



MINUTES

SPECIAL MEETING
OF COUNCIL

WEDNESDAY
6 JUNE 2018



**MINUTES OF THE
SPECIAL MEETING OF THE SHIRE OF GINGIN
HELD IN COUNCIL CHAMBERS
ON WEDNESDAY, 6 JUNE 2018,
COMMENCING AT 3:46 PM**

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SHIRE OF GINGIN

MINUTES OF THE SPECIAL MEETING OF THE SHIRE OF GINGIN HELD IN COUNCIL CHAMBERS ON 6 JUNE 2018 COMMENCING AT 3:46 PM

DISCLAIMER

Members of the Public are advised that decisions arising from this Council Meeting can be subject to alteration.

Applicants and other interested parties should refrain from taking any action until such time as written advice is received confirming Council's decision with respect to any particular

ORDER OF BUSINESS

1. DECLARATION OF OPENING

The Shire President declared the meeting open at 3.46pm and welcomed those in attendance, including the Shire's new Chief Executive Officer Aaron Cook. The President also extended thanks to the Executive Manager Corporate and Community Services, Kaye Lowes and Executive Manager Operations-Construction, Allister Butcher, for their assistance to the Shire in filling the position of Acting Chief Executive Officer in the period prior to Mr Cook's commencement.

2. RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

2.1 ATTENDANCE

2.2 APOLOGIES

Councillor J K Rule

2.3 LEAVE OF ABSENCE

Nil

3. DISCLOSURES OF INTEREST

Nil

4. PUBLIC QUESTION TIME

4.1 RESPONSES TO PUBLIC QUESTIONS PREVIOUSLY TAKEN ON NOTICE

Nil

4.2 PUBLIC QUESTIONS

Nil

5. PETITIONS, DEPUTATIONS AND PRESENTATIONS

5.1 PETITIONS

Nil

5.2 DEPUTATIONS

Nil

5.3 PRESENTATIONS

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. CONFIRMATION OF MINUTES

Not applicable

8. ANNOUNCEMENTS BY THE PRESIDING MEMBER

Nil

9. UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

Nil

10. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

11. REPORTS

11.1. OFFICE OF THE CEO

11.1.1 MEMORANDUM OF UNDERSTANDING – COMMUNITY EMERGENCY SERVICES MANAGER

FILE:	PER/240	
REPORTING OFFICER:	KAYE LOWES - EXECUTIVE MANAGER CORPORATE AND COMMUNITY SERVICES	
REPORT DATE:	6 JUNE 2018	
REFER:	16 SEPTEMBER 2014	ITEM 14.1
	16 DECEMBER 2014	ITEM 11.1.8

OFFICER INTEREST DECLARATION

Nil

PURPOSE

To consider entering in a further Memorandum of Understanding (MOU) with the Department of Fire and Emergency Services (DFES) for the provision of a Community Emergency Services Manager (CESM) to the Shire of Gingin.

BACKGROUND

At its meeting on 16 December 2014, Council resolved to enter into a MOU with DFES for the provision of a CESM for the Shire of Gingin. The MOU covered a period of three and a half years, with the option to extend for a further three years. The initial MOU period expires on 30 June 2018.

At the Concept Forum held on 6 March 2018, Council discussed the CESM position and indicated that it was generally supportive of the current arrangements. On that basis, the then Chief Executive Officer commenced negotiations with DFES with respect to exercising the option for a further three year term.

COMMENT

DFES has introduced a new MOU template subsequent to the original CESM MOU being executed in 2014. Whilst no major changes to the terms of employment for the position are proposed, it is considered prudent to present the new MOU to Council for formal consideration and adoption. A copy of the new MOU document is provided for Council's attention as **Appendix 1**.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Funds are allocated within Council's annual adopted Budget for the CESM position.

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2017-2027

Focus Area	<i>Community Wellbeing</i>
Objective	<i>1. To support the Shire of Gingin community to be inclusive, vibrant, health and safe through the Shire's service delivery</i>
Outcome	<i>1.3 Health and Safe Our community has access to quality health and community safety programs, services and initiatives that promote resilience.</i>
Key Service Areas	<i>Local emergency services</i>
Priorities	<i>N/A</i>

VOTING REQUIREMENTS – SIMPLE MAJORITY

RESOLUTION

Moved Councillor Peczka, seconded Councillor Court that Council:

1. Agree to enter into an agreement with the Department of Fire and Emergency Services with respect to the provision of a Community Emergency Services Manager for a period of three years terminating on 30 June 2021, with the option of extending the arrangement for a further three years in accordance with the Memorandum of Understanding as shown at Appendix 1; and
2. Authorise the Chief Executive Officer to sign the Memorandum of Understanding.

CARRIED UNANIMOUSLY

APPENDIX 1



MEMORANDUM OF UNDERSTANDING

between the

**DEPARTMENT OF FIRE AND EMERGENCY
SERVICES**

AND

THE SHIRE OF GINGIN

FOR

**THE PROVISION OF A COMMUNITY EMERGENCY
SERVICES MANAGER**

1. PURPOSE

- 1.1 This Memorandum of Understanding (**MOU**) is intended to identify and document the respective roles and responsibilities of the Shire of Gingin (**the Shire**) and the Department of Fire and Emergency Services (**DFES**) as considered necessary to manage the position of a Community Emergency Services Manager (**CESM**) for the Shire.
- 1.2 This MOU outlines the responsibilities and undertakings of the Shire and DFES (the Parties) to this arrangement, for the delivery of fire and emergency services to the Shire in accordance with DFES' best practices.
- 1.3 This MOU does not constitute or create, and shall not be deemed to constitute, any legally binding or enforceable obligations on the part of either party.

2. DEFINITIONS

Emergency Services: means the provision of Prevention, Preparedness, Response and Recovery functions in order to provide a comprehensive approach to emergency services within the Shire.

Shire: means the Shire of Gingin in its individual right.

3. MOU OBJECTIVES

- 3.1 To establish and agree upon specific responsibilities with respect to the delivery of emergency services within the Shire, in particular to:
 - deliver coordinated prevention programs to reduce the incidence of emergencies and improve the level of safety in the community
 - operate to a consistent set of protocols and equipment standards
 - provide efficient systems of communication between organisations at all levels to improve service delivery outcomes
 - promote and support volunteer organisational arrangements that combine the spirit of volunteerism to attract and retain members
 - provide and or coordinate the level of training to personnel, to ensure the competencies are appropriate to the risk level of emergencies to which volunteers will be required to respond
 - develop a partnership that will see a best practice approach to emergency service delivery implemented between the Shire and DFES
 - enhance community ownership of fire prevention and preparedness programs and activities.

4. ACKNOWLEDGMENTS AND UNDERTAKINGS BY DFES

- 4.1 DFES will deliver the following services:
 - **Prevention:** The development and supply of community safety programs and services, to the Shire's staff and emergency service volunteers as required and mutually agreed. Programs and services include (but are not limited to) Bush Fire Ready, Home Fire Safety, Storm and cyclone season awareness, Fire Ready Schools and Fire Inside Out.

- **Preparedness:** In addition to the programs described for prevention, the training of volunteers will be managed, in partnership with the volunteer training network, cognisant of the increased risks faced by the emergency services and resourcing profile required. Access to specific courses that align with increased roles will be provided.
- **Response:** DFES will assist with the day to day incidents via the Communications Centre and DFES Region. Management, coordination, support and leadership will be provided by DFES at fire incidents, when requested by the Shire and agreed to by DFES.
- **Recovery:** DFES will provide strategic assistance and advice to the Shire concerning the development and implementation of recovery management plans and recovery management.
- **Management and Administration:** DFES will provide day to day and strategic management services, including vehicle and equipment standards, guidance on Local Governments Grant Scheme (LGGS) budgeting, standards of operation, rosters, brigade training maintenance, community liaison and administrative returns such as incident reports and activity statements. DFES will provide strategic advice and access to programs and/or services in order to support services delivered by the Shire.

5. ACKNOWLEDGMENTS AND UNDERTAKINGS BY THE SHIRE OF GINGIN

5.1 The Shire will deliver the following services:

- **Prevention:** The Shire will administer and enforce the appropriate fire prevention provisions of the *Bush Fires Act 1954*. The Shire will also promote and participate in appropriate community safety programs in consultation with DFES.
- **Preparedness:** In addition to the applicable community safety programs identified against prevention, the Shire will through their staff and infrastructure support the emergency services preparedness programs developed and implemented by DFES.
- **Response:** The Shire will respond to day to day incidents through the turnout of their Bush Fire Brigades. Shire support will be extended to DFES controlled incidents when requested by the Incident Controller.
- **Recovery:** The Shire will undertake recovery actions in accordance with its role as documented in the *Emergency Management Act 2005*.
- **Management and Administration:** The Shire will provide leadership and support to the development and management of their community emergency risk management arrangements. The Shire will appoint the officer as a Fire Control Officer in accordance with section 38 of the *Bushfires Act 1954*.

5.2 The Shire will have input into developing their emergency services operating and capital budget, to ensure sufficient funds are requested through the LGGS funding process to maintain emergency services buildings, appliances and

associated operational infrastructure. The Shire will make provision within their annual budget of those agreed funds to match the DFES provided funds associated with the position of the CESM.

- 5.3 The Shire will maintain their existing emergency services buildings, appliances and operational infrastructure as agreed by the Shire, in line with the LGGS funding provided for in accordance with clause 5.2 and provide access to DFES through normal mobilising arrangements.
- 5.4 The Shire will amend, at a mutually agreed time, any applicable local laws to reflect the arrangements set out in this MOU.

6. CONDITIONS OF EMPLOYMENT

- 6.1 The CESM will be employed under the Local Government Industry Award at Band 11 for a three year period with the option to extend.
- 6.2 The hours of duty will be in accordance with their contract. The CESM will be expected to manage their own time and will be required to work some weekends and nights, as required.
- 6.3 The CESM will operate under the supervision of a designated DFES District Officer and the Shire's Chief Executive Officer. Any disputes or inconsistencies between the two parties will need to be settled as per the dispute resolution procedure contained in this MOU, and will be settled as quickly as practicable.
- 6.4 The CESM uniform will be blue with the DFES arm patch and the appropriate epaulettes representative of a Local Government CESM.
- 6.5 Overtime for attendance at DFES controlled operational incidents, on-call allowance and any other authorised DFES matters will be approved by DFES Regional Duty Coordinator and paid by DFES upon invoicing from the Shire. Overtime for authorised attendance at Shire controlled operational incidents and for any other authorised Shire matters will be approved by the appointed Shire Officer and paid by the Shire. All overtime will be paid in accordance with the Local Government Industry Award overtime clause.
- 6.6 The CESM will be provided with availability allowance for meeting conditions of being available for recall when off duty. Availability allowance will be fully funded by DFES being 4 hours full pay per week at rate of Station Officer L1.
- 6.7 A CESM who is authorised by the DFES Regional Duty Coordinator to meet the conditions required of being "on call" during periods off duty, will be paid an allowance equivalent to 9 hours full pay per week at Station Officer L1. On call allowance for DFES authorised requirements will be fully funded by DFES.
- 6.8 Any performance based issue or grievance will be addressed by the use of the appropriate Shire internal policies. It is desirable for a joint DFES/Shire annual performance review. CESM personal training and development programs will be consistent with DFES Pathway for CESMs.

- 6.9 The vehicle used by the CESM will be by agreement between the Shire and DFES, within specifications of Attachment 2. The CESM will have commuting access, home garaging and private use in accordance with the Shire's policies. Vehicle configurations above standard specifications will be funded by the Shire.
- 6.10 The CESM will be required to perform operational duties as required, including provision of support to DFES Regional Duty Coordinator and Duty roster. The CESM must be appointed as a Fire Control Officer by the Shire.
- 6.11 Both parties agree that during periods of annual leave undertaken by the CESM, DFES or the Shire may provide a relief officer to perform the role of CESM, with funding to be met proportionately by each party.

7. FINANCIAL PROVISIONS

- 7.1 DFES (60%) and the Shire (40%) will be responsible for sharing of costs associated with the CESM position except where indicated otherwise Attachment 1 – 'Indicative CESM Cost Sharing Arrangement between DFES and the Shire of Gingin'.

