



Appendix A

Fees and charges

This appendix presents a listing of Council's proposed fees and charges for 2017/18.

Note, this schedule only includes fees that Council sets. There are other fees that are set by statute and charged by Council in addition to this list.



Service Description	Unit Of Measure	2018/19 (GST Incl if applicable)
Building		
Permits - Commercial Works		
Application for Occupancy Permit (POPE) - Major >1000	Permit	1,100.00
Application for Occupancy Permit (POPE) - Minor <1000	Permit	330.00
Building Permit Amendment (Major)	Permit	273.00
Building Permit Amendment (Minor)	Permit	71.00
Class 5-9 up to \$300,000	Permit	0.08% of building cost + \$1,000
Class 5-9 over \$300,000	Permit	0.04% of building cost + \$1,300
Copy of Building Permit or Occupancy Permit (electronic)	Permit	30.00
Planning Information	Permit	38.00
Shop Fit out (Cost less than \$20,000)	Permit	555.00
Permits - Miscellaneous		
Building Permit Extension of Time	Permit	199.50
Copy of Building Permit or Occupancy Permit (recall request)	Permit	84.00
Copy of Commercial Plans (recall request)	Permit	166.00
Copy of Residential Plans (recall request)	Permit	100.00
Re-Inspections or Additional inspections	Permit	145.00
Title Search	Permit	42.00
Weekend Inspections	Permit	210.00
Permits - Outbuildings		
<\$20,000 including steel garages, carports, verandas, decks, retaining walls etc	Permit	546.00
Brick Garages	Permit	625.00
Sheds over \$20,000 up to \$100,000 (over \$100,000 commercial rates)	Permit	1,015.00
Permits - Residential		
Demolitions (where protection work not required)	Permit	625.00
Dwelling Extensions/Alterations (all) Owner Builder (Up to \$100,000)	Permit	1,390.00
Dwelling Extensions/Alterations (all) Registered Builders (Up to \$100,000)	Permit	1,008.00
Minor Dwelling Alterations (removal of internal wall, increasing a window size)	Permit	546.00
Multi-Unit Development (each)	Permit	987.00
New Dwelling (\$150,000 to \$300,000) Owner Builder	Permit	2,488.00
New Dwelling (\$150,000 to \$300,000) Registered Builders	Permit	1,975.00
New Dwelling (Up to \$150,000) Owner Builder	Permit	2,073.00
New Dwelling (Up to \$150,000) Registered Builders	Permit	1,648.00
New Dwellings (\$300,000-\$500,000) Owner Builder	Permit	3,512.00
New Dwellings (\$300,000-\$500,000) Registered Builder	Permit	2,819.00
New dwellings (Over \$500,000)	Permit	Price on application
Protection Work Notices where a basement/large excavation >1.5 metres or construction/demolition is proposed on a title boundary	Permit	670.00



Service Description	Unit Of Measure	2018/19 (GST Incl if applicable)
Permits - Swimming Pools & Safety Barriers		
Above/ Inground pools (Fibreglass)	Permit	571.00
In-ground pools (Concrete Only)	Permit	766.00
Safety Barrier permit	Permit	341.00

Planning		
Excludes fees subject to Planning & Environment (Fees) Regs 2000		
Advertising fee for each letter required	Occasion	6.65
Advertising Fee per sign	Occasion	80.00
Amend or Removal of a Sect.173 Agreement	Plan Fee	530.00
Extension of time request	Occasion	240.00
File Retrieval fee - offsite retrieval	File	110.00
File Retrieval fee - onsite retrieval	File	55.00
Preparing a Sect. 173 Agreement	Plan Fee	At Market Cost
Request for secondary consent	Occasion	160.00
Supplying a copy of a Planning Permit with plans (includes file retrieval)	Permit	120.00
Supplying a copy of Planning Permit (no plans) or copy of plans alone (includes file retrieval)	Permit	80.00

Excludes fees subject to Planning & Environment (Fees) Regs 2004		
Provision of written advice (50% of the \$130 removed from the planning application fee if the advice indicates a permit is needed and an application is lodged)	Occasion	130.00

Statutory Planning Fee		
Copy of permit or endorsed plans (electronic only - where available)	Permit	35.00
Formal pre-application process (major proposals)	Permit	270.00
Formal pre-application process (minor proposals)	Permit	160.00
Open Space valuations (2nd and subsequent)	Permit	Cost recovery
Subdivision Inspection (2nd and subsequent)	Permit	130.00

Strategic Planning		
Development Plan Applications		
Advertising fee for each letter required	Occasion	6.65
Application fee for a Development Plan which includes the subdivision of land (over 200 lots maximum \$2,000)	Application	2,000.00
Application fee for a Development Plan which includes the subdivision of land (up to 200 lots)	Application	1,200.00
Application fee for all other Development Plan types	Application	420.00
Application fee for an amended Development Plan - Minor	Application	420.00
Newspaper advertising	Occasion	Cost recovery + 20%

Planning Scheme Amendments		
Advertising fee for each letter required	Occasion	6.50
Application fee for an amended Development Plan - Major	Application	718.00
Newspaper advertising	Occasion	Cost recovery + 20%



