine Council Ltd</li> <li>NSW Cat Fanciers Assoc Inc</li> <li>Waratah State Cat Alliance Inc</li> </ul>					
RS.11	Micro-chipping (Cats and Dogs)	Per animal	\$50.35	P	Y	<b>\$52.00</b>
RS.12	Micro-chipping Cat/Dog for Animal Welfare Groups that have Section 16D exemption under the NSW Companion Animals Act 1998	Per animal	\$7.65	P	Y	<b>\$8.00</b>
RS.13	Vaccinating Cat/Dog for Animal Welfare Groups that have Section 16D exemption under the NSW Companion Animals Act 1998	Per animal	\$10.95	P	Y	<b>\$11.50</b>
	<b>Note: A dog formerly registered with the Greyhound Racing Act (1985), will have the applicable registration fee reduced by \$15.00</b>					

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>RS.14</b>	<b>Compliance Certificates</b>	<b>Companion Animals Regulation 2008 - Regulation 25 for the purpose of the Companion Animals Act 1998 - Section 58H</b>				
RS.14.1	Certificate of compliance with enclosure requirements for dangerous, menacing or restricted dog, including inspection		\$150.00	S	X	<b>\$150.00</b>
<b>RS.15</b>	<b>Hire of Animal Control Goods</b>					
<b>RS.15.1</b>	<b>Traps</b>					
RS.15.2	Cats - Hire of Traps	Per fortnight Plus Fee RS.15.3	\$31.80	P	Y	<b>\$32.80</b>
RS.15.3	Cats - Deposit on Trap Hire	Refundable on return of trap	\$153.55	P	X	<b>\$158.20</b>
RS.15.4	Dogs - Hire of Traps	Per fortnight Plus Fee RS.15.5	\$38.35	P	Y	<b>\$39.50</b>
RS.15.5	Dogs - Deposit on Trap Hire	Refundable on return of trap	\$291.50	P	X	<b>\$300.30</b>
<b>RS.16</b>	<b>Companion Animals Impounding</b>					
<b>RS.16.1</b>	<b>Cats Impounding</b>					
RS.16.2	Release fee		\$41.20	P	X	<b>\$42.50</b>
RS.16.3	Maintenance	Per day	\$38.35	F	X	<b>\$28.80</b>
RS.16.4	Subsequent releases - same owner/same cat within 12 month period		\$108.50	R	X	<b>\$111.80</b>
<b>RS.16.5</b>	<b>Dogs Impounding</b>					
RS.16.6	Release fee		\$61.80	P	X	<b>\$63.70</b>
RS.16.7	Maintenance	Per day	\$41.55	F	X	<b>\$31.20</b>
RS.16.8	Subsequent releases - same owner/same dog within 12 month period		\$116.05	R	X	<b>\$119.60</b>
<b>RS.17</b>	<b>Sales of animals</b>					
<b>RS.17.1</b>	<b>Sale of Cats</b>					
RS.17.2	Male kittens under 3 years	Per animal Includes registration, micro-chipping and desexing		P	Y	<b>\$158.40</b>
RS.17.3	Male kittens under 3 years (Pensioner sale)	Per animal Includes registration, micro-chipping and desexing		P	Y	<b>\$124.30</b>
RS.17.4	Male cats 3 to 5 years	Per animal Includes registration, micro-chipping and desexing		P	Y	<b>\$125.40</b>
RS.17.5	Male cats 3 to 5 years (Pensioner sale)	Per animal Includes registration, micro-chipping and desexing		P	Y	<b>\$91.30</b>



# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
RS.17.6	Male cats 6 years and older	Per animal Includes registration, micro-chipping and desexing		P	Y	<b>\$101.75</b>
RS.17.7	Male cats 6 years and older (Pensioner sale)	Per animal Includes registration, micro-chipping and desexing		P	Y	<b>\$67.65</b>
RS.17.8	Female kittens under 3 years	Per animal Includes registration, micro-chipping and desexing		P	Y	<b>\$181.50</b>
RS.17.9	Female kittens under 3 years (Pensioner sale)	Per animal Includes registration, micro-chipping and desexing		P	Y	<b>\$147.40</b>
RS.17.10	Female cats 3 to 5 years	Per animal Includes registration, micro-chipping and desexing		P	Y	<b>\$147.40</b>
RS.17.11	Female cats 3 to 5 years (Pensioner sale)	Per animal Includes registration, micro-chipping and desexing		P	Y	<b>\$113.30</b>
RS.17.12	Female cats 6 years and older	Per animal Includes registration, micro-chipping and desexing		P	Y	<b>\$125.40</b>
RS.17.13	Female cats 6 years and older (Pensioner sale)	Per animal Includes registration, micro-chipping and desexing		P	Y	<b>\$91.30</b>
<b>RS.17.14</b>	<b>Sale of dogs</b>					
RS.17.15	Dogs and Pups under 4 years	Per animal Includes registration, micro-chipping and desexing		P	Y	<b>\$385.00</b>
RS.17.16	Dogs and Pups under 4 years (Pensioner sale)	Per animal Includes registration, micro-chipping and desexing		P	Y	<b>\$350.90</b>
RS.17.17	Male dogs 4 to 6 years	Per animal Includes registration, micro-chipping and desexing		P	Y	<b>\$260.70</b>
RS.17.18	Male dogs 4 to 6 years (Pensioner sale)	Per animal Includes registration, micro-chipping and desexing		P	Y	<b>\$226.60</b>
RS.17.19	Male dogs 7 years and older	Per animal Includes registration, micro-chipping and desexing		P	Y	<b>\$181.50</b>
RS.17.20	Male dogs 7 years and older (Pensioner sale)	Per animal Includes registration, micro-chipping and desexing		P	Y	<b>\$147.40</b>
RS.17.21	Female dogs 4 to 6 years	Per animal Includes registration, micro-chipping and desexing		P	Y	<b>\$282.70</b>
RS.17.22	Female dogs 4 to 6 years (Pensioner sale)	Per animal Includes registration, micro-chipping and desexing		P	Y	<b>\$248.60</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
RS.17.23	Female dogs 7 years and older	Per animal Includes registration, micro-chipping and desexing		P	Y	<b>\$203.50</b>
RS.17.24	Female dogs 7 years and older (Pensioner sale)	Per animal Includes registration, micro-chipping and desexing		P	Y	<b>\$169.40</b>
<b>RS.18</b>	<b>Surrender and Collection of Animals</b>					
RS.18.1	Surrender of cats to pound - Hawkesbury residents ONLY	Per animal	\$103.00	P	X	<b>\$180.25</b>
RS.18.2	Surrender of cats to pound - Non-Hawkesbury residents	Per animal	\$226.60	R	X	<b>\$396.55</b>
RS.18.3	Surrender of dogs to pound - Hawkesbury residents ONLY	Per animal	\$144.20	P	X	<b>\$252.35</b>
RS.18.4	Surrender of dogs to pound - Non-Hawkesbury residents	Per animal	\$267.80	R	X	<b>\$468.65</b>
<b>RS.19</b>	<b>Collection of surrendered cat or dog from private premises</b>					
RS.19.1	Within 30 km of the animal shelter	Per animal Plus Fees RS.18.1 to RS.18.4	\$84.75	F	X	<b>\$127.20</b>
RS.19.2	Between 30 km and 60 km of the animal shelter	Per animal Plus Fees RS.18.1 to RS.18.4	\$111.20	F	X	<b>\$166.80</b>
RS.19.3	Greater than 60 km of the animal shelter	Per animal Plus Fees RS.18.1 to RS.18.4	\$137.70	F	X	<b>\$206.60</b>
<b>RS.20</b>	<b>Stock Impounding</b>					
	<b>Driving Fees - under clause 2(4) of the Impounding Act 1993</b>					
<b>RS.20.1</b>	<b>Every horse, ass, mule, cow</b>					
RS.20.2	1 <sup>st</sup> animal	Per km	\$9.05	F	X	<b>\$9.40</b>
RS.20.3	2 <sup>nd</sup> and subsequent animals owned by same person and impounded at the same time.	Per km	\$6.45	F	X	<b>\$6.70</b>
<b>RS.20.4</b>	<b>Sheep</b>					
RS.20.5	1 <sup>st</sup> 100 or number less than 100	Per km	\$9.05	F	X	<b>\$9.40</b>
RS.20.6	2 <sup>nd</sup> 100 and subsequent 100	Per km	\$6.45	F	X	<b>\$6.70</b>
<b>RS.20.7</b>	<b>Goat or Pig</b>	<b>Per animal, per km</b>	<b>\$6.45</b>	<b>F</b>	<b>X</b>	<b>\$6.70</b>
<b>RS.20.8</b>	<b>Birds and Fowl Impounding</b>					
RS.20.9	Bird and Fowl - every bird or fowl	Per km	\$6.45	F	X	<b>\$6.70</b>
<b>RS.20.10</b>	<b>Advertisements</b>					
RS.20.11	Fee	Plus Fee RS.20.12	\$108.55	F	X	<b>\$112.00</b>
RS.20.12	Advertisement Costs	Plus Fee RS.20.11	POA	F	Y	<b>POA</b>
RS.20.13	Each notice by post		\$45.65	F	X	<b>\$47.10</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>RS.20.14</b>	<b>Pound Keepers Fees for Sustenance</b>					
RS.20.15	Horses	Per head, per day	\$25.40	F	X	<b>\$26.20</b>
RS.20.16	Cattle	Per head, per day	\$28.60	F	X	<b>\$29.50</b>
RS.20.17	Sheep	Per head, per day	\$11.65	F	X	<b>\$12.00</b>
RS.20.18	Pigs	Per head, per day	\$11.65	F	X	<b>\$12.00</b>
RS.20.19	Goats	Per head, per day	\$11.65	F	X	<b>\$12.00</b>
RS.20.20	Birds and Fowl	Per head, per day	\$3.45	F	X	<b>\$3.55</b>
<b>Health Services</b>						
<b>RS.21</b>	<b>Food Premises Annual Administration Charge</b>	<b>Food Regulation 2015, Part 10 Clause 183</b>				
	<b>This administration fee does not apply to School Canteens and Not for Profit Organisations</b>					
RS.21.1	5 or less FTE Food Handlers at premises		\$151.00	P	X	<b>\$156.00</b>
RS.21.2	6-50 FTE Food Handlers at premises		\$302.00	P	X	<b>\$312.00</b>
RS.21.3	51+ FTE Food Handlers at premises		\$1,202.00	P	X	<b>\$1,240.00</b>
<b>RS.22</b>	<b>Food Premises Inspection Fees</b>					
RS.22.1	Category 1 (Food Authority P3)	Per annum for each inspection	\$130.00	P	X	<b>\$134.00</b>
RS.22.2	Category 2 (Food Authority P1 or P2)	Per annum for each inspection	\$168.00	P	X	<b>\$173.50</b>
RS.22.3	Category 3 (Food Authority P1 or P2)	Per annum for each inspection	\$220.00	P	X	<b>\$227.00</b>
RS.22.4	Reinspection after non-compliance		\$116.50	P	X	<b>\$120.00</b>
<b>RS.23</b>	<b>Temporary and/or mobile food vending equipment registration and inspection fee - Fee paid 30 days prior to event</b>					
RS.23.1	Temporary Food Premises Category 1	Per annum (fee paid 30 days prior to event)	\$130.00	P	X	<b>\$134.00</b>
RS.23.2	Temporary Food Premises Category 2	Per annum (fee paid 30 days prior to event)	\$96.00	P	X	<b>\$100.00</b>
RS.23.3	Temporary Food Premises Category 3	Per annum (fee paid 30 days prior to event)	\$64.20	P	X	<b>\$66.50</b>
<b>RS.24</b>	<b>Temporary and/or mobile food vending equipment registration and inspection fee</b>					
RS.24.1	Temporary Food Premises Category 1	Per annum	\$167.30	P	X	<b>\$173.00</b>
RS.24.2	Temporary Food Premises Category 2	Per annum	\$125.00	P	X	<b>\$129.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
RS.24.3	Temporary Food Premises Category 3	Per annum	\$83.70	P	X	<b>\$86.50</b>
RS.25	Reinspection after non-compliance for temporary and/or mobile food vending equipment		\$103.80	P	X	<b>\$107.00</b>
RS.26	Code for the construction of food premises	Per booklet	\$15.00	R	X	<b>\$15.50</b>
RS.27	Waste Water warning signs	Per sign	\$20.50	F	Y	<b>\$21.50</b>
RS.28	Issuing of notices under the Food Act		\$330.00	S	X	<b>\$330.00</b>
RS.29	Pre-purchase inspection of food premises and written report		\$249.90	R	X	<b>\$260.00</b>
RS.30	Inspection/Reinspections of low risk food business (Food Authority P4)		\$38.50	P	X	<b>\$40.00</b>
RS.31	Voluntary food safety audit		\$117.20	P	Y	<b>\$121.00</b>
<b>RS.32</b>	<b>Inspection of Other Premises</b>					
RS.32.1	Brothels		\$117.20	P	X	<b>\$121.00</b>
RS.32.2	Legionella Control		\$117.20	P	X	<b>\$121.00</b>
RS.32.3	Hairdressing		\$117.20	P	X	<b>\$121.00</b>
RS.32.4	Skin penetration		\$117.20	P	X	<b>\$121.00</b>
RS.32.5	Public and Semi Public Swimming Pools		\$117.20	P	X	<b>\$121.00</b>
<b>RS.33</b>	<b>Annual Registration of Premises</b>					
RS.33.1	Brothels		\$35.10	P	X	<b>\$36.50</b>
RS.33.2	Legionella Control		\$35.10	P	X	<b>\$36.50</b>
RS.33.3	Hairdressing		\$35.10	P	X	<b>\$36.50</b>
RS.33.4	Skin penetration		\$35.10	P	X	<b>\$36.50</b>
RS.33.5	Public and Semi Public Swimming Pools		\$35.10	P	X	<b>\$36.50</b>
RS.34	Water carting		\$35.10	P	X	<b>\$36.50</b>
RS.35	Registration of Portable Water Suppliers		\$35.10	P	X	<b>\$36.50</b>
<b>RS.36</b>	<b>Undertakers Premises/Mortuary</b>					
RS.36.1	Application for approval to operate an undertakers premises		\$152.50	F	X	<b>\$158.00</b>
RS.36.2	Periodic inspection of undertakers premises		\$167.30	P	X	<b>\$173.00</b>
RS.36.3	Application for approval to operate a mortuary		\$152.50	F	X	<b>\$158.00</b>
RS.36.4	Periodic inspection of mortuary		\$167.30	F	X	<b>\$173.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>RS.37</b>	<b>Water Sampling</b>					
RS.37.1	Bacteriological water sampling for public swimming pools		\$89.60	P	X	<b>\$93.00</b>
RS.37.2	Chemical and bacteriological water sampling and investigation for on-site water tanks including annual sampling of commercial premises and supplies		\$166.25	F	X	<b>\$172.00</b>
RS.37.3	Cryptosporidium Analysis		POA	M	X	<b>POA</b>
RS.37.4	Inspection of water carting vehicle/tanks		\$94.25	P	X	<b>\$97.50</b>
<b>RS.38</b>	<b>Education Courses run by Council</b>					
RS.38.1	Skin penetration, beauty treatment and hairdressing training courses		\$51.50	F	Y	<b>\$53.50</b>
RS.38.2	Pool maintenance training courses		\$51.50	F	Y	<b>\$53.50</b>
RS.38.3	Food handling education course (No charge for non-profit organisations)		\$51.50	F	Y	<b>\$53.50</b>
RS.38.4	Not-for-profit organisations		Free	N		<b>Free</b>
<b>RS.39</b>	<b>Public Health Act 2010 and Regulations 2012</b>					
RS.39.1	Improvement Notices and Prohibition Orders under the Public Health Regulations 2012 (Regulation 97) - <b>Prescribed Fee</b>		\$560.00	S	X	<b>\$560.00</b>
RS.39.2	Improvement Notices and Prohibition Orders under the Public Health Regulations 2012 (Regulation 97) - <b>In any other case</b>		\$270.00	S	X	<b>\$270.00</b>
RS.39.3	Re-inspection of premises subject of prohibition order	Public Health Regulation 2012 - Regulation 98 Per hour (Minimum charge 1/2 hour to a maximum charge of 2 hours - excluding travel time)	\$250.00	S	X	<b>\$250.00</b>
RS.39.4	Notification of installation or carrying out a function under Public Health Act and Regulations Issue notice or order for Regulated Systems		\$100.00	S	X	<b>\$100.00</b>
<b>Regulation and Enforcement</b>						
<b>RS.40</b>	<b>Location Costs for Stolen and Abandoned Vehicles</b>					
RS.40.1	Zone 1 - Richmond, Windsor, Pitt Town, Cattai		\$172.70	F	X	<b>\$178.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
RS.40.2	Zone 2 - Kurrajong, Kurrajong Heights, East Kurrajong, Glossodia, Blaxland Ridge and Ebenezer area		\$180.00	F	X	<b>\$187.00</b>
RS.40.3	Zone 3 - Bilpin, Colo Heights, Upper Colo areas		\$241.00	F	X	<b>\$250.00</b>
RS.40.4	Zone 4 - MacDonald Valley, St Albans and to the northern and north eastern boundaries		\$241.00	F	X	<b>\$250.00</b>
RS.41	Stationery, typing and the like involved in advice to Police and contractor including appropriate photographs		\$55.60	F	X	<b>\$57.50</b>
RS.42	Notification letter to owner, if applicable		\$40.80	F	X	<b>\$42.50</b>
RS.43	Storage charges for keeping vehicle in custody	At Contractors' Costs	POA	F	X	<b>POA</b>
RS.44	Towing and removal (by Contractor)		\$99.90	F	X	<b>\$103.00</b>
<b>RS.45</b>	<b>Advertising Costs of abandoned vehicles</b>					
RS.45.1	Advertising Cost	Advertising cost, Plus administration fee	POA	M	Y	<b>POA</b>
RS.45.2	Administration Fee	Plus Advertising cost	\$116.60	F	Y	<b>\$121.00</b>
<b>RS.46</b>	<b>Other Impounding and Retrieval Fees</b>					
RS.46.1	Retrieval of confiscated shopping trolleys		\$172.70	R	X	<b>\$178.00</b>
RS.46.2	Retrieval of confiscated charity bins		\$291.60	R	X	<b>\$301.00</b>
<b>RS.47</b>	<b>Environmental Protection Inspections</b>					
RS.47.1	Non-compliance reinspection of business after environmental review	Per hour	\$116.70	F	Y	<b>\$120.20</b>
RS.47.2	Request for voluntary environmental review of business	Per hour	\$116.70	F	Y	<b>\$120.20</b>
RS.47.3	Noise level reading and assessment	Per hour	\$106.10	F	X	<b>\$110.00</b>
RS.47.4	Noise level reading and assessment after normal business hours	Per hour	\$201.45	F	X	<b>\$207.50</b>
RS.47.5	Audit of industrial/commercial premises for environmental compliance	Per hour	\$106.10	F	X	<b>\$109.50</b>
RS.47.6	Research and preparation of report for site history of contamination	Per hour	\$106.10	F	X	<b>\$109.50</b>



# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
RS.47.7	Intensive agriculture premises inspection (piggeries, poultry, cattle etc.)		\$138.20	F	X	<b>\$142.50</b>
<b>RS.48</b>	<b>Environmental Protection Notices under POEO Act 1997</b>					
RS.48.1	Issuing notice administration fee		\$520.00	S	X	<b>\$535.00</b>
RS.48.2	Monitoring compliance to notice issued	Per hour	\$106.10	F	X	<b>\$110.00</b>
RS.48.3	Outstanding notices or orders information in register		\$96.90	F	X	<b>\$100.00</b>
<b>RS.49</b>	<b>Public Health Consultation and Investigation</b>					
RS.49.1	Pollution control investigation charges to polluter	Per hour	\$116.60	F	Y	<b>\$120.50</b>
<b>RS.50</b>	<b>Certificates/Documents Available-Regulatory Services</b>					
RS.50.1	S735A LGA Certificate-Outstanding notices and orders		\$96.90	F	X	<b>\$100.00</b>
RS.50.2	S735A LGA Certificate-Urgency Fee (24hrs turnaround)	Plus Fee RS.50.1	\$55.05	P	X	<b>\$57.00</b>
RS.50.3	S121ZP, EP and A Certificate-Outstanding notices and orders		\$96.90	F	X	<b>\$100.00</b>
RS.50.4	S121ZP, EP and A Certificate-Urgency Fee (24hrs turnaround)	Plus Fee RS.50.3	\$55.05	F	X	<b>\$57.00</b>
<b>RS.51</b>	<b>Registration Fees</b>					
RS.51.1	A' Framed sign on Council land	Annual administration fee	\$152.30	F	X	<b>\$157.00</b>
<b>Sewerage Management Facilities</b>						
<b>RS.52</b>	<b>Sales</b>					
RS.52.1	Sale of septic irrigation warning signs		\$20.40	F	Y	<b>\$21.25</b>
<b>RS.53</b>	<b>Certificates/Documents available</b>					
RS.53.1	Copy of approval to operate septic system		\$25.25	F	X	<b>\$26.25</b>
<b>RS.54</b>	<b>Septic Tanks Inspections</b>					
RS.54.1	Licence Fee - "Approval to operate a Sewerage Management Facility".		\$140.00	F	X	<b>\$145.00</b>
RS.54.2	Pre-purchase inspection of Sewerage Management Facility and written report		\$140.00	F	X	<b>\$145.00</b>
RS.54.3	Sewerage Management Facility re-inspection Fee where 'still failing' OR 'not ready'		\$103.65	F	X	<b>\$107.00</b>
RS.54.4	Application to install a centralised Sewage Management Facility (e.g. Community Title)	Plus \$204.75 per allotment	\$304.65	F	X	<b>\$313.80</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
RS.54.5	Inspection of Decommissioned Sewerage Management Facility		\$73.90	P	X	<b>\$76.50</b>
RS.54.6	Septic tank application fee to install a Domestic System	Including assessment, 2 inspections and approval to operate for first year	\$495.75	M	X	<b>\$511.00</b>
<b>RS.55</b>	<b>Septic tank application fee to install a Commercial System</b>					
RS.55.1	Commercial septic systems less than \$20,000	Includes assessment and 2 inspections	\$495.75	M	X	<b>\$511.00</b>
RS.55.2	Commercial septic systems greater than or equal to \$20,000	Includes assessment and 4 inspections	\$1,126.65	M	X	<b>\$1,160.50</b>
RS.55.3	Application to alter a Sewerage Management System	50% of current application fee for same system	POA	M	X	<b>POA</b>
RS.55.4	Application fee to install a Greywater System	Including assessment, 2 inspections and approval to operate for first year	\$495.75	M	X	<b>\$511.00</b>
<b>RS.56</b>	<b>Inspection of Private Water Scheme plumbing and drainage</b>					
RS.56.1	Inspection of private water scheme plumbing and drainage	Per inspection	\$181.10	M	X	<b>\$187.00</b>
<b>RS.57</b>	<b>Plumbing and Drainage Inspections</b>					
RS.57.1	Single Inspection	Internal and external	\$143.00	M	X	<b>\$148.00</b>
<b>Waste Collection</b>						
<b>RS.58</b>	<b>Waste Bins</b>					
RS.58.1	120/140L size		\$63.95	R	X	<b>\$66.00</b>
RS.58.2	240L size		\$94.15	R	X	<b>\$97.00</b>
RS.58.3	Second hand 240L		\$42.60	R	X	<b>\$44.00</b>
RS.58.4	Recycle bins		\$90.85	R	X	<b>\$94.00</b>
RS.58.5	Educational stickers for Waste and Recycling Bins		\$6.05	R	Y	<b>\$6.25</b>
<b>Other</b>						
<b>RS.59</b>	<b>Advertising Structures/Signs</b>					
RS.59.1	Sandwich Board Annual fee		\$152.30	R	X	<b>\$157.00</b>
RS.59.2	Retrieval of confiscated unauthorised sign on public land		\$217.60	R	X	<b>\$224.50</b>
<b>RS.60</b>	<b>Land Clearing - Hazard reduction (S66 Rural Fires Act)</b>					
RS.60.1	Contractor's cost for land clearing	Contractors' Fee, Plus Fee RS.60.2	POA	M	Y	<b>POA</b>
RS.60.2	Administration Charge	Plus Fee RS.60.1	\$396.55	R	Y	<b>\$408.50</b>
<b>RS.61</b>	<b>Sale of Tender Documents</b>					
RS.61.1	Sale of Tender documents (printing, paper, expertise, overheads)		POA	F	Y	<b>POA</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>Development Services</b>						
<b>Construction and Development</b>						
<b>DS.1</b>	<b>Development Applications</b>					
<b>DS.1.1</b>	<b>General Development</b>	<b>See Clause 246B EPA Regulation 2000</b>				
DS.1.2	Not exceeding \$5,000		\$110.00	S	X	<b>\$110.00</b>
DS.1.3	\$5,001 - \$50,000	Plus \$3.00 each \$1,000 above \$5,000	\$170.00	S	X	<b>\$170.00</b>
DS.1.4	\$50,001 - \$250,000	Plus \$3.64 each \$1,000 above \$50,000	\$352.00	S	X	<b>\$352.00</b>
DS.1.5	\$250,001 - \$500,000	Plus \$2.34 each \$1,000 above \$250,000	\$1,160.00	S	X	<b>\$1,160.00</b>
DS.1.6	\$500,001 - \$1,000,000	Plus \$1.64 each \$1,000 above \$500,000	\$1,745.00	S	X	<b>\$1,745.00</b>
DS.1.7	\$1,000,001 - \$10,000,000	Plus \$1.44 each \$1,000 above \$1,000,000	\$2,615.00	S	X	<b>\$2,615.00</b>
DS.1.8	More than \$10,000,000	Plus \$1.19 each \$1,000 above \$10,000,000	\$15,875.00	S	X	<b>\$15,875.00</b>
DS.1.9	Change of Use (Where no cost of works)	See Clause 250 EPA Regulations 2000	\$285.00	S	X	<b>\$285.00</b>
<b>DS.2</b>	<b>Dwelling-houses</b>					
DS.2.1	Dwelling - houses not exceeding \$100,000	See Clause 247 EPA Regulations 2000	\$455.00	S	X	<b>\$455.00</b>
DS.2.2	Dwelling - houses exceeding \$100,000	Fee calculated according to General Development Refer to Fees DS.1	POA	S	X	<b>POA</b>
<b>DS.3</b>	<b>Development Application for Tree Removal</b>					
DS.3.1	1 to 5 trees	Located on Heritage Listed Property	\$125.00	P	X	<b>\$130.00</b>
DS.3.2	6 to 25 trees	Located on Heritage Listed Property	\$275.00	P	X	<b>\$285.00</b>
DS.3.3	More than 25 trees	Fee calculated according to General Development Refer to Fees DS.1	POA	S	X	<b>POA</b>
<b>DS.4</b>	<b>Development Application for Tree Pruning</b>					
DS.4.1	1 to 5 trees	Located on Heritage Listed Property	\$91.00	P	X	<b>\$95.00</b>
DS.4.2	6 to 25 trees	Located on Heritage Listed Property	\$211.00	P	X	<b>\$218.00</b>
DS.4.3	More than 25 trees	Fee calculated according to General Development Refer to Fees DS.1	POA	S	X	<b>POA</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>DS.5</b>	<b>Development Application for Pools</b>					
DS.5.1	Pool - Permanent	Fee calculated according to General Development Refer to Fees DS.1	POA	S	X	<b>POA</b>
DS.5.2	Pool - Temporary (e.g. inflatable, self-supporting)	Minimum charge under General Development Refer to Fees DS.1	\$110.00	S	X	<b>\$110.00</b>
<b>DS.6</b>	<b>Notification of Development Applications (Hawkesbury DCP)</b>					
DS.6.1	Requiring adjoining owners' advertisement	Plus Fees DS.6.2 - DS.6.5	\$408.00	P	X	<b>\$420.25</b>
DS.6.2	Notification Site Sign		\$75.00	F	X	<b>\$77.25</b>
DS.6.3	Requiring adjoining owners letters only (up to 20 properties)		\$176.00	P	X	<b>\$181.30</b>
DS.6.4	Requiring adjoining owners letters only (21 to 100 properties)		\$370.00	P	X	<b>\$381.00</b>
DS.6.5	Requiring adjoining owners letters only (more than 100 properties)		\$500.00	P	X	<b>\$515.00</b>
<b>DS.7</b>	<b>Building Construction Certificates</b>					
<b>DS.7.1</b>	<b>Building Class 1 and 10 Buildings</b>					
DS.7.2	Up to \$5,000			R	Y	<b>\$296.00</b>
DS.7.3	\$5,001 up to \$12,000			R	Y	<b>\$590.00</b>
DS.7.4	\$12,001 up to \$100,000			R	Y	<b>\$950.00</b>
DS.7.5	\$100,001 up to \$200,000			R	Y	<b>\$1,100.00</b>
DS.7.6	\$200,001 up to \$350,000			R	Y	<b>\$1,500.00</b>
DS.7.7	Greater than \$350,000	\$1,900.00 Plus 0.1% of estimated cost of Development		R	Y	<b>POA</b>
<b>DS.7.8</b>	<b>Building Class 2 - 9 Buildings</b>					
DS.7.9	Up to \$5,000			R	Y	<b>\$450.00</b>
DS.7.10	\$5,001 up to \$100,000			R	Y	<b>\$850.00</b>
DS.7.11	\$100,001 up to \$250,000			R	Y	<b>\$1,700.00</b>
DS.7.12	\$250,001 up to \$1,000,000			R	Y	<b>\$3,200.00</b>
DS.7.13	Greater than \$1,000,000	\$7,800.00 Plus 0.1% of estimated cost of Development		R	Y	<b>POA</b>
DS.8	Certifiers' review (Engineering or Building) of works (not covered by above or elsewhere) - rate per hour	\$327.55 for first hour, then \$163.75 per hour or part thereof	POA	M	Y	<b>POA</b>
DS.9	Amended Building Construction Certificate (Minor change)	25% of original CC Fee	POA	M	Y	<b>POA</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
DS.10	Amended Building Construction Certificate (Major change)	50% of original CC Fee	POA	M	Y	POA
<b>DS.11</b>	<b>Additional Fees</b>					
DS.11.1	Bushfire Assessment Level (BAL) - Risk assessment	Includes inspection	\$405.00	M	Y	\$450.00
DS.11.2	Hoarding application fee	Plus Fee DS.11.3 or Fee DS.11.4	\$212.00	M	X	\$220.00
DS.11.3	Type "A" Hoarding weekly rate	Per m <sup>2</sup> up to 4 weeks, \$17.50 per m <sup>2</sup> thereafter Plus Fee DS.11.2	\$22.00	M	X	\$23.00
DS.11.4	Type "B" Hoarding weekly rate	Per linear metre Plus Fee DS.11.2	\$16.00	M	X	\$17.00
DS.11.5	Mandatory inspection prior to release of Construction Certificate		\$169.00	M	Y	\$175.00
<b>DS.12</b>	<b>Scanning of hard copy documents and conversion into electronic format</b>					
DS.12.1	Documents (except DA form) are provided in electronic format (e.g. PDF)	File conversion fee may still apply see below	Free	N		Free
DS.12.2	S96(1) Applications		Free	N		Free
DS.12.3	Applications (Value of works less than \$100,000)		\$24.00	M	Y	\$25.00
DS.12.4	Applications (Value of works between \$100,001 and \$500,000)		\$47.00	M	Y	\$49.00
DS.12.5	Applications (Value of works between \$500,001 and \$1,000,000)		\$94.00	M	Y	\$97.00
DS.12.6	Applications (Value of works between \$1,000,001 and \$2,000,000)		\$292.00	M	Y	\$301.00
DS.12.7	Applications (Value of works greater than \$2,000,000)		\$642.00	M	Y	\$662.00
DS.12.8	Applications (Any value) - Not for Profit Organisations		Free	N		Free
DS.12.9	Subdivision - DA, Eng, CC and Sub Cert (3 Lots or less)		\$47.00	M	Y	\$49.00
DS.12.10	Subdivision - DA, Eng, CC and Sub Cert (4-19 Lots)		\$146.00	M	Y	\$151.00
DS.12.11	Subdivision - DA, Eng, CC and Sub Cert (20 lots or more and/or incorporating a road)		\$665.00	M	Y	\$666.00
DS.12.12	Subdivision - Boundary adjustment under LEP 2012		\$146.00	M	Y	\$151.00
<b>DS.13</b>	<b>Miscellaneous Documents</b>					
DS.13.1	Minimum Charge		\$30.00	M	Y	\$31.00
DS.13.2	Up to A4	Per page	\$3.00	M	Y	\$3.10

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
DS.13.3	A3	Per page	\$6.00	M	Y	<b>\$6.20</b>
DS.13.4	Documents greater than A3		\$24.00	M	Y	<b>\$25.00</b>
<b>DS.14</b>	<b>File conversion of electronic documents</b>					
DS.14.1	Documents (except application or certificate form) are provided in digital format consistent with Council naming conventions and file format requirements		Free	N		<b>Free</b>
DS.14.2	S96(1) Applications		Free	N		<b>Free</b>
DS.14.3	Applications (Value of works less than \$100,000)		\$12.00	M	Y	<b>\$12.40</b>
DS.14.4	Applications (Value of works between \$100,001 and \$500,000)		\$24.00	M	Y	<b>\$25.00</b>
DS.14.5	Applications (Value of works between \$500,001 and \$1,000,000)		\$47.00	M	Y	<b>\$49.00</b>
DS.14.6	Applications (Value of works between \$1,000,001 and \$2,000,000)		\$146.00	M	Y	<b>\$150.40</b>
DS.14.7	Applications (Value of works greater than \$2,000,000)		\$321.00	M	Y	<b>\$331.00</b>
DS.14.8	Applications (Any value) - Not for Profit Organisations		Free	N		<b>Free</b>
<b>DS.15</b>	<b>Subdivision (DA, Eng, CC and Sub Cert)</b>					
DS.15.1	Subdivision - DA, Eng, CC and Sub Cert (3 Lots or less)		\$24.00	M	Y	<b>\$25.00</b>
DS.15.2	4 - 19 Lots		\$73.00	M	Y	<b>\$75.00</b>
DS.15.3	20 lots or more and/or incorporating a road		\$333.00	M	Y	<b>\$343.00</b>
DS.15.4	Boundary adjustments under LEP 2012		\$73.00	M	Y	<b>\$75.20</b>
DS.16	Stamping additional hard copy plans	When in excess of 1 set for applicant	\$24.00	M	Y	<b>\$25.00</b>
	<b>Building projects (other than dwellings and residential additions) which involve civil works, e.g. car parks, drainage, etc. will be subject to the additional CC fees in the Subdivision and Civil Works section of this document</b>					
<b>DS.17</b>	<b>Building Compliance Certificates</b>	<b>Includes all inspections</b>				
DS.17.1	Residential (Class 1,4)		\$1,010.00	M	Y	<b>\$1,225.00</b>
DS.17.2	Residential Additions		\$1,010.00	M	Y	<b>\$1,225.00</b>
DS.17.3	Residential Flat Building (Class 2)	Per unit	\$1,010.00	M	Y	<b>\$1,225.00</b>
DS.17.4	Commercial (Class 3, 5, 6 and 9)	Per unit Or \$1,010.45 per 500m <sup>2</sup> floor area (whichever is greater)	\$1,010.00	M	Y	<b>\$1,225.00</b>



# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
DS.17.5	Industrial (Class 7 and 8)	Per unit Or \$1,010.45 per 500m <sup>2</sup> floor area (whichever is greater)	\$1,010.00	M	Y	<b>\$1,225.00</b>
DS.17.6	Other Class 10 structures		\$313.00	M	Y	<b>\$525.00</b>
DS.17.7	Demolition		\$313.00	M	Y	<b>\$525.00</b>
<b>DS.18</b>	<b>Pools</b>					
DS.18.1	In ground	Permanent	\$313.00	M	Y	<b>\$700.00</b>
DS.18.2	Above ground	Permanent	\$157.00	M	Y	<b>\$200.00</b>
DS.18.3	Temporary	e.g. inflatable, self supporting	\$77.00	M	Y	<b>\$175.00</b>
DS.18.4	Re-inspection where failed or not ready		\$157.00	M	Y	<b>\$175.00</b>
DS.18.5	Single Inspection		\$157.00	M	Y	<b>\$175.00</b>
DS.18.6	Single inspection (Swimming Pools only - for portable/inflatable pools or where Swimming Pool Compliance Certificate is required) - First Year		Free	N		<b>Free</b>
DS.18.7	Single inspection (Swimming Pools only - for portable/inflatable pools or where Swimming Pool Compliance Certificate is required) - Subsequent years		\$110.00	M	Y	<b>\$175.00</b>
<b>DS.19</b>	<b>Occupation Certificates</b>					
DS.19.1	Occupation Certificate - Class 1 (or combined Class 1 and 10)		\$195.00	M	Y	<b>\$250.00</b>
DS.19.2	Occupation Certificate Class 10 (50% of Class 1)		\$98.00	M	Y	<b>\$125.00</b>
DS.19.3	Occupation Certificate Class 2-9		\$390.00	M	Y	<b>\$750.00</b>
DS.19.4	Re-inspection where failed		\$169.00	M	Y	<b>\$175.00</b>
<b>DS.20</b>	<b>Resited Dwellings</b>					
DS.20.1	Refundable Deposit - Transit Damage		\$1,380.00	M	X	<b>\$1,425.00</b>
DS.20.2	Route inspection fee		\$154.00	M	X	<b>\$175.00</b>
<b>DS.21</b>	<b>Inspection of building</b>	<b>Where it is proposed to have it removed and re-erected</b>				
DS.21.1	Up to distance of 100km		\$502.00	M	X	<b>\$525.00</b>
DS.21.2	In excess of 100km		POA	M	X	<b>POA</b>
<b>DS.22</b>	<b>Complying Development Certificate</b>					
DS.22.1	CDC pre-certificate review (all development types)	40% of relevant CDC Fee (Fees DS.22.2 to DS.22.14), whichever is greater	POA	M	Y	<b>POA</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>DS.22.2</b>	<b>CDC - Building Class 1 and 10 Buildings</b>					
DS.22.3	Up to \$5,000	Plus Fee DS.17 to Fee DS.18.3, where applicable		R	Y	<b>\$351.00</b>
DS.22.4	\$5,001 up to \$12,000	Plus Fee DS.17 to Fee DS.18.3, where applicable		R	Y	<b>\$763.00</b>
DS.22.5	\$12,001 up to \$100,000	Plus Fee DS.17 to Fee DS.18.3, where applicable		R	Y	<b>\$1,484.00</b>
DS.22.6	\$100,001 up to \$200,000	Plus Fee DS.17 to Fee DS.18.3, where applicable		R	Y	<b>\$1,998.00</b>
DS.22.7	\$200,001 up to \$350,000	Plus Fee DS.17 to Fee DS.18.3, where applicable		R	Y	<b>\$3,245.00</b>
DS.22.8	Greater than \$350,000	\$4,803.00 Plus Fee DS.17 to Fee DS.18.3, where applicable Plus 0.1% estimated cost of development		R	Y	<b>POA</b>
<b>DS.22.9</b>	<b>CDC - Building Class 2 - 9 Buildings</b>					
DS.22.10	Up to \$5,000	Plus Fee DS.17 to Fee DS.18.3, where applicable		R	Y	<b>\$505.00</b>
DS.22.11	\$5,001 up to \$100,000	Plus Fee DS.17 to Fee DS.18.3, where applicable		R	Y	<b>\$1,384.00</b>
DS.22.12	\$100,001 up to \$250,000	Plus Fee DS.17 to Fee DS.18.3, where applicable		R	Y	<b>\$2,598.00</b>
DS.22.13	\$250,001 up to \$1,000,000	Plus Fee DS.17 to Fee DS.18.3, where applicable		R	Y	<b>\$5,765.00</b>
DS.22.14	Greater than \$1,000,000	\$10,415.00 Plus Fee DS.17 to Fee DS.18.3, where applicable Plus 0.1% estimated cost of development		R	Y	<b>POA</b>
DS.23	Mandatory inspection prior to release of Complying Development Certificate		\$169.00	M	Y	<b>\$175.00</b>
DS.24	Modification of Complying Development Certificate - Minor (S87 of EPA Act 1979)	40% of the original fee	POA	M	Y	<b>POA</b>
DS.25	Modification of Complying Development Certificate - Major (S87 of EPA Act 1979)	65% of the original fee	POA	M	Y	<b>POA</b>
<b>To ensure that Council's prices for building certification services are competitive, Council will match the price of any genuine written quotation from a private certifier</b>						
<b>Subdivision and Civil Works</b>						
<b>DS.26</b>	<b>Development Application Fees</b>					
DS.26.1	New public road (See Clause 249(a)(i) EPA Regulations 2000)	Plus \$65.00 per additional lot	\$665.00	S	X	<b>\$665.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
DS.26.2	No new road (See Clause 249(a)(i) EPA Regulations 2000)	Plus \$53.00 per additional lot	\$330.00	S	X	<b>\$330.00</b>
DS.26.3	Strata (See Clause 249(b) EPA Regulations 2000)	Plus \$65.00 per additional lot	\$330.00	S	X	<b>\$330.00</b>
<b>DS.27</b>	<b>Design Compliance Certificate (Civil Works) or Subdivision Construction Certificate</b>	<b>See Clause 109C EPA Act</b>				
<b>DS.27.1</b>	<b>Full width road construction</b>					
<b>DS.27.2</b>	<b>Residential, commercial and industrial</b>					
DS.27.3	Charge per linear metre	Per linear metre	\$19.00	M	Y	<b>\$20.00</b>
DS.27.4	Minimum Charge		\$767.00	M	Y	<b>\$790.00</b>
<b>DS.27.5</b>	<b>Rural Road</b>					
DS.27.6	Charge per linear metre	Per linear metre	\$9.00	M	Y	<b>\$10.00</b>
DS.27.7	Minimum Charge		\$584.00	M	Y	<b>\$602.00</b>
<b>DS.27.8</b>	<b>Half width road construction</b>					
<b>DS.27.9</b>	<b>Residential, commercial and industrial</b>					
DS.27.10	Charge per linear metre	Per linear metre	\$14.00	M	Y	<b>\$14.50</b>
DS.27.11	Minimum Charge		\$556.00	M	Y	<b>\$573.00</b>
<b>DS.27.12</b>	<b>Access Ways (includes crossings)</b>					
DS.27.13	Residential	Per driveway	\$212.00	M	Y	<b>\$220.00</b>
DS.27.14	Rural	Per driveway	\$344.00	M	Y	<b>\$355.00</b>
<b>DS.27.15</b>	<b>Drainage where no road or access works</b>					
DS.27.16	Charge per linear metre	Per linear metre	\$1.70	M	Y	<b>\$1.75</b>
DS.27.17	Minimum Charge		\$251.00	M	Y	<b>\$260.00</b>
DS.28	Car Parking Areas	Maximum of 4 spaces For greater than 4 spaces - Fee DS.28 Plus Fee DS.30	\$207.00	M	Y	<b>\$214.00</b>
DS.29	On site stormwater detention		\$334.00	M	Y	<b>\$334.00</b>
DS.30	Certifiers' review (Engineering or Building) of works	\$327.55 for first hour, then \$163.75 per hour or part thereof	POA	M	Y	<b>POA</b>
DS.31	Amended Design Compliance Certificate (Civil Works) or Subdivision Construction Certificate - Minor change to CC	25% of original CC Fee	POA	M	Y	<b>POA</b>
DS.32	Amended Design Compliance Certificate (Civil Works) or Subdivision Construction Certificate - Major change to CC	50% of original CC Fee	POA	M	Y	<b>POA</b>
DS.33	Issue 88B signing of Plan (and related documents)		\$154.00	M	X	<b>\$160.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>DS.34</b>	<b>Compliance Certificate fees (Civil Works) or Subdivision Works Inspection</b>	<b>See Clause 109C EPA Act</b>				
<b>DS.34.1</b>	<b>Full width road construction</b>					
<b>DS.34.2</b>	<b>Residential, commercial and industrial</b>					
DS.34.3	Charge per linear metre	Per linear metre	\$37.00	M	Y	<b>\$39.00</b>
DS.34.4	Minimum Charge		\$1,490.00	M	Y	<b>\$1,535.00</b>
<b>DS.34.5</b>	<b>Rural Road</b>					
DS.34.6	Charge per linear metre	Per linear metre	\$17.00	M	Y	<b>\$17.50</b>
DS.34.7	Minimum Charge		\$1,164.00	M	Y	<b>\$1,199.00</b>
<b>DS.34.8</b>	<b>Half width road construction</b>					
<b>DS.34.9</b>	<b>Residential, commercial and industrial</b>					
DS.34.10	Charge per linear metre	Per linear metre	\$28.00	M	Y	<b>\$29.00</b>
DS.34.11	Minimum Charge		\$1,111.00	M	Y	<b>\$1,145.00</b>
<b>DS.34.12</b>	<b>Access Ways (includes crossings)</b>					
DS.34.13	Residential	Per driveway	\$432.00	M	Y	<b>\$445.00</b>
DS.34.14	Rural	Per driveway	\$700.00	M	Y	<b>\$721.00</b>
<b>DS.34.15</b>	<b>Drainage where no Road or access works</b>					
DS.34.16	Charge per linear metre	Per linear metre	\$2.00	M	Y	<b>\$2.10</b>
DS.34.17	Minimum Charge		\$189.00	M	Y	<b>\$195.00</b>
DS.35	Car Parking Areas Compliance Certificate	Maximum of 4 spaces For greater than 4 spaces - Fee DS.35 Plus Fee DS.37	\$362.00	M	Y	<b>\$373.00</b>
DS.36	On-site stormwater detention		\$555.00	M	Y	<b>\$572.00</b>
DS.37	Certifiers' review (Engineering or Building) of works	\$327.55 for first hour, then \$163.75 per hour or part thereof	POA	M	Y	<b>POA</b>
DS.38	Re-inspection fee (where job not ready)		\$263.00	M	Y	<b>\$271.00</b>
<b>DS.39</b>	<b>Subdivision Certificate Fees</b>					
<b>DS.39.1</b>	<b>Subdivision Certificate</b>					
<b>DS.39.2</b>	<b>Torrens Title</b>					
DS.39.3	Torrens Title	Plus Fee DS.39.4 Plus Fees DS.64 - DS.64.4 (where applicable)	\$338.00	M	X	<b>\$349.00</b>
DS.39.4	Charge Per Lot as shown on plan	Plus Fee DS.39.3 Plus Fees DS.64 - DS.64.4 (where applicable)	\$170.00	M	X	<b>\$175.00</b>
<b>DS.39.5</b>	<b>Community Title</b>					
DS.39.6	Community Title	Plus Fee DS.39.7 Plus Fees DS.64 - DS.64.4 (where applicable)	\$655.00	M	X	<b>\$675.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
DS.39.7	Charge Per Lot as shown on plan	Plus Fee DS.39.6 Plus Fees Ds.64 - DS.64.4 (where applicable)	\$170.00	M	X	<b>\$175.00</b>
<b>DS.39.8</b>	<b>Strata title</b>					
DS.39.9	Strata title	Plus Fee DS.39.10 Plus Fee DS.40	\$540.00	M	X	<b>\$557.00</b>
DS.39.10	Charge Per Lot as shown on plan	Plus Fee DS.39.9 Plus Fee DS.40	\$169.00	M	X	<b>\$175.00</b>
DS.40	Mandatory inspection prior to release of Strata Certificate	\$327.55 for first hour, then \$163.75 per hour or part thereof	\$155.00	M	X	<b>POA</b>
DS.41	Re-certification of previously approved plan/Subdivision Certificate		\$208.00	M	X	<b>\$215.00</b>
<b>DS.42</b>	<b>Performance Security Application and Administration Fee</b>					
DS.42.1	Administration Fee - Security for works with a value of less than \$10,000		\$334.00	M	Y	<b>\$344.00</b>
DS.42.2	Administration Fee - Security for works with a value of \$10,000 or more		\$1,163.00	M	Y	<b>\$1,198.00</b>
<b>Additional Application Fees</b>						
<b>DS.43</b>	<b>Integrated Development</b>					
DS.43.1	Administration fee payable to Council in addition to DA Fee	See Clause 253 (1) EPA Reg 2000	\$140.00	S	X	<b>\$140.00</b>
DS.43.2	Fee payable to each approval body in addition to DA fee	See Clause 253 (4) EPA Reg 2000	\$320.00	S	X	<b>\$320.00</b>
<b>DS.44</b>	<b>Development Requiring Concurrence</b>					
DS.44.1	Administration fee payable to Council in addition to DA Fee	See Clause 252A (1) EPA Reg 2000	\$140.00	S	X	<b>\$140.00</b>
DS.44.2	Fee payable to each concurrence authority in addition to DA Fee	See Clause 252A (5) EPA Reg 2000	\$320.00	S	X	<b>\$320.00</b>
<b>DS.45</b>	<b>Designated Development</b>					
DS.45.1	Administration fee payable to Council in addition to DA Fee	See Clause 251 EPA Reg 2000	\$920.00	S	X	<b>\$920.00</b>
DS.45.2	Notice and advertising of designated development	See Clause 252 EPA Regulations 2000	\$2,220.00	S	X	<b>\$2,220.00</b>
<b>Modification and Review of Development Consent</b>						
<b>DS.46</b>	<b>Modification of Consent Section 96 EPA Act</b>	<b>See Clause 258 EPA Reg 2000</b>				
DS.46.1	Minor error, misdescription or miscalculation only (by Applicant) - Section 96(1)		\$71.00	S	X	<b>\$71.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
DS.46.2	Modification involving minimal environmental impact- Section 96(1A) or Section 96AA(1)	50% of original DA fee, OR \$645.00 (whichever is less), Plus Fee DS.6 Notification Fee where required	POA	S	X	POA
<b>DS.47</b>	<b>Modification not of minimal environmental impact- Section 96(2) or Section 96AA(1)</b>					
DS.47.1	Original DA fee less than \$100	50% of original DA fee, Plus Fee DS.6 Notification Fee	POA	S	X	POA
DS.47.2	Original DA fee \$100 or more, but no building, demolition or work	50% of original DA fee, Plus Fee DS.6 Notification Fee	POA	S	X	POA
DS.47.3	Dwelling \$100,000 or less	\$190.00 Plus Fee DS.6 Notification Fee	POA	S	X	POA
DS.47.4	Other Development up to \$5,000	\$55.00 Plus Fee DS.6 Notification Fee	POA	S	X	POA
DS.47.5	Other Development \$5,001 - \$250,000	\$85.00 Plus \$1.50 each \$1,000, Plus Fee DS.6 Notification Fee	POA	S	X	POA
DS.47.6	Other Development \$250,001 - \$500,000	\$500.00 Plus \$0.85 each \$1,000 above \$250,000 Plus Fee DS.6 Notification Fee	POA	S	X	POA
DS.47.7	Other Development \$500,001 - \$1,000,000	\$712.00 Plus \$0.50 each \$1,000 above \$500,000 Plus Fee DS.6 Notification Fee	POA	S	X	POA
DS.47.8	Other Development \$1,000,001 - \$10,000,000	\$987.00 Plus \$0.40 each \$1,000 above \$1,000,000 Plus Fee DS.6 Notification Fee	POA	S	X	POA
DS.47.9	Other Development more than \$10,000,000	\$4,737.00 Plus \$0.27 each \$1,000 above \$10,000,000 Plus Fee DS.6 Notification Fee	POA	S	X	POA
<b>DS.48</b>	<b>Review of Determination DA - Under Section 82A of EPA Act 1979</b>	<b>See Clause 257 EPA Regulations 2000</b>				
DS.48.1	Does not involve erecting a building, demolition or work	50% of original DA fee, Plus Fee DS.6 Notification Fee	POA	S	X	POA
DS.48.2	Dwelling house \$100,000 or less		\$190.00	S	X	\$190.00
<b>DS.49</b>	<b>Other Development based on estimated value</b>					
DS.49.1	Up to \$5,000		\$55.00	S	X	\$55.00
DS.49.2	\$5,001 - \$250,000	\$85.00 Plus \$1.50 each \$1,000 above \$5,000	POA	S	X	POA



# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
DS.49.3	\$250,001 - \$500,000	\$500.00 Plus \$0.85 each \$1,000 above \$250,000	POA	S	X	POA
DS.49.4	\$500,001 - \$1,000,000	\$712.00 Plus \$0.50 each \$1,000 above \$500,000	POA	S	X	POA
DS.49.5	\$1,000,001 - \$10,000,000	\$987.00 Plus \$0.40 each \$1,000 above \$1,000,000	POA	S	X	POA
DS.49.6	More than \$10,000,000	\$4,737.00 Plus \$0.27 each \$1,000 above \$10,000,000	POA	S	X	POA
<b>DS.50</b>	<b>Review of Determination S96 - under Section 96AB of EPA Act 1979</b>	<b>See Clause 258(a) EPA Regulations 2000</b>				
DS.50.1	Review of S96 where modification application refused or conditions imposed	50% of original DA fee, Plus Fee DS.6 Notification Fee	POA	S	X	POA
<b>DS.51</b>	<b>Amend Development, Section 96 or Section 82A application prior to determination</b>					
DS.51.1	Administration fee	10% of DA Fee Plus Fee DS.6 Notification Fee (if required)	POA	M	X	POA
<b>DS.52</b>	<b>Advertising/notification fee as per original application if required</b>					
DS.52.1	Requiring adjoining owners' advertisement	Plus Fees DS.52.2 - DS.52.5	\$408.00	M	X	\$420.25
DS.52.2	Notification Site Sign		\$75.00	F	X	\$77.25
DS.52.3	Requiring adjoining owners letters only (up to 20 properties)		\$176.00	M	X	\$181.30
DS.52.4	Requiring adjoining owners letters only (21 to 100 properties)		\$370.00	M	X	\$381.10
DS.52.5	Requiring adjoining owners letters only (more than 100 properties)		\$500.00	M	X	\$515.00
<b>Certificates and Documents</b>						
<b>DS.53</b>	<b>Certificates/Reports</b>					
<b>DS.53.1</b>	<b>S149 Planning Certificate</b>	<b>See Clause 259 of EPA Regulations 2000</b>				
DS.53.2	S149 (2) Planning Certificate		\$53.00	S	X	\$53.00
DS.53.3	S149 (2) Complying Development Certificate		\$40.00	S	X	\$40.00
DS.53.4	S149 (2) and (5) Planning Certificate		\$133.00	S	X	\$133.00
DS.53.5	Certified copy of S149 Planning Certificate	See Clause 259 EPA Reg 2000	\$53.00	S	X	\$53.00

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
DS.53.6	Fax or email of certified copy of S149 Planning Certificate		\$53.00	F	X	<b>\$54.60</b>
<b>DS.54</b>	<b>S149D Building Certificates</b>	<b>See Clause 260 of EPA Regulations 2000</b>				
DS.54.1	Class 1 (fee per dwelling) and Class 10 Buildings		\$250.00	S	X	<b>\$250.00</b>
DS.54.2	Additional Inspections		\$90.00	S	X	<b>\$90.00</b>
<b>DS.55</b>	<b>Class 2-9 Buildings</b>					
DS.55.1	Not Exceeding 200 square metres		\$250.00	S	X	<b>\$250.00</b>
DS.55.2	Exceeding 200 square metres but not exceeding 2,000 square metres	\$250.00 Plus \$0.50 per m <sup>2</sup> , over 200m <sup>2</sup>	POA	S	X	<b>POA</b>
DS.55.3	Exceeding 2,000 square metres	\$1,165.00 Plus \$0.075 per m <sup>2</sup> , over 2,000m <sup>2</sup>	POA	S	X	<b>POA</b>
<b>DS.56</b>	<b>Unapproved buildings as described in Clause 260 (3A), (3B) and (3C) of EPA Regulations 2000</b>	<b>As per the EPA Regulations</b>	POA	S	X	<b>POA</b>
DS.56.1	Copy of Building Certificate	See Clause 261 EPA Regulations 2000	\$13.00	S	X	<b>\$13.00</b>
DS.57	Drainage Diagram		\$23.30	S	X	<b>\$23.30</b>
DS.58	S150 Map Extract Certificate	See Clause 262 EPA Regulations 2000	\$53.00	S	X	<b>\$53.00</b>
DS.59	Registration of all Part 4A or Complying Development Certificates (incl. Construction, Compliance, Occupation and Subdivision Certificates)	See Clause 263 EPA Regulations 2000	\$36.00	S	X	<b>\$36.00</b>
DS.60	Submission of Annual Fire Safety Statement		\$85.95	F	X	<b>\$90.00</b>
DS.61	Certificate of Stage of Building Work		\$166.00	M	Y	<b>\$171.00</b>
<b>DS.62</b>	<b>Swimming Pools Act</b>					
DS.62.1	Application for Exemption	See Clause 13 Swimming Pools Regulation 2008	\$70.00	S	X	<b>\$70.00</b>
DS.62.2	Swimming Pool Safety Inspection by accredited certifier - first inspection	See Clause 18 (a) Swimming Pools Regulation 2008	\$150.00	S	X	<b>\$150.00</b>
DS.62.3	Swimming Pool Safety Inspection by accredited certifier - follow up inspection	See Clause 18 (a) Swimming Pools Regulation 2008	\$100.00	S	X	<b>\$100.00</b>
DS.62.4	Register a swimming pool	See Clause 18 (d) Swimming Pools Regulation 2008	\$10.00	S	X	<b>\$10.00</b>
DS.62.5	Provision of Pool Register information - To owner or tenant or their agent only	See Clause 18 (d) Swimming Pools Regulation 2008	\$10.00	S	X	<b>\$10.00</b>
DS.62.6	Swimming Pool Resuscitation Sign		\$25.00	M	Y	<b>\$26.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>DS.63</b>	<b>S88G Certificate</b>	<b>See Clause 43 Conveyancing (General) Regulations 2013</b>				
DS.63.1	S88G Certificate - no inspection required	See Clause 43(B) Conveyancing (General) Regulations 2013	\$10.00	S	X	<b>\$10.00</b>
DS.63.2	S88G Certificate - inspection required	See Clause 43(A) Conveyancing (General) Regulations 2013	\$35.00	S	X	<b>\$35.00</b>
<b>DS.64</b>	<b>Endorsement of Legal Documents relating to development and subdivision</b>					
DS.64.1	Section 88B		\$200.00	M	X	<b>\$206.00</b>
DS.64.2	Section 88E, positive covenant and restrictions-as-to-user (RATU)		\$200.00	M	X	<b>\$206.00</b>
DS.64.3	Endorsement of amended 88B or 88E		\$200.00	M	X	<b>\$206.00</b>
DS.64.4	Endorsement of Legal Documents by Council Resolution and Seal (where required)		\$496.00	M	X	<b>\$510.00</b>
<b>DS.65</b>	<b>Maps, Plans and Documents</b>					
<b>DS.65.1</b>	<b>Copies of Building Plans</b>					
DS.65.2	Customer printing approved plans from DA Tracker		Free	N		<b>Free</b>
DS.65.3	Copy of Approved Plans (per DA or CC approval) - Class 1 and 10		\$80.00	M	X	<b>\$83.00</b>
DS.65.4	Copy of Approved Plans (per DA or CC approval) - Class 2 - 9		\$158.00	M	X	<b>\$158.00</b>
<b>DS.66</b>	<b>Other Plans</b>					
DS.66.1	B1 sheet		\$13.00	M	X	<b>\$13.40</b>
DS.66.2	A1 sheet		\$10.00	M	X	<b>\$11.00</b>
DS.66.3	A2 sheet		\$5.00	M	X	<b>\$6.00</b>
DS.66.4	A3 sheet		\$1.30	M	X	<b>\$1.70</b>
DS.66.5	A4 sheet		\$0.70	M	X	<b>\$0.85</b>
<b>DS.67</b>	<b>Photocopies</b>					
DS.67.1	Black and white - A4	Per copy	\$0.80	F	X	<b>\$0.85</b>
DS.67.2	Black and white - A3	Per copy	\$1.65	F	X	<b>\$1.70</b>
DS.67.3	Studies, reports and other documents	Cost Plus 50%	POA	M	X	<b>POA</b>
<b>DS.68</b>	<b>Administration Fees for Withdrawn Applications and Certificates</b>					
DS.68.1	Administration Fee: Cancelled or withdrawn applications for certificates, diagrams, etc. (deducted from refund)		\$36.00	M	Y	<b>\$37.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
DS.68.2	Administration Fee: Cancelled or withdrawn applications for DA, CC (building and engineering), S96, S82A applications (deducted from refund)		\$71.00	M	Y	<b>\$73.00</b>
<b>DS.69</b>	<b>Refunds for Withdrawn Applications and Certificates- (DA, CC, CDC, SC, S96, S82A only)</b>					
DS.69.1	Withdrawn within 3 days of lodgement - 100% of DA	100% of DA Fee, Admin, Scanning	POA	M	X	<b>POA</b>
DS.69.2	Withdrawn/Refund (prior to assessment) - 50% of DA Fee (excluding Scanning, Admin Fee and Plan First levy)	50% of DA Fee only	POA	M	X	<b>POA</b>
DS.69.3	Withdrawn/Refund (after 7 day letter issued) - the amount will be assessed based on the work performed by Council	Based on work done and staff time	POA	M	X	<b>POA</b>
<b>Miscellaneous Fees</b>						
DS.70	Flood level advice - Basic	Letter confirming 1:100 level only	\$106.00	M	Y	<b>\$110.00</b>
DS.71	Flood level advice - Detailed	Letter confirming 1:100 level, likely velocity, site specific matters etc.	\$530.00	M	Y	<b>\$546.00</b>
DS.72	Flood level advice - CDC	Letter confirming 1:100 level, likely velocity, site specific matters etc.	\$530.00	M	Y	<b>\$546.00</b>
DS.73	Amusement devices		\$52.00	M	X	<b>\$60.00</b>
DS.74	Fees, Charges or Penalties permitted under legislation other than LGA	As specified in relevant legislation	POA	S	X	<b>POA</b>
<b>DS.75</b>	<b>Applications under Section 68 of the Local Government Act</b>					
DS.75.1	Solid fuel heater Approval	(S68 Activity under the Local Government Act 1993)	\$90.00	R	X	<b>\$225.00</b>
DS.75.2	Application and Inspection of a structure associated with manufactured or relocatable home and completion certificate	(S68 Activity under the Local Government Act 1993)	\$210.00	R	X	<b>\$527.00</b>
DS.75.3	Reinspection of a structure associated with manufactured or relocatable home and completion certificate	(S68 Activity under the Local Government Act 1993)	\$88.00	R	X	<b>\$175.00</b>
DS.75.4	Other Section 68 Applications		POA	R	X	<b>\$225.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>Written Advice</b>						
DS.76	Written advice regarding Development Consent	\$134.00 per hour or part thereof (Minimum Fee \$134.00)	POA	P	Y	POA
DS.77	Written advice regarding Building Consent	\$134.00 per hour or part thereof (Minimum Fee \$134.00)	POA	P	Y	POA
DS.78	Response to written request involving interpretation or clarification of information/documents	\$134.00 per hour or part thereof (Minimum Fee \$134.00)	POA	P	Y	POA
DS.79	Written advice regarding contaminated land enquiries	\$134.00 per hour or part thereof (Minimum Fee \$134.00)	POA	P	Y	POA
DS.80	Written advice regarding exempt subdivision development	\$134.00 per hour or part thereof (Minimum Fee \$134.00)	POA	P	Y	POA
DS.81	Pre-lodgement Meetings	Optional for: Commercial Development, Industrial Development; Mixed Use Development, Multi-dwelling Housing, Residential Flat Buildings and Subdivisions. If other Council staff or external consultants are required to attend the meeting, cost will be charged accordingly (Minimum Fee \$546.00)	POA	P	Y	POA
DS.82	Enquiries using the Electronic Housing Code		Free	N		Free
<b>Strategic Planning Services</b>						
<b>Additional Application Fees</b>						
SP.1	<b>Application to Prepare Local Environmental Plans (LEP's) or Preparation/Amendment of Development Control Plan (DCP)</b>					
SP.1.1	Planning proposals relating to Section 73A of the Environment Planning and Assessment Act 1979 matters		\$2,214.50	M	X	\$2,280.95
SP.1.2	Planning proposal - Reclassification of land only	Refund of 90% of fee if applicant withdraws prior to Council determination. Refund of 50% of fee if Council resolves not to proceed to Gateway Determination. Refund of 40% of fee if Gateway Determination is not to proceed. In all other circumstances, there will be no refund	\$16,480.00	M	X	\$16,974.40

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
SP.1.3	Planning proposal - Minor - relating to LEP Definitions, Clauses, Heritage Listings or minor additional permitted uses within an existing zone	Refund of 90% of fee if applicant withdraws prior to Council determination. Refund of 50% of fee if Council resolves not to proceed to Gateway Determination. Refund of 40% of fee if Gateway Determination is not to proceed. In all other circumstances, there will be no refund	\$10,300.00	M	X	<b>\$10,609.00</b>
SP.1.4	Planning proposal - Major - relating to a change of zoning and/or minimum allotment size provisions (and development yield is below 20 lots)	Refund of 90% of fee if applicant withdraws prior to Council determination. Refund of 50% of fee if Council resolves not to proceed to Gateway Determination. Refund of 40% of fee if Gateway Determination is not to proceed. In all other circumstances, there will be no refund	\$25,750.00	M	X	<b>\$26,522.50</b>
SP.1.5	Planning proposal - Significant - relating to a significant change of zoning and/or other provisions (and development yield exceeds 20 lots and/or development cost is more than \$10 million)	Refund of 90% of fee if applicant withdraws prior to Council determination. Refund of 50% of fee if Council resolves not to proceed to Gateway Determination. Refund of 40% of fee if Gateway Determination is not to proceed. In all other circumstances, there will be no refund	\$51,500.00	M	X	<b>\$53,045.00</b>
SP.1.6	Preparation or variation to DCP - Minor - changes to existing DCP (e.g. Minor changes to wording, diagrams)	Quotation on application - written response will be quoted at professional rate per hour (as per Fees FS.1)	POA	M	X	<b>POA</b>
SP.1.7	Preparation or variation to DCP - Major - involving significant changes (e.g. New DCP chapter)	Quotation on application - written response will be quoted at professional rate per hour for senior staff (as per Fees FS.1)	POA	M	X	<b>POA</b>
<b>SP.2</b>	<b>Advertising of Planning Proposals and DCP Variations</b>					
SP.2.1	Advertising for all applications (payable in addition to fee for planning proposal and/or DCP variation fee)	Plus Fees SP.1.1 - SP.1.7 Plus Fees SP.2.2 - SP.2.4	\$408.00	P	X	<b>\$420.25</b>
SP.2.2	Requiring adjoining owners letters only (up to 20 properties)			M	X	<b>\$181.30</b>
SP.2.3	Requiring adjoining owners letters only (21 to 100 properties)			M	X	<b>\$381.10</b>



# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
SP.2.4	Requiring adjoining owners letters only (more than 100 properties)			M	X	<b>\$515.00</b>
<b>Certificates and Documents</b>						
<b>SP.3</b>	<b>Hawkesbury Development Control Plan</b>					
SP.3.1	Hard Copy - DCP and Appendices	See Clause 19 EPA Reg 2000	\$128.66	M	X	<b>\$132.50</b>
SP.3.2	Hard Copy - DCP only	See Clause 19 EPA Reg 2000	\$91.19	M	X	<b>\$93.95</b>
SP.3.3	Hard Copy - Appendices only	See Clause 19 EPA Reg 2000	\$65.53	M	X	<b>\$67.50</b>
SP.3.4	CD Rom	See Clause 19 EPA Reg 2000	\$31.56	M	X	<b>\$32.50</b>
SP.3.5	Download from <a href="http://www.hawkesbury.nsw.gov.au">www.hawkesbury.nsw.gov.au</a>	See Clause 19 EPA Reg 2000	Free	N		<b>Free</b>
<b>SP.4</b>	<b>Local Environmental Plan 1989 or 2012</b>					
SP.4.1	Written document		\$15.23	M	X	<b>\$15.70</b>
SP.4.2	Download LEP 1989 maps from <a href="http://www.hawkesbury.nsw.gov.au">www.hawkesbury.nsw.gov.au</a>		Free	N		<b>Free</b>
SP.4.3	Coloured map set (LEP 1989 only)		\$424.56	M	X	<b>\$437.30</b>
SP.4.4	Single colour map (LEP 1989 only)		\$56.11	M	X	<b>\$57.80</b>
SP.4.5	Download LEP 2012 maps from <a href="http://www.hawkesbury.nsw.gov.au">www.hawkesbury.nsw.gov.au</a>		Free	N		<b>Free</b>
SP.4.6	Coloured map set (LEP 2012 only)		POA	M	X	<b>POA</b>
SP.4.7	Single colour map (LEP 2012 only)		POA	M	X	<b>POA</b>
<b>SP.5</b>	<b>Development Contribution Plan (S94 Plan and S94a Plan)</b>					
SP.5.1	Hardcopy of Plan	See Clause 38 EPA Reg 2000	\$8.49	M	X	<b>\$8.75</b>
SP.5.2	Internet download	See Clause 38 EPA Reg 2000	Free	N		<b>Free</b>
<b>SP.6</b>	<b>Planning Studies</b>					
<b>SP.6.1</b>	<b>Hawkesbury Residential Land Strategy</b>					
SP.6.2	Written document			M	X	<b>\$20.00</b>
SP.6.3	Download from <a href="http://www.hawkesbury.nsw.gov.au">www.hawkesbury.nsw.gov.au</a>			N		<b>Free</b>
<b>SP.6.4</b>	<b>Hawkesbury Employment Land Strategy</b>					
SP.6.5	Written document			M	X	<b>\$22.00</b>
SP.6.6	Download from <a href="http://www.hawkesbury.nsw.gov.au">www.hawkesbury.nsw.gov.au</a>			N		<b>Free</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>SP.6.7</b>	<b>Hawkesbury Floodplain Risk Management Study and Plan</b>					
SP.6.8	Written document			M	X	<b>\$50.00</b>
SP.6.8	Download from <a href="http://www.hawkesbury.nsw.gov.au">www.hawkesbury.nsw.gov.au</a>			N		<b>Free</b>
<b>Miscellaneous Fees</b>						
<b>SP.7</b>	<b>Development Contribution Payment Rates (under Section 94/94a Plans)</b>					
SP.7.1	Provision of local infrastructure including, but not limited to, car parks, community facilities, land acquisition, park improvements, plan administration, recreation facilities, road works, stormwater drainage	As per Section 94/94a Plan, Adopted by Council, indexed accordingly	POA	F	X	<b>POA</b>
<b>SP.8</b>	<b>Drainage Works</b>	<b>S64 Local Government Act 1993</b>				
SP.8.1	Drainage Catchment 1	Per m <sup>2</sup> of site area	\$13.20	F	X	<b>POA</b>
SP.8.2	Drainage Catchment 2	Per m <sup>2</sup> of site area	\$7.30	F	X	<b>POA</b>
SP.8.3	Drainage Catchment 3	Per m <sup>2</sup> of site area	\$4.85	F	X	<b>POA</b>
SP.8.4	Drainage Catchment 4	Per m <sup>2</sup> of site area	\$16.50	F	X	<b>POA</b>
SP.8.5	Drainage Catchment 5	Per m <sup>2</sup> of site area	\$6.15	F	X	<b>POA</b>
SP.8.6	Drainage Catchment 6	Per m <sup>2</sup> of site area	\$2.55	F	X	<b>POA</b>
<b>Construction and Maintenance</b>						
<b>Construction and Maintenance</b>						
<b>CM.1</b>	<b>Road Opening Permit</b>		\$211.80	F	X	<b>\$218.15</b>
	<b>Restoration charges below must be paid in addition to the Road Opening Permit. Unless otherwise stated, all charges are per m<sup>2</sup> and minimum area charged is 2m<sup>2</sup></b>					
	<b>Also, any work performed adjacent to a state road or town centre, will incur an additional charge for traffic control to RMS standards, based on actual cost plus 5%</b>					
<b>CM.2</b>	<b>Driveways- Restoration</b>					
<b>CM.2.1</b>	<b>Concrete</b>					
CM.2.2	Residential driveways 100mm thick	Per m <sup>2</sup> (Minimum area 2m <sup>2</sup> )	\$291.20	F	X	<b>\$300.00</b>
CM.2.3	Industrial driveways 150mm thick concrete	Per m <sup>2</sup> (Minimum area 2m <sup>2</sup> )	\$354.70	F	X	<b>\$365.35</b>
<b>CM.2.4</b>	<b>Pavers</b>					
CM.2.5	Returned to Council's Works Depot in good order	Per m <sup>2</sup> (Minimum area 2m <sup>2</sup> )	\$378.65	F	X	<b>\$390.00</b>
CM.2.6	Where Council is required to supply pavers	Per m <sup>2</sup> (Minimum area 2m <sup>2</sup> )	\$455.95	F	X	<b>\$469.65</b>
CM.2.7	Bitumen surfaces/paths	Per m <sup>2</sup> (Minimum area 2m <sup>2</sup> )	\$177.95	F	X	<b>\$183.30</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
CM.2.8	Formed paths - earth, grassed or gravel	Per m <sup>2</sup> Up to 15m <sup>2</sup> (Minimum area 2m <sup>2</sup> )	\$142.95	F	X	<b>\$147.25</b>
CM.2.9	Formed paths - earth, grassed or gravel	For areas greater than 15m <sup>2</sup> , the first 15m <sup>2</sup> is charged as per Fee CM.2.8, Plus \$28.08 per m <sup>2</sup> thereafter	POA	F	X	<b>POA</b>
CM.2.10	Non-Formed paths (All rural areas)	Per m <sup>2</sup> (Minimum area 2m <sup>2</sup> )	\$13.10	F	X	<b>\$13.50</b>
<b>CM.2.11</b>	<b>Driveway Inspections Fees (Residential)</b>					
CM.2.12	First 2 inspections		\$137.65	F	X	<b>\$141.80</b>
CM.2.13	Subsequent inspections		\$74.20	F	X	<b>\$76.45</b>
<b>CM.2.14</b>	<b>Driveway Inspections Fees (Commercial/Industrial)</b>					
CM.2.15	Inspection - Commercial/Industrial		\$285.90	F	X	<b>\$294.50</b>
<b>CM.3</b>	<b>Footpaths - Restoration</b>					
CM.3.1	Concrete path	Per m <sup>2</sup> (Minimum area 2m <sup>2</sup> )	\$251.90	F	X	<b>\$259.45</b>
CM.3.2	Concrete with bitumen/asphalt surface paths	Per m <sup>2</sup> (Minimum area 2m <sup>2</sup> )	\$265.65	F	X	<b>\$273.60</b>
<b>CM.4</b>	<b>Kerbing and Guttering - Restoration</b>	<b>Per linear metre</b>				
CM.4.1	Concrete kerb and gutter	Per metre (Minimum length 2m)	\$332.85	M	X	<b>\$342.85</b>
<b>CM.5</b>	<b>Roads - Restoration</b>					
CM.5.1	Formed roads (earth or gravel)	Per m <sup>2</sup> (Minimum area 2m <sup>2</sup> )	\$197.15	M	X	<b>\$203.05</b>
<b>CM.5.2</b>	<b>Bitumen or asphalt surface (max 23mm thick A.C.)</b>					
CM.5.3	Per opening up to 50m <sup>2</sup>	Per m <sup>2</sup> (Minimum area 2m <sup>2</sup> )	\$265.70	M	X	<b>\$273.70</b>
CM.5.4	Per opening after the first 50m <sup>2</sup>	Fee CM.5.3 per m <sup>2</sup> Plus \$217.92 per m <sup>2</sup> thereafter	POA	M	X	<b>POA</b>
<b>CM.5.5</b>	<b>Asphaltic concrete pavement (deep lift)</b>					
CM.5.6	Per opening up to 35m <sup>2</sup> (Minimum 2m <sup>2</sup> )	Per m <sup>2</sup> Up to 35m <sup>2</sup> (Minimum area 2m <sup>2</sup> )	\$352.30	M	X	<b>\$362.85</b>
CM.5.7	Per opening after the first 35m <sup>2</sup>	For areas greater than 35m <sup>2</sup> , the first 35m <sup>2</sup> is charged as per Fee CM.5.6 Plus \$318.24 per m <sup>2</sup> thereafter	POA	M	X	<b>POA</b>
CM.5.8	Concrete pavement roads	Per m <sup>2</sup> (Minimum area 2m <sup>2</sup> )	\$509.70	M	X	<b>POA</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>CM.6</b>	<b>Kerbing and Guttering - New Construction</b>					
<b>CM.6.1</b>	<b>Kerbing and guttering construction</b>					
CM.6.2	50% of the cost of the work		POA	F	Y	<b>POA</b>
CM.6.3	25% for side boundary on corner block		POA	F	Y	<b>POA</b>
<b>CM.7</b>	<b>Private Works/Advertising Signs</b>					
<b>CM.7.1</b>	<b>Industrial Area Advertising Boards</b>					
CM.7.2	Name and Address only		\$171.85	R	X	<b>\$177.00</b>
CM.7.3	Annual charge for maintaining Name and Address only sign		\$120.00	R	X	<b>\$123.60</b>
CM.7.4	Name, Address with Logo		\$256.10	R	X	<b>\$263.78</b>
CM.7.5	Annual charge for maintaining Name, Address with Logo sign		\$179.95	R	X	<b>\$185.35</b>
<b>CM.8</b>	<b>Traffic Control Barrier Fee</b>					
CM.8.1	Barricades on footways, emergency barricades and lights and temporary footway crossings		POA	F	X	<b>POA</b>
<b>Irrigation Licence Fee</b>						
CM.9	Permit to Irrigate Fee		\$377.50	M	X	<b>\$388.85</b>
CM.9.1	Annual Licence Fee		\$158.85	M	X	<b>\$163.65</b>
<b>Other Fees</b>						
<b>CM.10</b>	<b>Road Occupancy</b>					
CM.10.1	Permit to occupy road/footpath for Event purposes - must be accompanied by a Traffic Management Plan	Per day or part thereof	POA	M	X	<b>POA</b>
CM.10.2	Permit to occupy road/footpath, to stand crane/vehicle or for any other construction purposes - must be accompanied by a Traffic Management Plan	Per day or part thereof	\$211.80	M	X	<b>\$218.15</b>
CM.10.3	Construction Establishment Fee		\$847.10	M	X	<b>\$872.50</b>
CM.10.4	Construction Zone	Per Week Per 12.5m (truck length)	\$105.90	M	X	<b>\$109.10</b>
<b>CM.11</b>	<b>Sale of Tender Documents</b>					
CM.11.1	Sale of Tender documents (printing, paper, expertise, overheads)		POA	R	Y	<b>POA</b>
<b>CM.12</b>	<b>Road Closures</b>					
CM.12.1	Assess Traffic Management Plan		POA	F	X	<b>POA</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>Design and Mapping Services</b>						
<b>Sales</b>						
<b>DM.1</b>	<b>Sale of Maps</b>	<b>Supplied from Geographical Information System</b>				
<b>DM.1.1</b>	<b>Category 1: Basic map displaying cadastral information, topographic data such as creeks, rivers and contours</b>	<b>Prices for 1-10 sheets Price for 11 copies or more on application</b>				
DM.1.2	A0 sheet		\$55.55	F	X	<b>\$57.20</b>
DM.1.3	A1 sheet		\$52.90	F	X	<b>\$54.50</b>
DM.1.4	A2 sheet		\$34.60	F	X	<b>\$35.65</b>
DM.1.5	A3 sheet		\$25.85	F	X	<b>\$26.60</b>
DM.1.6	A4 sheet		\$18.80	F	X	<b>\$19.35</b>
<b>DM.1.7</b>	<b>Category 2: Maps containing aerial photography, or maps created from existing data requiring minor manipulation and composition</b>	<b>Prices for 1-10 sheets Price for 11 copies or more on application</b>				
DM.1.8	A0 sheet		\$97.35	F	X	<b>\$100.25</b>
DM.1.9	A1 sheet		\$92.55	F	X	<b>\$95.30</b>
DM.1.10	A2 sheet		\$78.30	F	X	<b>\$80.65</b>
DM.1.11	A3 sheet		\$53.70	F	X	<b>\$55.30</b>
DM.1.12	A4 sheet		\$48.45	F	X	<b>\$49.90</b>
<b>DM.1.13</b>	<b>Category 3: Maps using existing and third party data requiring digitising, manipulation and composition</b>	<b>Maps in Category 3 will be priced on quotation</b>				
DM.1.14	A0 sheet		POA	F	X	<b>POA</b>
DM.1.15	A1 sheet		POA	F	X	<b>POA</b>
DM.1.16	A2 sheet		POA	F	X	<b>POA</b>
DM.1.17	A3 sheet		POA	F	X	<b>POA</b>
DM.1.18	A4 sheet		POA	F	X	<b>POA</b>
<b>DM.1.19</b>	<b>Sale of Tender Documents</b>					
DM.1.20	Sale of Tender Documents (printing, paper, expertise, overheads)	At cost	POA	F	Y	<b>POA</b>
<b>Deposited Plans</b>						
DM.2	Copy of Deposited Plan (A4)	Purchase of Deposited Plans are not available from Council. Deposited Plans are to be purchased and downloaded from the NSW Land and Property Information (LPI) via approved data brokers. View LPI website for listing of data brokers. <a href="https://online.lpi.nsw.gov.au">https://online.lpi.nsw.gov.au</a>	N/A		X	N/A