8. HUMAN RESOURCE ARRANGEMENTS

- 8.1 The selection process for the position of the CESM will be managed by the Shire, with DFES support and involvement in selection process.
- 8.2 The CESM will be required to work to an agreed business plan which will be developed by DFES and the Shire and reviewed annually. Refer to appended document 'Business Plan'.
- 8.3 The Shire will provide office facilities for the CESM at the Shire Administration building.
- 8.4 The CESM will be released through discussion with the Shire to act in DFES operational positions when successful through expression of interest opportunities, or as required to provide development opportunities for the CESM. Release duration not to exceed 6 weeks per annum.

9. REPORTING

- 9.1 The CESM will provide a written report to the DFES manager and the Shire's Chief Executive Officer twice per annum with outcomes on performance indicators from the agreed business plan. Refer to appended document 'Business Plan'

10. DURATION AND AMENDMENTS

- 10.1 This MOU will take effect from the date of the last signature on page 7 and will remain in force for a period of three years with an option to extend for a further three years by agreement of all parties.

- 10.2 This MOU shall not be altered, varied or modified in any respect except by agreement in writing between the parties.

11. DISPUTE RESOLUTION

- 11.1 The parties must first attempt to resolve any dispute arising between them in relation to any matter the subject of this MOU, by way of conference and negotiation. The parties must confer and negotiate within 7 days of receiving a notice from the other party setting out the nature of the dispute.
- 11.2 If the issue cannot be resolved by negotiation then the matter of dispute is to be conferred, deliberated and resolved by the FES Commissioner or a nominated delegate and the Shire CEO or their nominated delegate.
- 11.3 Should this matter not be satisfactorily resolved within 14 days of being referred to the Commissioner, CEO or their nominated delegates, then a person agreed between the two parties or, in the absence of agreement, by a person nominated by the President of the Institute of Arbitrators and Mediators Australia, or the President's delegate shall be appointed to deliberate and resolve the matter.

12. TERMINATION

- 12.1 This MOU may be terminated by:
- a) mutual agreement of all parties in writing at any time; or
 - b) either party by giving three months' notice in writing to the other party at any time.

13. NOTICES

Notices or other communications by each party to each other and under this MOU must, unless otherwise notified in writing, be addressed and forwarded as follows:

FES Commissioner
Department of Fire and Emergency Services
Emergency Services Complex
20 Stockton Bend
Cockburn Central WA 6164

Chief Executive Officer
Shire of Gingin
PO Box 510
GINGIN WA 6503

14. ASCENDANCY OF LEGISLATION

- 14.1 The parties recognise that the relevant legislation of or applicable in Western Australia (including subsidiary legislation) prevails over this MOU to the extent of any inconsistency.



MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is made

BETWEEN THE

Department of Fire and Emergency Services
20 Stockton Bend
COCKBURN CENTRAL WA 6164

AND THE

Shire of Gingin
PO Box 510
GINGIN WA 6503

and will take effect from the date of the last signature and will be valid for 3 years.

SIGNED for and on behalf of the Department of Fire and Emergency Services by:

DARREN KLEMM AFSM
COMMISSIONER

Signature _____

Date _____

SIGNED for and on behalf of the Local Government by:

KAYE LOWES
CHIEF EXECUTIVE OFFICER

Signature _____

Date _____

ATTACHMENT 1 TO APPENDIX 1
CIRCULATED TO COUNCILLORS
AS A CONFIDENTIAL DOCUMENT

Attachment 2

CESM Vehicle Specifications

- 4 x 4 Dual Cab Utility
- Rear canopy (lockable)
- Air Conditioning
- Window tinting
- Roobar
- Spotlights
- Towbar
- WAERN Radio
- Mobile phone car kit with high gain antennae
- Emergency beacons to DFES standards
- Emergency striping to DFES standards
- DFES and Local Government logos

11.2. CORPORATE AND COMMUNITY SERVICES

11.2.1 DIFFERENTIAL RATING 2018/19

FILE: RAV/1; FIN/46-18-19
REPORTING OFFICER: KAYE LOWES - EXECUTIVE MANAGER CORPORATE AND COMMUNITY SERVICES
REPORT DATE: 6 JUNE 2018
REFER: NIL

OFFICER INTEREST DECLARATION

Nil

PURPOSE

To consider and adopt the Shire of Gingin's differential rating options for the 2018/19 financial year.

BACKGROUND

Local governments are empowered to impose differential general rates subject to compliance with Section 6.33 of the *Local Government Act 1995*.

The Shire of Gingin first introduced differential rating in the 2011/12 financial year and has continued to use this method of rating in each subsequent year.

Differential rating provides Council with flexibility in the level of rates being raised from specifically identified properties or groups of properties within the community. It is common for Councils to base differential rating for properties on Local Planning Scheme zonings; however other criteria such as land use may be used. Differential rating in the Shire of Gingin has, to date, been based on land use since 2011/12.

Once Council has made a final determination after taking into consideration the objectives of the Strategic Community Plan, Corporate Business Plan and the rating strategy, the proposed differential general rates in the dollar can be determined. Rates should not be increased by a fixed amount without due consideration of the deficiency. Unless the approval of the Minister is given, the amount expected to be raised through all types of local government rates must be within 90% to 110% of the deficiency of the budget (s6.34). This acts to limit the amount that may be raised by rates, but only in proportion to the expenditure requirement determined by the local government and not in the manner of a set cap on the maximum level of income which can be raised through rates.

Council is required to give local public notice prior to imposing any differential general rates, or any minimum payment applying to a differential rate category, for a minimum of 21 days. Council does, however, have the discretion to vary the rate in the dollar and minimum rate during its budget deliberations without having to re-advertise the changes.

Before local public notice is given, proposed rates should be determined by Council, together with the objects and reasons providing justification for each differential general rate or minimum payment. It is important that these provide sufficient supporting information to

electors and ratepayers, otherwise the local government may be asked to readvertise by the Minister for Local Government (the Minister).

The following table depicts the differential rates set for the 2017/18 financial year:

DIFFERENTIAL RATES 2017/18			
Differential Rate Category	UV Rate in \$	Minimum Rate	Income
Rural & Other - UV	\$0.004504	\$1,260	\$1,805,758
Rural Intensive/Mining – UV (excluding exploration and prospecting tenements)	\$0.008448	\$2,240	\$768,443
Differential Total Revenue			\$2,574,201

COMMENT

Officers have prepared various rating scenarios which are attached for Council's consideration (refer **Appendix 1**). A Statement of Objects and Reasons for Differential Rates is also provided (refer **Appendix 2**).

It is recommended that the 2% scenario be included in the draft 2018/19 Budget.

Notwithstanding actual rates raised, Council currently offers concessions for those Rural Intensive properties where only an identifiable portion is being used for intensive purposes. For 2018/19 these concessions are estimated at \$100,000.

The Gross Rental Value (GRV) rate in the dollar and minimum rate are not required to be advertised as there is only one uniform General Rate used for GRV properties.

CONCLUSION

For the purpose of Budget discussions, the 2018/19 draft Budget rates modelling has been calculated using 2018/19 Unimproved Value (UV) revaluations received from Landgate Valuation Services. It is pertinent to note that the revaluation has resulted in a decrease (\$22,587,719) in all UV valuations for the 2018/19 year. This equates to a five percent decrease in overall UV valuation for the 2018/19 financial year.

In accordance with long standing Council practice, annual valuation movements have been factored back to eliminate any increase/decrease in Shire rate revenue from such valuation changes. There are a significant number of properties that will see either a large increase or decrease in rates payable due to the varying changes in valuations provided by Landgate for the 2018/19 financial year.

The “Rate in the \$” for UV - Rural and Other and UV Rural Intensive/Mining properties has been factored back to eliminate the decrease in valuations prior to applying the 2% per cent increase.

Following discussion at Council’s Concept Forum of 6 June 2018, the general consensus was that a 2% increase be applied across Unimproved (including Rural–Intensive) Differential valued properties (after factor back) together with a proposed 2% increase for Gross Rental valued properties.

STATUTORY ENVIRONMENT

Local Government Act 1995

Part 6 – Financial management

Division 6 – Rates and service charges

Section 6.33 – Differential general rates

Section 6.36 – Local government to give notice of certain rates

POLICY IMPLICATIONS

Policy 3.16 Rates Concession for Split Use Differential – UV General Properties

BUDGET IMPLICATIONS

Local public notice of proposed differential rates is required. It is anticipated advertising costs will amount to approximately \$1,000, which will be funded from the existing advertising budget.

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2017-2027

<i>Focus Area</i>	<i>Governance</i>
<i>Objective</i>	<i>5. To demonstrate effective leadership, governance and advocacy on behalf of community</i>
<i>Outcome</i>	<i>5.1 Values Our Organisational/Business Values are demonstrated in all that we do</i>
<i>Key Service Area/s</i>	<i>Financial Management</i>

VOTING REQUIREMENTS – ABSOLUTE MAJORITY

RESOLUTION

Moved Councillor Elgin, seconded Councillor Court that Council:

- 1. Adopt for advertising the following Differential Rate in the dollar and minimum payments for Unimproved Value rated properties, subject to finalisation of the 2018/19 draft Budget and the establishment of the funding shortfall required from imposition of rates on Unimproved Value rated properties:**

PROPOSED DIFFERENTIAL RATES 2018/19			
Differential Rate Category	UV Rate in Dollar	Minimum Rate	Income
Rural and Other – UV	\$0.004960	\$1,285	\$1,851,412
Rural Intensive/Mining – UV (excluding exploration and prospecting tenements)	\$0.008821	\$2,285	\$776,873
Differential Total Revenue			\$2,628,285

- 2. In accordance with Section 6.36 of the *Local Government Act 1995*, advertise its intention to levy differential rates on Unimproved Value properties for the 2018/19 Budget, and advise the public of the availability of the Shire of Gingin's 2018/19 Differential Rating Objects and Reasons.**

CARRIED BY ABSOLUTE MAJORITY

8-0

APPENDIX 1

DIFFERENTIAL RATING

SCENARIOS 2018/19

DIFFERENTIAL RATES SCENARIO 2018/19 – 0.9%			
General/Differential Rate Category	UV Rate in Dollar	Minimum Rate	Income
Rural and Other - UV	\$0.004907	\$1,271	\$1,831,527
Rural Intensive/Mining - UV	\$0.008726	\$2,260	\$768,470
			\$2,599,979

DIFFERENTIAL RATES SCENARIO 2018/19 – 1%			
General/Differential Rate Category	UV Rate in Dollar	Minimum Rate	Income
Rural and Other - UV	\$0.004912	\$1,273	\$1,833,661
Rural Intensive/Mining - UV	\$0.008734	\$2,262	\$769,167
			\$2,602,828

DIFFERENTIAL RATES SCENARIO 2018/19 – 2%			
General/Differential Rate Category	UV Rate in Dollar	Minimum Rate	Income
Rural and Other - UV	\$0.004960	\$1,285	\$1,851,412
Rural Intensive/Mining - UV	\$0.008821	\$2,285	\$776,873
			\$2,628,285

DIFFERENTIAL RATES SCENARIO 2018/19 – 3%			
General/Differential Rate Category	UV Rate in Dollar	Minimum Rate	Income
Rural and Other - UV	\$0.005009	\$1,298	\$1,869,819
Rural Intensive/Mining - UV	\$0.008907	\$2,307	\$784,421
			\$2,654,240

DIFFERENTIAL RATES SCENARIO 2018/19 – 4%			
General/Differential Rate Category	UV Rate in Dollar	Minimum Rate	Income
Rural and Other - UV	\$0.005058	\$1,310	\$1,887,845
Rural Intensive/Mining - UV	\$0.008994	\$2,330	\$792,126
			\$2,679,971

DIFFERENTIAL RATES SCENARIO 2018/19 – 5%			
General/Differential Rate Category	UV Rate in Dollar	Minimum Rate	Income
Rural and Other - UV	\$0.005106	\$1,323	\$1,905,976
Rural Intensive/Mining - UV	\$0.009080	\$2,352	\$799,674
			\$2,705,650