Service Description	Unit Of Measure	2018/19 (GST Incl if applicable)
Infrastructure Works and Development		
Subdivisions and Development		
Design checking for civil works (eg.changes to Council's assets or internal property drainage design) Or landscaping plans	Application	565.00
Drainage connection permit and inspection to Council's easement drains	Inspection	145.00
Engineering Plan Search Fee	Application	60.00
Inspection Fee - additional inspections	Inspection	145.50
Non Standard Street Lighting fee - 1-10 lights	Permit	1 x cost of light + 2 x cost of lantern
Non Standard Street Lighting fee - 11-20 lights	Permit	10% cost of lights + 20% cost of lanterns
Non Standard Street Lighting fee - 21-50 lights	Permit	7.5% cost of lights + 15% cost of lanterns
Non Standard Street Lighting fee - 51+ lights	Permit	5% cost of lights + 10% cost of lanterns
Supervision of Civil Works 2.5%	Application	2.5% cost of asset construction
Works within Road Reserve - Municipal Roads		
Reinstatement Fee - Any Works	Permit	Quote +10% + GST
Corporate Services		
Rates & Charges		
Land Information Certificate (priority - 2 business days)	Assessment	47.50
Search fee - historical ratepayer information (per hour - minimum 1 hour)	Hour	60.00
Facilities		
Broadford Hall		
Hall (including Supper Room & Kitchen) 1/2 Day or Evening	4 Hours	275.00
Hall (including Supper Room & Kitchen) Casual - Commercial/Private	Hour	100.00
Hall (including Supper Room & Kitchen) Casual - Community/School	Hour	50.00
Hall (including Supper Room & Kitchen) Casual - NFP/Government	Hour	70.00
Hall (including Supper Room & Kitchen) Full day	8 Hours	550.00



Service Description	Unit Of Measure	2018/19 (GST Incl if applicable)
Broadford and Wandong Stadiums		
Court hire OFF PEAK (8am-4pm Mon to Fri and all day Sun) Casual user	Per Hour/Per Court	32.00
Court hire OFF PEAK (8am-4pm Mon to Fri and all day Sun) Junior club casual user	Per Hour/Per Court	23.50
Court hire OFF PEAK (8am-4pm Mon to Fri and all day Sun) Junior club regular user/association	Per Hour/Per Court	21.50
Court hire OFF PEAK (8am-4pm Mon to Fri and all day Sun) Regular user/association	Per Hour/Per Court	30.00
Court hire PEAK (4pm-10pm Mon to Fri and all day Sat) Casual user	Per Hour/Per Court	37.00
Court hire PEAK (4pm-10pm Mon to Fri and all day Sat) Junior club casual user	Per Hour/Per Court	28.00
Court hire PEAK (4pm-10pm Mon to Fri and all day Sat) Junior club regular users/association	Per Hour/Per Court	25.50
Court hire PEAK (4pm-10pm Mon to Fri and all day Sat) Regular user/association	Per Hour/Per Court	33.80
Mitchell Shire Schools - high regular use	As negotiated at time of booking	As negotiated at time of booking
Multi purpose activity room Casual user - Commercial/Private	Hour	21.00
Multi purpose activity room Casual user - Community/School	Hour	12.50
Multi purpose activity room Regular user - Commercial/Private	Hour	19.00
Multi purpose activity room Regular user - Community/School	Hour	9.50
Squash court hire Casual user (Broadford Stadium only)	Per Hour/Per Court	13.50
Squash court hire Regular user (Broadford Stadium only)	Per Hour/Per Court	12.50
Chittick Park Community Place		
Community Place Building - Commercial/Private	Hour	74.00
Community Place Building - Community Group - casual user	Hour	28.50
Community Place Building - Community Group - regular user	Hour	18.00
Large Meeting Room - Functions (4 hours+)	Session	262.00
Events		
Events - up to 200 people	Day	220.00
Events - over 200 people	Day	395.00
Kilmore and Wallan Library Room Hire		
John Taylor Room - Commercial/Private (Kilmore Library only)	Hour	72.00
John Taylor Room - Community group Casual user (Kilmore Library only)	Hour	28.50
John Taylor Room - Community group Regular user (Kilmore Library only)	Hour	18.00
John Taylor Room - Functions (4 hours+) (Kilmore Library only)	Hour	255.00



Service Description	Unit Of Measure	2018/19 (GST Incl if applicable)
Small Meeting Room - Commercial/private Casual user	Hour	31.00
Small Meeting Room - Community group Regular or casual user	Hour	10.50
Markets		
Small (up to 30 stalls) (up to 4 hours)	Half day	61.50
Small (up to 30 stalls) (up to 4 hours)	Day	123.00
Medium (31-60 stalls)	Half day	113.00
Medium (31-60 stalls)	Day	220.00
Large (over 60 stalls) (up to 4 hours)	Half day	200.00
Large (over 60 stalls)	Day	395.00
Open Space Hire		
Personal Training Open Space Fee - Annual Subscription	Annual	615.00
Personal Training Open Space Fee - Casual	Hour	13.50
Sportsground Pavilion/Change Room Hire - Summer 2018/19 and Winter 2019 seasons		
Change Room Only - 2 change rooms - casual	Occasion	20.50
Change Room Only - 4 change rooms - casual	Occasion	41.00
Sportsground Pavilion - casual	Hour	13.50
Sportsground Pavilion - casual	Half day	52.50
Sportsground Pavilion - casual	Full day	105.00
Sportsground Pavilion - seasonal use	Season	559.00
Sportsground Playing Field Hire - Summer 2018/19 and Winter 2019 seasons		
Bennett Fixtured games and training	Season	999.00
Bennett Fixtured games and training (junior club)	Season	730.00
Casual hire	Day	180.00
Casual hire	Half Day	92.50
Casual hire - Junior activity / school sports carnival	Day	133.50
Casual hire - Junior activity / school sports carnival	Half Day	66.50
Greenhill upper/Greenhill lower Fixtured games and training	Season	1,540.00
Greenhill upper/Greenhill lower Fixtured games and training (junior club)	Season	1,155.00
Intra school PE/sports use during school hours Mitchell Shire Schools	Day	No charge
J J Clancy / LB Davern / Chittick Fixtured games and training	Season	1,280.00
J J Clancy / LB Davern / Chittick Fixtured games and training (junior club)	Season	985.00
Wallan Family & Children's Centre		
Multi Purpose Room - NFP/Government	Hour	31.00
Multi Purpose Room - Commercial	Hour	51.50
Consulting Rooms (1 or 4) - NFP/Government	Hour	10.50
Consulting Rooms (1 or 4) - NFP/Government	Day	51.50
Consulting Rooms (1 or 4) - Commercial	Hour	15.50
Consulting Rooms (1 or 4) - Commercial	Day	72.00