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>Road Naming - New Road</b>						
DM.3	Road Naming Application Fee per Road	Naming of newly created Public and Private roads - Fee excludes the sign and erection of the sign, which is to be priced on application	\$770.00	F	X	\$793.10
<b>Parks and Recreation - Hawkesbury Sports Council</b>						
<b>Player Fee</b>						
SC.1	Registered Player Fee	Per player	\$7.00	E	Y	<b>\$7.00</b>
<b>Ground and Facility Fees</b>						
SC.2	Basic Ground booking fee	Per field Per discipline season	\$740.00	E	Y	<b>\$740.00</b>
SC.3	Casual Ground Hire	Full day	\$204.00	E	Y	<b>\$211.00</b>
<b>Bensons Sports Fields</b>						
SC.4	Casual Turf Wicket Hire	Not including preparation fee	\$395.00	E	Y	<b>\$395.00</b>
SC.5	Casual Turf Wicket Preparation Fee		\$226.00	E	Y	<b>\$235.00</b>
SC.6	Casual Synthetic Wicket Hire		\$204.00	E	Y	<b>\$211.00</b>
SC.7	Casual Bensons Other Ground Hire		\$204.00	E	Y	<b>\$211.00</b>
<b>Owen Earle Oval</b>						
SC.8	Owen Earle Oval	Not including preparation fee	\$498.00	E	Y	<b>\$513.00</b>
SC.9	Owen Earle Turf Wicket Preparation		\$262.00	E	Y	<b>\$270.00</b>
<b>Canteen Hire Fees</b>						
SC.10	Per discipline season		\$390.00	E	Y	<b>\$390.00</b>
SC.11	Casual Hire	Per day Plus Fee SC.12	\$157.00	E	Y	<b>\$162.00</b>
SC.12	Casual Hire - Refundable deposit		\$111.00	E	X	<b>\$120.00</b>
<b>Call Out Fees</b>						
SC.13	After hours call out fee for failing to secure buildings or turn off lights		\$155.00	E	Y	<b>\$155.00</b>
<b>Floodlighting/Electricity Charges</b>						
<b>SC.14</b>	<b>Casual hire</b>	Per hour	\$50.00	E	Y	<b>\$50.00</b>
SC.14.1	1 night	Per week, per season	\$200.00	E	Y	<b>\$210.00</b>
SC.14.2	2 nights	Per week, per season	\$398.00	E	Y	<b>\$417.00</b>
SC.14.3	3 nights	Per week, per season	\$548.00	E	Y	<b>\$570.00</b>
SC.14.4	4 nights	Per week, per season	\$732.00	E	Y	<b>\$765.00</b>
SC.14.5	5 nights	Per week, per season	\$913.00	E	Y	<b>\$950.00</b>
SC.14.6	6 nights	Per week, per season	\$1,094.00	E	Y	<b>\$1,140.00</b>
SC.14.7	7 nights	Per week, per season	\$1,276.00	E	Y	<b>\$1,320.00</b>



# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>Keys</b>						
SC.15	Refundable key deposit	Per key	\$25.00	E	X	<b>\$25.00</b>
SC.16	Replacement keys		\$25.00	E	Y	<b>\$25.00</b>
<p><b>Each user is required to pay \$25 per key per season. The deposit will be refunded upon the return of the key at the completion of the season</b></p> <p><b>To assist in the ground and facility security, every effort will be made to limit the number of keys issued to each ground user. Users are required to return keys at the end of each season</b></p> <p><b>Additional or replacement keys, over and above the original key, will only be granted upon written application from the club, justifying why the key is required</b></p> <p><b>Associations using various fields must arrange for access to grounds through the home team of each particular ground</b></p>						
<b>Security/Cleaning Bond/Administration Fee</b>						
<b>SC.17</b>	<b>Casual bookings refundable security deposit</b>					
SC.17.1	Small Events		\$250.00	E	X	<b>\$250.00</b>
SC.17.2	Large Events		\$1,044.00	E	X	<b>\$1,044.00</b>
SC.18	Casual Administration fee		\$147.00	E	Y	<b>\$155.00</b>
<b>Tennis and Netball Court Hire</b>						
<b>SC.19</b>	<b>North Richmond Tennis Courts</b>					
<b>SC.19.1</b>	<b>Permanent Bookings</b>					
SC.19.2	Per night hour		\$15.40	E	Y	<b>\$16.00</b>
SC.19.3	Per day hour		\$11.85	E	Y	<b>\$12.00</b>
<b>SC.19.4</b>	<b>Casual Bookings</b>					
SC.19.5	Per night hour		\$19.00	E	Y	<b>\$25.00</b>
SC.19.6	Per day hour		\$13.00	E	Y	<b>\$15.00</b>
<b>School Hirers</b>						
SC.20	Primary School	Per field, per school year	\$227.00	E	Y	<b>\$235.00</b>
SC.21	High School	Per field, per school year	\$346.00	E	Y	<b>\$360.00</b>
SC.22	Tennis Courts	Per field, per school year	\$110.00	E	Y	<b>\$115.00</b>
SC.23	Netball Courts	Per field, per school year	\$110.00	E	Y	<b>\$115.00</b>
SC.24	Primary School Sports Association (P.S.S.A.)	Per competitor, per sport	\$2.85	E	Y	<b>\$3.00</b>
SC.25	School carnival and/or school event hire	Per day	\$125.00	E	Y	<b>\$130.00</b>
<b>Event Bin Hire</b>						
SC.26	Supply, Hire and Emptying of Bins	Per bin, per day	\$23.00	E	Y	<b>\$24.00</b>
<b>Commercial Organisations - Hire Fees</b>						
SC.27	Commercial hire fees for organisations	Charged at the above rates Plus 25% commercial levy	POA	E	Y	<b>POA</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>Wet Weather Training Facility</b>						
SC.28	Hire of Area 1 and Area 2 at South Windsor Tennis Courts	Per hour Per Area		E	Y	<b>\$40.00</b>
SC.29	Hire of Area 3 at South Windsor Tennis Courts	Per hour		E	Y	<b>\$80.00</b>
<b>Parks and Recreation - McMahon's Park</b>						
<b>Player Fee</b>						
MP.1	Registered Player Fee	Per player	\$7.00	E	Y	<b>\$7.00</b>
<b>Ground and Facility Fees</b>						
<b>MP.2</b>	<b>Basic Ground booking fee</b>					
MP.2.1	Sports Oval per discipline season		\$740.00	E	Y	<b>\$740.00</b>
MP.2.2	Community Groups - per discipline season	Community groups, personal trainers, fitness groups etc Season is considered to be 6 months Does not include hire of lights	\$273.00	E	Y	<b>\$281.00</b>
<b>MP.3</b>	<b>Casual Ground Hire</b>					
MP.3.1	Full day		\$204.00	E	Y	<b>\$211.00</b>
<b>MP.3.2</b>	<b>Kurrajong Community Centre</b>	<b>Includes use of the kitchen</b>				
<b>MP.4</b>	<b>Casual Hall bookings</b>					
MP.4.1	Hall	Full day	\$216.00	E	Y	<b>\$220.00</b>
MP.4.2	PA Hire	Per day	\$45.00	E	Y	<b>\$46.00</b>
MP.5	Storage Rate	Per m <sup>2</sup> Per season	\$170.00	E	Y	<b>\$175.00</b>
<b>MP.6</b>	<b>Casual Canteen hire</b>					
MP.6.1	Per day		\$157.00	E	Y	<b>\$162.00</b>
<b>Floodlighting/Electricity Charges</b>						
MP.7	Casual hire	Per hour	\$50.00	E	Y	<b>\$50.00</b>
MP.8	1 night	Per week, per season	\$200.00	E	Y	<b>\$210.00</b>
MP.9	2 nights	Per week, per season	\$398.00	E	Y	<b>\$417.00</b>
MP.10	3 nights	Per week, per season	\$548.00	E	Y	<b>\$570.00</b>
MP.11	4 nights	Per week, per season	\$752.00	E	Y	<b>\$765.00</b>
MP.12	5 nights	Per week, per season	\$913.00	E	Y	<b>\$950.00</b>
<b>Keys</b>						
MP.13	Refundable deposit	Per key	\$50.00	E	X	<b>\$50.00</b>
<b>Call Outs</b>						
MP.14	Failing to switch off floodlighting		\$155.00	E	Y	<b>\$155.00</b>
MP.15	Failing to secure Canteen/Hall building		\$155.00	E	Y	<b>\$160.00</b>
<b>Security/Cleaning Bond</b>						
<b>MP.16</b>	<b>Casual Bookings refundable security deposit</b>	<b>Minimum charge</b>				
MP.16.1	Small Events		\$250.00	E	X	<b>\$250.00</b>
MP.16.2	Large Events		\$1,044.00	E	X	<b>\$1,044.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>MP.17</b>	<b>Casual Canteen/Hall hire</b>					
MP.17.1	Refundable security deposit		\$200.00	E	X	<b>\$200.00</b>
<b>Casual School Hire</b>						
MP.18	Primary School - 1 day	Per week, per term	\$73.00	E	Y	<b>\$75.00</b>
MP.19	Primary School - 2 days	Per week, per term	\$90.00	E	Y	<b>\$93.00</b>
MP.20	High School		POA	E	Y	<b>POA</b>
<b>School Athletics Carnivals</b>						
MP.21	Ground hire	Includes limited range of sporting equipment. Must be returned in the same condition	\$125.00	E	Y	<b>\$130.00</b>
MP.22	Canteen/Hall hire		\$68.00	E	Y	<b>\$70.00</b>
MP.23	Ground marking		\$81.00	E	Y	<b>\$83.00</b>
<b>Hawkesbury Outreach Community Services</b>						
MP.24	Office Hire	2 offices per year Indexed annually as per Contract, using CPI released by ABS	POA	E	Y	<b>POA</b>
<p><b>All hire users (not casual) are required to lodge a key deposit refundable on return of all issued keys</b></p> <p><b>All hire users are required to leave building premises and amenities clean and tidy</b></p>						
<b>Parks and Recreation - Hawkesbury Leisure Centres</b>						
<b>Aquatics</b>						
<b>LC.1</b>	<b>General</b>					
LC.1.1	Adult		\$5.50	E	Y	<b>\$5.70</b>
LC.1.2	Child		\$4.10	E	Y	<b>\$4.20</b>
LC.1.3	Concession		\$4.10	E	Y	<b>\$4.20</b>
LC.1.4	Family		\$18.00	E	Y	<b>\$18.50</b>
LC.1.5	Spectators		\$2.00	E	Y	<b>\$2.00</b>
<b>LC.2</b>	<b>Vouchers</b>	<b>10 visit passes</b>				
LC.2.1	Adult		\$46.00	E	Y	<b>\$49.00</b>
LC.2.2	Child		\$35.00	E	Y	<b>\$36.00</b>
LC.2.3	Pensioner		\$35.00	E	Y	<b>\$36.00</b>
<b>LC.3</b>	<b>Spa, Sauna, Steam room</b>	<b>Including swim</b>				
LC.3.1	Casual		\$8.70	E	Y	<b>\$9.00</b>
LC.3.2	Concession		\$6.00	E	Y	<b>\$6.20</b>
LC.3.3	After activity spa		\$7.60	E	Y	<b>\$7.80</b>
<b>LC.4</b>	<b>10 visit spa</b>					
LC.4.1	Casual		\$75.00	E	Y	<b>\$80.00</b>
LC.4.2	Concession		\$52.00	E	Y	<b>\$54.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
LC.5	Birthday parties	Rate per catered person, Plus Fee LC.7	\$25.00	E	Y	<b>\$26.00</b>
LC.6	Birthday parties - Non-catered person	Rate per non-catered person, Plus Fee LC.7	\$16.00	E	Y	<b>\$16.00</b>
LC.7	Birthday parties where number of children exceeds 14	Flat rate	\$50.00	E	Y	<b>\$50.00</b>
LC.8	Fun Days	Range from \$6.50 - \$10.00, based on type of activity	POA	E	Y	<b>POA</b>
<b>LC.9</b>	<b>Aquatic Facility Hire</b>					
<b>LC.9.1</b>	<b>Carnivals</b>					
LC.9.2	Pool hire	Per hour	\$42.00	E	Y	<b>\$43.00</b>
LC.9.3	Student		\$3.70	E	Y	<b>\$3.80</b>
<b>LC.9.4</b>	<b>Facilities</b>					
LC.9.5	Inflatable	Per 30 minutes	\$52.00	E	Y	<b>\$53.00</b>
LC.9.6	Water Slide	Per 30 minutes	\$32.00	E	Y	<b>\$33.00</b>
LC.9.7	Lagoon	Per hour	\$21.00	E	Y	<b>\$22.00</b>
LC.9.8	Crèche Hire	Per hour	\$54.00	E	Y	<b>\$55.00</b>
LC.9.9	Aerobics room hire	Per hour	\$54.00	E	Y	<b>\$55.00</b>
<b>LC.9.10</b>	<b>Lane Hire</b>					
LC.9.11	Lane hire 25m	Per hour	\$37.00	E	Y	<b>\$38.00</b>
LC.9.12	Lane hire 50m	Per hour	\$42.00	E	Y	<b>\$43.00</b>
<b>LC.10</b>	<b>Learn to Swim Lessons</b>	<b>Personal Aquatic Survival Skills</b>				
LC.10.1	Infants		\$13.00	E	F	<b>\$14.00</b>
LC.10.2	Pre School and School Age		\$14.00	E	F	<b>\$14.00</b>
LC.10.3	Private Swimming Lesson	30 minutes	\$45.00	E	F	<b>\$45.00</b>
LC.10.4	School lesson Swim		\$7.00	E	F	<b>\$7.20</b>
LC.10.5	Holiday Program	5 lessons a week	\$70.00	E	F	<b>\$70.00</b>
<b>LC.11</b>	<b>Squad</b>	<b>Including Swimwest squad participants Swimwest to provide coaching</b>				
LC.11.1	Gold/Silver Squad Swim Pass	3 monthly pass	\$245.00	E	Y	<b>\$270.00</b>
LC.11.2	Gold/Silver Squad Swim Pass	Per fortnight, by direct debit	\$40.00	E	Y	<b>\$44.00</b>
LC.11.3	Bronze Squad Swim Pass	3 monthly pass	\$215.00	E	Y	<b>\$230.00</b>
LC.11.4	Bronze Squad Swim Pass	Per fortnight, by direct debit	\$35.00	E	Y	<b>\$37.00</b>
LC.11.5	Mini Squad Swim Pass	3 monthly pass	\$200.00	E	Y	<b>\$206.00</b>
LC.11.6	Mini Squad Swim Pass	Per fortnight, by direct debit	\$32.00	E	Y	<b>\$33.00</b>
LC.11.7	Casual Squads		\$10.30	E	Y	<b>\$11.00</b>
<b>LC.12</b>	<b>Pool Membership</b>	<b>Includes spa and sauna</b>				
LC.12.1	12 Months	Single upfront membership	\$510.00	E	Y	<b>\$530.00</b>
LC.12.2	Single	Per fortnight, by direct debit	\$19.50	E	Y	<b>\$20.00</b>
LC.12.3	Family	Per fortnight, by direct debit	\$64.50	E	Y	<b>\$66.50</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>LC.13</b>	<b>Water Polo</b>					
LC.13.1	Water Polo Registration	Per season	\$80.00	E	Y	<b>\$80.00</b>
LC.13.2	Water Polo Game Fee	Weekly game/entry fee	\$4.00	E	Y	<b>\$4.00</b>
LC.13.3	Flipper Ball Registration	Per season	\$50.00	E	Y	<b>\$50.00</b>
<b>Health and Fitness Membership</b>						
<b>LC.14</b>	<b>Membership</b>					
LC.14.1	12 months - New		\$899.50	E	Y	<b>\$925.00</b>
LC.14.2	12 months Renewal	Paid in full	\$785.00	E	Y	<b>\$810.00</b>
LC.14.3	12 months - Off Peak		\$675.00	E	Y	<b>\$695.00</b>
LC.14.4	Student Membership	Per fortnight, by direct debit Student verification required eg. Student Card	\$28.00	E	Y	<b>\$29.00</b>
LC.14.5	Easy pay - Peak	Per fortnight, by direct debit	\$38.00	E	Y	<b>\$39.00</b>
LC.14.6	Easy Pay - Off Peak	Per fortnight, by direct debit	\$28.00	E	Y	<b>\$29.00</b>
LC.14.7	PrYme Adults - per fortnight		\$20.00	E	Y	<b>\$22.00</b>
LC.14.8	PrYme Adults - per 6 months		\$240.00	E	Y	<b>\$264.00</b>
LC.14.9	PrYme - Casual			E	Y	<b>\$7.00</b>
LC.14.10	Joining Fee		\$80.00	E	Y	<b>\$80.00</b>
LC.14.11	Rehabilitation - 3 months		\$360.00	E	Y	<b>\$370.00</b>
LC.14.12	Corporate membership		\$680.00	E	Y	<b>\$700.00</b>
LC.14.13	Corporate membership (fortnight by direct debit)		\$28.00	E	Y	<b>\$29.00</b>
LC.14.14	Aqua-aerobics		\$11.00	E	Y	<b>\$11.00</b>
LC.14.15	Teen Gym Membership	Per fortnight	\$21.00	E	Y	<b>\$21.00</b>
LC.14.16	Personal Training - Half Hour		\$40.00	E	Y	<b>\$42.00</b>
LC.14.17	Personal training - Per Hour		\$60.00	E	Y	<b>\$62.00</b>
LC.14.18	Personal training - Per Hour (direct debit)		\$54.00	E	Y	<b>\$55.00</b>
LC.14.19	Personal training - 10 visit pack	Hourly sessions	\$540.00	E	Y	<b>\$550.00</b>
LC.14.20	Personal training 3 Visits	Hourly sessions	\$162.00	E	Y	<b>\$165.00</b>
<b>LC.15</b>	<b>Casual</b>					
LC.15.1	Casual gym	Includes swim	\$18.00	E	Y	<b>\$19.00</b>
LC.15.2	Casual aerobics	Includes swim	\$18.00	E	Y	<b>\$19.00</b>
LC.15.3	Boot Camp	6 Weeks, 3 hourly sessions per week	\$150.00	E	Y	<b>\$150.00</b>
LC.15.4	Casual Kids Boot Camp	Hourly session Children aged between 5 and 11 years	\$10.00	E	Y	<b>\$10.00</b>
<b>LC.16</b>	<b>Crèche</b>					
LC.16.1	Crèche (member)	Per hour	\$2.00	E	Y	<b>\$2.00</b>
LC.16.2	Crèche (non-member)	Per hour	\$4.30	E	Y	<b>\$4.50</b>
LC.16.3	Multi-Visit Pass	40 visits	\$120.00	E	Y	<b>\$124.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>Indoor Stadium</b>						
<b>LC.17</b>	<b>Sports Hall Hire Standard</b>					
LC.17.1	Commercial Competition Hire		\$75.00	E	Y	<b>\$77.00</b>
LC.17.2	Not for Profit Competition Hire Senior (HDBA)		\$53.00	E	Y	<b>\$53.00</b>
LC.17.3	General Hire - Peak		\$55.00	E	Y	<b>\$57.00</b>
LC.17.4	General Hire - Off Peak		\$46.00	E	Y	<b>\$48.00</b>
LC.17.5	Stadium Event Spectator Fee	If applicable	\$2.00	E	Y	<b>\$2.00</b>
LC.17.6	Casual user		\$4.00	E	Y	<b>\$5.00</b>
LC.17.7	Ball Hire	Flat rate	\$2.00	E	Y	<b>\$2.00</b>
<b>LC.18</b>	<b>Badminton</b>					
LC.18.1	Badminton	Per hour, per court	\$16.00	E	Y	<b>\$16.00</b>
<b>LC.19</b>	<b>Team Sports</b>					
LC.19.1	Adults	Per game	\$58.00	E	Y	<b>\$58.00</b>
LC.19.2	Junior/Daytime	Per game	\$43.00	E	Y	<b>\$43.00</b>
<b>LC.20</b>	<b>School use</b>					
		Hours (9am - 5pm)				
LC.20.1	Per Child/no instructor		\$5.30	E	Y	<b>\$5.50</b>
LC.20.2	Per Child/with instructor		\$7.00	E	Y	<b>\$7.20</b>
LC.21	Meeting Room	Per hour	\$30.00	E	Y	<b>\$30.00</b>
LC.22	Crèche	Per hour	\$3.80	E	Y	<b>\$3.80</b>
LC.23	Creche Pass	40 visits	\$100.00	E	F	<b>\$100.00</b>
LC.24	Sports Membership Registration	Per person, per competition	\$16.00	E	Y	<b>\$16.00</b>
<b>Kidz Moves</b>						
LC.25	Kindergym	Per class	\$130.00	E	Y	<b>\$13.00</b>
LC.26	Learn-to-play	Per term	\$130.00	E	Y	<b>\$130.00</b>
<b>Parks and Recreation - Recreation</b>						
<b>Park Bookings</b>						
<b>PR.1</b>	<b>Non Exclusive use events</b>					
<b>PR.1.1</b>	<b>Administration/Booking Fee</b>					
<b>PR.1.2</b>	<b>Events in Parks</b>	<b>Included but not limited to the following activities: Weddings, Events, Parties, Large gatherings, Markets or Activities involving temporary structures</b>				
PR.1.3	Small to Medium Events	Up to 200 people Excluding War Memorial Events	\$62.00	P	Y	<b>\$64.00</b>
PR.1.4	Large Events	Over 200 people	\$103.00	F	Y	<b>\$107.00</b>
PR.1.5	Personal trainers/Boot camps	Per season Summer (September - March), Winter (April - August)	\$768.00	F	Y	<b>\$768.00</b>
PR.1.6	Personal trainers/Boot camps/Other Commercial users	Casual hourly rate	\$24.00	F	Y	<b>\$24.00</b>



# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
PR.1.7	Wedding at McQuade Park	Per hour (Maximum 2 hours) Includes Booking Fee	\$115.00	F	Y	<b>\$115.00</b>
<b>PR.1.8</b>	<b>Refundable Bond</b>					
PR.1.9	Sporting/Community event	Minimum fee	\$200.00	P	X	<b>\$200.00</b>
PR.1.10	Corporate/Business event	Minimum fee	\$1,000.00	P	X	<b>\$1,000.00</b>
<b>PR.2</b>	<b>Exclusive use events</b>	<b>Exclusive use is where the activity/event takes over the whole or part of a park and restricts usage to that area</b>				
<b>PR.2.1</b>	<b>Administration/Booking Fee</b>					
<b>PR.2.2</b>	<b>Community organisation event (not for profit)</b>	<b>Where the event is no more than 3 consecutive days</b>				
PR.2.3	Set up - Prior to Event	Per day	\$310.00	P	Y	<b>\$320.00</b>
PR.2.4	Event days	Per day	\$825.00	P	Y	<b>\$850.00</b>
PR.2.5	Removal/Clean up - Post Event	Per day	\$310.00	P	Y	<b>\$320.00</b>
<b>PR.2.6</b>	<b>Corporate/Business organisation event</b>	<b>Where the event is no more than 3 consecutive days</b>				
PR.2.7	Set up - Prior to Event	Per day	\$530.00	F	Y	<b>\$550.00</b>
PR.2.8	Event days	Per day	\$1,060.00	F	Y	<b>\$1,090.00</b>
PR.2.9	Removal/Clean up - Post Event	Per day	\$530.00	F	Y	<b>\$545.00</b>
<b>PR.2.10</b>	<b>Community/Corporate/Business organisation event</b>	<b>Where the event is more than 3 consecutive days</b>	POA	F	Y	<b>POA</b>
	<b>Exclusive use events</b> <b>For areas less than 1000m<sup>2</sup> or less than 40% of the park, a reduced fee of 50% applies</b>					
<b>PR.2.11</b>	<b>Refundable Bond</b>					
PR.2.12	Sporting/Community event	Minimum fee	\$200.00	P	X	<b>\$200.00</b>
PR.2.13	Corporate/business event	Minimum fee	\$1,000.00	P	X	<b>\$1,000.00</b>
<b>PR.3</b>	<b>Events Services</b>					
<b>PR.3.1</b>	<b>Electricity</b>					
PR.3.2	Corporate/business organisation	Per day	\$90.00	P	Y	<b>\$93.00</b>
<b>PR.3.3</b>	<b>Garbage Service</b>					
<b>PR.3.4</b>	<b>Delivery and Pick-up of bins</b>	<b>For Events held in Council owned parks only</b>				
PR.3.5	1 to 10 bins		\$165.00	F	Y	<b>\$360.00</b>
PR.3.6	11 to 25 bins		\$330.00	F	Y	<b>\$720.00</b>
PR.3.7	Emptying Fee	Per bin	\$16.00	F	Y	<b>\$16.50</b>
PR.3.8	Replacement bin due to vandalism or theft		\$103.00	F	Y	<b>\$106.00</b>
PR.3.9	Toilet cleaning	Prior to event	\$83.00	P	Y	<b>\$85.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>PR.4</b>	<b>Casual Use of Parks and Reserves</b>					
<b>PR.4.1</b>	<b>Park Access</b>					
PR.4.2	Establishment fee for use of parks as compounds by Contractors		\$250.00	F	X	<b>\$260.00</b>
PR.4.3	Rental per week for compound site	Per m <sup>2</sup>	\$1.20	F	X	<b>\$1.25</b>
PR.4.4	Parks access administration fee		\$62.00	F	X	<b>\$64.00</b>
<b>PR.4.5</b>	<b>Use of Parks and Reserves by Hot Air Balloons</b>					
PR.4.6	Annual administration booking fee		\$62.00	P	Y	<b>\$64.00</b>
PR.4.7	Fee per launch, landing or tether	For annual bookings	\$25.00	R	Y	<b>\$26.00</b>
PR.4.8	Casual hire fee	Per launch, landing or tether	\$110.00	R	Y	<b>\$115.00</b>
<b>PR.4.9</b>	<b>Circuses/Fairs/ Carnivals and other similar size events</b>					
PR.4.10	Set up/Removal/Non-Show days	Per day	\$530.00	F	Y	<b>\$546.00</b>
PR.4.11	Show days		\$1,060.00	F	Y	<b>\$1,092.00</b>
<b>PR.4.12</b>	<b>Markets and Fetes (Excluding Windsor Mall)</b>	Rate per day				
PR.4.13	Application Fee - Community		\$100.00	F	Y	<b>\$100.00</b>
PR.4.14	Application Fee - Commercial		\$500.00	F	Y	<b>\$500.00</b>
PR.4.15	Commercial Markets - Richmond Park	Per day within designated area	\$600.00	F	Y	<b>\$600.00</b>
PR.4.16	Commercial Markets - Governor Phillip Reserve	Per day within designated area	\$600.00	F	Y	<b>\$600.00</b>
PR.4.17	Other Markets		POA	F	Y	<b>POA</b>
<b>PR.4.18</b>	<b>Use of park to access private property for building/landscape works</b>					
PR.4.19	Administration fee		\$62.00	P	X	<b>\$64.00</b>
PR.4.20	Inspection fee		\$119.00	F	X	<b>\$123.00</b>
PR.4.21	Refundable Bond	Minimum	\$2,000.00	P	X	<b>\$2,000.00</b>
<b>Camping Fees - Upper Colo</b>						
<b>PR.5</b>	<b>Fee per person per night</b>	<b>Prepaid</b>				
PR.5.1	Adult	12 - 17 years of age must be supervised by an adult 18 years and above	\$9.00	F	Y	<b>\$11.00</b>
PR.5.2	Children under 5 years of age		Free	N		<b>Free</b>
PR.5.3	Children age 5 years to 12 years		\$6.00	F	Y	<b>\$9.00</b>
PR.5.4	Family	2 adults and 2 children - children aged between 5 and 12 years	\$25.00	P	Y	<b>\$30.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
PR.5.5	Booking Cancellation Fee - More than 7 days prior to arrival	50% of booking fee Or \$50.00 minimum If the amount paid is less than \$50.00, whole payment will be forfeited	POA	P	Y	POA
PR.5.6	Booking Cancellation Fee - Within 7 days of arrival	100% of booking fee	POA	P	Y	POA
<b>Campers can cancel and re-book their stay, at no additional charge, provided the booking date is within 6 months of the original reservation</b>						
<b>PR.6</b>	<b>Fee per person per night</b>	<b>Not Prepaid</b>				
PR.6.1	Adult	12 - 17 years of age must be supervised by an adult 18 years and above	\$15.00	R	Y	\$17.00
PR.6.2	Children under 5 years of age		Free	N		Free
PR.6.3	Children age 5 years to 12 years		\$10.00	R	Y	\$12.00
<b>Tree Preservation</b>						
<b>PR.7</b>	<b>Street Trees</b>					
PR.7.1	Administration fee for removal of street trees in township	On Council Land	\$62.00	R	X	\$64.00
PR.7.2	Compensation for removal of tree on Council Land	Arising from approved development	\$415.00	F	X	\$430.00
<b>PR.7.3</b>	<b>Permit Application for Tree/Vegetation Removal</b>					
PR.7.4	1 to 3 Trees			F	X	\$110.00
PR.7.5	4 to 6 Trees			F	X	\$130.00
PR.7.6	7 to 10 Trees			F	X	\$150.00
PR.7.7	11 to 20 Trees			F	X	\$180.00
PR.7.8	20 to 25 Trees			F	X	\$230.00
PR.7.9	More than 25 Trees	Development Application Fees apply Refer to Fees DS.3		F	X	POA
PR.7.10	Trees on a Heritage Listed Property	Development Application Fees apply Refer to Fees DS.3		F	X	POA
<b>Cemetery Fees</b>						
<b>PR.8</b>	<b>Richmond Lawn Cemetery/Wilberforce Cemetery/Pitt Town Cemetery</b>					
<b>PR.8.1</b>	<b>Plot Fees</b>					
PR.8.2	Burial Plot	Includes perpetual maintenance	\$2,300.00	F	Y	\$3,200.00
PR.8.3	Surcharge for Non-Residents (new sites)	Does not include plot fee Plus Fee PR.8.2	\$1,060.00	F	Y	\$1,500.00
PR.8.4	Perpetual Maintenance	For plots purchased prior to July 2013	\$570.00	F	Y	\$660.00

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
PR.8.5	Administration Fee	Applicable when paying by instalments. Instalment plan includes an initial payment of 20% of the total plot price. Payments for remaining balance to be made in 6 equal monthly instalments.	\$120.00	F	Y	<b>\$150.00</b>
PR.8.6	Interment Fee	First or second interment	\$1,060.00	F	Y	<b>\$1,500.00</b>
PR.8.7	Fixing in concrete of inscribed stainless steel plaque		\$360.00	F	Y	<b>\$400.00</b>
PR.8.8	Additional inscription on existing plaque		\$195.00	F	Y	<b>\$250.00</b>
PR.8.9	Monument/headstone permit	Where consent is required from the Office of Environment and Heritage	\$170.00	F	X	<b>\$200.00</b>
<b>PR.8.10</b>	<b>Associated Fees</b>					
PR.8.11	Interments after 2:30pm on weekdays		\$260.00	F	Y	<b>\$400.00</b>
PR.8.12	Interments on weekends/public holidays		\$590.00	F	Y	<b>\$610.00</b>
PR.8.13	Administration fee for relinquishing/reversing purchase of cemetery plots/niches	10% of plot cost	POA	F	Y	<b>POA</b>
PR.8.14	Placement of War Office plaque at Richmond Lawn Cemetery		\$130.00	F	Y	<b>\$150.00</b>
PR.8.15	Columbarium Walls/Rose Garden/Magnolia Garden/Burial Plots					
PR.8.16	Niche in Columbarium, Magnolia Garden, Rose Garden or Burial Plot	Maximum of 2 ashes in a burial plot	\$510.00	F	Y	<b>\$600.00</b>
PR.8.17	Ashes placed in coffin	Per Urn Maximum of 2 ashes in a burial plot	\$250.00	F	Y	<b>\$260.00</b>
PR.8.18	Interment in the Magnolia Garden	First or second interment	\$250.00	F	Y	<b>\$300.00</b>
PR.8.19	Bronze plaque on sandstone base	Maximum 8 lines	\$390.00	F	Y	<b>\$405.00</b>
PR.8.20	Laser cut steel plaque on sandstone base	Maximum 8 lines	\$260.00	F	Y	<b>\$270.00</b>
PR.8.21	Insignias		POA	F	Y	<b>POA</b>
PR.8.22	Niche in Columbarium - new Wilberforce Wall	New sandstone niche	\$250.00	F	Y	<b>\$350.00</b>
PR.8.23	Interment into niche wall and sealing - new Wilberforce Wall	Includes interment and securing of new plaque	\$250.00	F	Y	<b>\$300.00</b>
PR.8.24	Bronze plaque to niche wall - new Wilberforce Wall	Maximum 8 lines	\$700.00	F	Y	<b>\$720.00</b>
PR.8.25	Probe of Grave	All cemeteries		F	X	<b>\$500.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
PR.8.26	Repair of Monumental Graves	All cemeteries Plus Fee PR.8.25		F	X	<b>POA</b>
<b>PR.9</b>	<b>Lower Portland Cemetery</b>					
<b>PR.9.1</b>	<b>Plot Fees</b>					
PR.9.2	Single Plot		\$850.00	E	Y	<b>\$875.00</b>
PR.9.3	Single Niche		\$500.00	E	Y	<b>\$515.00</b>
<b>PR.9.4</b>	<b>Interment Fees</b>					
PR.9.5	Interment Fee		\$75.00	E	Y	<b>\$75.00</b>
<b>PR.10</b>	<b>St Albans Cemetery</b>					
<b>PR.10.1</b>	<b>Plot Fees</b>					
PR.10.2	Single Plot - Resident		POA	E	Y	<b>POA</b>
PR.10.3	Single Plot - Non Resident		\$3,000.00	E	Y	<b>\$4,000.00</b>
<b>PR.10.4</b>	<b>Interment Fees</b>					
PR.10.5	Interment - Resident		POA	E	Y	<b>POA</b>
PR.10.6	Interment - Non Resident		\$1,000.00	E	Y	<b>\$1,500.00</b>
<b>Miscellaneous</b>						
<b>PR.11</b>	<b>Banners</b>					
PR.11.1	Application Fee	Covers a period of 2 weeks	\$20.00	P	X	<b>\$20.00</b>
PR.11.2	Removal of overdue banner		\$130.00	F	X	<b>\$130.00</b>
PR.11.3	Refundable key bond		\$30.00	P	X	<b>\$30.00</b>
PR.11.4	Late return of key		\$13.00	P	X	<b>\$13.00</b>
<b>PR.12</b>	<b>Community Nursery</b>					
	If a pre grow or forward order is cancelled, Council will endeavour to on-sell any stock that is commonly grown and held by the Nursery. Where Council is unable to do this, the client will be charged 100% of the quoted price					
<b>PR.12.1</b>	<b>Hyco cells</b>					
PR.12.2	1 to 40	Each	\$1.10	P	Y	<b>\$1.10</b>
PR.12.3	41 or more	Each	\$1.00	P	Y	<b>\$1.00</b>
<b>PR.12.4</b>	<b>Tubestock</b>					
PR.12.5	Tubestock - Approx. 50mm x 50mm x 120mm - 1 to 20	Each	\$2.20	P	Y	<b>\$2.20</b>
PR.12.6	Tubestock - Approx. 50mm x 50mm x 120mm - 21 or more	Each	\$1.65	P	Y	<b>\$1.70</b>
PR.12.7	Super Tube - Approx. 65mm x 65mm x 160mm		\$2.75	P	Y	<b>\$2.75</b>
PR.12.8	Long stem- Approx. 50mm x 50mm x 120mm		\$2.75	P	Y	<b>\$2.75</b>
PR.12.9	2" Pot - 1 to 20	Each	\$1.10	P	Y	<b>\$1.10</b>
PR.12.10	2" Pot - 21 or more	Each	\$1.00	P	Y	<b>\$1.00</b>
PR.12.11	6" Pot		\$6.60	P	Y	<b>\$6.60</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
PR.12.12	8" Pot		\$8.80	P	Y	<b>\$8.80</b>
PR.12.13	Tray Deposits		\$3.30	P	X	<b>\$3.30</b>
<b>PR.12.14</b>	<b>Grow cells</b>					
PR.12.15	Small grow cells - Approx. 20mm x 20mm x 20mm	Each	\$0.25	P	Y	<b>\$0.25</b>
PR.12.16	Large grow cells - Approx. 30mm x 30mm x 30mm	Each	\$0.45	P	Y	<b>\$0.45</b>
<b>PR.12.17</b>	<b>Planting Accessories</b>					
PR.12.18	Bamboo canes 11-13mm x 750mm	Each	\$0.30	F	Y	<b>\$0.30</b>
PR.12.19	Frost bag tree sleeves 450mm x 350mm	Each	\$0.55	F	Y	<b>\$0.55</b>
PR.12.20	Delivery for plants or planting accessories	Price per courier Plus 10% administration fee	POA	F	Y	<b>POA</b>
<b>PR.13</b>	<b>Film and Television</b>					
PR.13.1	Filming Application	Fees on application as per Local Government Filming Protocol Education facilities/students are exempt	POA	E	X	<b>POA</b>
PR.13.2	Filming Inspection	Fees on application as per Local Government Filming Protocol	POA	E	X	<b>POA</b>
PR.14	Opening of Gates	After hours				
PR.14.1	Minimum charge	Cost of staff/contractors to open the gates	\$140.00	F	Y	<b>\$145.00</b>
<b>PR.15</b>	<b>Sale of Tender Documents</b>					
PR.15.1	Sale of Tender documents (printing, paper, expertise, overheads)		POA	P	Y	<b>POA</b>
<b>PR.16</b>	<b>Stage Hire</b>					
PR.16.1	Community Events		\$370.00	P	Y	<b>\$382.00</b>
PR.16.2	Private/Business Events		\$540.00	F	Y	<b>\$557.00</b>
PR.16.3	Skate Ramp Hire		POA	F	Y	<b>POA</b>
<b>PR.17</b>	<b>Supply of Keys</b>					
PR.17.1	Supply of keys to Community Groups and Sports Bodies		\$25.00	F	Y	<b>\$25.00</b>
PR.17.2	Bond - Refundable deposit for keys on loan		\$30.00	P	X	<b>\$31.00</b>
<b>Richmond Pool</b>						
<b>PR.18</b>	<b>Admission Charges</b>					
PR.18.1	Adults		\$4.50	P	Y	<b>\$4.60</b>
PR.18.2	Pensioners, seniors, children and students		\$3.40	P	Y	<b>\$3.50</b>
PR.18.3	Accompanying parents/carers		\$1.00	P	Y	<b>\$1.00</b>
PR.18.4	School Accredited Learn to Swim Programs		\$2.05	P	Y	<b>\$2.10</b>



# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
PR.18.5	Family - 2 adults and 3 children	Additional children incur entry charge	\$15.80	P	Y	<b>\$16.20</b>
PR.18.6	Exclusive use of the pool - Half day	On approval	POA	P	Y	<b>POA</b>
PR.18.7	Exclusive use of the pool - Full day	On approval	POA	P	Y	<b>POA</b>
<b>PR.19</b>	<b>Entry Card</b>	<b>20 passes</b>				
PR.19.1	Adult		\$63.00	P	Y	<b>\$64.40</b>
PR.19.2	Child/Concession		\$47.60	P	Y	<b>\$49.00</b>
<b>PR.20</b>	<b>Carnivals</b>	<b>Including school carnivals</b>				
PR.20.1	Half Day Carnival		\$175.00	P	Y	<b>\$180.00</b>
PR.20.2	Full Day Carnival		\$255.00	P	Y	<b>\$265.00</b>
<b>PR.21</b>	<b>Learn to Swim</b>					
<b>PR.21.1</b>	<b>Learn to Swim class</b>					
PR.21.2	Learn to Swim class	Per person	\$11.20	P	F	<b>\$11.60</b>
PR.21.3	Private Learn to Swim Lesson		\$33.60	P	F	<b>\$34.80</b>
PR.21.4	Family Learn to Swim class	When full school term or full 2 week intensive program (minimum 9) are purchased, the 2nd child and subsequent children in the family receive \$10.00 off the full term/intensive fee	POA	P	F	<b>POA</b>
PR.21.5	Lane Hire		\$16.00	P	Y	<b>\$16.50</b>
<b>PR.22</b>	<b>Season pass</b>					
PR.22.1	Adult		\$250.00	P	Y	<b>\$257.50</b>
PR.22.2	Child		\$180.00	P	Y	<b>\$185.40</b>
PR.22.3	School survival class	Per child (Minimum 50 children)	\$7.50	P	Y	<b>\$7.50</b>
<b>PR.23</b>	<b>Squad Training</b>					
PR.23.1	Casual visit		\$11.20	P	Y	<b>\$11.60</b>
<b>PR.24</b>	<b>Birthday Parties/Functions</b>					
PR.24.1	Minimum 10 children	Per person	\$18.00	P	Y	<b>\$18.50</b>
PR.24.2	Hire of Club Room		POA	P	Y	<b>POA</b>
<b>Tennis Court Hire</b>						
<b>PR.25</b>	<b>Non Commercial Hire for the following tennis courts</b>					
<b>PR.25.1</b>	<b>Blaxland's Ridge</b>					
PR.25.2	Day Hire	Per hour	\$7.00	P	Y	<b>\$7.50</b>
PR.25.3	Night Hire	Per hour	\$10.00	P	Y	<b>\$10.00</b>
<b>PR.25.4</b>	<b>Colo Heights</b>					
PR.25.5	Day Hire	Per hour	\$7.00	P	Y	<b>\$7.50</b>
PR.25.6	Night Hire	Per hour	\$10.00	P	Y	<b>\$10.00</b>
<b>PR.25.7</b>	<b>Freeman's Reach</b>					
PR.25.8	Day Hire	Per hour	\$7.00	P	Y	<b>\$7.50</b>
PR.25.9	Night Hire	Per hour	\$10.00	P	Y	<b>\$10.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>PR.25.10</b>	<b>Maraylya</b>					
PR.25.11	Day Hire	Per hour	\$7.00	P	Y	<b>\$7.50</b>
PR.25.12	Night Hire	Per hour	\$10.00	P	Y	<b>\$10.00</b>
<b>PR.25.13</b>	<b>Pitt Town</b>					
PR.25.14	Day Hire	Per hour	\$7.00	P	Y	<b>\$7.50</b>
PR.25.15	Night Hire	Per hour	\$10.00	P	Y	<b>\$10.00</b>
<b>PR.25.16</b>	<b>St Albans</b>					
PR.25.17	Day Hire	Per hour	\$7.00	P	Y	<b>\$7.50</b>
PR.25.18	Night Hire	Per hour	\$10.00	P	Y	<b>\$10.00</b>
<b>PR.25.19</b>	<b>Club Members</b>	<b>Minimum 20 uses</b>	POA	P	Y	<b>POA</b>
PR.25.20	Tennis Shed hire		POA	P	Y	<b>POA</b>
PR.25.21	South Windsor					
PR.25.22	Day Hire	Per hour	\$7.00	M	Y	<b>\$7.50</b>
PR.25.23	Night Hire	Per hour	\$10.00	M	Y	<b>\$10.00</b>
<b>PR.25.24</b>	<b>Windsor - McQuade Park</b>					
PR.25.25	Day Hire	Per hour	\$7.00	P	Y	<b>\$7.50</b>
PR.25.26	Night Hire	Per hour	\$10.00	P	Y	<b>\$10.00</b>
<b>PR.25.27</b>	<b>Club Members</b>	<b>Minimum 20 uses</b>	POA	P	Y	<b>POA</b>
PR.25.28	Commercial Hire for tennis courts	Charged at the above rates plus 25% commercial levy	POA	P	Y	<b>POA</b>
<b>Bowen Mountain Park Hall</b>						
<b>PR.27</b>	<b>Bowen Mountain Park Hall hire</b>					
PR.27.1	Day Hire		\$70.00	E	Y	<b>\$80.00</b>
PR.27.2	Night Hire			E	Y	<b>\$100.00</b>
PR.27.3	Hire - per hour	Kitchen not being used	\$15.00	E	Y	<b>\$20.00</b>
PR.27.4	Refundable Bond		\$100.00	E	X	<b>\$100.00</b>
<b>Waste Management - Sewer and Waste</b>						
<b>Council Sewer Catchments Area Charges</b>						
<b>WM.1</b>	<b>Developers Charges S.64</b>					
<b>WM.1.1</b>	<b>Residential</b>					
WM.1.2	Contribution for Pump Station carrier main and amplification of reticulation system	Per Lot Or as per adopted S64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
WM.1.3	Contribution for treatment works	Per Lot Or as per adopted S64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
<b>WM.1.4</b>	<b>Industrial</b>					
WM.1.5	Mulgrave	Per gross Ha Or as per Adopted S64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
WM.1.6	Fairey Road	Per gross Ha Or as per Adopted S64 Plan, indexed accordingly	POA	F	X	<b>POA</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
WM.1.7	Properties in serviced areas not previously subject to contribution	Per gross Ha Or as per Adopted S64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
WM.1.8	Additional lots created on other services areas	Per gross Ha Or as per Adopted S64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
WM.1.9	Commercial (floor area)	Per square metre for additional development Or as per Adopted S64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
<b>WM.1.10</b>	<b>Residential Flat Buildings</b>	<b>Strata and Torrens</b>				
WM.1.11	1 Bedroom	No charge for first residential flat Per additional flat Or as per Adopted S64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
WM.1.12	2 Bedroom	No charge for first residential flat Per additional flat Or as per Adopted S64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
WM.1.13	3 Bedroom	No charge for first residential flat Per additional flat Or as per Adopted S64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
WM.1.14	Duplex/Villas (Strata/Torrens Title)	Per Duplex/Villa Or as per Adopted S64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
<b>WM.1.15</b>	<b>Examination of Plans and Specifications including inspections</b>					
WM.1.16	Major Works (Section 305 application)	Minimum Charge \$397.52 (includes three hours assessment time and one inspection) Plus \$132.51 per hour; Or Fee WM1.17, whichever is greater	POA	F	X	<b>POA</b>
WM.1.17	Per linear metre	\$2.63 Per linear metre	POA	F	X	<b>POA</b>
WM.1.18	Assessment for Construction Certificate (Section 305 application)	Minimum Charge \$265.02 (includes two hours assessment time and one inspection) Plus \$132.51 per hour	\$214.73	F	X	<b>POA</b>
<b>WM.1.19</b>	<b>Minor works</b>					
WM.1.20	Minor Works (Section 35 application)	Minimum Charge \$397.52 (includes three hours assessment time and one inspection) Plus \$132.51 per hour; Or Fee WM1.17, whichever is greater	\$251.55	F	X	<b>POA</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
WM.1.21	Additional junctions on same application		\$84.74	F	X	<b>\$87.28</b>
WM.1.22	Special Inspection		\$83.45	F	X	<b>\$143.00</b>
<b>S64 Pitt Town Development Area - Sewerage Infrastructure</b>						
WM.2	Pump station T – Pitt Town	Per additional allotment as per Adopted S64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
WM.3	Rising Main T Pitt Town to McGraths Hill	Per additional allotment as per Adopted S64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
WM.4	Fernadell carrier Pitt Town	Per additional allotment as per Adopted S64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
WM.5	Blighton carrier (Option 1) Pitt Town	Per additional allotment as per Adopted S64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
WM.6	Storage at T Pitt Town	Per additional allotment as per Adopted S64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
WM.7	Pump Station C Windsor	Per additional allotment as per Adopted S64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
WM.8	Rising Main C Windsor to South Windsor	Per additional allotment as per Adopted S64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
WM.9	Storage at Pump Station C Windsor	Per additional allotment as per Adopted S64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
WM.10	Easements for rising main from Pump Station C to South Windsor	Per additional allotment as per Adopted S64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
WM.11	Replacement of rising main J	Per additional allotment as per Adopted S64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
WM.12	Upgrade to South Windsor STP inlet	Per additional allotment as per Adopted S64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
WM.13	Land dedication for Pump Station T at Pitt Town	Per additional allotment as per Adopted S64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
<b>S64 Pitt Town Development Area - Stormwater Infrastructure</b>						
WM.14	Bona Vista and Fernadell Precincts - Preliminary Studies /Plans, Land acquisition, Basin, Overland Flow Path and Wetland Construction	Per development as per Adopted Section 64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
WM.15	Contribution Area 1 - Preliminary investigations and plans, Stormwater infrastructure, Land acquisition and creation of easements	Per m <sup>2</sup> as per Adopted Section 64 Plan, indexed accordingly	POA	F	X	<b>POA</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
WM.16	Contribution Area 2 - Preliminary investigations and plans, Stormwater infrastructure, Land acquisition and creation of easements	Per m <sup>2</sup> as per Adopted Section 64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
WM.17	Contribution Area 3 - Preliminary investigations and plans, Stormwater infrastructure, Land acquisition and creation of easements	Per m <sup>2</sup> as per Adopted Section 64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
WM.18	Contribution Area 4 - Preliminary investigations and plans, Stormwater infrastructure, Land acquisition and creation of easements	Per m <sup>2</sup> as per Adopted Section 64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
WM.19	Contribution Area 5 - Preliminary investigations and plans, Stormwater infrastructure, Land acquisition and creation of easements	Per m <sup>2</sup> as per Adopted Section 64 Plan, indexed accordingly	POA	F	X	<b>POA</b>
<b>Trade Waste Disposal in Council's Sewers</b>						
<b>WM.20</b>	<b>Volume discharge, conveyance and treatment</b>	<b>Trade Waste Charges are only applied in accordance with the Adopted Trade Waste Policy</b>				
WM.20.1	Trade Waste Excess Volume Charge	Per kilolitre	\$2.73	F	X	<b>\$2.90</b>
<b>WM.21</b>	<b>Treatment charge only</b>					
WM.21.1	Correctional Facility, etc.	Per kilolitre	\$1.37	F	X	<b>\$1.49</b>
<b>WM.22</b>	<b>Mass loading</b>					
<b>WM.22.1</b>	<b>Biochemical Oxygen Demand (BOD)</b>					
WM.22.2	Biochemical Oxygen Demand - Up to 100%	Per kilogram	\$3.01	F	X	<b>\$3.27</b>
WM.22.3	Biochemical Oxygen Demand - Over 100%	Per kilogram	\$6.02	F	X	<b>\$6.58</b>
<b>WM.22.4</b>	<b>Suspended solids</b>					
WM.22.5	Suspended solids - Up to 100%	Per kilogram	\$2.61	F	X	<b>\$2.84</b>
WM.22.6	Suspended solids - Over 100%	Per kilogram	\$5.24	F	X	<b>\$5.70</b>
<b>WM.22.7</b>	<b>Total grease and oil (G&amp;O)</b>					
WM.22.8	Total grease and oil (G&O) - Up to 100%	Per kilogram	\$3.68	F	X	<b>\$4.00</b>
WM.22.9	Total grease and oil (G&O) - Over 100%	Per kilogram	\$7.36	F	X	<b>\$8.01</b>
<b>WM.22.10</b>	<b>Chemical Oxygen Demand (COD)</b>					
WM.22.11	Chemical Oxygen Demand (COD) - Up to 250mg per litre	1/2 100% Standard BOD		F	X	<b>\$1.53</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
WM.22.12	Chemical Oxygen Demand (COD) - 251mg to 500mg per litre	100% Standard BOD		F	X	<b>\$3.06</b>
WM.22.13	Chemical Oxygen Demand (COD) - >500mg per litre	>100% Standard BOD		F	X	<b>\$6.13</b>
WM.22.14	<b>Total Organic Carbon (TOC)</b>					
WM.22.15	Total Organic Carbon (TOC) - Up to 68mg per litre	100% Standard BOD		F	X	<b>\$3.06</b>
WM.22.16	Total Organic Carbon (TOC) - >68mg per litre	>100% Standard BOD		F	X	<b>\$6.13</b>
WM.22.17	<b>Total Dissolved Solids (TDS)</b>					
WM.22.18	Total Dissolved Solids (TDS) - Up to 550mg per litre					<b>Free</b>
WM.22.19	Total Dissolved Solids (TDS) - 551mg to 1200mg per litre	100% Standard		F	X	<b>\$3.48</b>
WM.22.20	Total Dissolved Solids (TDS) - >1200mg per litre	> 100% Standard		F	X	<b>\$6.96</b>
WM.22.21	<b>pH coefficient (k) for 2017/2018 0.429</b> \$ Value/kL for pH outside the approved range is calculated as below: $$/kL = K *  actual\ pH - approved\ pH  * 2^{ actual\ pH - approved\ pH }$	Where pH is outside standard limits, Indexed accordingly		F	X	<b>POA</b>
WM.22.22	<b>Schedule A Charge Groups (mass)</b>					
WM.22.23	Group 1 - 100% standard	Per kilogram	\$3.42	F	X	<b>\$3.72</b>
WM.22.24	Group 1 - Over 100%	Per kilogram	\$6.84	F	X	<b>\$7.44</b>
WM.22.25	Group 2 - 100% standard	Per kilogram	\$68.94	F	X	<b>\$75.01</b>
WM.22.26	Group 2 - Over 100%	Per kilogram	\$137.86	F	X	<b>\$149.99</b>
WM.22.27	Group 3 - 100% standard	Per kilogram	\$172.57	F	X	<b>\$187.76</b>
WM.22.28	Group 3 - Over 100%	Per kilogram	\$345.14	F	X	<b>\$375.51</b>
WM.22.29	Group 4 - 100% standard	Per kilogram	\$345.14	F	X	<b>\$375.51</b>
WM.22.30	Group 4 - Over 100%	Per kilogram	\$690.42	F	X	<b>\$751.18</b>
WM.23	<b>Chemical analysis</b>					
WM.23.1	Reimbursement to Council		POA	F	X	<b>POA</b>
WM.23.2	Sampling Fee		\$116.04	F	X	<b>\$119.52</b>
WM.24	Trade waste application		\$268.13	F	X	<b>\$276.17</b>
WM.25	Inspection fee		\$89.48	F	X	<b>\$92.16</b>
WM.26	Trade Waste Permission Renewal		\$67.48	F	X	<b>\$69.50</b>
WM.27	Trade Waste Formal Agreement Preparation		\$356.66	F	X	<b>\$367.36</b>
WM.28	Additional capacity for commercial customers	As per Trade Waste Agreement (Sum of Fee WM.1.2 and Fee WM.1.3)		F	X	<b>POA</b>



# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>Sewerage</b>						
WM.29	Junction Sheets		\$18.99	F	X	<b>\$19.56</b>
<b>Sales</b>						
WM.30	Hay bales	Prices variable - dependent on quality	POA	R	Y	<b>POA</b>
WM.31	Sale of Tender documents (printing, paper, expertise, overheads)		POA	F	Y	<b>POA</b>
<b>Waste Management Facility</b>						
<b>WM.32</b>	<b>Waste Disposal Tipping Fees</b>					
WM.32.1	Recycling Centre Materials	Kerbside type materials	Free	N		<b>Free</b>
<b>WM.32.2</b>	<b>Mattresses</b>					
WM.32.3	Mattresses - Other		\$27.00	F	Y	<b>\$28.00</b>
WM.32.4	Mattresses - Double or larger		\$32.00	F	Y	<b>\$33.00</b>
<b>WM.32.5</b>	<b>White Goods (Metal)</b>					
			Free	N		<b>Free</b>
<b>WM.32.6</b>	<b>Metal items</b>	<b>Excluding car bodies and gas bottles/tanks</b>	Free	N		<b>Free</b>
<b>WM.32.7</b>	<b>Tyres</b>					
WM.32.8	Tyres - Tyres on Rim	No heavy vehicle	\$10.30	F	Y	<b>\$11.00</b>
WM.32.9	Tyres - Tyres de-rimmed	No heavy vehicle	\$7.21	F	Y	<b>\$8.00</b>
WM.32.10	Truck		\$14.40	F	Y	<b>\$14.83</b>
WM.32.11	Super Single		\$43.18	F	Y	<b>\$44.48</b>
WM.32.12	Tractor - Small up to 1m high		\$89.80	F	Y	<b>\$92.49</b>
WM.32.13	Tractor - Large 1m to 2m high		\$153.16	F	Y	<b>\$157.75</b>
WM.32.14	Grader		\$100.30	F	Y	<b>\$103.31</b>
WM.32.15	Earthmoving - Small up to 1m high		\$125.25	F	Y	<b>\$129.01</b>
WM.32.16	Earthmoving - Medium 1m to 1.5m high		\$244.81	F	Y	<b>\$252.15</b>
WM.32.17	Earthmoving - Large greater than 1.5m high		\$474.63	F	Y	<b>\$488.87</b>
<b>WM.32.18</b>	<b>Difficult to handle or special waste</b>					
WM.32.19	Base charge - Waste requiring separate/supervised burial, including security burials and commercial large animals	Plus Fee WM.32.20	\$52.00	F	Y	<b>\$54.00</b>
WM.32.20	Waste requiring separate/supervised burial, including security burials and commercial large animals	Only accepted with 24 hrs prior booking with gate house Per tonne (Minimum \$124.00)	\$324.00	F	Y	<b>\$338.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>WM.32.21</b>	<b>Load containing Expanded Plastic (e.g. polystyrene) and Synthetic Mineral fibre (e.g. insulation)</b>					
WM.32.22	Base charge - Load containing Expanded plastic (e.g. polystyrene) and Synthetic Mineral fibre (e.g. insulation)	Plus Fee WM.32.23	\$196.00	F	Y	<b>\$203.00</b>
WM.32.23	Load containing Expanded plastic (e.g. polystyrene) and Synthetic Mineral fibre (e.g. insulation)	Per tonne	\$474.00	F	Y	<b>\$496.00</b>
<b>WM.32.24</b>	<b>Mixed loads containing NO recyclable materials</b>					
WM.32.25	Waste loads less than or equal to 20kg	Flat rate	\$10.00	F	Y	<b>\$11.00</b>
WM.32.26	Base charge - Waste loads more than 20kg	Plus Fee WM.32.27	\$10.00	F	Y	<b>\$11.00</b>
WM.32.27	Waste loads more than 20kg (tonnage rate per tonne)	Per tonne (pro rata)	\$258.00	F	Y	<b>\$268.00</b>
<b>WM.32.28</b>	<b>Mixed loads containing recyclable materials</b>					
WM.32.29	Waste loads less than or equal to 20kg	Flat rate	\$57.00	F	Y	<b>\$61.00</b>
WM.32.30	Base charge - Waste loads more than 20kg	Plus Fee WM.32.31	\$48.00	F	Y	<b>\$61.00</b>
WM.32.31	Waste loads more than 20kg	Per tonne (pro rata)	\$393.00	F	Y	<b>\$411.00</b>
<b>WM.32.32</b>	<b>Other materials</b>					
WM.32.33	Small animals - cat , dog, sheep, goat etc. <60kg	Per animal	\$28.00	F	Y	<b>\$30.00</b>
WM.32.34	Base charge - Large animals - horse, alpaca, cow etc. >60kg	Plus Fee WM.32.35	\$31.00	F	Y	<b>\$33.00</b>
WM.32.35	Large animals - horse, alpaca, cow etc.	Per tonne	\$299.00	F	Y	<b>\$311.00</b>
WM.32.36	Plastic containers	Per Item Excl. Drum Muster and containers below 5 litre capacity	\$1.00	F	Y	<b>\$1.00</b>
WM.32.37	Televisions and Computers	Per Item Product Stewardship Scheme items only	Free	P	N	<b>Free</b>
<b>WM.32.38</b>	<b>Building/Construction/Demolition/Renovation wastes</b>	<b>Separated and deposited to correct locations</b>				
WM.32.39	Waste loads less than or equal to 20kg	Flat rate	\$10.00	F	Y	<b>\$11.00</b>
WM.32.40	Base charge - Waste loads more than 20kg	Plus Fee WM.32.41	\$10.00	F	Y	<b>\$11.00</b>
WM.32.41	Waste loads more than 20kg (tonnage rate per tonne)	Per tonne	\$415.00	F	Y	<b>\$439.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
WM.32.42	Separated bricks, concrete, terracotta pipes and tiles up to 100kg	Minimum charge (Delivered as separate loads only)	\$16.00	F	Y	<b>\$20.00</b>
WM.32.43	Separated bricks, concrete, terracotta pipes and tiles	Per tonne (Delivered as separate loads only)	\$158.00	F	Y	<b>\$175.00</b>
<b>WM.32.44</b>	<b>Timber Waste</b>					
WM.32.45	Waste loads less than or equal to 20kg	Flat rate	\$10.00	F	Y	<b>\$11.00</b>
WM.32.46	Base charge - Waste loads more than 20kg	Plus Fee WM.32.47	\$10.00	F	Y	<b>\$11.00</b>
WM.32.47	Waste loads more than 20kg (tonnage rate per tonne)	Per tonne (pro rata)	\$258.00	F	Y	<b>\$268.00</b>
<b>WM.32.48</b>	<b>Separated 100% vegetation loads free of any contamination</b>	<b>Excludes palm trees and fronds, bamboo, weeds, root ball and stumps and other non-mulchable garden organics which are charged as per Fee WM.32.24</b>				
WM.32.49	Less than 300mm diameter	Per tonne Minimum charge \$10.00	\$146.00	F	Y	<b>\$140.00</b>
WM.32.50	300mm diameter or greater	Per tonne Minimum charge \$10.00	\$182.00	F	Y	<b>\$188.00</b>
WM.32.51	9kg LPG bottles or smaller		\$8.00	F	Y	<b>\$9.00</b>
WM.32.52	Replacement of lost weighbridge card by the public		\$25.00	F	Y	<b>\$55.00</b>
WM.32.53	Reloading fee	For any misrepresented or unacceptable loads that require reloading for removal from the site	\$181.00	F	Y	<b>\$192.00</b>
All above prices that include the Section 88 Waste Levy will be reduced by the Levy amount, where exemption from the Levy has been granted by the Department of Environment and Climate Change						
<b>Waste Management Sales</b>						
<b>WM.32</b>	<b>Sale of Goods</b>					
WM.33.1	Mulch	Per tonne loaded Maximum	\$7.00	F	Y	<b>\$10.00</b>
WM.33.2	Fire wood/timber	Per tonne (when available) Maximum \$15.00 per tonne	POA	M	Y	<b>POA</b>
WM.33.3	Metal	Per tonne	POA	M	Y	<b>POA</b>
WM.33.4	Crushed aggregate	When available	POA	M	Y	<b>POA</b>
WM.33.5	Soil	When available	POA	M	Y	<b>POA</b>
WM.33.6	Other miscellaneous items		POA	M	Y	<b>POA</b>
WM.33.7	Soil conditioner	Per tonne loaded (when available) Maximum		M	Y	<b>\$10.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>Non-Potable Water Sales</b>						
WM.34	Sale of recycled water	75% of price charged per kilolitre of supply	POA	P	F	POA
<b>Community Services</b>						
<b>Long Day Child Care (Various Community Organisations)</b>						
CS.1	As determined by Child Care Service					
<b>Pre-School Services (Peppercorn Services Inc)</b>						
CS.2	As determined by Peppercorn Services Inc					
<b>Community Facility Hire</b>						
CS.3	Hall 3 Richmond Neighbourhood Centre (The Annex)	Per hour	\$12.00	P	Y	\$12.00
CS.4	McGraths Hill Community Centre	Per hour	\$12.00	P	Y	\$12.00
CS.5	Yarramundi Community Centre	Per hour	\$12.00	P	Y	\$12.00
CS.6	Hire of hall for function		\$170.00	P	Y	\$170.00
CS.7	Function bond		\$220.00	P	X	\$220.00
CS.8	Key bond - Hire of hall		\$50.00	P	X	\$50.00
<b>S377 Delegations to Community Committees</b>						
CS.9	Bilpin District Hall					
CS.9.1	Corporate hire of main hall for functions		\$300.00	E	Y	\$300.00
CS.9.2	Hire of main hall for functions	Per day	\$250.00	E	Y	\$250.00
CS.9.3	Hire of main hall for meetings	Per hour	\$15.00	E	Y	\$15.00
CS.9.4	Corporate hire of main hall for meetings		\$18.00	E	Y	\$18.00
CS.9.5	Hire of meeting room	Per hour (Local)	\$15.00	E	Y	\$15.00
CS.9.6	Hire of meeting room	Per hour (Non-local)	\$18.00	E	Y	\$18.00
CS.9.7	Hire of kitchen appliances for function	Per appliance Per hour	\$15.00	E	Y	\$15.00
CS.9.8	Function Bond		\$500.00	E	X	\$500.00
CS.10	Blaxlands Ridge Community Centre					
CS.10.1	Hire of hall for functions	Per day	\$250.00	E	Y	\$250.00
CS.10.2	Hire of hall for meeting or child's party	Per hour (Minimum three hour booking)	\$20.00	E	Y	\$20.00
CS.10.3	Hire of hall for community groups	Per person (Minimum \$15.00)	\$3.00	E	Y	\$5.00
CS.10.4	Hire of tennis court (without lights)	Per hour	\$6.00	E	Y	\$6.00
CS.10.5	Hire of tennis court (with lights)	Per hour	\$10.00	E	Y	\$10.00
CS.10.6	Hire of Old School House to Comleroy-Kurrajong Historical Society	Per year	\$320.00	E	Y	\$350.00