RATING SCENARIOS

2018/19

DIFFERENTIAL RATES SCENARIO 2018/19 – 0.9%			
General/Differential Rate Category	UV Rate in Dollar	Minimum Rate	Income
Rural and Other - UV	\$0.004907	\$1,271	\$1,831,527
Rural Intensive/Mining - UV	\$0.008726	\$2,260	\$768,470
GRV and Other	\$0.084250	\$1006	\$5,318,786
			\$7,918,782

DIFFERENTIAL RATES SCENARIO 2018/19 – 1%			
General/Differential Rate Category	UV Rate in Dollar	Minimum Rate	Income
Rural and Other - UV	\$0.004912	\$1,273	\$1,833,661
Rural Intensive/Mining - UV	\$0.008734	\$2,262	\$769,167
GRV and Other	\$0.084334	\$1007	\$5,324,078
			\$7,926,906

DIFFERENTIAL RATES SCENARIO 2018/19 – 2%			
General/Differential Rate Category	UV Rate in Dollar	Minimum Rate	Income
Rural and Other - UV	\$0.004960	\$1,285	\$1,851,412
Rural Intensive/Mining - UV	\$0.008821	\$2,285	\$776,873
GRV and Other	\$0.85169	\$1017	\$5,376,838
			\$8,005,123

DIFFERENTIAL RATES SCENARIO 2018/19 – 3%			
General/Differential Rate Category	UV Rate in Dollar	Minimum Rate	Income
Rural and Other - UV	\$0.005009	\$1,298	\$1,869,819
Rural Intensive/Mining - UV	\$0.008907	\$2,307	\$784,421
GRV and Other	\$0.86004	\$1027	\$5,429,600
			\$8,083,840

DIFFERENTIAL RATES SCENARIO 2018/19 – 4%			
General/Differential Rate Category	UV Rate in Dollar	Minimum Rate	Income
Rural and Other - UV	\$0.005058	\$1,310	\$1,887,845
Rural Intensive/Mining - UV	\$0.008994	\$2,330	\$792,126
GRV and Other	\$0.086839	\$1037	\$5,482,361
			\$8,162,332

DIFFERENTIAL RATES SCENARIO 2018/19 – 5%			
General/Differential Rate Category	UV Rate in Dollar	Minimum Rate	Income
Rural and Other - UV	\$0.005106	\$1,323	\$1,905,976
Rural Intensive/Mining - UV	\$0.009080	\$2,352	\$799,674
GRV and Other	\$0.087674	\$1047	\$5,535,122
			\$8,240,772

APPENDIX 2



SHIRE OF GINGIN

Statement of Objects and Reasons for Differential Rates 2018/19

Introduction

For the purpose of determining rates each year, property valuations have been the standard basis for the calculation of rates, not only in Australia, but for many overseas countries as well. However, it is recognised that valuations alone do not always produce equitable results in all communities and therefore the *Local Government Act 1995* provides several options, such as differential and specified area rates, to assist in achieving the desired rating outcome.

The purpose of levying rates is to meet the Council's budget requirements each year in a manner that is deemed to be fair and equitable to the ratepayers of the community.

Methods of Rating - Gross Rental Valuations and Unimproved Valuations

The *Local Government Act 1995* specifies that where land is used predominantly for rural purposes, the rate levied shall be based upon its unimproved value (UV); and where land is used predominantly for non-rural purposes, the rate levied shall be on its gross rental value (GRV). A change in valuation methodology for a property must be made by the Council to the Department of Local Government. The Minister for Local Government must then approve a change of valuation methodology for a property, based on the recommendation by the Department.

In accordance with the *Local Government Act 1995* the Shire of Gingin uses a combination of Gross Rental Valuations (GRV) and Unimproved Valuations (UV) in the calculation of annual rates. Properties assigned a UV are revalued every year with properties assigned a GRV being revalued every four years by the Valuer General (Landgate).

Interim valuations are issued to Council by Landgate for properties where changes have occurred as a result of subdivisions, building construction/demolition, additions and/or property rezoning. In such instances Council must amend the rates for the properties concerned and issue an amended rate notice to the property owner.

Applicable Valuations

The valuations to be applied this coming year for UV properties, by comparison to last year, are shown below:

Category	Valuation Type	Current	Future	Count	Variance	% Change
Rural and Other – UV (including exploration licences)	UV	364,261,304	343,448,090	835	-20,813,214	-5.71%
Rural Intensive/ Mining – UV (excluding exploration licences)	UV	81,033,690	79,259,185	216	-1,774,505	-2.19%
Total UV		445,294,994	422,707,275	1,051	-22,587,719	-5.07%

Differential Rating

Differential rating allows Council flexibility in the level of rates being raised from specifically identified properties or groups of properties within the community. It is common for Councils to base differential rating for properties on Town Planning Scheme zonings however other criteria such as land use may be used.

The aim of the Shire of Gingin is to ensure that rate revenue is collected on an equitable basis from all properties. For this reason the Council has proposed to adopt differential rates for the 2018/19 financial year.

Section 6.33 of the *Local Government Act 1995* makes provision for the Shire to be able to levy differentials based on a number of criteria:

- (1) *A local government may impose differential general rates according to any, or a combination, of the following characteristics -*
 - (a) *the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the Planning and Development Act 2005; or*
 - (b) *a purpose for which the land is held or used as determined by the local government; or*
 - (c) *whether or not the land is vacant land; or*
 - (d) *any other characteristic or combination of characteristics prescribed.*

Section 6.33 of the *Local Government Act 1995* also permits Council to levy differentials such that the highest is not more than twice the lowest differential. A greater difference in differentials may be used, which requires Ministerial approval.

The Shire intends to establish the following differential rate categories for the 2018/19 financial year:

- Rural and Other – UV
- Minimum payment in respect to Rural and Other – UV
- Rural Intensive/Mining – UV
- Minimum payment in respect to Rural Intensive/Mining – UV

A uniform rate in the dollar will be applied to GRV rated land.

Minimum Payments

Section 6.35 of the *Local Government Act 1995* makes provision for the Shire to be able to set a minimum payment in relation to rateable land. This is set out below:

6.35 Minimum payment

- (1) *Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.*

Statement of Objects and Reasons for Differential Rates 2018/19

Shire of Gingin

- (2) *A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.*
- (3) *In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —*
 - (a) *50% of the total number of separately rated properties in the district; or*
 - (b) *50% of the number of properties in each category referred to in subsection (6),**on which a minimum payment is imposed.*
- (4) *A minimum payment is not to be imposed on more than the prescribed percentage (50%) of —*
 - (a) *the number of separately rated properties in the district; or*
 - (b) *the number of properties in each category referred to in subsection (6),**unless the general minimum does not exceed the prescribed amount (\$200).*
- (5) *If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.*
- (6) *For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories —*
 - (a) *to land rated on gross rental value; and*
 - (b) *to land rated on unimproved value; and*
 - (c) *to each differential rating category where a differential general rate is imposed.*

Statement of Objects and Reasons for Differential Rates 2018/19

Shire of Gingin

Overall Objective

SHIRE OF GINGIN STATEMENT OF OBJECTS AND REASONS FOR DIFFERENTIAL RATES - 2018/19

OBJECTIVES AND REASONS FOR DIFFERENTIAL RATING

To provide equity in the rating of properties across the Shire, the following rate categories have been determined for the implementation of differential rating.

Differential General Rate

Description	Characteristics	Objects	Reasons
Rural and Rural Other (including exploration and prospecting tenements).	Where land is used predominantly for rural purposes, the rate levied shall be based upon its unimproved value (UV).	The objective of this differential rating category is to impose a differential general rate on land held or used for the purposes of rural broad acre farming, rural residential, rural industry and other non-intensive uses as determined by Council (including exploration and prospecting tenements).	It recognises that land within this category does not have the same impacts on Shire transport infrastructure as the rural intensive/mining differential rate category.
Rural Intensive/Mining (excluding exploration and prospecting tenements)	Any or a combination of the following characteristics: (a) The purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the <i>Planning and Development Act 2005</i> ; (b) a purpose for which the land is held or used as determined by the local government; (c) whether the land is vacant or not; or (d) any other characteristic or combination of characteristics prescribed.	The objective of this differential rating category is to impose a differential general rate on land held or used for the purposes of Agriculture Intensive, Animal Husbandry - Intensive (excluding exploration and prospecting tenements), Extractive Industry, Mining, Aquaculture, or Water.	It recognises that land within this category has higher impacts on Shire transport infrastructure and increased environmental monitoring costs.

Statement of Objects and Reasons for Differential Rates 2018/19

Shire of Gingin

Differential Minimum Payment

Description	Characteristics	Objects	Reasons
Rural and Rural Other (including exploration and prospecting tenements).	Where land is used predominantly for rural purposes, the rate levied shall be based upon its unimproved value (UV).	The objective of the proposed minimum payment of \$1,285 (from \$1,260) is to ensure that the proportion of total rate revenue derived from Rural and Rural Other UV properties is essentially consistent with the overall rate increase for this category (including exploration and prospecting tenements).	It recognises that every property receives a minimum level of benefit from works and services provided.
Rural Intensive/Mining (excluding exploration and prospecting tenements).	Any or a combination of the following characteristics: (a) The purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the <i>Planning and Development Act 2005</i> ; or (b) a purpose for which the land is held or used as determined by the local government; (c) whether the land is vacant or not; or (d) any other characteristic or combination of characteristics prescribed.	The objective of this minimum payment is to reflect the additional costs from this sector associated with the higher impact on transport infrastructure and environmental monitoring. The minimum rate of \$2,285 (from \$2,240) also ensures that the proportion of total rate revenue from Rural Intensive/Mining UV properties (excluding exploration and prospecting tenements) is essentially consistent with the overall rate increase for this category.	It recognises that land within this category has higher impacts on Shire transport infrastructure and increased environmental monitoring costs, and the capacity of property owners to pass on the rates charge as a business cost.

Statement of Objects and Reasons for Differential Rates 2018/19

Shire of Gingin

A summary of the differential rates to be used for the 2018/19 rating period are as follows:

Differential Rate Category	UV Rate in \$	Minimum Rate	Income
Rural & Other - UV	\$0.004960	\$1,285	\$1,851,412
Rural Intensive/Mining - UV	\$0.008821	\$2,285	\$776,873

In Summary

In arriving at the proposed differential rates in the dollar, the Council has attempted to balance the need for revenue to fund essential services and facilities with the desire to limit any increase on the ratepayer to affordable levels.

Submissions addressed to the Chief Executive Officer, Shire of Gingin by electors or ratepayers in respect of the Intention to Levy Differential Rates may be made to Council within twenty one (21) days of this notice and close 4pm on

11.2.2 AMENDMENT OF 2017/18 SCHEDULE OF FEES AND CHARGES

FILE: FIN/18
REPORTING OFFICER: KAYE LOWES - EXECUTIVE MANAGER CORPORATE AND COMMUNITY SERVICES
REPORT DATE: 6 JUNE 2018
REFER: NIL

<i>ADDENDUM – SPECIAL MEETING OF COUNCIL – 6 JUNE 2018</i>

Additional Information:

Subsequent to circulation of the Agenda, a number of inconsistencies were identified in **Appendix 1** (Schedule of Fees and Charges 2017/18 Amended).

These inconsistencies have now been corrected, and the amended Schedule will be included in the Minutes of the meeting.

This addendum has no effect on the officer's recommendation.

OFFICER INTEREST DECLARATION

Nil

PURPOSE

To consider amending Council's adopted 2017/18 Schedule of Fees and Charges.

BACKGROUND

The *Local Government Act 1995* (the Act) provides local governments with the power to impose and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed. Fees and charges are to be imposed when adopting the annual budget, but may also be imposed during a financial year or amended from time to time during a financial year.

In previous years, Council has adopted a Schedule of Fees and Charges in conjunction with adoption of the annual budget, with the new fees and charges coming into effect from the date of adoption. However, given that budget adoption does not take place until after the start of the financial year (usually early in July), this arrangement means that any fees and charges raised between 1 July and the date of budget adoption must be levied in accordance with the Schedule for the previous financial year.