Service Description	Unit Of Measure	2018/19 (GST Incl if applicable)
Wallan Multi-Purpose Community Centre		
Hall - Casual - Commercial/Private	Hour	47.50
Hall - Casual - Community/School	Hour	24.00
Hall - Casual - NFP/Government	Hour	33.50
Hall - Ongoing - Commercial/Private	Hour	43.00
Hall - Ongoing - Community/School	Hour	19.00
Hall - Ongoing - NFP/Government	Hour	28.50
Hall/Kitchen/Foyer - Casual - Commercial/Private	Hour	79.00
Hall/Kitchen/Foyer - Casual - Community/School	Hour	39.50
Hall/Kitchen/Foyer - Ongoing - Commercial/Private	Hour	70.00
Hall/Kitchen/Foyer - Ongoing - Community/School	Hour	31.00
Hall/Kitchen/Foyer - Ongoing - NFP/Government	Hour	47.50
Large Meeting Room - Casual - Commercial/Private	Hour	40.00
Large Meeting Room - Casual - Community/School	Hour	20.00
Large Meeting Room - Casual - NFP/Government	Hour	28.00
Large Meeting Room - Ongoing - Commercial/Private	Hour	36.00
Large Meeting Room - Ongoing - Community/School	Hour	16.50
Large Meeting Room - Ongoing - NFP/Government	Hour	24.00
Wallan Secondary College		
Court Hire - Casual - Commercial/Private	Hour	28.50
Court Hire - Casual - Community/School	Hour	9.50
Court Hire - Casual - NFP/Government	Hour	14.50
Court Hire - Ongoing - Commercial/Private	Hour	25.50
Court Hire - Ongoing - Community/School	Hour	8.50
Court Hire - Ongoing - NFP/Government	Hour	12.50
Court Hire lights - Casual - Commercial/Private	Hour	43.00
Court Hire with lights - Casual - Community/School	Hour	13.50
Court Hire with lights - Casual - NFP/Government	Hour	21.00
Court Hire with lights - Ongoing - Commercial/Private	Hour	39.00
Court Hire with lights - Ongoing - Community/School	Hour	11.50
Court Hire with lights - Ongoing - NFP/Government	Hour	19.50
Weddings/Ceremonies		
Cancellation fee for any booking (less than 1 week from the booking date)	Per cancellation	No refund
Cancellation fee for any booking (less than a month from booking date)	Per cancellation	50% refund
Cancellation fee for any booking (over a month from booking date)	Per cancellation	100% refund
Casual booking - weddings and ceremonies - up to 1 hour	Hour	56.50
Casual booking - weddings and ceremonies - up to 2 hours (Fee only applies if exclude use of particular site e.g. Goulburn Park Rotunda)	Hour	105.00
Casual booking - weddings and ceremonies - up to 4 hours	Hour	210.00

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Service Description	Unit Of Measure	2018/19 (GST Incl if applicable)
Leisure Centres		
Aerobics (KLC and SSAC)		
Aerobic Casual	Occasion	15.00
Gym Casual	Occasion	18.00
Seniors Casual	Occasion	15.00
Seniors Concession	Occasion	6.60
Yoga Casual	Occasion	17.00
Birthday Parties (KLC and SSAC)		
Birthday parties Option 1 per child	Occasion	Pricing available upon request
Birthday parties Option 2 per child	Occasion	Pricing available upon request
Instructor Hire (KLC and SSAC)		
Fitness per session	Session	58.50
Swim per hour	Hour	45.60
Memberships (KLC and SSAC)		
10 Pass Group Fitness (Buy 10 for the price of 9)	Pass	135.00
10 Pass Health Club (Buy 10 for the price of 9)	Pass	162.00
10 Pass Yoga (Buy 10 for the price of 9)	Pass	153.00
10 session pass - adult swim membership	Pass	51.00
10 session pass - child/concession swim membership	Pass	39.00
10 session senior's pass (seniors classes only)	Pass	59.50
12 month Lifestyle membership	Membership	850.00
12 month Lifestyle membership concession/off peak	Membership	640.00
3 Month Lifestyle Membership	Membership	285.00
3 Month Lifestyle Membership concession/off peak	Membership	215.00
30 session pass - child concession swim membership	Pass	112.50
30 session pass - swim membership	Pass	155.00
Direct Debit - adult swim	Fortnight	17.50
Direct Debit - concession swim	Fortnight	13.00
Direct Debit - Lifestyle Membership	Fortnight	32.00
Direct Debit - Lifestyle Membership concession/off peak	Fortnight	24.00
Direct Debit - Lifestyle Membership Corporate	Fortnight	29.00
Secondary School membership 10 week lifestyle	Program	100.00
Workcover Lifestyle 3 months	Program	318.00
Workcover Swim 3 months	Program	173.00
Miscellaneous (KLC and SSAC)		
Advertising Signs	Occasion	Pricing available upon request
Personal Training (KLC and SSAC)		
Members 30 minutes	Occasion	44.50
Non members 30 minutes	Occasion	52.00
Members 60 minutes	Occasion	64.00
Non members 60 minutes	Occasion	72.00
Member 10 x ½ hour Personal Training pass	Pass	384.00
Members 10 x ½ hour PT pass	Pass	384.00
Non members 10 x ½ hour Personal Training pass (Buy 10 for the price of 9)	Pass	466.00
Non members 10 x ½ hour PT pass (Buy 10 for the price of 9)	Pass	466.00