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
CS.10.7	Hire of hall to HCOS for Preschool	Per day	\$55.00	E	Y	<b>\$60.00</b>
CS.10.8	Hire of hall to HCOS - Additional hire	Per hour	\$15.00	E	Y	<b>\$15.00</b>
CS.10.9	Hire of hall to HCOS - Extra Storeroom	Per term	\$55.00	E	Y	<b>\$55.00</b>
CS.10.10	Hire of hall to HCOS - Floor levy	Per term	\$50.00	E	Y	<b>\$50.00</b>
CS.10.11	Equipment hire - Tables	Each	\$10.00	E	Y	<b>\$10.00</b>
CS.10.12	Equipment hire - Chairs	Each	\$0.50	E	Y	<b>\$0.50</b>
CS.10.13	Function Bond		\$200.00	E	X	<b>\$250.00</b>
<b>CS.11</b>	<b>Bligh Park Community Centre</b>					
CS.11.1	Tiningi Hall - Regular hire	Per hour	\$17.00	E	Y	<b>\$21.00</b>
CS.11.2	Tiningi Hall - Casual Hire	Per 8.5 hours of hire	\$415.00	E	Y	<b>\$418.00</b>
CS.11.3	Tiningi Hall - Key bond		\$200.00	E	X	<b>\$200.00</b>
CS.11.4	Neighbourhood Centre Hall - Regular hire	Per hour	\$13.00	E	Y	<b>\$18.90</b>
CS.11.5	Neighbourhood Centre Hall - Casual Hire	Per 8.5 hours of hire	\$325.00	E	Y	<b>\$327.00</b>
CS.11.6	Neighbourhood Centre Hall - Key bond for casual hire		\$200.00	E	X	<b>\$200.00</b>
CS.11.7	Neighbourhood Centre Meeting Lounge - Regular hire	Per hour	\$7.00	E	Y	<b>\$18.90</b>
CS.11.8	Administration Fee	All halls	\$60.00	E	Y	<b>\$60.00</b>
CS.11.9	Neighbourhood Centre - Key bond	All regular hirers	\$100.00	E	X	<b>\$100.00</b>
<b>CS.12</b>	<b>Glossodia Community Centre</b>					
CS.12.1	Hall Hire for a function	6 hour hire Plus Fee CS.12.2	\$275.00	E	Y	<b>\$300.00</b>
CS.12.2	Additional Hall Hire	Per hour	\$55.00	E	Y	<b>\$60.00</b>
CS.12.3	Hall Hire - For Profit groups	Per hour	\$11.00	E	Y	<b>\$12.00</b>
CS.12.4	Hall Hire - Not for Profit groups	Per hour	\$13.20	E	Y	<b>\$15.00</b>
CS.12.5	Meeting Room Hire	Per hour	\$11.00	E	Y	<b>\$12.00</b>
CS.12.6	Function bond		\$200.00	E	X	<b>\$250.00</b>
<b>CS.13</b>	<b>Maraylya Hall</b>					
CS.13.1	Hall Hire for a function		\$220.00	E	Y	<b>\$250.00</b>
CS.13.2	Hall Hire Deposit		\$200.00	E	X	<b>\$200.00</b>
<b>CS.14</b>	<b>North Richmond Community Centre</b>					
CS.14.1	Party Hire of Community Centre Hall 1 and Hall 2 (Saturday)		\$550.00	E	Y	<b>\$600.00</b>
CS.14.2	Party Hire of Community Centre Hall 1 and Hall 2 (Friday or Sunday)		\$450.00	E	Y	<b>\$500.00</b>
CS.14.3	Party Hire of Hall 1 only (Saturday)		\$400.00	E	Y	<b>\$500.00</b>
CS.14.4	Party Hire of Hall 1 (Friday)		\$350.00	E	Y	<b>\$400.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
CS.14.5	Party Hire of Hall 1 (Sunday)	From 1pm - Midnight	\$150.00	E	Y	<b>\$300.00</b>
CS.14.6	Party Hire of Hall 2 (Friday)		\$300.00	E	Y	<b>\$350.00</b>
CS.14.7	Party Hire of Hall 2 only (Saturday)		\$350.00	E	Y	<b>\$400.00</b>
CS.14.8	Party Hire of Hall 2 (Sunday)		\$250.00	E	Y	<b>\$250.00</b>
CS.14.9	Party Hire of Youth Hall (Friday, Saturday or Sunday)		\$250.00	E	Y	<b>\$300.00</b>
CS.14.10	Party Hire of any Hall - Children's Party (up to 12 years)	Hire up to 5 hours Before 4pm on Friday or Saturday and after 1pm on Sunday	\$120.00	E	Y	<b>\$150.00</b>
CS.14.11	Permanent hire of Hall - For Profit groups rate	Per hour	\$22.00	E	Y	<b>\$23.00</b>
CS.14.12	Permanent Hire of hall (for groups) - concessional rate	Per hour	\$16.00	E	Y	<b>\$17.00</b>
CS.14.13	Hire of hall (for groups) - casual	Per hour (during the week)	\$31.00	E	Y	<b>\$25.00</b>
CS.14.14	Hire of hall (for groups) (Weekends)	Per hour - casual rate	\$36.00	E	Y	<b>\$35.00</b>
CS.14.15	Hire of Meeting Room or Foyer	Per hour - for profit group rate	\$16.00	E	Y	<b>\$16.00</b>
CS.14.16	Hire of Meeting Room or Foyer	Per hour - concessional rate	\$10.00	E	Y	<b>\$11.00</b>
CS.14.17	Hire of Meeting Room or Foyer	Per hour - casual rate	\$19.00	E	Y	<b>\$19.00</b>
CS.14.18	Hire of large storage cupboard	Per month	\$6.00	E	Y	<b>\$10.00</b>
CS.14.19	Hire of kitchen cupboard	Per month	\$3.00	E	Y	<b>\$5.00</b>
CS.14.20	Refundable deposit for party hire	Other than 16th, 18th and 21st Birthdays	\$250.00	E	X	<b>\$250.00</b>
CS.14.21	Refundable deposit for party hire	16th, 18th and 21st Birthdays	\$500.00	E	X	<b>\$500.00</b>
CS.14.22	Hall hire - Not for Profit Organisations (Weekdays)	Per hour - casual rate	\$22.00	E	Y	<b>\$25.00</b>
CS.14.23	Hall hire - Not for Profit Organisations (Weekends)	Per hour - casual rate	\$31.00	E	Y	<b>\$35.00</b>
CS.14.24	Meeting Room hire - Not for Profit Organisations (Weekdays)	Per hour - casual rate	\$16.00	E	Y	<b>\$18.00</b>
CS.14.25	Meeting Room hire - Not for Profit Organisations (Weekends)	Per hour - casual rate	\$19.00	E	Y	<b>\$23.00</b>
CS.14.26	Key deposit		\$20.00	E	X	<b>\$50.00</b>
CS.14.27	Additional hall hire fee to allow finish at 1am		\$40.00	E	Y	<b>\$50.00</b>
CS.14.28	Additional fee for Friday night set up (if available)		\$60.00	E	Y	<b>\$100.00</b>
<b>CS.15</b>	<b>Richmond Community Centre</b>					
CS.15.1	Hire of hall - Function hire		\$200.00	E	Y	<b>\$220.00</b>
CS.15.2	Hire of hall - Casual users	Per hour - For profit group rate	\$20.00	E	Y	<b>\$22.00</b>
CS.15.3	Hire of hall - Casual users	Per hour - concessional rate	\$17.00	E	Y	<b>\$18.00</b>
CS.15.4	Hire crockery and glass		\$50.00	E	Y	<b>\$50.00</b>



# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
CS.15.5	Refundable deposit (Cleaning/Damages)		\$200.00	E	X	<b>\$200.00</b>
CS.15.6	Refundable key deposit		\$35.00	E	X	<b>\$35.00</b>
CS.15.7	Hire of Meeting Room	Per hour - Non-profit making	\$12.00	E	Y	<b>\$15.00</b>
CS.15.8	Hire of Meeting Room	Per hour - Profit making	\$15.00	E	Y	<b>\$20.00</b>
CS.15.9	Hire of Meeting Room	All day rate - Non-profit making	\$25.00	E	Y	<b>\$35.00</b>
CS.15.10	Hire of Meeting Room	All day rate - Profit making	\$35.00	E	Y	<b>\$50.00</b>
CS.15.11	Hire of Office	Per hour - Non-profit making	\$12.00	E	Y	<b>\$12.00</b>
CS.15.12	Hire of Office	Per hour - Profit making	\$15.00	E	Y	<b>\$17.00</b>
CS.15.13	Hire of Office	All day rate - Non-profit making	\$25.00	E	Y	<b>\$25.00</b>
CS.15.14	Hire of Office	All day rate - Profit making	\$35.00	E	Y	<b>\$38.00</b>
<b>CS.16</b>	<b>St Albans School of Arts</b>					
CS.16.1	Hire of hall - with PA	Up to 4 hours (Day only)	\$85.00	E	Y	<b>\$85.00</b>
CS.16.2	Hire of hall - without PA	Up to 4 hours (Day only)	\$45.00	E	Y	<b>\$45.00</b>
CS.16.3	Hire of hall - Charity/ Community/ Volunteer/ Residents/Ex-Residents	Up to 8 hours (Day only) - including set up/clean up Whole Kitchen/Hall Facilities with PA	\$140.00	E	Y	<b>\$140.00</b>
CS.16.4	Hire of hall - Charity/ Community/ Volunteer/ Residents/Ex-Residents	Up to 8 hours (Day only) - including set up/clean up Hall Facilities with PA (without kitchen)	\$115.00	E	Y	<b>\$115.00</b>
CS.16.5	Hire of hall - Charity/ Community/ Volunteer/ Residents/Ex-Residents	Up to 8 hours (Day only) - including set up/clean up Whole Kitchen/Hall Facilities without PA	\$90.00	E	Y	<b>\$90.00</b>
CS.16.6	Hire of hall - Charity/ Community/ Volunteer/ Residents/Ex-Residents	Up to 8 hours (Day only) - including set up/clean up Hall only (including Tea/Coffee/Urn facilities)	\$65.00	E	Y	<b>\$65.00</b>
CS.16.7	Hire of hall - Non-residents/Enterprise	Up to 8 hours (Day only) - including set up/clean up Whole Kitchen/Hall Facilities with PA	\$170.00	E	Y	<b>\$170.00</b>
CS.16.8	Hire of hall - Non-residents/Enterprise	Up to 8 hours (Day only) - including set up/clean up Hall Facilities with PA (without kitchen)	\$145.00	E	Y	<b>\$145.00</b>
CS.16.9	Hire of hall - Non-residents/Enterprise	Up to 8 hours (Day only) - including set up/clean up Whole Kitchen/Hall Facilities without PA	\$120.00	E	Y	<b>\$120.00</b>
CS.16.10	Hire of hall - Non-residents/Enterprise	Up to 8 hours (Day only) - including set up/clean up Hall only (including Tea/Coffee/Urn facilities)	\$95.00	E	Y	<b>\$95.00</b>
CS.16.11	Day/Night hire - Charity/ Community/ Volunteer/ Residents/ Ex-Residents	Up to 24 hours (Day only) - including set up/clean up Whole Kitchen/Hall Facilities with PA	\$165.00	E	Y	<b>\$165.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
CS.16.12	Day/Night hire - Charity/Community/ Volunteer/ Residents/ Ex-Residents	Up to 24 hours (Day only) - including set up/clean up Hall Facilities with PA (without kitchen)	\$140.00	E	Y	<b>\$140.00</b>
CS.16.13	Day/Night hire - Charity/Community/ Volunteer/ Residents/ Ex-Residents	Up to 24 hours (Day only) - including set up/clean up Whole Kitchen/Hall Facilities without PA	\$115.00	E	Y	<b>\$115.00</b>
CS.16.14	Day/Night hire - Charity/Community/ Volunteer/ Residents/ Ex-Residents	Up to 24 hours (Day only) - including set up/clean up Hall only (including Tea/Coffee/Urns facilities)	\$90.00	E	Y	<b>\$90.00</b>
CS.16.15	Day/Night hire - Non-residents/Enterprise	Up to 24 hours (Day only) - including set up/clean up Whole Kitchen/Hall Facilities with PA	\$220.00	E	Y	<b>\$220.00</b>
CS.16.16	Day/Night hire - Non-residents/Enterprise	Up to 24 hours (Day only) - including set up/clean up Hall Facilities with PA (without kitchen)	\$195.00	E	Y	<b>\$195.00</b>
CS.16.17	Day/Night hire - Non-residents/Enterprise	Up to 24 hours (Day only) - including set up/clean up Whole Kitchen/Hall Facilities without PA	\$175.00	E	Y	<b>\$175.00</b>
CS.16.18	Day/Night hire - Non-residents/Enterprise	Up to 24 hours (Day only) - including set up/clean up Hall only (including Tea/Coffee/Urns facilities)	\$145.00	E	Y	<b>\$145.00</b>
CS.16.19	Bond/Key Deposit	For all categories	\$500.00	E	X	<b>\$500.00</b>
<b>CS.17</b>	<b>Wilberforce School of Arts</b>					
CS.17.1	Hire of hall (for function)		\$220.00	E	Y	<b>\$250.00</b>
CS.17.2	Hire of hall - For groups	Per hour (\$55.00 minimum)	\$12.00	E	Y	<b>\$15.00</b>
CS.17.3	Refundable key deposit		\$50.00	E	X	<b>\$50.00</b>
CS.17.4	Refundable Function Bond		\$300.00	E	X	<b>\$300.00</b>
<b>CS.18</b>	<b>Kurrajong Community Centre</b>	<b>Includes use of kitchen</b>				
CS.18.1	Permanent hall bookings	Per hour (Minimum 2 hour booking)	\$10.00	E	Y	<b>\$20.00</b>
CS.18.2	Casual hall bookings	Entire hall - 8 hours	\$210.00	E	Y	<b>\$220.00</b>
CS.18.3	Refundable Cleaning/Security deposit		\$200.00	E	X	<b>\$200.00</b>
CS.18.4	Refundable key deposit		\$50.00	E	X	<b>\$50.00</b>
<b>CS.19</b>	<b>Colo Heights Hall</b>					
CS.19.1	Hire of hall (Playgroup)	Per session	\$5.00	E	Y	<b>\$5.00</b>
CS.19.2	Casual hire	Per hour	\$10.00	E	Y	<b>\$10.00</b>
CS.19.3	Function (Weeknights)	Per night (Weeknights)	\$50.00	E	Y	<b>\$50.00</b>
CS.19.4	Function hire (Weekends)	Per day (weekends)	\$100.00	E	Y	<b>\$100.00</b>
CS.19.5	Tennis court hire	Per hour	\$5.00	E	Y	<b>\$5.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
CS.19.6	Refundable deposit for party hire		\$300.00	E	X	\$300.00
CS.20	Hawkesbury Leisure and Learning Centre					
CS.20.1	Regular hire of any 1 function space	Per hour (Minimum 3 hours)	\$22.00	E	Y	\$22.00
CS.20.2	Casual hire of any 1 function space	Per hour (Minimum 3 hours)	\$27.50	E	Y	\$27.50
CS.20.3	Regular hire of any 2 function spaces	Per hour		E	Y	\$33.00
CS.20.4	Casual hire of any 2 function spaces	Per hour		E	Y	\$41.25
CS.20.5	Casual hire of Cafe/Lounge/Courtyard	Per hour Only hired after 4.00pm		E	Y	\$55.00
CS.20.6	Full day hire	All rooms Plus Fee CS.20.7 (where applicable)		E	Y	\$200.00
CS.20.7	Weekend hire surcharge	All rooms Plus Fee CS.20.6		E	Y	\$50.00
CS.20.8	Hire of crockery/cutlery	Per day (0-100 people)		E	Y	\$50.00
CS.20.9	Hire of crockery/cutlery	Per day (> 100 people)		E	Y	\$100.00
CS.20.10	Hire of data projector and screen	Per day		E	Y	\$50.00
CS.20.11	Key Bond		\$50.00	E	X	\$100.00
CS.21	South Windsor Family Centre					
CS.21.1	Regular hire of main hall	Per hour (minimum 3 hours)	\$16.50	E	Y	\$16.50
CS.21.2	Casual hire of main hall	Per hour (minimum 3 hours)	\$22.00	E	Y	\$22.00
CS.21.3	Regular hire of Small Meeting Room	Per hour (minimum 3 hours)	\$16.50	E	Y	\$16.50
CS.21.4	Casual hire of Small Meeting Room	Per hour (minimum 3 hours)	\$22.00	E	Y	\$22.00
CS.21.5	Regular hire of Child Care area	Per hour (minimum 3 hours)	\$19.80	E	Y	\$19.80
CS.21.6	Casual hire of Child Care area	Per hour (minimum 3 hours)	\$22.00	E	Y	\$22.00
CS.21.7	Key bond		\$50.00	E	X	\$50.00
Peppercorn Services Transport and Community Support Services Division						
Home and Community Care		As determined by Peppercorn Services Inc				
Corporate Services and Governance						
General						
CG.1	Photocopies					
CG.1.1	Black and white - A4	Per copy	\$0.80	F	Y	\$0.85
CG.1.2	Black and white - A3	Per copy	\$1.65	F	Y	\$1.70
CG.2	Courier Fees		POA	F	Y	POA

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>CG.3</b>	<b>Road Closure Application Fee</b>					
CG.3.1	Road vesting in Council		\$1,082.00	F	Y	<b>\$1,114.00</b>
CG.3.2	Unformed Council Public Road		\$1,813.00	F	Y	<b>\$1,867.00</b>
CG.4	Sale of Council Land - Road - Bond		\$6,617.00	F	X	<b>\$6,815.00</b>
CG.5	Request to transfer a Crown Road to Council			P	X	<b>\$150.00</b>
<b>CG.6</b>	<b>Leasing of Roads</b>					
CG.6.1	Application for Lease - Road		\$986.00	F	X	<b>\$1,015.00</b>
CG.6.2	Lease of Road - Bond		\$3,206.00	F	X	<b>\$3,302.00</b>
<b>CG.7</b>	<b>Australian Pioneer Village</b>					
CG.7.1	Filming or use of	To be negotiated with Lessee	POA	E	X	<b>POA</b>
<b>Access to Information</b>						
<b>CG.8</b>	<b>Government Information (Public Access) Act</b>					
<b>CG.8.1</b>	<b>Formal Access Applications</b>					
CG.8.2	Application Fee	The application fee counts as payment towards any processing charge payable	\$30.00	S	X	<b>\$30.00</b>
CG.8.3	Processing Fee	Per hour	\$30.00	S	X	<b>\$30.00</b>
CG.8.4	Financial hardship and/or special public benefit reasons	50% reduction to final processing fee	POA	S	X	<b>POA</b>
CG.8.5	Internal Review Application Fee	No further processing fees apply to internal reviews	\$40.00	S	X	<b>\$40.00</b>
<b>CG.8.6</b>	<b>Formal Access Applications by natural persons for their personal information only</b>					
CG.8.7	Application fee	The application fee counts as payment towards any processing charge payable	\$30.00	S	X	<b>\$30.00</b>
CG.8.8	Processing fee	Per hour, after the first 20 hours	\$30.00	S	X	<b>\$30.00</b>
CG.8.9	Financial hardship and/ special public benefit reasons	50% reduction to final processing fee	POA	S	X	<b>POA</b>
<b>CG.8.10</b>	<b>Informal Access Applications</b>					
CG.8.11	Archival retrieval fee	Per file Based on costs charged by State Records		F	X	<b>POA</b>
CG.8.12	Inspections of documents at Council Offices		Free	S		<b>Free</b>
<b>CG.8.13</b>	<b>Scanning Fees and Provision of Photocopies</b>					
CG.8.14	Black and white - A4	Per copy	\$0.80	F	X	<b>\$0.85</b>
CG.8.15	Black and white - A3	Per copy	\$1.65	F	X	<b>\$1.70</b>
CG.8.16	Black and white - A2	Per copy		F	X	<b>\$4.50</b>
CG.8.17	Black and white - A1	Per copy		F	X	<b>\$8.50</b>
CG.8.18	Colour - A4	Per copy	\$2.00	F	X	<b>\$2.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
CG.8.19	Colour - A3	Per copy	\$4.00	F	X	<b>\$4.00</b>
CG.8.20	Colour - A2	Per copy		F	X	<b>\$4.50</b>
CG.8.21	Colour - A1	Per copy		F	X	<b>\$8.50</b>
<b>CG.8.22</b>	<b>Provision of Recordings and/or CDs</b>	<b>Each</b>				
CG.8.23	Supply of CD		\$40.00	F	X	<b>\$41.00</b>
<b>Windsor Mall Fees</b>						
	Bond amount of \$1,000 is required or as otherwise determined by nominated Council Officer					
<b>CG.9</b>	<b>Banners</b>					
CG.9.1	Application fee		\$100.00	F	X	<b>\$100.00</b>
CG.9.2	Charge for Overdue Banner	One-off payment	\$100.00	F	X	<b>\$100.00</b>
<b>CG.9.3</b>	<b>Busking</b>					
CG.9.4	Adult	4 hours	\$20.00	F	X	<b>\$20.00</b>
CG.9.5	Child (under 18 years)	4 hours	\$10.00	F	X	<b>\$10.00</b>
<b>CG.9.6</b>	<b>Display and Promotions</b>					
<b>CG.9.7</b>	<b>For Profit Organisations</b>					
CG.9.8	Owners/Shopkeepers in the mall		\$200.00	F	X	<b>\$200.00</b>
CG.9.9	Owners/Shopkeepers in the LGA		\$350.00	F	X	<b>\$350.00</b>
CG.9.10	Owners/Shopkeepers - Other		\$500.00	F	X	<b>\$500.00</b>
<b>CG.9.11</b>	<b>For Non Profit Organisations</b>		Free	N		<b>Free</b>
<b>CG.9.12</b>	<b>Entertainment and Events</b>					
CG.9.13	Application Fee	Including 1 day Plus Fee CG.14	\$500.00	F	X	<b>\$500.00</b>
CG.9.14	Fee for each subsequent day		\$500.00	F	X	<b>\$500.00</b>
<b>CG.9.15</b>	<b>Fundraising</b>					
CG.9.16	Application Fee	For Non Profit Organisations	Free	N		<b>Free</b>
<b>CG.9.17</b>	<b>Retail</b>					
<b>CG.9.18</b>	<b>Wagons</b>	<b>By licence and market evaluation</b>	POA	M	Y	<b>POA</b>
<b>CG.9.19</b>	<b>Other</b>					
CG.9.20	Owners/Shopkeepers in the Mall		\$200.00	M	X	<b>\$200.00</b>
CG.9.21	Owners/Shopkeepers in the LGA		\$350.00	M	X	<b>\$350.00</b>
CG.9.22	Owners/Shopkeepers - Other		\$500.00	M	X	<b>\$500.00</b>
<b>CG.9.23</b>	<b>Markets</b>					
<b>CG.9.24</b>	<b>Windsor Mall Markets</b>					
CG.9.25	Application Fee	Plus Fee CG.9.26	\$100.00	F	X	<b>\$100.00</b>
CG.9.26	Charge per stall	Per day	\$30.00	M	Y	<b>\$30.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>CG.9.27</b>	<b>Outdoor Dining and Footpath Trading - In Windsor Mall</b>	<b>Excludes the use of the Use/Licensing of areas where specific facilities have been provided</b>				
CG.9.28	Application Fee	Plus Fee CG.9.29	\$130.00	F	X	<b>\$130.00</b>
CG.9.29	Annual fee	Per m <sup>2</sup>	\$86.37	M	X	<b>\$86.35</b>
CG.9.30	Approval Variation Fee		\$65.00	F	X	<b>\$65.00</b>
<b>CG.9.31</b>	<b>Public Research</b>					
<b>CG.9.32</b>	<b>For Profit including promotions organisations</b>					
CG.9.33	Application Fee		\$45.45	F	X	<b>\$45.45</b>
<b>CG.9.34</b>	<b>For Non Profit organisations</b>					
CG.9.35	Application Fee		Free	N		<b>Free</b>
<b>CG.9.36</b>	<b>Raffles or Lotteries</b>					
<b>CG.9.37</b>	<b>For Profit, including promotions, organisations</b>					
CG.9.38	Application Fee		\$68.18	F	X	<b>\$68.15</b>
<b>CG.9.39</b>	<b>For Non Profit Organisations</b>					
CG.9.40	Application Fee		Free	N		<b>Free</b>
<b>CG.9.41</b>	<b>Windsor Mall Rotunda</b>					
<b>CG.9.42</b>	<b>For Profit, including promotions, organisations</b>					
CG.9.43	Application Fee	Including 1 day Plus Fee CG.9.44	\$127.27	F	X	<b>\$127.25</b>
CG.9.44	Fee for each subsequent day	Per day	\$140.00	F	X	<b>\$140.00</b>
<b>CG.9.45</b>	<b>For Non Profit Organisations</b>					
CG.9.46	Application Fee		Free	N		<b>Free</b>
<b>Footpath Usage</b>						
<b>CG.10</b>	<b>Outdoor Dining and Footpath Trading</b>					
CG.10.1	Fee on application		\$130.00	F	X	<b>\$134.00</b>
CG.10.2	Approval Variation fee		\$65.00	F	X	<b>\$67.00</b>
<b>CG.10.3</b>	<b>Annual Fee for occupation of footpath</b>	<b>Charge per m<sup>2</sup> Per annum</b>				
CG.10.4	Thompson Square and Windsor Mall environs	With the exclusion of the use/licensing of areas where specific facilities have been provided by Council per m <sup>2</sup>	\$95.00	M	X	<b>\$98.00</b>
CG.10.5	Elsewhere in Windsor, Richmond and North Richmond	Per m <sup>2</sup>	\$75.00	M	X	<b>\$77.00</b>
CG.10.6	Elsewhere in the city	Per m <sup>2</sup>	\$55.00	M	X	<b>\$57.00</b>
<b>Printing and Signwriting Fees</b>						
<b>CG.11</b>	<b>Printing and Signwriting</b>	<b>External Organisations</b>				
CG.11.1	Materials and machines costs	Plus wages costs, Plus up to 40% overheads fee	POA	F	Y	POA



# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>CG.11.2</b>	<b>Photocopies</b>					
CG.11.3	Black and white - A4	Per copy	\$0.80	F	Y	<b>\$0.85</b>
CG.11.4	Black and white - A3	Per copy	\$1.65	F	Y	<b>\$1.70</b>
CG.11.5	Colour - A4	Per copy	\$2.00	F	Y	<b>\$2.00</b>
CG.11.6	Colour - A3	Per copy	\$4.00	F	Y	<b>\$4.00</b>
<b>CG.11.7</b>	<b>Banners</b>	<b>External Organisations</b>				
CG.11.8	Supply of completed banner	Per linear metre	\$103.00	P	Y	<b>\$106.00</b>
<b>Sale of Documents</b>						
<b>CG.12</b>	<b>Operational Plan and Delivery Program</b>					
CG.12.1	Internet		Free	N		<b>Free</b>
CG.12.2	Hard Copy - 2 part document		\$77.00	P	X	<b>\$79.00</b>
CG.12.3	Hard Copy - Per individual part		\$10.30	P	X	<b>\$11.00</b>
<b>CG.13</b>	<b>Annual Report</b>					
<b>CG.13.1</b>	<b>Full report</b>	<b>Annual Report, State of the Environment Report and Financial Statements</b>				
CG.13.2	Internet		Free	N		<b>Free</b>
CG.13.3	Hard copy	3 part document	\$47.40	F	X	<b>\$49.00</b>
<b>CG.13.4</b>	<b>Annual Report only</b>					
CG.13.5	Internet		Free	N		<b>Free</b>
CG.13.6	Hard copy (1 part document)	1 part document	\$22.70	F	X	<b>\$23.00</b>
<b>CG.14</b>	<b>State of the Environment Report only</b>					
CG.14.1	Internet		Free	N		<b>Free</b>
CG.14.2	Hard copy	1 part document	\$22.70	F	X	<b>\$23.00</b>
<b>CG.15</b>	<b>Financial Statements only</b>					
CG.15.1	Internet		Free	N		<b>Free</b>
CG.15.2	Hard copy	1 part document	\$12.90	F	X	<b>\$13.00</b>
<b>CG.16</b>	<b>Minute Book</b>					
CG.16.1	Copies of Minute Book	Per page	\$2.60	F	X	<b>\$2.70</b>
CG.16.2	Postage and packaging		POA	F	Y	<b>POA</b>
<b>CG.17</b>	<b>Council Meeting Business Paper</b>					
CG.17.1	Internet		Free	N		<b>Free</b>
CG.17.2	Sale of Council Meeting Business Paper	Per annum	\$669.50	F	X	<b>\$689.00</b>
CG.17.3	Postage and packaging		POA	F	Y	<b>POA</b>
<b>CG.18</b>	<b>Sale of Tender Documents</b>					
CG.18.1	Sale of Tender documents	At cost Printing, paper, expertise, overheads	POA	F	Y	<b>POA</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>Subpoenas</b>						
<b>CG.19</b>	<b>Photocopies</b>					
CG.19.1	Black and white - A4	Per copy	\$0.80	F	X	<b>\$0.85</b>
CG.19.2	Black and white - A3	Per copy	\$1.65	F	X	<b>\$1.70</b>
CG.19.3	Colour - A4	Per copy	\$2.00	F	X	<b>\$2.00</b>
CG.19.4	Colour - A3	Per copy	\$4.00	F	X	<b>\$4.00</b>
CG.19.5	Provision of Tapes and/or Discs	Each	\$40.00	F	X	<b>\$41.00</b>
CG.19.6	Documents sent electronically	Charged at the applicable rates shown in Fees CG.19.1 to CG.19.4	POA	F	X	<b>POA</b>
<b>CG.19.7</b>	<b>Subpoenas served on council</b>					
CG.19.8	Application Fee for Subpoenas		\$72.00	F	X	<b>\$74.00</b>
CG.19.9	Additional charge for Subpoenas served under seven days		\$134.00	F	X	<b>\$138.00</b>
CG.19.20	Processing charge after the 1st hour	1 <sup>st</sup> hour free Per hour or part thereof	\$79.00	F	X	<b>\$81.00</b>
<b>Cultural Services - Gallery and Museum</b>						
<b>Regional Gallery</b>						
<b>GM.1</b>	<b>Membership Program</b>					
GM.1.1	Pearl Membership	Volunteers	Free	N		<b>Free</b>
GM.1.2	Jets Membership	Full time students at approved institutions	\$15.00	F	Y	<b>\$15.00</b>
GM.1.3	Opals Membership	Ordinary members	\$25.00	F	Y	<b>\$25.00</b>
GM.1.4	Rubies Membership	Families with up to 2 adults and all children under 18 living at home	\$35.00	F	Y	<b>\$35.00</b>
GM.1.5	Diamonds Membership	Corporate	\$500.00	F	Y	<b>\$500.00</b>
<b>GM.2</b>	<b>Gallery Merchandise</b>					
<b>GM.2.1</b>	<b>Postcards, books, souvenirs, etc.</b>					
GM.2.2	Range- \$0.05 to POA	Per item	POA	R	Y	<b>POA</b>
GM.2.3	Commission fee on consignment stock	Range - 20% to 50% Per item	POA	R	Y	<b>POA</b>
GM.2.4	Commission fee on sale of artworks	20% CommissionPer item	POA	R	Y	<b>POA</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>GM.3</b>	<b>Gallery Activities</b>					
<b>GM.3.1</b>	<b>Activities range in complexity, amount of consumables and other resources</b>	<b>May be a basic activity or an activity involving e.g. an author, artist, performer, speaker, facilitator or a guided tour</b>				
GM.3.2	Range: free to POA	Per person	POA	P	Y	<b>POA</b>
GM.3.3	Range: free to POA	Per family with up to 2 adults and all children under 18 living at home Age ranges may apply to activities	POA	P	Y	<b>POA</b>
<b>GM.4</b>	<b>Gallery Education Programs</b>					
<b>GM.4.1</b>	<b>Basic activity or activity with facilitator, activity with materials etc.</b>					
GM.4.2	Range: free to POA	Per student	POA	P	Y	<b>POA</b>
GM.4.3	Range: free to POA	Per school group	POA	P	Y	<b>POA</b>
<b>GM.5</b>	<b>Gallery Exhibitions</b>					
<b>GM.5.1</b>	<b>Entry fee for special exhibitions</b>					
GM.5.2	Range: free to POA	Per person	POA	M	Y	<b>POA</b>
GM.5.3	Range: free to POA	Per family with up to 2 adults and all children under 18 living at home	POA	M	Y	<b>POA</b>
GM.5.4	Touring Exhibition Fee	Payment for exhibitions generated and toured by the Gallery	POA	M	Y	<b>POA</b>
<b>Regional Gallery Room Hire</b>						
GM.6	Bond	Refundable	\$200.00	P	X	<b>\$200.00</b>
<b>GM.7</b>	<b>Gallery Room Hire</b>	<b>Paid staff in attendance is a requirement of hire conditions</b>				
GM.7.1	Between 9am-5pm	Per hour Plus Fees FS.1 - FS.1.3	\$60.00	R	Y	<b>\$60.00</b>
GM.7.2	Between 5pm-12am (midnight)	Per hour Plus Fees FS.1 - FS.1.3	\$96.00	R	Y	<b>\$96.00</b>
GM.8	Cleaning Fee	As per Fees FS.1 - FS.1.3	POA	F	Y	<b>POA</b>
GM.9	Breakages, loss or damage	Where applicable cost recovery for replacement or repairs of community rooms and kitchen contents or building plant and equipment	POA	F	Y	<b>POA</b>
GM.10	Administration, staffing, after hours staffing, security or staff call-out fee	As per Fees FS.1 - FS.1.3	POA	M	Y	<b>POA</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>Regional Museum</b>						
<b>GM.11</b>	<b>Museum Merchandise</b>					
<b>GM.11.1</b>	<b>Postcards, books, souvenirs, etc.</b>					
GM.11.2	Range- \$0.05 to POA	Per item	POA	R	Y	<b>POA</b>
GM.11.3	Commission fee on consignment stock	Range - 20% to 50% Per item	POA	R	Y	<b>POA</b>
<b>GM.12</b>	<b>Museum Activities</b>					
<b>GM.12.1</b>	<b>Activities range in complexity, amount of consumables and other resources</b>					
		<b>May be a basic activity or an activity involving e.g. an author, artist, performer, speaker, facilitator or a guided tour</b>				
GM.12.2	Range: free to POA	Per person	POA	P	Y	<b>POA</b>
GM.12.3	Range: free to POA	Per family with up to 2 adults and all children under 18 living at home Age ranges may apply to activities	POA	P	Y	<b>POA</b>
<b>GM.13</b>	<b>Museum Education Programs</b>					
<b>GM.13.1</b>	<b>Basic activity or activity with facilitator; activity with materials, etc.</b>					
GM.13.2	Range: free to POA	Per student	POA	P	Y	<b>POA</b>
GM.13.3	Range: free to POA	Per school group	POA	P	Y	<b>POA</b>
<b>GM.14</b>	<b>Museum Exhibitions</b>					
<b>GM.14.1</b>	<b>Entry fee for special exhibitions</b>					
GM.14.2	Range: free to POA	Per person	POA	M	Y	<b>POA</b>
GM.14.3	Range: free to POA	Per family with up to 2 adults and all children under 18 living at home	POA	M	Y	<b>POA</b>
<b>GM.15</b>	<b>Access to Former Mortuary</b>					
		<b>Paid staff is a requirement of hire conditions</b>				
GM.15.1	Range: free to POA	Per person Plus Fees FS.1 - FS.1.3	POA	F	Y	<b>POA</b>
<b>GM.16</b>	<b>Photographs and Images</b>					
<b>GM.16.1</b>	<b>Supply of digital files of photographs or images in the Museum collection</b>					
GM.16.2	Low resolution digital images downloaded from website	For personal use only e.g. Private research or display, reference and study purposes, presentations Image/s not used for commercial purposes or reproduction	Free	N		<b>Free</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
GM.16.3	General purpose digital files	For personal use only e.g. Private research or display, reference and study purposes, presentations Image/s not used for commercial purposes or reproduction	\$20.00	P	X	<b>\$20.00</b>
GM.16.4	High resolution digital files	For personal use only e.g. Private research or display, reference and study purposes, presentations Image/s not used for commercial purposes or reproduction	\$40.00	P	X	<b>\$40.00</b>
<b>GM.16.5</b>	<b>Reproduction and commercial use of photographs and images</b>	<b>Reproduction rights are not granted with the download or purchase of any digital file of photographs or images</b>				
GM.16.6	Category A - Local Community Groups	Refer to Fees explanatory notes Free Plus Fees GM.16.1 - GM.16.4	POA	R	Y	<b>POA</b>
GM.16.7	Category B	Refer to Fees explanatory notes \$50.00 Plus Fees GM.16.1 - GM.16.4	POA	R	Y	<b>POA</b>
GM.16.8	Category C	Refer to Fees explanatory notes \$50.00 Plus Fees GM.16.1 - GM.16.4 Plus Fees FS.1 - FS.1.3	POA	R	Y	<b>POA</b>
<b>GM.16.9</b>	<b>Photograph Delivery</b>	<b>General purpose digital files may be emailed. High resolution digital files must be delivered on USB and may be collected or posted</b>				
GM.16.10	Email		Free	N		<b>Free</b>
GM.16.11	USB and collection		\$5.00	F	Y	<b>\$5.00</b>
GM.16.12	USB plus postage and handling within Australia		\$10.00	F	Y	<b>\$10.00</b>
<b>Regional Museum Room Hire</b>						
GM.17	Bond	Refundable	\$200.00	P	X	<b>\$200.00</b>
<b>GM.18</b>	<b>Museum Room Hire</b>	<b>Paid staff in attendance is a requirement of hire conditions</b>				
GM.18.1	Hugh Williams Room - Room only (between 9am-5pm)	Per hour Plus Fees FS.1 - FS.1.3	\$40.00	R	Y	<b>\$40.00</b>
GM.18.2	Hugh Williams Room - Room only (between 5pm-12am midnight)	Per hour Plus Fees FS.1 - FS.1.3	\$64.00	R	Y	<b>\$64.00</b>
GM.18.3	Hugh Williams Room and Museum exhibition areas (between 9am-5pm)	Per hour Plus Fees FS.1 - FS.1.3	\$60.00	R	Y	<b>\$60.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
GM.18.4	Hugh Williams Room and Museum exhibition areas (between 5pm-12am midnight)	Per hour Plus Fees FS.1 - FS.1.3	\$96.00	R	Y	<b>\$96.00</b>
GM.18.5	Howe House (between 9am-5pm)	Per hour Plus Fees FS.1 - FS.1.3	\$60.00	R	Y	<b>\$60.00</b>
GM.18.6	Howe House (between 5pm-12am midnight)	Per hour Plus Fees FS.1 - FS.1.3	\$96.00	R	Y	<b>\$96.00</b>
GM.18.7	Hugh Williams Room, Museum exhibition areas and Howe House	Per hour Between 9.00am - 5.00pm	\$100.00	R	Y	<b>\$100.00</b>
GM.18.8	Hugh Williams Room, Museum exhibition areas and Howe House (between 5pm-12am midnight)	Per hour Plus Fees FS.1 - FS.1.3	\$160.00	R	Y	<b>\$160.00</b>
GM.19	Cleaning Fee	As per Fees FS.1 - FS.1.3	POA	F	Y	<b>POA</b>
GM.20	Breakages, loss or damage	Where applicable cost recovery for replacement or repairs of community rooms and kitchen contents or building plant and equipment	POA	F	Y	<b>POA</b>
GM.21	Administration, staffing, after hours staffing, security or staff call-out fee	As per Fees FS.1 - FS.1.3	POA	M	Y	<b>POA</b>
<b>Cultural Services - Library Services</b>						
<b>Library Sales</b>						
LS.1	<b>Merchandise</b>	<b>Library bags, maps, plastic, etc.</b>				
LS.1.1	Range- \$0.05 to POA	Per item	POA	R	Y	<b>POA</b>
LS.1.2	Commission fee on consignment stock	Range - 20% to 50% Per item	POA	R	Y	<b>POA</b>
<b>Library Activities</b>						
LS.2	<b>Library Activities</b>					
LS.2.1	<b>Activities range in complexity, amount of consumables and other resources</b>	<b>May be a basic activity or an activity involving e.g. an author, artist, performer, speaker, facilitator or a guided tour or school program</b>				
LS.2.2	Range: free to POA	Per person	POA	P	Y	<b>POA</b>
LS.2.3	Range: free to POA	Per group	POA	P	Y	<b>POA</b>



# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>LS.3</b>	<b>Photographs and Images</b>					
<b>LS.3.1</b>	<b>Supply of digital files of photographs or images in the Local Studies collection</b>					
LS.3.2	Low resolution digital images downloaded from the Library website	For personal use only e.g. Private research or display, reference and study purposes, presentations Image/s not used for commercial purposes or reproduction	Free	N		<b>Free</b>
LS.3.3	General purpose digital files	For personal use only e.g. Private research or display, reference and study purposes, presentations Image/s not used for commercial purposes or reproduction	\$20.00	P	X	<b>\$20.00</b>
LS.3.4	High resolution digital files	For personal use only e.g. Private research or display, reference and study purposes, presentations Image/s not used for commercial purposes or reproduction	\$40.00	P	X	<b>\$40.00</b>
<b>LS.3.5</b>	<b>Reproduction and commercial use of photographs or images</b>	<b>Reproduction rights are not granted with the download or purchase of any digital file of photographs or images</b>				
LS.3.6	Category A - Local Community Groups	Refer to Fees explanatory notes Free plus Fees LS.3.1 - LS.3.4	POA	R	Y	<b>POA</b>
LS.3.7	Category B	Refer to Fees explanatory notes \$50.00 plus Fees LS.3.1 - LS.3.4	POA	R	Y	<b>POA</b>
LS.3.8	Category C	Refer to Fees explanatory notes \$50.00 plus Fees LS.3.1 - LS.3.4, Plus Fees FS.1 - FS.1.3	POA	R	Y	<b>POA</b>
<b>LS.3.9</b>	<b>Photograph Delivery</b>	<b>General purpose digital files may be emailed. High resolution digital files must be delivered on USB and may be collected or posted</b>				
LS.3.10	Email		Free	N		<b>Free</b>
LS.3.11	USB and collection		\$5.00	F	Y	<b>\$5.00</b>
LS.3.12	USB plus postage and handling within Australia		\$10.00	F	Y	<b>\$10.00</b>
LS.4	Card replacement	Borrower's cards - lost or damaged Original card is free	\$3.00	F	X	<b>\$4.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
LS.5	Public Computer Visitor Card - One day	Cost per day Time limits apply Wireless access is free of charge	\$3.00	R	Y	<b>\$3.00</b>
LS.6	Public Computer Visitor Card - One week	Cost per day Time limits apply Wireless access is free of charge	\$15.00	R	Y	<b>\$15.00</b>
LS.7	Visitor's temporary library membership bond	Refundable upon return of all loan items in an undamaged and satisfactory condition	\$50.00	P	X	<b>\$50.00</b>
LS.8	Card replacement	Community Room Access	\$25.00	R	X	<b>\$25.00</b>
LS.9	Ex-Library stock, donations including books and AV formats (poor/good condition) sales		POA	P	Y	<b>POA</b>
<b>LS.10</b>	<b>Inter Library Loan from a Special or University Library</b>	<b>Where applicable, cost recovery of outsourced service</b>				
LS.10.1	Inter Library Loan handling fee	Per item	\$2.50	P	Y	<b>\$3.00</b>
LS.10.2	Book or Journal Articles - Black and white	First 50 pages Plus Fee LS.10.3 where applicable	POA	E	Y	<b>POA</b>
LS.10.3	Additional 50 pages		POA	E	Y	<b>POA</b>
LS.10.4	Colour copies		POA	E	Y	<b>POA</b>
LS.10.5	Lost or damaged inter library loan items		POA	E	X	<b>POA</b>
<b>LS.11</b>	<b>Damaged, Lost or Non repairable items</b>					
<b>LS.11.1</b>	<b>Non repairable or Lost item or component of a kit</b>					
LS.11.2	Replacement cost	Plus Fee LS.11.3	POA	F	X	<b>POA</b>
LS.11.3	Processing fee		\$5.00	P	X	<b>\$5.00</b>
LS.12	Repairable damaged item		\$10.00	P	X	<b>\$10.00</b>
<b>LS.13</b>	<b>Photocopies and Printouts</b>	<b>Black and white</b>				
LS.13.1	A4 size		\$0.20	F	Y	<b>\$0.20</b>
LS.13.2	A3 size		\$0.30	F	Y	<b>\$0.40</b>
<b>LS.14</b>	<b>Photocopies and Printouts</b>	<b>Colour</b>				
LS.14.1	A4 size		\$1.00	R	Y	<b>\$1.00</b>
LS.14.2	A3 size		\$2.00	R	Y	<b>\$2.00</b>
LS.15	Reader printer	Microfilm/Microfiche	\$0.20	R	Y	<b>\$0.20</b>
LS.16	Scanning	Per page	Free	N		<b>Free</b>
LS.17	Use of Library 3D Printer	Up to 20 grams of filament, Plus \$0.20 per gram thereafter	\$10.00	R	Y	<b>\$10.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>Community Rooms Fees and Charges</b>						
<b>LS.18</b>	<b>Bond</b>	<b>Refundable</b>				
LS.18.1	Category A - Local Community Groups	Refer to Fees explanatory notes	\$100.00	P	X	<b>\$100.00</b>
LS.18.2	Categories B and C	Refer to Fees explanatory notes	\$200.00	P	X	<b>\$200.00</b>
<b>LS.19</b>	<b>Community Rooms Hire</b>					
<b>LS.19.1</b>	Category A - Free to Local Community Groups	Refer to Fees explanatory notes	Free	N		<b>Free</b>
<b>LS.19.2</b>	<b>Category B</b>	<b>Refer to Fees explanatory notes</b>				
<b>LS.19.3</b>	<b>Tebbutt Room</b>					
LS.19.4	Monday - Friday 8:30am-10:30pm Saturday - Sunday 9am-10:30pm Not available on Public Holidays	Per hour	\$19.00	M	Y	<b>\$19.00</b>
<b>LS.19.5</b>	<b>Stan Stevens Studio</b>					
LS.19.6	Monday - Friday 8:30am-10:30pm Saturday - Sunday 9am-10:30pm Not available on Public Holidays	Per hour	\$12.00	M	Y	<b>\$12.00</b>
<b>LS.19.7</b>	<b>Rozzoli Room</b>					
LS.19.8	Monday - Friday 8:30am-10:30pm Saturday - Sunday 9am-10:30pm Not available on Public Holidays	Per hour	\$7.00	M	Y	<b>\$7.00</b>
<b>LS.19.9</b>	<b>Category C</b>	<b>Refer to Fees explanatory notes</b>				
<b>LS.19.10</b>	<b>Tebbutt Room</b>					
LS.19.11	Monday - Friday 8:30am-10:30pm Saturday - Sunday 9am-10:30pm Not available on Public Holidays	Per hour	\$37.00	M	Y	<b>\$37.00</b>
<b>LS.19.12</b>	<b>Stan Stevens Studio</b>					
LS.19.13	Monday - Friday 8:30am-10:30pm Saturday - Sunday 9am-10:30pm Not available on Public Holidays	Per hour	\$27.00	M	Y	<b>\$27.00</b>
<b>LS.19.14</b>	<b>Rozzoli Room</b>					
LS.19.15	Monday - Friday 8:30am-10:30pm Saturday - Sunday 9am-10:30pm Not available on Public Holidays	Per hour	\$19.00	M	Y	<b>\$19.00</b>
LS.20	Community Rooms and Kitchens Cleaning Fee	Categories A, B and C As per Fees FS.1 - FS.1.3	POA	F	Y	<b>POA</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
LS.21	After hours security or staff call-out Fee	As per Fees FS.1 - FS.1.3	POA	M	Y	POA
<b>LS.22</b>	<b>Equipment Hire</b>					
LS.22.1	Refundable bond on equipment		POA	P	X	POA
LS.23	Failure to pack up equipment and furniture Fee	Categories A, B and C As per Fees FS.1 - FS.1.3	POA	M	Y	POA
LS.24	Breakages, loss or damage	Where applicable cost recovery for replacement or repairs of community rooms and kitchen contents or building plant and equipment	POA	F	Y	POA
<b>Cultural Services - Visitor Information Centre</b>						
<b>Merchandise Sales</b>						
<b>VC.1</b>	<b>Merchandise</b>					
VC.1.1	Range- \$0.05 to POA	Per item	POA	R	Y	POA
VC.1.2	Commission fee on consignment stock	Range - 10% to 50% Per item	POA	R	Y	POA
VC.1.3	Commission on bookings	6% commission	POA	R	Y	POA
<b>VC.2</b>	<b>Promotional Activities</b>					
VC.2.1	Range- \$50.00 to POA	Per item For provision of promotional service	POA	P	Y	POA
<b>VC.3</b>	<b>Photographs and Images</b>					
<b>VC.3.1</b>	<b>Supply of digital files of photographs or images</b>					
VC.3.2	Low resolution digital images downloaded from website	For personal use only e.g. Private research or display, reference and study purposes, presentations Image/s not used for commercial purposes or reproduction	Free	N		Free
VC.3.3	General purpose digital files	For personal use only e.g. Private research or display, reference and study purposes, presentations Image/s not used for commercial purposes or reproduction	\$20.00	P	X	\$20.00
VC.3.4	High resolution digital files	For personal use only e.g. Private research or display, reference and study purposes, presentations Image/s not used for commercial purposes or reproduction	\$40.00	P	X	\$40.00

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>VC.3.5</b>	<b>Reproduction and commercial use of photographs or images</b>	<b>Reproduction rights are not granted with the download or purchase of any digital file of photographs or images</b>				
VC.3.6	Category A - Local Community Groups	Refer to Fees explanatory notes Free Plus Fees VC.3.1 - VC.3.4	POA	R	Y	<b>POA</b>
VC.3.7	Category B	Refer to Fees explanatory notes \$50.00 Plus Fees VC.3.1 - VC.3.4	POA	R	Y	<b>POA</b>
VC.3.8	Category C	Refer to Fees explanatory notes \$50.00 Plus Fees VC.3.1 - VC.3.4, Plus Fees FS.1 - FS.1.3	POA	R	Y	<b>POA</b>
<b>VC.3.9</b>	<b>Photograph delivery</b>	<b>General purpose digital files may be emailed. High resolution digital files must be delivered on USB and may be collected or posted.</b>				
VC.3.10	Email		Free	N		<b>Free</b>
VC.3.11	USB and collection		\$5.00	F	Y	<b>\$5.00</b>
VC.3.12	USB plus postage and handling within Australia		\$10.00	F	Y	<b>\$10.00</b>
<b>Financial Services</b>						
<b>Professional and Administration Fees</b>						
FS.1	Staff technical/professional project services - General Manager, Directors, Managers	Per hour or part thereof (Minimum \$169.00)	\$164.00	M	Y	<b>\$169.00</b>
FS.2	Staff technical/professional project services - General	Per hour or part thereof (Minimum \$126.75)	\$113.00	M	Y	<b>\$126.75</b>
FS.3	Staff technical/professional project services - Administrative/Clerical	Per hour or part thereof (Minimum \$84.50)	\$82.00	M	Y	<b>\$84.50</b>
<b>Administration Charges</b>						
FS.4	Refunds - General		\$39.75	P	Y	<b>\$41.00</b>
FS.5	Refunds - Rates		\$36.15	P	X	<b>\$37.25</b>
FS.6	Returned Cheques or EFT - General		\$50.60	F	Y	<b>\$52.25</b>
FS.7	Cheque or EFT cancellation or Stop Payment request - General		\$50.60	F	Y	<b>\$52.25</b>
FS.8	Returned Cheques or Direct Debits - Rates		\$46.00	F	X	<b>\$47.50</b>
FS.9	Cheque cancellation or Stop Payment request - Rates		\$46.00	F	X	<b>\$47.50</b>
FS.10	Private Works Administration Charges	Up to 20% of cost	POA	F	Y	<b>POA</b>
FS.11	Copy of Rate Notice		\$15.95	F	X	<b>\$20.00</b>

# Operational Plan 2017-2018

Index	Fee Description	Conditions	2016/2017 Fees	Pricing Policy	GST	2017/2018 Fees
<b>Section 603 Certificates</b>						
FS.12	S.603 Certificate	Or as determined by Legislation	\$75.00	S	X	<b>\$80.00</b>
FS.13	S.603 Certificate Urgency Fee	Fee Plus Fee FS.12	\$51.40	F	X	<b>\$53.00</b>
FS.14	S.603 Certificate Fax Copy Fee		\$15.95	F	Y	<b>\$16.50</b>
FS.15	S.603 Certificate Refunds Administration Fee		\$36.15	F	X	<b>\$37.25</b>
<b>Legal Charges</b>						
FS.16	Court Fees	as per Court Fees Schedule	POA	E	X	<b>POA</b>
<b>Information Services</b>						
<b>Extraction and Collation of Information from Databases</b>						
IS.1	<b>Minimum Fee</b>	<b>Applicable for Fees IS.1.1 to IS.1.3</b>	\$222.50	R	X	<b>\$222.50</b>
IS.1.1	Printout Paper Per 100 pages	Minimum fee of \$222.50	\$77.40	R	X	<b>\$77.40</b>
IS.1.2	Information provided Per CD Rom	Minimum fee of \$222.50	\$2.90	R	X	<b>\$2.90</b>