Under s. 6.16 of the Act, Council is not permitted to adopt a Schedule of Fees and Charges for any financial year other than the year in which the decision is being made. However, it is possible for Council to amend its current Schedule. Therefore, in order to resolve the anomaly identified above, it is proposed that Council consider amending its adopted 2017/18 Schedule of Fees and Charges to reflect those fees and charges proposed for the 2018/19 financial year. The amended Schedule would come into effect on 1 July 2018 and ensure that all fees and charges levied in the 2018/19 financial year are consistent.

It is important to emphasise that the officer's recommendation in this instance is to amend the adopted 2017/18 Schedule of Fees and Charges. It will still be necessary for Council to adopt a new Schedule for the 2018/19 financial year in conjunction with adoption of the budget for that year.

COMMENT

An amended Schedule of Fees and Charges for the 2017/18 financial year has been prepared for Council's consideration (**Appendix 1**).

A review of all fees and charges has been undertaken to ensure they remain relevant. New fees have been included in the Schedule where necessary.

Most fees previously adopted in 2017/18 have not changed, although fees associated with plant hire and private works have increased where necessary to ensure full recovery of costs associated with private works. Building and planning fees may be subject to amendment from time to time as approved by legislation and, if amended, any new fees will apply from the date of gazettal.

The remainder of fees have only been increased marginally where deemed appropriate.

In the event that Council is supportive of the officer's recommendation, then a minimum of seven days' public notice is required prior to the amended 2017/18 Schedule of Fees and Charges coming into effect.

STATUTORY ENVIRONMENT

Local Government Act 1995

Part 6 – Financial management

Division 5 – Financing local government activities

Subdivision 2 – Fees and charges

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Given that the amended Schedule of Fees and Charges, if adopted by Council, will not come into effect until 1 July 2018, there will be no impact on the current 2017/18 budget. Any increases in fees and charges resulting from the amendment will be recognised in the draft 2018/19 budget.

STRATEGIC IMPLICATIONS

Shire of Gingin Strategic Community Plan 2017-2027

Focus Area	<i>Governance</i>
Objective	<i>5. To demonstrate effective leadership, governance and advocacy on behalf of community</i>
Outcome	<i>5.1 Values Our Organisational/Business Values are reflected in all that we do</i>
Key Service Areas	<i>Financial Management</i>
Priorities	<i>5.1.2 Improve the financial position of the Shire</i>

VOTING REQUIREMENTS – ABSOLUTE MAJORITY

RESOLUTION

Moved Councillor Fewster, seconded Councillor Peczka that Council adopt the amended 2017/18 Schedule of Fees and Charges as shown at Appendix 1.

CARRIED BY ABSOLUTE MAJORITY
8-0

APPENDIX 1



Schedule of Fees & Charges 2017/18 (AMENDED)

Item	Description	Rate 2017/18	Amended Rate 17/18	Inc. GST
Administration:				
Account Enquiries	Change of Ownership Rates Only (per single enquiry)	\$38.00	\$38.00	
	Rates with Orders & Requisitions (per single enquiry)	\$80.00	\$83.00	
Instalment Charges	Adhoc Rates payment arrangements Administration Charge	\$15.00	\$15.00	
	Two Rate Instalments Administration Charge	\$5.00	\$5.00	
	Four Rate Instalments Administration Charge	\$15.00	\$15.00	
Notice of Discontinuance	Notice of Discontinuance (Application to have Court case discontinued) if eligible	Recovery of Court Costs	Recovery of Court Costs	
Refund Administration Fee	Dog Registration Refund Fees	\$5.00	\$5.00	x
Council Minutes	At Counter - per copy	\$10.00	\$10.00	x
	Posted - per copy	\$13.00	\$13.00	x
	Same price as hard copy unless available on website			
	Fee for Disk/USB	\$10.00	\$10.00	x
Cemetery Charges	In open ground for sinking, re-opening, exhumation or reburial	\$951.00	\$951.00	x
	Issue of a grant of Exclusive Right of Burial – Ordinary land for grave 2.4m X 1.2m 25 yrs	\$82.00	\$82.00	x
	Renewal of a grant of Exclusive Right of Burial – Ordinary land for grave 2.4m X 1.2m 25 yrs	\$82.00	\$82.00	x
	Transfer of a grant of Exclusive Right of Burial – Ordinary land for grave 2.4m X 1.2m 25 yrs	\$27.00	\$27.00	x
	For permission to construct a vault or headstone	\$54.00	\$54.00	x
	Alter or add to any grave or headstone monument	\$54.00	\$54.00	x
	For each interment on a Saturday, Sunday or after hours. (Additional charge)	\$217.00	\$217.00	x
	For removal of headstone/concrete works	\$109.00	\$109.00	x
	For interment of ashes (in ground or niche wall)	\$54.00	\$54.00	x
	Issue of a grant of Exclusive Right of Burial – Ashes - Niche Wall 25 yrs	\$82.00	\$82.00	x
	Renewal of a grant of Exclusive Right of Burial – Ashes - Niche Wall 25 yrs	\$82.00	\$82.00	x
	Transfer of a grant of Exclusive Right of Burial – Ashes - Niche Wall 25 yrs	\$27.00	\$27.00	x
	Purchase of Niche Wall Plaque engraved	Cost plus \$52 (instalment and administration costs)	Cost plus \$52 (instalment and administration costs)	x
	Funeral Directors' Single Funeral Permit	\$75.00	\$75.00	
	Funeral Directors' Annual Licence Fee	\$162.00	\$162.00	
	Monumental Masons - Annual Licence Fee	\$109.00	\$109.00	
Memorials	Purchase of Plaque (engraved) or other Memorial and installation costs	installation Costs	Cost plus installation Costs	x



Schedule of Fees & Charges 2017/18 (AMENDED)

Item	Description	Rate 2017/18	Amended Rate 17/18	Inc. GST
Administration:				
History Books	Gingin History	\$12.50	\$12.50	x
	Brush with Nature (soft)	\$12.50	\$12.50	x
	Brush with Nature (hard)	\$18.50	\$18.50	x
	The Old North Road	\$22.50	\$22.50	x
	Neergabby	\$18.50	\$18.50	x
	Secret No Longer	\$20.00	\$20.00	
	Cowalla and its Buildings	\$15.50	\$15.50	x
Library Deposit	Per item - Book Deposit for non-permanent residents	\$20.00	\$20.00	
	Minimum deposit \$20			
Restricted Access Vehicle Permit	Permit for Restricted Access Vehicles to travel on Shire roads not within the Agricultural Lime Route (per vehicle)	\$75.00	\$75.00	
Standpipe Bore Water	Per 1,000 litre or part thereof (Refer Exec. Manager Operations for approval)	\$10.50	\$10.50	
Hire of Projector	Per Day	\$34.00	\$34.00	x
	Bond (Refundable)	\$100.00	\$100.00	
Hire of PA System	Per Weekend	\$34.00	\$34.00	x
	Bond (Refundable)	\$100.00	\$100.00	
Hire of Roadwise Trailer	Per Day (Excluding Police and Emergency Services no charge)	\$88.00	\$88.00	x
	Bond (Refundable)	\$200.00	\$200.00	
Community Bus Hire	Per kilometre charge - Residents/Ratepayers (mileage only charged from the townsites/rural residential subdivision closest to point of origin and return)	\$1.60	\$1.60	x
	Discounts - Aged Pensioner Groups and Lancelin RSL 50% (Per kilometre charge - mileage only charged from the townsites/rural residential subdivision closest to point of origin and return)	\$0.80	\$0.80	x
	Bond (Refundable)	\$200.00	\$200.00	
Events Trailer	Bond	\$200.00	\$200.00	
Guiderton Caravan Park	High Season Site Fees (Powered) Per Day - Two Persons	\$45.00	\$45.00	x
	High Season Site Fees (Powered) Per Day - Extra Person	\$10.50	\$10.50	x
	High Season Site Fees (Unpowered) Per Day - Two Persons	\$30.00	\$30.00	x
	High Season Site Fees (Unpowered) Per Day - Extra Person	\$10.50	\$10.50	x
	Low Season Site Fees (Powered) Per Day - Two Persons	\$35.00	\$35.00	x
	Low Season Site Fees (Powered) Per Day - Extra Person	\$10.50	\$10.50	x
	Low Season Site Fees (Unpowered) Per Day - Two Persons	\$28.00	\$28.00	x
	Low Season Site Fees (Unpowered) Per Day - Extra Person	\$10.50	\$10.50	x
	Chalets Daily - Up to Two Persons - High Season	\$170.00	\$170.00	x
	Chalets Daily - Up to Two Persons - Low Season	\$140.00	\$140.00	x
	Chalets Daily - Extra Person	\$20.00	\$20.00	x
	Chalets - Bond required	\$100.00	\$100.00	x
	Winter Package			
	Chalet per night with Morning Tea for two	\$160.00	\$160.00	x
	Chalet per night with Breakfast for two	\$160.00	\$160.00	x
	Chalet per night with Lunch for two	\$170.00	\$170.00	x



Schedule of Fees & Charges 2017/18 (AMENDED)

Item	Description	Rate 2017/18	Amended Rate 17/18	Inc. GST
Administration:				
Guilderton Caravan Park (continued)	Showers Non Patrons – per shower	\$5.00	\$5.00	x
	Children under 3 free	\$0.00	\$0.00	
	Late Check Out - Chalets	\$20.00	\$20.00	x
	Late Check Out - Campsites	\$10.00	\$10.00	x
	Cancellation Fees:			
	72 Hours (3 Days) or more notice	\$50.00 or first night's stay, whichever is greater	\$50.00 or first night's stay, whichever is greater	
	72 Hours (3 Days) or less notice	No Refund	No Refund	x
	Caravan Dump Point (External clients only)	\$10.00	\$10.00	x
	10% Seniors Discount - Low Season Sunday to Thursday only			
	A=Adult 13 years and over; and C=Child 12 and under			



Schedule of Fees & Charges 2017/18 (AMENDED)

Item	Description	Rate 2017/18	Amended Rate 17/18	Inc. GST
Administration:				
Granville Civic Centre				
	<i>Weekday hire:</i>			
	Main Hall including stage - per hour	\$21.00	\$28.00	x
	Main Hall including stage - maximum charge (6 hours or more use)	\$80.00	\$105.00	x
	Meeting Room - per hour [includes basic kitchen use, e.g. urn/fridge]	\$10.00	\$14.00	x
	Meeting Room - maximum charge (6 hours or more use) [includes basic kitchen use, e.g. urn/fridge]	\$40.00	\$53.00	x
	Kitchen full use - half day (max 4 hours) [commercial/catering use includes oven/cool room etc.]		\$37.50	x
	Kitchen full use - full day [commercial/catering use includes oven/cool room etc.]	\$65.00	\$86.00	x
	Whole Area - per hour	\$65.00	\$87.00	x
	Whole Area - maximum charge (6 hours or more use)	\$340.00	\$450.00	x
	<i>Weekend Hire:</i>			
	Main Hall including stage - per hour	\$25.00	\$33.00	x
	Main Hall including stage - maximum charge (6 hours or more use)	\$100.00	\$131.00	x
	Meeting Room - per hour [includes basic kitchen use, e.g. urn/fridge]	\$12.00	\$16.00	x
	Meeting Room - maximum charge (6 hours or more use) [includes basic kitchen use, e.g. urn/fridge]	\$50.00	\$66.00	x
	Kitchen full use - half day (max 4 hours) [commercial/catering use includes oven/cool room etc.]		\$37.50	x
	Kitchen full use - full day [commercial/catering use includes oven/cool room etc.]	\$65.00	\$86.00	x
	Whole Area - per hour	\$80.00	\$106.00	x
	Whole Area - maximum charge (6 hours or more use)	\$460.00	\$614.00	x
Other Shire Owned Hall/ Community Centre Facilities				
	<i>Hire Fees</i>			
	Hall Only - per hour	\$15.00	\$20.00	x
	Hall Only - maximum charge (6 hours or more use)	\$72.00	\$96.00	x
	Meeting Room - per hour [includes basic kitchen use, e.g. urn/fridge]	\$10.00	\$14.00	x
	Meeting Room - maximum charge (6 hours or more use) [includes basic kitchen use, e.g. urn/fridge]		\$40.00	x
	Kitchen full use - half day (max 4 hours) [commercial/catering use includes oven/cool room etc.]		\$37.50	x
	Kitchen full use - full day [commercial/catering use includes oven/cool room etc.]	\$72.00	\$96.00	x
	Whole Area - per hour	\$28.00	\$37.00	x
	Whole Area - maximum charge (6 hours or more use)	\$144.00	\$192.00	x
Recreation, Public Open Space & Beach Reserves				
	Minor Event - with up to 100 Attendees (fee charged per day)	\$75.00	\$100.00	x
	Medium Event - with 100 to 249 Attendees (fee charged per day or less)	\$150.00	\$200.00	x
	Major Event - with over 250 Attendees (fee charged per day or less)	\$375.00	\$500.00	x