Service Description	Unit Of Measure	2018/19 (GST Incl if applicable)
Programs (KLC and SSAC)		
Children's holidays programs per session	Session	9.20
Creche (per child) 1.5 hours	Child	7.30
Creche (per child) 10 x 1.50 hr session pass	Pass	65.70
Creche (per child) 10 x 2 hr session pass	Pass	82.80
Creche (per child) 2 hours	Child	9.20
Occasional Care	Hour	9.20
Occasional Care 1.5 hrs	Session	13.80
School entry – Fitness	Entry	5.20
Teen gym 10 session pass	Pass	62.00
Teen gym per session	Session	6.60
Room Hire (KLC and SSAC)		
Aerobics room hire	Hour	38.00
Crèche room hire (KLC only)	Hour	38.00
Seymour Sports and Aquatic Centre Stadium		
Court hire OFF PEAK (8am-4pm Mon to Fri and all day Sun) Casual user	Per Hour/Per Court	31.50
Court hire OFF PEAK (8am-4pm Mon to Fri and all day Sun) Junior club casual user	Per Hour/Per Court	23.50
Court hire OFF PEAK (8am-4pm Mon to Fri and all day Sun) Junior club regular user/association	Per Hour/Per Court	21.50
Court hire OFF PEAK (8am-4pm Mon to Fri and all day Sun) Regular user / association	Per Hour/Per Court	30.00
Court hire PEAK (4pm-10pm Mon to Fri and all day Sat) Casual user	Per Hour/Per Court	37.00
Court hire PEAK (4pm-10pm Mon to Fri and all day Sat) Junior club casual user	Per Hour/Per Court	28.00
Court hire PEAK (4pm-10pm Mon to Fri and all day Sat) Junior club regular user/association	Per Hour/Per Court	26.00
Court hire PEAK (4pm-10pm Mon to Fri and all day Sat) Regular user / association	Per Hour/Per Court	34.00
Swim School (KLC and SSAC)		
Direct Debit - Private Lessons	Fortnight	75.00
Direct Debit - School & preschool age lessons	Fortnight	27.50
Direct Debit - Semi-Private Lessons	Fortnight	41.00
Instructor Hire for Programs and Events	Occasion	45.50
Intensive Swim Program (1 week) 5 lessons for the price of 4	Program	69.00
Learn to Swim Paid in Full (per lesson - payable for full semester)	Lesson	17.50
Private Learn to Swim Paid in full (per lesson - payable for full semester)	Lesson	49.00
Semi-Private (2-3 per session) Learn to Swim paid in full (per lesson - payable for full semester)	Lesson	26.50
Swimming (KLC and SSAC)		
Adult Swim	Occasion	6.20
Child Swim	Occasion	4.50
Concession Swim	Occasion	4.50
Family Swim (2 adults & 3 children (under 18) Additional family members - concession rate applies	Family	18.80



Service Description	Unit Of Measure	2018/19 (GST Incl if applicable)
Full pool hire - (up to 100 people)	Hour	138.00
Full pool hire - (for every additional 100 patrons)	Hour	45.50
Pool hire per lane	Hour	41.50
School Entry Swim	Entry	4.00

Outdoor Pools		
Broadford / Seymour / Tallarook Swimming Pools		
Adult season	Season	77.00
Adult season. Valid at all 3 outdoor pools	Season	77.00
Adult swim	Occasion	5.70
Child season	Season	57.75
Child season. Valid at all 3 outdoor pools	Season	57.75
Child swim	Occasion	4.30
Concession season	Season	57.50
Concession season. Valid at all 3 outdoor pools	Season	57.50
Concession swim	Occasion	4.30
Family pass (2 adults & 3 children (under 18) Additional family members - concession rate applies	Pass	17.70
Family season (2 adults 3 children (under 18) Additional family members - concession rate applie	Season	138.00
Full pool hire - (for every additional 100 patrons) All outdoor pools	Hour	45.60
Full pool hire - Broadford	Hour	138.00
Full pool hire - Recreation Play (up to 100 patrons) All outdoor pools	Hour	138.00
Full pool hire - Seymour	Hour	183.00
Full pool hire - Tallarook	Hour	138.00

Libraries		
Broadford / Kilmore / Seymour / Wallan Library		
A3 Black and White - print or copy	Page	0.50
A3 Black and White - print or copy (double sided)	Copy	0.60
A4 Black and White - print or copy	Page	0.30
A4 Black and White - print or copy (double sided)	Copy	0.40
A4 Colour - print or copy	Page	1.70
A4 Colour - print or copy (double sided)	Copy	1.85
Faxes - First page	Page	2.55
Faxes - International Subsequent pages	Page	1.35
Faxes - Subsequent pages	Page	1.35
Faxes International - per page	Page	3.80
Fines (max per item \$7.50)	Day	0.30
Incoming Fax	Page	0.65
Library Programs and School Holiday Activities	Programme	\$0 - \$200
Lost/Damaged Item	Item	Replacement cost + \$7.90
Replacement Card	Card	2.60