Schedule of Fees & Charges 2017/18 (AMENDED)

Item	Description	Rate 2017/18	Amended Rate 17/18	Inc. GST
Administration:				
Gingin Sound Shell				
	<i>Music/Stage Events (Sound Management Plan Required):</i>			
	Minor Event - up to 500 Attendees (including power) per hour	\$16.00	\$21.00	\$16.60 \$25.00 x
	Major Event - over 500 Attendees (including power) per hour	\$40.00	\$53.00	\$41.60 \$100.00 x
Administration				
<i>Note: Community and Charitable Organisations may be exempt from payment of the Event Coordination/Administration Fees</i>				
	Event Cancellation fee	100%	100%	
Bonds - Facilities and Open Space Events				
	Bond (Refundable) - Minimal Damage Risk	\$80.00	\$100.00	\$80.00 \$100.00
	Bond (Refundable) - Medium Damage Risk	\$200.00	\$250.00	\$200.00 \$250.00
	Bond (Refundable) - High Damage Risk	\$375.00	\$500.00	\$375.00 \$500.00
	Bond (Refundable) - Long Term	\$300.00	\$375.00	\$300.00 \$390.00
Commercial Activities - Reserves/Other				
	Commercial use of Reserves where fee is charged by Instructor (requires copy of Public Liability Certificate of Insurance)/Other Uses PER DAY		\$11.00	\$11.00 x
	Commercial use of Reserves where fee is charged by Instructor (requires copy of Public Liability Certificate of Insurance)/Other Uses PER MONTH			\$80.00 x
Gingin/Lancelin Triathlons				
	Early Entry Fee - 16 years of age and under	\$20.00	\$20.00	\$20.00 x
	Early Entry Fee - Over 16 years of age	\$30.00	\$30.00	\$30.00 x
	Early Entry-Concession Card entry		\$20.00	\$20.00 x
	Standard Fee - 16 years of age and under	\$30.00	\$30.00	\$30.00 x
	Standard Fee - Over 16 years of age	\$40.00	\$40.00	\$40.00 x
	Standard Entry-Concession Card entry		\$30.00	\$30.00 x



Schedule of Fees & Charges 2017/18 (AMENDED)

Item	Description	Rate 2017/18	Amended Rate 17/18	Inc. GST
Plant Hire / Private Works (<i>wet hire only</i>):				
Grader	Cat 143H – 6 wheel drive per hour GG001	\$295.05	\$300.00	x
Loader	Front End Loader per hour GG016, GG026 & GG006	\$217.35	\$226.00	x
Truck	Semi Side Tipper per hour GG028, GG 045 & Trailer - (23 Tonne)	\$247.80	\$255.00	x
	Truck/Trailer per hour GG089 (24 Tonne)	\$247.80	\$255.00	x
	Prime Mover & Low Loader	\$247.80	\$255.00	x
	Truck per hour GG048, GG060 (4 Tonne)	\$208.95	\$215.00	x
Backhoe/Loader	(Bucket – 0.5m³) per hour GG011	\$217.35	\$225.00	x
Tractor & Implement	per hour GG012, GG019	\$205.00	\$215.00	x
Roller	SP Bomag per hour GG079 & Multi Tyred Roller GG029	\$207.00	\$215.00	x
Utility	4 x 4 per hour	\$135.00	\$140.00	x
Overtime	Add per hour for time and half	\$54.00	\$56.16	x
	Add per hour for double time	\$108.00	\$112.32	x
Wages Only	Ordinary Hours - per hour	\$100.00	\$104.00	x
	Overtime - Time and half per hour	\$145.00	\$150.80	x
	Overtime - Double Time per hour	\$200.00	\$208.00	x
Other	All other Private Works Cost plus 20%	Cost + 20%	Cost + 20%	x
	Installation of 150mm Finger Board Signs (excluding sign)	\$100.00	\$104.00	x



Schedule of Fees & Charges 2017/18 (AMENDED)

Item	Description		Rate 2017/18	Amended Rate 17/18 for 18/19	Inc. GST
Health / Building:					
Health (Offensive Trades Fees) Regulations 1976					
	Slaughterhouses	Act/Reg	\$298.00	\$298.00	
	Piggeries	Act/Reg	\$298.00	\$298.00	
	Artificial Manure Depots	Act/Reg	\$211.00	\$211.00	
	Bone Mills	Act/Reg	\$171.00	\$171.00	
	Places for storing, drying and preserving bones	Act/Reg	\$171.00	\$171.00	
	Fat melting, fat extracting or tallow melting establishments, Butcher Shops and similar	Act/Reg	\$171.00	\$171.00	
	Larger establishments	Act/Reg	\$298.00	\$298.00	
	Blood Drying	Act/Reg	\$171.00	\$171.00	
	Gut scraping, preparation of sausage skins	Act/Reg	\$171.00	\$171.00	
	Fellmongeries	Act/Reg	\$171.00	\$171.00	
	Manure Works	Act/Reg	\$211.00	\$211.00	
	Fish curing establishments	Act/Reg	\$211.00	\$211.00	
	Laundries, Drycleaning establishments	Act/Reg	\$147.00	\$147.00	
	Bone Merchant premises	Act/Reg	\$171.00	\$171.00	
	Flock factories	Act/Reg	\$171.00	\$171.00	
	Knackeries	Act/Reg	\$298.00	\$298.00	
	Poultry Processing establishments	Act/Reg	\$298.00	\$298.00	
	Poultry Farming	Act/Reg	\$298.00	\$298.00	
	Rabbit Farming	Act/Reg	\$298.00	\$298.00	
	Fish processing establishments in which whole fish are cleaned and prepared	Act/Reg	\$298.00	\$298.00	
	Shellfish and Crustacean processing establishments	Act/Reg	\$298.00	\$298.00	
	Any other offensive trade not specified	Act/Reg	\$298.00	\$298.00	
Health (Treatment of Sewage and of Disposal Effluent and Liquid Waste) Regulations 1974					
	Application for the approval of an apparatus by relevant local governments	Act/Reg	\$118.00	\$118.00	
	Septic inspection and issuing of a "permit to use an Apparatus"	Act/Reg	\$118.00	\$118.00	
Copy of Analysis Certificate (Any Type)	Application for approval EDPH with Local Government Report		\$38.00	\$46.50	x
Copy of Analysis Certificate (Any Type)	For compliance inspection by EHO after corrective action of apparatus after issue of permit			\$138.00	
Bacterial Analysis	Laboratory charge + \$60/hour + GST (Minimum charge of \$66)	Special	calculated	calculated	x
Chemical Analysis	Laboratory charge + \$80/hour + GST (Minimum charge of \$66)	Special	calculated	calculated	x
Water Samples on Request (Commercial Only):					
Bacterial Analysis	Laboratory charge + \$60/hour + GST (Minimum charge of \$66)	Special	calculated	calculated	x
Chemical Analysis	Laboratory charge + \$60/hour + GST (Minimum charge of \$66)	Special	calculated	calculated	x
Analysis of Food Samples on Request	Laboratory charge + \$80/hour + GST (Minimum charge of \$66)	Special	calculated	calculated	x
Certification for spoilage of food				\$147.00	x
Liquor Act Certification - s39				\$294.00	



Schedule of Fees & Charges 2017/18 (AMENDED)

Item	Description	Rate 2017/18	Amended Rate 17/18 for 18/19	Inc. GST
Health / Building:				
Extended Trading Permit	Application Processing Fee	\$25.00	\$25.00	
Gaming Act	Certification - Public Building	\$147.00	\$147.00	
Temporary Accommodation	Application and Processing for Temporary Accommodation Approval	\$160.00	\$160.00	
Boarding Kennel or Cattery	License Application Fee	\$157.60	\$157.50	
Boarding Kennel or Cattery	License Fee - Renewal	\$157.60	\$157.50	
Skin Penetration Premises	Application Fee	\$157.50	\$157.50	
Skin Penetration Premises	License Fee - Renewal	\$157.50	\$157.50	
Hairdressing Premises (incl mobile hairdressing)	Application Fee (unless planning approval is required)	\$157.50	\$157.50	
Hairdressing Premises (incl mobile hairdressing)	License Fee - Renewal	\$157.50	\$157.50	
Health (Public Building) Regulations 1992	Consideration of Public Building application and new approvals	Act/Reg \$870.00	\$870.00	
Public Buildings (incl Public Events)	Inspection - Initial application	\$157.50	\$157.50	x
Public Buildings (incl Public Events)	Where re-inspection of work is required due to incomplete or unsatisfactory work.	\$157.50	\$157.50	x
Itinerant Food Vendor	Application Fee	\$157.50	\$157.50	
	License Fee (paid annually)	\$385.00	\$385.00	
	License Fee (License - 6 months)	\$205.00	\$205.00	
	License Fee (License 3 Months)	\$155.00	\$155.00	
	License Fee (License 1 Month)	\$105.00	\$105.00	
Trading in Public Places Permits	License Application Fee	\$157.50	\$157.50	
	License Fee (paid annually)	\$950.00	\$950.00	
	License Fee (License - 6 months)	\$480.00	\$480.00	
	License Fee (License 3 Months)	\$320.00	\$320.00	
	License Fee (License 1 Month)	\$185.00	\$185.00	
	License Fee (License 1 Week)	\$80.00	\$80.00	
Stallholders License	License Application Fee	\$157.50	\$157.50	
	License Fee (License 12 months)	\$950.00	\$950.00	
	License Fee (License - 6 months)	\$480.00	\$480.00	
	License Fee (License 3 Months)	\$320.00	\$320.00	
	License Fee (License 1 Month)	\$185.00	\$185.00	
	License Fee (License 1 Week)	\$80.00	\$80.00	
Trading in Public Places Permits - Temporary Stallholders	Daily Rate including Application Fee	\$25.00	\$25.00	
<i>Note: Community and Charitable Organisations may be exempt from payment of the fees for Trading in Public Places</i>				
Community Event - Trading in Public Places Permit/Temporary Stallholder Fee	Event Coordinator charge Per Event	\$100.00	\$100.00	
Food Premises	Application Fee	\$157.50	\$157.50	
	Registration Fee - Annual (or part thereof) - Low Risk	\$157.50	\$172.50	
	Registration Fee - Annual (or part thereof) - Medium Risk	\$315.00	\$346.50	



Schedule of Fees & Charges 2017/18 (AMENDED)

Item	Description	Rate 2017/18	Amended Rate 17/18 for 18/19	Inc. GST
Health / Building:				
	Registration Fee - Annual (or part thereof) - High Risk	\$472.50	\$520.00	
	Request for Health Inspection - Food Premises (Low, Med & High Risk)	\$150.00	\$150.00	
	Application for Food Premises Transfer Fee	\$150.00	\$150.00	
	Additional inspections as required by serving Prohibition Order	\$157.50	\$157.50	x
Late Fees on outstanding Food Act Fees and Charges Remaining after due date	Fees set at rate of 25% and shall apply to any overdue amount		Outstanding fee +25% Late Fee	
Lodging Houses	Registration/License Fee	\$157.50	\$172.50	
	Application Fee	\$157.50	\$172.50	
Morgue	Application Fee	Act/Reg \$150.00	\$150.00	
	Registration/License Fee (paid annually)	Act/Reg \$150.00	\$150.00	
Consulting Charge for Environmental Health Officer	Hourly rate	\$125	132.00	
	Request for Health Inspection - Any other premises other than a Food Premises	\$150	\$150.00	
	Request for Written Report following Health Inspection	\$150	\$150.00	
Other Health Service Fees				
Application for Incinerator, pyrolysis or other process for destruction			\$272.00	
Noise Surveys (per hour where applicable)			\$500.00	
Noise Management Plan Approvals			\$184.00	
Aquatic Facility Annual Code Compliance Inspection			\$210.00	
Ongoing inspection fee after a statutory Notice has expired	More than 7 days and non compliant For each inspection per hour or part thereof		\$138.00	
Late fee outstanding fees for non compliance with notices	Charged at 25% of outstanding amount		\$138.00	
Application for Permit to keep bees	Town sites only		\$65.00	
Permit Fee Bees	Town site only		\$79.00	
Site inspection fee keeping Bees	Town site only		\$65.00	
Building Permit				
	Class 1 & 10 - Uncertified Application Dwelling/Outbuilding/Addition - Estimated Value inc GST	Act/Reg	0.32% of construction value - Minimum \$97.70 - 0.32% of construction value - Minimum \$97.70	
	Class 1 and 10 - Certified Application Dwelling/Outbuilding/Addition - Estimated value inc GST	Act/Reg	0.19% of construction value - Minimum \$97.70 - 0.19% of construction value - Minimum \$97.70	
	Request for Certificate of Design Compliance Only Class 1 & 10 approved buildings		0.2% of construction value - Minimum \$200 - 0.2% of construction value - Minimum \$200	
	Request for Certificate of Building Compliance Class 1 & 10		0.2% of construction value - Minimum \$200 - 0.2% of construction value - Minimum \$200	
	Request for Certificate of Building Compliance Class 1 & 10 unauthorised work		\$200.00 - \$200.00	
	Request for Certificate of Construction Compliance for approved buildings		\$200.00 - \$200.00	
	Class 2-9 - Certified Application Commercial/Industrial - Estimated value inc GST	Act/Reg	0.09% of construction value - Minimum \$97.70 - 0.09% of construction value - Minimum \$97.70	
	Request for Certificate of Design Compliance only Class 2-9		0.15% of construction value - Minimum \$200 - 0.15% of construction value - Minimum \$200	



Schedule of Fees & Charges 2017/18 (AMENDED)

Item	Description		Rate 2017/18	Amended Rate 17/18 for 18/19	Inc. GST
Health / Building:					
	Certificate of Building Compliance Class 2-9 approved buildings		0.15% of construction value - Minimum \$200	0.15% of construction value - Minimum \$200	
	Inspection Fee for Certificate of Building Compliance Class 2-9		\$400.00	\$400.00	
Demolition Permit	Class 1 and 10	Act/Reg	\$97.70	\$97.70	
	Class 2-9 Per Storey	Act/Reg	\$97.70	\$97.70	
Standard Building Specifications	Per Copy		\$27.55	\$27.55	x
Park Homes & Rigid Annexes	Approval Fee		0.32% of construction value but not less than \$97.70	0.32% of construction value but not less than \$97.70	
Park Homes & Rigid Annexes	Construction Training Fund Levy - Value of works greater than \$20,000 (includes \$6.60 Shire commission)	Act/Reg	0.2% of construction value	0.2% of construction value	x
Copying of Plans					x
Site Plan, Floor Plan or Elevations - A4 or A3 only	Plans required within 1-3 days		\$20.00	\$20.00	
	Plans required within 7 days		\$16.00	\$16.00	
Copy of All Plans on Building File	Copies of all plans on Building File		\$60.00	\$60.00	x
Applications Submitted Electronically	Printing off plans - per sheet - A4 and A3		\$0.50	\$0.50	
Administration charge for photocopying plans	If not enough sets submitted with application - A3 and A4 size plans only	Act/Reg	\$15.00	\$15.00	x
Retrospective Building Approval Certificates	Inspection Fee - per structure		\$400.00	\$400.00	x
			Minimum charge \$95 or 0.38% of the estimated current value of the unauthorised building work	Minimum charge \$95 or 0.38% of the estimated current value of the unauthorised building work	
Retrospective Building Approval Certificates	Application Fee - per structure				
Retrospective Building Approval Certificates	Application for an existing building where UNAUTHORISED work has NOT been done	Act/Reg	\$97.70	\$97.70	
Building Services Levy	Building Permit with value under \$45,000	Act/Reg	\$61.65	\$61.65	
Building Services Levy	Building Permit with value of \$45,000 and over	Act/Reg	0.137% of work value	0.137% of work value	
(continued)	Demolition Permit with value under \$45,000	Act/Reg	\$61.65	\$61.65	
	Demolition Permit with value of \$45,000 and over	Act/Reg	0.137% of work value	0.137% of work value	
	Unauthorised Building Work with value under \$45,000 (Section 51)	Act/Reg	\$123.30	\$123.30	
	Unauthorised Building Work with value of \$45,000 and over (Section 51)	Act/Reg	0.274% of work value	0.274% of work value	
	Occupancy Permit for Unauthorised Building work with value of \$45,000 and over (Section 51)	Act/Reg	0.274% of work value	0.274% of work value	
	Occupancy Permit for Unauthorised Building work with value under \$45,000 (Section 51)	Act/Reg	\$123.30	\$123.30	
	Occupancy Permit for approved work under Section 47, 49, 50 and 52	Act/Reg	\$61.65	\$61.65	
	Occupancy Permit for approved work under Section 48	Act/Reg	na	na	
	Occupancy Permit for approved work under Section 46	Act/Reg	na	na	
	Building Approval Certificate for approved work under Section 47, 49, 50 and 52	Act/Reg	\$61.65	\$61.65	
Application as defined in Reg 31 - for each Building Standard in respect of which a declaration is sought	Per application	Act/Reg	\$2,160.15	\$2,160.15	
Local Government approval of battery powered smoke alarms (Regulation 61(3)(b))		Act/Reg	\$179.40	\$179.40	



Schedule of Fees & Charges 2017/18 (AMENDED)

Item	Description		Rate 2017/18	Amended Rate 17/18 for 18/19	Inc. GST
Health / Building:					
Application for occupancy Certificate for completed Class 2-9 building	Per application	Act/Reg	\$97.70	\$97.70	
Application for temporary occupancy certificate for incompletd building	Per application	Act/Reg	\$97.70	\$97.70	
Application for modification of occupancy certificate for additional use of building on temporary basis	Per application	Act/Reg	\$97.70	\$97.70	
Application for replacement occupancy permit for permanent change of buildings use, classification	Per application	Act/Reg	\$97.70	\$97.70	
Application for occupancy permit or building approval certificate for registration of strata scheme, plan of subdivision - Class 2-9 buildings	Per Strata unit	Act/Reg	\$107.70 or \$10.80 per unit whichever is the greater	\$107.70 or \$10.80 per unit whichever is the greater	
Application for occupancy certificate for unauthorised class 2-9 buildings	Per application	Act/Reg	0.18% of estimated value but not less than \$97.70	0.18% of estimated value but not less than \$97.70	
Certification service - occupancy certificate for unauthorised class 2-9 buildings	Per application	Act/Reg	0.18% of estimated value but not less than \$97.70	0.18% of estimated value but not less than \$97.70	
Application for occupancy permit for building with existing authorisation	Per application	Act/Reg	\$97.70	\$97.70	
Building approval certificate for unauthorised Class 1 and 10 - Certified	Per application	Act/Reg	\$97.70	\$97.70	
Certification service - Building approval certificate for unauthorised Class 1 and 10	Per application	Act/Reg	0.38% of estimated value but not less than \$97.70	0.38% of estimated value but not less than \$97.70	
Consulting Charge for Building Surveyor	Hourly rate		\$125.00	\$125.00	
Construction Training Fund Levy	Value of works greater than \$20,000 (includes \$8.25 Shire commission)	Act/Reg	0.2% of construction value	0.2% of construction value	x
Footpath Bond	Bond		\$500.00	\$500.00	
Second Hand Dwelling	Inspection Fee		\$400.00	\$400.00	x
Swimming Pool Inspection	Inspection Fee (annual fee however inspection only undertaken once every four years)	Act/Reg	\$57.45	\$57.45	x
Additional/Replacement Keys	Per key	New	\$45.00	\$45.00	
Key Bond	Per application	New	\$50.00	\$50.00	
Voluntary Stable Fly Levy	Per ratable assessment	New	\$20.00	\$20.00	x

The above fees may be subject to amendments from time to time as approved by legislation. If amended, the new gazetted fees will apply.



Schedule of Fees & Charges 2017/18 (AMENDED)

Item	Description	Rate 2017/18	Amended Rate 17/18	Inc. GST
Waste Management Facilities / Charges:				
Licensed Liquid Waste Removalists	Application Fee	\$65.00	\$66.00	
	License Fee (paid annually)	\$120.00	\$122.00	
Waste Management Fee (UV Property Owners)	Per Assessment (Excluding UV properties paying refuse charge) - Includes Annual Tip Pass	\$101.00	\$103.00	
Waste Management Fee (GRV Property Owners)	Per Assessment (Excluding GRV properties paying refuse charge) - Includes Annual Tip Pass	\$101.00	\$103.00	
Rubbish Collection/Sanitary Disposal	Residential or Rural/Residential and Rural (Rural upon application for collection on route of contractor)	\$207.00	\$211.00	
	Additional rubbish collection service	\$207.00	\$211.00	
	Commercial Premises	\$207.00	\$211.00	
	Hire of 240 litre bin (per bin)	\$20.00	\$20.00	x
	Hire of 1500 litre bin (per bin)	\$150.00	\$153.00	
	Bond for 240 litre bin hire (Refundable should no damage/theft occur)	\$200.00	\$204.00	
	Opening of tip outside normal operating hours	\$180.00	\$184.00	x
	Handling fee (applicable to any handling/burial of materials at landfill)	\$170.00	\$173.00	
	At the discretion of the Site Attendant - special burial per cubic metre plus handling fee	\$225.00	\$230.00	x
	(a) Motor bodies and old machinery - each item	Free	Free	
Special Disposals (Supervised)	(b) Animal carcasses - small domestic animals	\$15.00	\$15.00	
Controlled Waste	Animal carcasses - large animals (sheep and cattle etc)	\$30.00	\$31.00	
Special Commercial Items	(c) Car tyre per item	\$10.00	\$10.00	
	(d) Light Truck and 4 x 4 tyres per item	\$15.00	\$15.00	
	(e) Truck tyre per item	\$20.00	\$20.00	
	(f) Small Tractor (no large tractor - earthmoving plant tyres) tyre per item	\$30.00	\$31.00	
	Caravan Parks greater than 50 bays per annum	\$1,900.00	\$1,938.00	
	Caravan Parks less than 50 bays per annum	\$1,000.00	\$1,020.00	
Commercial Skip Disposals	Skip Bins \$50 per cubic metre or part thereof (changed charging system)	\$50.00 pm ³	\$51.00 pm ³	



Schedule of Fees & Charges 2017/18 (AMENDED)