Service Description	Unit Of Measure	2018/19 (GST Incl if applicable)
Community Bus		
Administration charge (for recouping of fees as a result of non-compliance with bus hire conditions)	Occasion	31.00
Cancellation fee - less than 48 hours notice (full day booking)	Cancellation	113.00
Cancellation fee - less than 48 hours notice (half day booking)	Cancellation	56.50
Community Bus - late return fee	Per hour late	56.50
Community Bus Hire Security Bond	Booking	100.00
Community Services		
Aged & Disabled Services		
Senior Citizens Concert	Ticket	8.50
Childrens Services		
Term 1 & 2 2019 (per term per child - 3 year old)	Term	240.00
Term 1 & 2 2019 (per term per child - 4 year old)	Term	365.00
Term 3 & 4 2018 (per term per child - 3 year old)	Term	235.00
Term 3 & 4 2018 (per term per child - 4 year old)	Term	360.00
Environment		
Environment - Plan Checking		
Non Council Land Landscape Plan	Plan	56.50
Property Management Plan	Plan	338.00
Site Environmental Management Plan (non construction)	Plan	338.00
Environmental Health		
Environment Protection Act 1970		
Septic Tank (primary and/or secondary treatment)	Application	580.00
Septic Tank minor alterations (additional line)	Application	290.00
Septic Tank amendments (system type, plumber, location)	Application	120.00
Septic Tank Plan Search	Application	62.00
Food Act 1984 – Food Act		
Additional Inspection Fee (within 48 hours)	Registration	260.00
Additional Inspection Fee (within 5 working days)	Registration	154.00
Forced Closure of Food premises Fee	Registration	410.00
Request for Inspection Fee	Registration	154.00
Transfer Fee	Registration	50% of Renewal Fee
Food Act 1984 – Food Act Registration		
Class C1 Application for Registration	Registration	600.00
Class C1 Renewal of Registration	Registration	450.00
Class C2 Application for Registration	Registration	500.00
Class C2 Community - Application for Registration	Registration	220.00
Class C2 Community - Renewal of Registration	Registration	52.00
Class C2 Renewal of Registration	Registration	345.00
Class C3 Low-Packaged Goods - Application for Registration	Registration	345.00
Class C3 Low-Packaged Goods - Renewal of Registration	Registration	185.00



Service Description	Unit Of Measure	2018/19 (GST Incl if applicable)
Streetrader C2 (Mobile) - Application for Registration	Registration	500.00
Streetrader C2 (Mobile) - Renewal of Registration	Registration	345.00
Streetrader C2 Temporary	Permit	140.00
Streetrader C3 Application for Registration	Registration	345.00
Streetrader C3 Renewal of Registration	Registration	190.00
Streetrader C3 Temporary	Permit	90.00
Public Health & Wellbeing Act 2008		
Beauty Premises - Application for Registration	Registration	260.00
Beauty Premises - Renewal of Registration	Registration	185.00
Hairdressers - Application for Registration	Registration	240.00
Hairdressers - Renewal of Registration	Registration	160.00
Prescribed Accommodation - Application for Registration	Registration	375.00
Prescribed Accommodation - Renewal of Registration	Registration	300.00
Public Health and Wellbeing Act other fees - Transfer Fee	Registration	50% of renewal fee
Skin Penetration/ Tattooists - Application for Registration	Registration	270.00
Skin Penetration/ Tattooists - Renewal of Registration	Registration	210.00

Local Laws

Derelect/Abandoned Vehicle Removal

Derelect/Abandoned Vehicle Release fee	Release	180.00
Storage fee - Daily	Day	15.50
Towing fee (varies from job to job 100% recovery of contractor's fee)	Occasion	Contractor's charges

Domestic Animal Registration

Cat - desexed	Registration	24.00
Cat - desexed - pensioner 50%	Registration	13.00
Cat - microchipped only (renewal - registered pre 2007)	Registration	100.00
Cat - microchipped only (renewal - registered pre 2007) - pensioner 50%	Registration	50.00
Cat reduced – FCC registered or >10yo	Registration	54.00
Cat reduced – FCC registered or >10yo pensioner	Registration	27.00
Cat/Dog Registration - Initial registration for adopted cat from shelter or under 12 weeks of age	Registration	5.00
Declared Dogs - property inspection fee for dangerous, menacing or restricted br	Inspection	51.50
Declared dogs registration fee	Registration	370.00
Dog - desexed	Registration	35.00
Dog - desexed - pensioner 50%	Registration	17.50
Dog - microchipped only (renewal - registered pre 2007)	Registration	100.00
Dog - microchipped only (renewal - registered pre 2007) - pensioner 50%	Registration	50.00
Dog - obedience trained	Registration	42.00
Dog - obedience trained - pensioner 50%	Registration	21.00
Dog - desexed and obedience trained	Registration	21.50
Dog - desexed and obedience trained - pensioner 50%	Registration	10.80
Dog reduced - KCC/ VCA reg, working dog or >10yo	Registration	54.00
Dog reduced - KCC/ VCA reg, working dog or >10yo pensioner 50%	Registration	27.00

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Service Description	Unit Of Measure	2018/19 (GST Incl if applicable)
Dog/Cats - Standard fee pensioner 50%	Registration	105.00
Dogs/Cats - Standard fee	Registration	220.00
Domestic Animal Business - property inspection fee	Inspection	102.50
Domestic Animal Business Multi Registration - fee per type	Occasion	159.00
Domestic Animal Business Registration	Registration	220.00
Engraved tag	Occasion	8.20
Foster Carer Package 1	Permit and Registration	82.00
Foster Carer Package 2	Registration	41.00
Fire Prevention Works		
Administration Fee	Job	100.00
Fire Prevention inspection - property inspection fee	Inspection	55.00
Local Laws Fees		
Actions affecting Council land	Permit	120.00
Advertising Signs on Roads	Permit	76.00
Alcohol	Permit	120.00
All other Local Laws Permits	Permit	120.00
Animal Control Prosecution Administration Fee	Occasion	179.50
Animal shelters	Permit	210.00
Asset Protection Permit	Permit	400.00
Bulk Rubbish Container on Road	Permit	70.00
Camping	Permit	120.00
Cat trap hire - bond	Occasion	50.00
Collection on Roads for House to House	Permit	74.00
Disabled Parking permits	Permit	20.50
Replace either lost or unduly damaged		
Displaying Goods for Sale	Permit	76.00
Electric fencing	Permit	120.00
Festivals - Commercial	Permit	472.00
Festivals - Domestic	Permit	120.00
Fire Prevention Prosecution Administration Fee	Occasion	180.00
Firewood Collection on roadsides	Permit	20.00
Fireworks	Permit	120.00
Keeping of animals - domestic	Permit	87.00
Keeping of animals (commercial)	Permit	130.00
Keeping of animals (domestic) - reduced rate	Permit	45.00
Keeping of beehives	Permit	64.00
Livestock Droving	Permit	60.00
Livestock Grazing	Permit	56.00
Livestock Grazing - for Fire Prevention purposes	Permit	10.00
Local Laws Prosecution Administration Fee	Occasion	180.00
Municipal Transfer Stations	Permit	120.00
Other Impounded items - Release fee	Release	84.00
Outdoor Eating Facility	Permit	104.50
Parking Control Prosecution Administration Fee	Occasion	179.50
Permit lodgement fee - non refundable	Permit	37.00
Release fee - large impounded items	Release	84.00
Release fee - small impounded items	Release	42.00
Residential / Temporary Parking Permit	Permit	30.00
Road Closure	Permit	120.00



Service Description	Unit Of Measure	2018/19 (GST Incl if applicable)
Roadside Trading - annual fee	Permit	615.00
Roadside Trading - daily fee	Permit	58.00
Roadside Trading - six monthly fee	Permit	410.00
Shipping containers	Permit	120.00
Temporary Vehicle Crossing	Permit	64.00
Use of recreation vehicle	Permit	120.00
Other charges not mentioned above (100% recovery of contractor's fee)	Occasion	Contractor's charges
Pet Expo		
Stall Holder Fees (various)	Stall	30.00
Pound Fees		
Adoption fee - cat	Occasion	220.00
Adoption fee - dog	Occasion	335.00
Advertisement in newspaper - Release	Release	30.00
Cats - Daily increase from day 3	Daily	22.00
Dogs - Daily increase from day 3	Daily	25.00
Large Livestock - eg horses/cattle - Daily	Daily	27.00
Large Livestock - eg horses/cattle - Release	Release	120.00
Medium Livestock - eg sheep/goats - Daily	Daily	11.00
Medium Livestock - eg sheep/goats - Release	Release	60.00
Posting formal notice - Release	Release	6.00
Registered Cat - Release	Release	52.00
Registered Dog - Release	Release	52.00
Seized dogs - Daily	Daily	31.00
Small Livestock - eg rabbits, guinea pigs, poultry - Daily	Daily	3.00
Small Livestock - eg rabbits, guinea pigs, poultry - Release	Release	15.00
Surrendered large dog	Job	130.00
Surrendered Livestock Fee	Job	65.00
Surrendered medium dog	Job	85.00
Surrendered small dog or cat	Job	65.00
Transport fees (all animals)	Occasion	Contractor's charges
Unregistered Cat - Release	Release	92.50
Unregistered Dog - Release	Release	92.50
Vet fees (all animals)	Occasion	Contractor's charges
Welfare cats - Daily	Daily	6.00
Welfare dogs - Daily	Daily	6.00
Uncontained Animals/Livestock		
Cost Recovery (Ordinary per hour) - on release	Hour	42.00
Cost Recovery (Saturday AM per hour) - on release	Hour	63.00
Cost Recovery (Saturday PM and Sunday all day per hour) - on release	Hour	84.00



Service Description	Unit Of Measure	2018/19 (GST Incl if applicable)
Waste Management		
Waste Operations - Resident / Ratepayer		
Air Conditioners	Unit	No charge
Car Battery	Unit	No charge
Car Boot Load Waste	Unit	20.00
Car or motor cycle tyres	Unit	10.00
Couch (2-3 seater)	Unit	35.00
Couch (single seat)	Unit	25.00
Disposal of a Gas bottle	Unit	No charge
Double axle boxed trailer Green Waste (up to 4m ³)	Unit	80.00
Double axle boxed trailer Waste (up to 4m ³)	Unit	160.00
Double axle trailer Green Waste (up to 2m ³)	Unit	40.00
Double axle trailer Green Waste heaped (up to 2.5m ³)	Unit	60.00
Double axle trailer Waste (up to 2m ³)	Unit	80.00
Double axle trailer Waste heaped (up to 2.5m ³)	Unit	100.00
E-Waste (tv, computer etc.)	Unit	No charge
Fridge / Freezer	Unit	No charge
Rigid Plastics	Unit	No charge
Garbage - 120 Litre MGB	Unit	10.00
Garbage/Green Waste - Garbage Bag	Unit	5.00
Green Waste - Car Boot Load	Unit	10.00
Larger tyres (up to 1 metre diameter) - no larger tyres accepted	Unit	85.00
Light truck tyre	Unit	15.00
Mattress - Doubles/Queen/King	Unit	35.00
Mattress - Single/King single	Unit	25.00
Metal / Steel - maximum 3m ³	Unit	No charge
Motor Oil - up to 20 litres	Litre	No charge
Motor Oil Containers - up to 20 litres	Container	1.00
Motor Oil Containers - up to 240 litres	Container	15.00
Silage wrap (must be in Plasback bag)	Unit	No charge
Single axle boxed trailer Green Waste (up to 2m ³)	Unit	40.00
Single axle boxed trailer Waste (up to 2m ³)	Unit	80.00
Single axle trailer Green Waste (up to 1m ³)	Unit	20.00
Single axle trailer Green Waste heaped (up to 1.5m ³)	Unit	30.00
Single axle trailer Waste (up to 1m ³)	Unit	40.00
Single axle trailer Waste heaped (up to 1.5m ³)	Unit	60.00
Special Event Bin Hire - Recycle Bins	Occasion	25.00
Special Event Bin Hire - Waste Bins	Occasion	30.00
Timber (non treated) - per m ³ - maximum 2m ³	Unit	20.00
Truck tyre	Unit	25.00
Waste Operations - Non-Resident / Commercial		
Air Conditioners	Unit	No Charge
Car Battery	Unit	No Charge
Car Boot Load Waste	Unit	40.00
Car or motor cycle tyres	Unit	20.00
Couch (2-3 seater)	Unit	70.00
Couch (single seat)	Unit	50.00
Disposal of a Gas bottle	Unit	No Charge