Item	Description	Rate 2017/18	Amended Rate 17/18	Inc. GST
Waste Management Facilities / Charges:				
Licensed Liquid Waste Removallists	Application Fee	\$65.00	\$66.00	
	License Fee (paid annually)	\$120.00	\$122.00	
Waste Management Fee (UV Property Owners)	Per Assessment (Excluding UV properties paying refuse charge) - Includes Annual Tip Pass	\$101.00	\$103.00	
Waste Management Fee (GRV Property Owners)	Per Assessment (Excluding GRV properties paying refuse charge) - Includes Annual Tip Pass	\$101.00	\$103.00	
Rubbish Collection/Sanitary Disposal	Residential or Rural/Residential and Rural (Rural upon application for collection on route of contractor)	\$207.00	\$211.00	
	Additional rubbish collection service	\$207.00	\$211.00	
	Commercial Premises	\$207.00	\$211.00	
	Hire of 240 litre bin (per bin)	\$20.00	\$20.00	x
	Hire of 1500 litre bin (per bin)	\$150.00	\$153.00	
	Bond for 240 litre bin hire (Refundable should no damage/theft occur)	\$200.00	\$204.00	
	Opening of tip outside normal operating hours	\$180.00	\$184.00	x
	Handling fee (applicable to any handling/burial of materials at landfill)	\$170.00	\$173.00	
	At the discretion of the Site Attendant - special burial per cubic metre plus handling fee	\$225.00	\$230.00	x
	(a) Motor bodies and old machinery - each item	Free	Free	
Special Disposals (Supervised)	(b) Animal carcasses - small domestic animals	\$15.00	\$15.00	
Controlled Waste	Animal carcasses - large animals (sheep and cattle etc)	\$30.00	\$31.00	
Special Commercial Items	(c) Car tyre per item	\$10.00	\$10.00	
	(d) Light Truck and 4 x 4 tyres per item	\$15.00	\$15.00	
	(e) Truck tyre per item	\$20.00	\$20.00	
	(f) Small Tractor (no large tractor - earthmoving plant tyres) tyre per item	\$30.00	\$31.00	
	Caravan Parks greater than 50 bays per annum	\$1,900.00	\$1,938.00	
	Caravan Parks less than 50 bays per annum	\$1,000.00	\$1,020.00	
Commercial Skip Disposals	Skip Bins \$50 per cubic metre or part thereof (changed charging system)	\$50.00 pm3	\$51.00 pm3	



Schedule of Fees & Charges 2017/18 (AMENDED)

Item	Description		Rate 2017/18	Amended Rate 17/18	Inc. GST
Law & Order and Public Safety:					
Rural Road Numbers	Measuring, Purchase and Instalment of Rural Road Number		\$80.00	\$80.00	x
Replacement Dog Tag	Free of charge		FREE	FREE	
Dog Registration	Unsterilised 1 year	Act/Reg	Refer to Regulations	Refer to Regulations	
	Unsterilised 3 year	Act/Reg	Refer to Regulations	Refer to Regulations	
	Sterilised 1 year	Act/Reg	Refer to Regulations	Refer to Regulations	
	Sterilised 3 year	Act/Reg	Refer to Regulations	Refer to Regulations	
	Lifetime Dog Registration		Refer to Regulations	Refer to Regulations	
	Pensioners 50% of above fees		Refer to Regulations	Refer to Regulations	
	Working Dog: 25% of above fees (must be a breed recognised as a working dog and must be bona-fide used for tending stock)		Refer to Regulations	Refer to Regulations	
	Additional Dog Application fee - Pensioners			\$50.00	
	Additional Dog Application fee - Standard			\$100.00	
	Free of charge		FREE	FREE	
Replacement Cat Tag			Refer to Regulations	Refer to Regulations	
Cat Registration	Sterilised 1 year		Refer to Regulations	Refer to Regulations	
	Sterilised 3 year		Refer to Regulations	Refer to Regulations	
	Lifetime Cat Registration		Refer to Regulations	Refer to Regulations	
Rangers Fees - Impounding of Signs	Pensioners 50% of above fees		Refer to Regulations	Refer to Regulations	
	Administration Fee	LGA	\$30.00	\$30.00	
	Transporting signs back to owners	LGA	\$30.00	\$30.00	
Rangers Fees – Impounding of Dogs and Cats	Dog and other domesticated animals impounded (per dog)	Act/Reg	\$80.00	\$80.00	
	Surrender dog to ranger fee (per dog)			\$120.00	
	Transporting dog back to owners (per dog)		\$30.00	\$30.00	
	Dog and other domesticated animals impounded on Sundays and Public Holidays (per dog)	Act/Reg	\$75.00	\$120.00	
Daily Sustenance Fees for Impounded Dogs and Cats	Dog and other domesticated animals per animal (per day or part thereof) (per dog)	Act/Reg	\$20.00	\$20.00	
Rangers Fees – Impounding of Stock	Entire horses, mules, asses, camels, bulls or boars per head if impounded after 6 am & before 6 pm	Act/Reg	\$65.00	\$80.00	
	Entire horses, mules, asses, camels, bulls or boars per head if impounded after 6 pm & before 6 am	Act/Reg	\$100.00	\$120.00	
	Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs per head if impounded after 6 am & before 6 pm	Act/Reg	\$65.00	\$80.00	
	Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs per head if impounded after 6 pm & before 6 am	Act/Reg	\$100.00	\$120.00	
	Wethers, ewes, lambs, goats, per head if impounded after 6 am & before 6 pm	Act/Reg	\$20.00	\$20.00	
	Wethers, ewes, lambs, goats, per head if impounded after 6 pm & before 6 am	Act/Reg	\$40.00	\$40.00	
Poundage Fees for Stock Impounded	Entire horses, mules, asses, camels, bulls or boars above or apparently above the age of two years, per head (First 24 hours or part)	Act/Reg	\$25.00	\$25.00	
	Entire horses, mules, asses, camels, bulls or boars above or apparently above the age of two years, per head (Subsequent 24 hours or part)	Act/Reg	\$10.00	\$15.00	



Schedule of Fees & Charges 2017/18 (AMENDED)

Item	Description		Rate 2017/18	Amended Rate 17/18	Inc. GST
Law & Order and Public Safety:					
	Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs, per head (First 24 hours or part)	Act/Reg	\$25.00	\$25.00	
	Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs, per head (Subsequent 24 hours or part)	Act/Reg	\$10.00	\$10.00	
	Wethers, ewes, lambs, goats, per head (First 24 hours or part)	Act/Reg	\$10.00	\$10.00	
	Wethers, ewes, lambs, goats, per head (Subsequent 24 hours or part)	Act/Reg	\$5.00	\$5.00	
Sustenance Charges for Stock Impounded					
	Entire horses, mules, asses, camels, bulls, mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, or calves, per head (For each 24 hours or part)	Act/Reg	\$10.00	\$15.00	
	Pigs of any description, per head (For each 24 hours or part)	Act/Reg	\$10.00	\$10.00	
	Rams, whethers, ewes, lambs or goats, per head (For each 24 hours or part)	Act/Reg	\$7.50	\$7.50	
				\$0.00	
Fox/Dog/Cat Traps					
	Refundable Bond – Hire of Fox/Dog/Cat Traps		\$50.00	\$50.00	
	Hire Fee – Fox/Dog/Cat Traps for a period		\$30.00	\$30.00	
Fencing (Local Govt (Uniform Local Provisions) Regs 1996)					
	Contravention of Local Law upon conviction	Act/Reg	\$200.00	\$200.00	
Noxious Weeds					
	First offence for non compliance	Act/Reg	\$20.00	\$20.00	
	Subsequent offence/s	Act/Reg	\$50.00	\$50.00	x
Abandoned Vehicles					
	Towing by Shire of Gingin		\$150.00	\$150.00	x
	Towing by Private Contractor		COST +10%	COST +10%	
	Impound of abandoned vehicle		\$25.00	\$25.00	x
	Storage fee (per 24 hours or part thereof)		\$20.00	\$20.00	
Parking Fees					
	Parking Stations		\$2.00 per hour/Maximum	\$2.00 per hour/Maximum	
			\$10.00 per day	\$10.00 per day	
Replacement Parking Permits					
	Replacement Parking Permits (Rate payers only)			\$30.00	
Fines Enforcement Fees					
	Issuing Final Demand		\$20.00	\$20.00	
	Firebreak Administration Fee - engagement of private firebreak contractors		\$30.00	\$30.00	

The above fees may be subject to amendments from time to time as approved by legislation if amended the new gazetted fees will apply.



Schedule of Fees & Charges 2017/18 (AMENDED)

Item	Description	Rate 2017/18	Amended Rate 17/18	Inc. GST
Gingin Swimming Pool:				
Admission Fees	Adult Swimmers - ages 16 and over	\$4.20	\$4.30	x
	Child - 5 to 15 years of age	\$2.60	\$2.50	x
	Child Under 5 years of age	\$1.60	\$1.70	x
	Concession	\$3.15	\$3.20	x
	Family Pass - 2 adults and 3 children	\$11.00	\$12.00	x
Annual Membership Fees	Adult Swimmers - ages 16 and over	\$121.00	\$126.00	x
	Council Employee Annual Membership	\$60.00	\$62.00	x
	Child - 5 to 15 years of age	\$94.00	\$70.00	x
	Child Under 5 years of age	\$33.00	\$35.00	x
	Concession	\$60.00	\$62.00	x
	Family Pass - 2 adults and 3 children	\$315.00	\$320.00	x
	Purchase 10 Day Passes, get one Free			
Swimming Lessons	Admission all ages	\$2.00	\$2.00	x
	<i>Note:</i> This rate only applies where swimming lessons are supervised by qualified persons. School Term & Vacswim			
Functions etc.	Members of the Swimming Pool	Nil	Nil	
	Hire of the Swimming Pool for functions, swimming carnivals, and other similar special events outside of opening hours can be arranged at a cost per hour + Penalties	\$63.00	\$70.00	x
Commercial Activities	Commercial use of Pool where fee is charged (requires copy of Public Liability Certificate of Insurance)	\$11.00	\$11.00	x
Gingin Sale Yards:				
Non Stud/registered Stock	Per head (Increase to cover power/water use) (including Cattle, Horses, Goats and other hoofed stock)	\$7.00	\$7.00	x
Stud/Registered Stock (Excl Bulls)	Per head (Increase to cover power/water use)	\$46.00	\$45.00	x
Stud Bulls	Per head (Increase to cover power/water use)	\$59.00	\$59.00	x
Removal of Dead Stock	Cost plus 25%			x
Charity Days/Community Use	In accordance with Council Delegation 1.2 (Donations)			x
Bond	For use of sale yards	\$500.00	\$500.00	



Schedule of Fees & Charges 2017/18 (AMENDED)

Item	Description		Rate 2017/18	Amended Rate 17/18	Inc. GST
Planning:					
Development Applications					
General					
	Determination of a Development Application (other than for an Extractive Industry) where the estimated cost of the development is:				
	(a) not more than \$50,000	Act/Reg	\$147.00	\$147.00	
	(b) more than \$50 000 but not more than \$500,000	Act/Reg	0.32% of the estimated cost of development	0.32% of the estimated cost of development	
	(c) more than \$500,000 but not more than \$2.5 million	Act/Reg	\$1,700 + 0.257% for every \$1 in excess of \$500,000	\$1,700 + 0.257% for every \$1 in excess of \$500,000	
	(d) more than \$2.5 million but not more than \$5 million	Act/Reg	\$7161 + 0.206% for every \$1 in excess of \$2.5 million	\$7161 + 0.206% for every \$1 in excess of \$2.5 million	
	(e) more than \$5 million but not more than \$21.5 million	Act/Reg	\$12,633 + 0.123% for every \$1 in excess of \$5 million	\$12,633 + 0.123% for every \$1 in excess of \$5 million	
	(f) more than \$21.5 million	Act/Reg	\$34,196.00	\$34,196.00	
	Determining a development application (other than for an extractive industry) where the development has commenced or been carried out	Act/Reg	The above application fee plus, by way of penalty, twice that fee	The above application fee plus, by way of penalty, twice that fee	
Development Assessment Panel (DAP) Fee					
	The DAP fee is in addition to any local government development application fee payable under the Planning and Development Regulations 2009 (R.103) Estimated cost of the development:				
	(a) not less than \$3 million and less than \$7 million	Act/Reg	\$3,376.00	\$3,376.00	
	(b) not less than \$7 million and less than \$10 million	Act/Reg	\$5,213.00	\$5,213.00	
	(c) not less than \$10 million and less than \$12.5 million	Act/Reg	\$5,672.00	\$5,672.00	
	(d) not less than \$12.5 million and less than \$15 million	Act/Reg	\$5,834.00	\$5,834.00	
	(e) not less than \$15 million and less than \$17.5 million	Act/Reg	\$5,996.00	\$5,996.00	
	(f) not less than \$17.5 million and less than \$20 million	Act/Reg	\$6,158.00	\$6,158.00	
	(g) \$20 million or more	Act/Reg	\$6,320.00	\$6,320.00	
	An Application under r.17	Act/Reg	\$150.00	\$150.00	
Home Occupation					
	Home occupation	Act/Reg	\$222.00	\$222.00	
	Determination of an initial application for approval of a Home Occupation where the Home Occupation has commenced	Act/Reg	the above application fee plus, by way of penalty, twice that fee	the above application fee plus, by way of penalty, twice that fee	
Heritage Listed					
	State or Local Heritage listed buildings or places that would not normally require Planning Consent if not listed	Act/Reg	Nil	Nil	
Change of Use					
	Determining a change of use or for an alteration or extension or change of a non-conforming use, where the change or the alteration, extension or change has not commenced or been carried out	Act/Reg	\$295.00	\$295.00	
Change of Use (Retrospective)					
	Determining a change of use or for an alteration or extension or change of a non-conforming use, where the change or the alteration, extension or change has commenced or been carried out	Act/Reg	the above application fee plus, by way of penalty, twice that fee	the above application fee plus, by way of penalty, twice that fee	