Service Description	Unit Of Measure	2018/19 (GST Incl if applicable)
Double axle boxed trailer Green Waste (up to 4m ³)	Unit	160.00
Double axle boxed trailer Waste (up to 4m ³)	Unit	320.00
Double axle trailer Green Waste (up to 2m ³)	Unit	80.00
Double axle trailer Green Waste heaped (up to 2.5m ³)	Unit	120.00
Double axle trailer Waste (up to 2m ³)	Unit	160.00
Double axle trailer Waste heaped (up to 2.5m ³)	Unit	200.00
E-Waste (tv, computer etc.)	Unit	10.00
Fridge / Freezer	Unit	10.00
Rigid Plastics	Unit	No charge
Garbage - 120 Litre MGB	Unit	20.00
Garbage/Green Waste - Garbage Bag	Unit	10.00
Green Waste - Car Boot Load	Unit	20.00
Larger tyres (up to 1 metre diameter) - no larger tyres accepted	Unit	170.00
Light truck tyre	Unit	30.00
Mattress - Doubles/Queen/King	Unit	70.00
Mattress - Single/King single	Unit	50.00
Metal / Steel - maximum 3m ³	Unit	10.00
Motor Oil - up to 20 litres	Litre	1.00
Motor Oil Containers - up to 20 litres	Container	2.00
Motor Oil Containers - up to 240 litres	Container	30.00
Silage wrap (must be in Plasback bag)	Unit	No Charge
Single axle boxed trailer Green Waste (up to 2m ³)	Unit	80.00
Single axle boxed trailer Waste (up to 2m ³)	Unit	160.00
Single axle trailer Green Waste (up to 1m ³)	Unit	40.00
Single axle trailer Green Waste heaped (up to 1.5m ³)	Unit	60.00
Single axle trailer Waste (up to 1m ³)	Unit	80.00
Single axle trailer Waste heaped (up to 1.5m ³)	Unit	120.00
Special Event Bin Hire - Recycle Bins	Occasion	25.00
Special Event Bin Hire - Waste Bins	Occasion	30.00
Timber (non treated) - per m ³ - maximum 2m ³	Unit	40.00
Truck tyre	Unit	50.00
Landfill Operations		
Bricks & Concrete (weighbridge)	Tonne	70.00
Industrial Waste (weighbridge)	Tonne	210.00
Landfill account establishment fee	Unit	40.00
Landfill account holder replacement card fee	Unit	35.90
Municipal Waste (weighbridge)	Tonne	190.00



Appendix B

Budget processes

This section lists the budget processes to be undertaken in order to adopt the Budget in accordance with the *Local Government Act 1989* (the Act) and *Local Government (Planning and Reporting) Regulations 2014* (the Regulations).

Under the Act, Council is required to prepare and adopt an annual budget for each financial year. The budget must include certain information about the rates and charges that Council intends to levy as well as a range of other information required by the Regulations.

The 2018/19 budget is for the year 1 July 2018 to 30 June 2019 and is prepared in accordance with the Act and Regulations. This document includes budgeted financial statements (Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows and Statement of Capital Works). These statements have been prepared for the year ending 30 June 2019 in accordance with the Act and Regulations, and consistent with the annual financial statements which are prepared in accordance with Australian Accounting Standards. The budget also includes information about the rates and charges to be levied, the capital works program to be undertaken, the human resources required, and other financial information Council requires in order to make an informed decision about adoption of the budget.

In preparing the budget, officers first review and update Council's long term financial projections. Financial projections for at least four years are included in Council's Strategic Resource Plan, which is the key medium-term financial plan produced by Council on a rolling basis. Officers then prepare the operating and capital components of the annual budget during January and February. A draft consolidated budget is considered by Council at informal briefings in March and April. Once all changes are incorporated a 'proposed' budget is submitted to Council in April for approval 'in principle'. Council is then required to give 28 days' public notice that it intends to adopt the budget. During this time the budget must be available for inspection at its offices and on its web site. Any person has a right to make a submission on any proposal contained in the budget and any submission must be considered before adoption of the budget by Council.

With the introduction of the State Government's Rate Capping legislation in 2015, Councils are now unable to determine the level of rate increase above the set cap, and instead must use a maximum rate increase determined by the Minister for Local Government which is announced in December for application in the following financial year. The rate cap for 2018/19 has been set at 2.25%.

If a Council wishes to seek a rate increase above the maximum allowable it must submit a rate variation submission to the Essential Services Commission (ESC). Council will not be seeking an exemption for the 2018/19 budget year.

The final step is for Council to adopt the budget after receiving and considering any submissions. Council plans to adopt the 2018/19 Budget at the 18 June 2018 meeting.



The key dates for the budget process are summarised below:

Budget process	Timing
1. Councillor budget briefing sessions	Oct-Nov
2. Officers update Council's long term financial projections	Nov-Dec
3. Minister of Local Government announces maximum rate increase	Dec
4. Officers prepare operating and capital budgets	Jan-Feb
5. Councillor budget briefing sessions	Feb-Mar
6. Councillors consider draft budget at informal briefings	Mar-Apr
7. Proposed budget submitted to Council for approval	April
8. Public notice advising intention to adopt budget	April
9. Budget available for public inspection and comment (28 days)	April-May
10. Submissions period closes	May
11. Submissions considered by Council/Committee	May
12. Budget and submissions presented to Council for adoption	Jun
13. Copy of adopted budget submitted to the Minister	Jul
14. Revised budget where a material change has arisen	Sep-Jun



Appendix C

Schedule of changes from the Draft Budget 2018/19

1.1 Corrections to operating results:

Service Areas	Effect on Surplus	Budget Comments
Rates and Charges (excluding garbage charge)	\$491,000	Increase in revenue (\$191K) due to the annualised effect of supplementary rates raised and revised supplementary rates (\$300K) subsequent to draft budget adoption.
Other non-attributable income	\$223,957	Increase in income as a result of indicative allocation notification from the Financial Assistance Grant for the 2018/19.
Utility costs	\$110,646	Reduction to utility expenditure due to updated assumptions which is more reflective of the anticipated forecast.
Environmental Health	\$74,100	Reduction to contractors expenditure due to updated assumptions which is more reflective of the anticipated forecast.
Finance	\$47,349	Increase in revenue due to notification subsequent to budget consultation period relating to Fire Services Levy grant.
Library and Customer Service	\$30,000	Reduction to telephone expenditure due to updated assumptions which is more reflective of the anticipated forecast.
School Crossings	\$16,861	Increase in revenue due to notification subsequent to budget consultation period relating to VicRoads School Crossing grant.
Civic Program*	(\$4,000)	Inclusion of a further expenditure subsequent to budget consultation period relating to a Civic Program.
Interest Paid*	(\$6,600)	Inclusion of a further expenditure subsequent to budget consultation period relating to interest paid on Mitchell Community Energy loan for SSAC Solar Project.
Advocacy and Community Services	(\$17,000)	Inclusion of a further expenditure subsequent to budget consultation period relating to Community Satisfaction Survey.
Risk and OHS	(\$25,000)	Inclusion of further expenditure subsequent to budget consultation period relating to software agreements.
Depreciation and amortisation	(\$41,143)	Increase to depreciation and amortisation due to updated assumptions which is more reflective of the anticipated forecast.
Communications	(\$55,000)	Inclusion of further expenditure subsequent to budget consultation period relating to Council Column advertising. This is a maximum amount, as offsets will be sought from across the organisation.
Employee Costs	(\$68,800)	Inclusion of further expenditure subsequent to budget consultation period to be reflective of employment contracts and award conditions.
Community Development	(\$100,000)	Inclusion of a further expenditure subsequent to budget consultation period relating to Community Place Based Planning.
Employee Costs - Waste Management	(\$103,601)	Inclusion of further expenditure subsequent to budget consultation period to be reflective of employment contracts.
Waste Management	(\$178,464)	Net effect of the revised recycling contract
Other non-attributable income	(\$3,691,750)	Reduction in income as a result of notification from the Financial Assistance Grant regarding a 50% prepayment of the 2018/19 funding allocation in 2017/18.
Net Effect on Surplus	(\$3,297,445)	Reduction in operating surplus from the 2018/19 Draft Budget

1.2 Corrections to capital expenditure:

Project	Effect on Capital Program	Budget Comments
Revised carry forwards	\$3,165,000	Carry forwards revised based on information obtained subsequent to budget consultation period.
Roads to Recovery (R2R) Grant	\$353,000	Due to notification received from the funding body that \$353K will be received during 2018/19, instead of the forecast 2017/18 financial year. There is no overall change to the four-year R2R funding allocation.
Fleet Renewal	\$35,000	Increase to 2018/19 program to include an additional motor vehicle purchase due to change in staffing structure.
Kings Park, Seymour - Agricultural Pavilion - Site analysis and tender/s for design and construction*	(\$56,000)	Project scope reduced to be for detailed design only.
Old Goulburn River Bridge - Concept Design*	\$56,000	Additional project added to the 2018/19 program as an outcome of the submissions process.
Light Horse Memorial Park - Tracks*	\$10,000	Additional project added to the 2018/19 program as an outcome of the submissions process.
Net Effect on Capital Expenditure	\$3,563,000	Increase in capital works expenditure from the 2018/19 Draft Budget

1.3 Administrative corrections to working, tables and graphs:

Reference	Description
Section 2	Net costs within individual business areas have been updated to reflect the changes subsequent to the budget consultation period. The total services and initiatives net cost are only affected by the abovementioned applicable changes.
Appendix A	Update of waste management fees, including additional charges.
Throughout	Amendments to tables, graphs and commentary to reflect the abovementioned changes from the Draft Budget, along with minor administrative working edits as required.

* denotes changes made as a result of the budget submission process