Schedule of Fees & Charges 2017/18 (AMENDED)

Item	Description		Rate 2017/18	Amended Rate 17/18	Inc. GST
Extension of Valid Planning Approval	Where no amendments have been made to the approved plans and the proposal does not require Public Notice		50% of the appropriate fee	50% of the appropriate fee	
	Where no amendments have been made to the approved plans and/or the proposal requires Public Notice		100% of the appropriate fee	100% of the appropriate fee	
Amended Planning Approval	minor amendments (as determined by CEO)	New	\$80.00	\$80.00	
	major amendments (as determined by CEO) where Council discretion is required		50% of the original planning fee	50% of the original planning fee	
Landscaping Bonds	May be required for developments				
Strata Applications	Built Strata Form 24 Fee (1-5 allotments)	Act/Reg	Base rate \$656 plus \$65 per lot	Base rate \$656 plus \$65 per lot	
	Built Strata Form 24 Fee (6-100 allotments)	Act/Reg	Base rate \$981 plus fee per lot in excess of 5 lots \$43.50	Base rate \$981 plus fee per lot in excess of 5 lots \$43.50	
	Built Strata Form 24 Fee (in excess of 100 allotments)	Act/Reg	\$5,113.50	\$5,113.50	
Subdivision Clearances	(a) not more than 5 lots	Act/Reg	\$73.00	\$73.00	
	(b) More than five (5) but not more than one hundred and ninety five (195) Lots	Act/Reg	\$73 for first 5 lots then \$35 per lot	\$73 for first 5 lots then \$35 per lot	
Extractive Industry DA	More than one hundred and ninety five (195) Lots	Act/Reg	\$7,393.00	\$7,393.00	
Extractive Industry Licence	Planning Application Fee		\$739.00	\$739.00	
	Initial Application Fee		\$486.00	\$486.00	
Extractive Industry Local Laws Licence Renewal	Where overall area of excavation is less than 5ha		\$382.00	\$382.00	
	Where overall area of excavation is greater than 5ha		\$764.00	\$764.00	
Extractive Industry - Retrospective	Determining a development application for an extractive industry where the development has commenced or been carried out	Act/Reg	The above application fee plus, by way of penalty, twice that fee	The above application fee plus, by way of penalty, twice that fee	
Rehabilitation Bond			\$1,916.00	\$1,916.00	
Second Hand Transportable Dwellings	In accordance with the Local Planning Policy 1.5 Transportable Dwellings		\$5,000.00	\$5,000.00	
Structure Plans/Outlined Development Plans	Structure Plans/Outlined Development Plans		\$4,606.00	\$4,606.00	x
	Modifications to Outline Development Plans/Subdivision Guide Plans		\$2,303.00	\$2,303.00	x
	For advertising all Applications (if required) PLUS cost of newspaper advertising				
	If applicable, fees are calculated on the estimated total cost to Council, in terms of Officer time spent on each request, in accordance with the Planning Regulations 2009. The cost of specialist services or reports required by the local government to adequately assess a scheme proposal is payable by the applicant, and the local government may permit this work (or part thereof) to be undertaken directly by the applicant.				



Schedule of Fees & Charges 2017/18 (AMENDED)

Item	Description		Rate 2017/18	Amended Rate 17/18	Inc. GST
Scheme Amendments	If applicable, fees are calculated on the estimated total cost to Council, in terms of Officer time spent on each request, in accordance with the Planning Regulations 2009. The cost of specialist services or reports required by the local government to adequately assess a scheme proposal is payable by the applicant, and the local government may permit this work (or part thereof) to be undertaken directly by the applicant.	Act/Reg	\$4,606.00	\$4,606.00	
	Basic - At the discretion of the Shire		\$4,606.00	\$4,606.00	
	Standard - At the discretion of the Shire		\$6,160.00	\$6,160.00	x
	Complex - At the discretion of the Shire		\$8,800.00	\$8,800.00	x
	For advertising all Applications (if required) PLUS cost of newspaper advertising		\$165.00	\$165.00	x
					x
Detailed Area Plan	Application fee		\$440.00	\$440.00	
Detailed Area Plan Amendments	Application fee		\$303.00	\$303.00	
Road Closure	Application fee to close public road		\$354.00	\$354.00	
Administration Fee	Issue of a zoning certificate	Act/Reg	\$73.00	\$73.00	
Miscellaneous	Reply to a property settlement questionnaire	Act/Reg	\$73.00	\$73.00	x
	Issue of a written Planning Advice	Act/Reg	\$73.00	\$73.00	x
	Town Planning Scheme Text/Policies		\$27.00	\$27.00	x
Copies	Local Planning Strategy		\$27.00	\$27.00	x
	Townsite Expansion Plan		\$27.00	\$27.00	x
	Set of A3 Colour Town Planning Scheme maps		\$90.00	\$90.00	x
	Heritage Booklet		\$65.00	\$65.00	x
	Town Planning Disc		\$27.00	\$27.00	x
	Copies of Site Plan, Elevation or Floor Plans - A3 and A4 size plans only		16.00	16.00	
	Administration charges for photocopying plans - if not enough sets submitted with application - A3 and A4 size plans only		16.00	16.00	

The above fees may be subject to amendments from time to time as approved by legislation. If amended, the new gazetted fees will apply.



Schedule of Fees & Charges 2017/18 (AMENDED)

Item	Description		Rate 2017/18	Amended Rate 17/18	Inc. GST
Regulatory Services:					
Signs, Hoardings and Bill Posting					
	License a pylon sign	Act/Reg	\$50.00	\$50.00	
	License an illuminated sign on a roof	Act/Reg	\$50.00	\$50.00	
	License an illuminated sign on a verandah	Act/Reg	\$50.00	\$50.00	
	License an illuminated sign – any other	Act/Reg	\$50.00	\$50.00	
	License a sign other than pylon or illuminated - on fascia of verandah	Act/Reg	\$50.00	\$50.00	
	License a sign other than pylon or illuminated – any other	Act/Reg	\$50.00	\$50.00	
	Contravention of Local Law upon conviction	Act/Reg	\$200.00	\$200.00	
	Continuing contravention upon conviction - per day	Act/Reg	\$20.00	\$20.00	
Signs, Hoardings and Bill Posting (Road Reserves)					
	Annual Renewal Fee - per sign (Permanent - require Planning Consent)	Act/Reg	\$75.00	\$75.00	
	Signs Requiring Main Roads Approval – Application Fee - per sign	Act/Reg	\$150.00	\$150.00	x
Signs & Bill Posting (Directional Signs)					
	Sign & Brackets	Act/Reg	Cost Price + 20%	Cost Price + 20%	x
	Labour - Installation/Travel	Act/Reg	calculated	calculated	
Temporary Signs / Sandwich Boards					
	Sign Application fee		\$10.00	\$10.00	
	Renewal Fees - 3 months		\$10.00	\$10.00	
	Renewal Fees - 6 months		\$20.00	\$20.00	
	Renewal Fees - 12 months		\$30.00	\$30.00	
Product Display					
	Application fee		\$10.00	\$10.00	
	Renewal Fees - 3 months		\$10.00	\$10.00	
	Renewal Fees - 6 months		\$20.00	\$20.00	
	Renewal Fees - 12 months		\$30.00	\$30.00	

11.3. PLANNING AND DEVELOPMENT

Nil

11.4. OPERATIONS-CONSTRUCTION

Nil

11.5. ASSETS

Nil

12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13. COUNCILLORS' OFFICIAL REPORTS

**13.1 NORTHERN GROWTH ALLIANCE REGIONAL TOURISM STRATEGY
BRANDING WORKSHOP - 28 MAY 2018**

LOCATION: JURIE
FILE: GOV/20-1
COUNCILLOR: JAN COURT
REPORT DATE: 6 JUNE 2018

Councillor Court advised that she attended a Regional Branding Workshop hosted by the Northern Growth Alliance at Jurie on 28 May 2018. Councillor and Mrs Johnson and Councillor and Mrs Collard were also in attendance, as was the Acting Chief Executive Officer and the Shire's Corporate Communications and Marketing Officer.

Councillor Court reported that this was an interesting workshop, but she found it disappointing that the consultants engaged to develop a "regional brand" for the Northern Growth Alliance ran the workshop as an information gathering session and didn't actually present any suggestions about issues such as how to incorporate rural and coastal areas under the one brand.

A further workshop will be held on 23 June to enable more representatives from the Shire of Chittering to participate and following that outcomes will be presented to each of the Shires for consideration.

13.2 VOLUNTEER RECOGNITION – 27 MAY 2018

LOCATION: LEDGE POINT
FILE: GOV/20-1
COUNCILLOR: JAN COURT
REPORT DATE: 6 JUNE 2018

Councillor Court advised that she attended a Volunteer Recognition Day on 27 May 2018 which was organised and hosted by the Ledge Point Community Association with a grant from Volunteering Australia.

Approximately 70 people attended the event, including Councillor Collard and Mrs Collard, Councillor Johnson and Mrs Johnson, Councillor Peczka (in his capacity as a volunteer), the

Chief Executive Officer Mr Cook and Mrs Cook. The Shire's Club Development Officer, Helen Sutherland, also attended and assisted at the event.

During the day the Shire's Community Emergency Services Manager presented service medals to members of the volunteer fire brigade.

Mr Cook commented that, during the event Craig Douglas from the Ledge Point Community Association expressed sincere appreciation to the Shire's maintenance staff located in the Upper Coastal and Lower Coastal Areas, and the Shire President requested that the Executive Manager Assets pass these comments on to the staff members concerned.

13.3 OPERA WA PERFORMANCE AT PINNACLES – 5 MAY 2018

LOCATION: THE PINNACLES, SHIRE OF DANDARAGAN
FILE: GOV/20-1
COUNCILLOR: JAN COURT
REPORT DATE: 6 JUNE 2018

Councillor Court advised that she attended a performance by Opera WA at the Pinnacles on 5 May 2018. This was a wonderful performance with a fantastic atmosphere.

This was the second year Opera WA have performed at the Pinnacles, and the event is so successful that they have asked the Shire of Dandaragan if they can return for a third performance in 2019.

This proves that it is feasible to hold significant arts events in regional areas that will be well supported by the public.

13.4 DELIVERY OF HEALTH SERVICES

LOCATION: SHIRE OF GINGIN
FILE: GOV/20-1
COUNCILLOR: JAN COURT
REPORT DATE: 6 JUNE 2018

Councillor Court advised that she spent three days last week with representatives of Country Health WA and the Minister for Health to discuss health service delivery for the Turquoise Coast area. The Minister agrees that the Gingin coastal area is underserved and has requested further discussions with Councillor Court in relation to this issue.

NEW BUSINESS OF AN URGENT NATURE

Nil

15. MATTERS FOR WHICH MEETING IS TO BE CLOSED TO THE PUBLIC

Nil

16. CLOSURE

There being no further business, the Shire President declared the meeting closed at 4.26pm.

The next Ordinary meeting of Council will be held in Council Chambers at the Shire of Gingin Administration Centre, 7 Brockman Street, Gingin on Tuesday, 19 June 2018 commencing at 3.00pm.

Councillor I B Collard
Shire President
19 June 2018