



**muswellbrook
shire council**

Muswellbrook Shire Council
**EXTRA ORDINARY COUNCIL
MEETING**

BUSINESS PAPER
15 MAY 2017



EXTRA ORDINARY COUNCIL MEETING, 15 MAY 2017

MUSWELLBROOK SHIRE COUNCIL

P.O Box 122
MUSWELLBROOK
11 May, 2017

Councillors,

You are hereby requested to attend the Extra Ordinary Council Meeting to be held in the CHAMBERS, Administration Centre, Muswellbrook on **15 May, 2017** commencing at 6.00pm.

Steve McDonald
GENERAL MANAGER

Order of Business

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MUSWELLBROOK SHIRE COUNCIL

AGENDA

1 ACKNOWLEDGEMENT OF COUNTRY

2 CIVIC PRAYER

3 APOLOGIES AND LEAVE OF ABSENCE

4 DISCLOSURE OF ANY PECUNIARY AND NON-PECUNIARY INTEREST

Section 451 of the Local Government Act requires that if a councillor or member of a council or committee has a pecuniary interest in any matter before the council or committee, he/she must disclose the nature of the interest to the meeting as soon as practicable and must not be present at, or in sight of, the meeting, when the matter is being discussed, considered or voted on.

A pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of financial gain or loss (see sections 442 and 443 of the Local Government Act).

A non-pecuniary interest can arise as a result of a private or personal interest which does not involve a financial gain or loss to the councillor or staff member (eg friendship, membership of an association, or involvement or interest in an activity). A councillor must disclose the nature of the interest to the meeting as soon as practicable.

Council's Model Code of Conduct now recognises two forms of non-pecuniary conflict of interests:

- Significant
- Less than significant

A Councillor must make an assessment of the circumstances and determine if the conflict is significant.

If a Councillor determines that a non-pecuniary conflict of interests is less than significant and does not require further action, they must provide an explanation of why it is considered that the conflict does not require further action in the circumstances.

If the Councillor has disclosed the existence of a significant non-pecuniary conflict of interests at a meeting they must not be present at, or in sight of, the meeting, when the matter is being discussed, considered or voted on.

5 PUBLIC PARTICIPATION

6 CORPORATE AND COMMUNITY SERVICES

6.1 2017/18 OPERATING AND CAPITAL BUDGETS

Attachments:	Nil
Responsible Officer:	Fiona Plesman - Acting Director - Planning, Community & Corporate Services
Author:	Grant O'Leary - Manager, Corporate Services
Community Plan Issue:	<i>Progressive leadership</i>
Community Plan Goal:	<i>That Muswellbrook Shire is well led and managed</i>
Community Plan Strategy:	<i>A financially sustainable council</i>

PURPOSE

To present the draft 2017/18 to 2020/21 Operating and Capital Budgets for consideration.

OFFICER'S RECOMMENDATION

Council approve the draft 2017/18 to 2020/21 Operating and Capital Budgets for exhibition.

Moved: _____ Seconded: _____

BACKGROUND

Council is required to place the document, along with the related Integrated Planning and Reporting documents on exhibition for twenty eight days before adopting them for the 2017/18 year.

CONSULTATION

MANEX

Mayor

Managers

CONSULTATION WITH COUNCILLOR SPOKESPERSON

Draft versions have been provided to the Finance Spokesperson.

REPORT

Overall, the 2017/18 Budget presents a pleasing result for Council in that Operating Surpluses have been achieved overall and in regard to three of the four separate funds that make up the Council's consolidated operations. These are summarised below:-

Fund	2016/17 Result	2017/18 Result
General	\$97,875 Deficit	\$547,753 Surplus
Water	\$204,002 Surplus	\$321,885 Surplus
Sewer	\$740,042 Surplus	\$409,000 Deficit
Future Fund	\$127,875 Surplus	\$1,501,461 Surplus
Overall	\$974,044 Surplus	\$1,962,099 Surplus

In regard to the General Fund, a number of major factors have impacted in relation to change in result. These include:-

- The inclusion of additional rating revenues in relation to the expansion and opening of new mines in the area. At the time of writing the land values necessary to make an accurate estimate of the amount that might be received have not been received from the Valuer General. As a result, a conservative estimate of around \$550K has been included at this stage. Once the new valuations are received, it may be necessary to make changes not only in regard to the budget but also to the rating structure. It is expected that these changes will need to be made during the exhibition period and as such the Revenue Policy is identified as under review and expected to be exhibited later in May.
- The reduction of the Roads to Recovery Grant to historical levels after outsized increases in the grant in 2015/16 and 2016/17 (\$475K). An announcement was made in the Federal Budget, staff are trying to confirm the new funding level.
- A reduction in the Depreciation Expense, especially in relation to Roads Infrastructure of \$1.184M. Depreciation and valuation of infrastructure assets seems to be an issue that Local Government in NSW continues to grapple with as it seeks to comply with changing interpretations of accounting standards and definitions as well as new asset information in relation to issues such as replacement cost, useful lives of assets and the assessment of asset condition. It is hoped that this expense can be stabilised in the short term.
- The removal of the dividend payable to the General Fund from the Future Fund (\$1M). In recent years, Council has been deriving a dividend from the commercial operations of the fund that has been used to assist in the funding of General Fund operations and Capital Works. The aim has been to derive a dividend of \$1M (increasing to \$2M over time). However, this draft budget proposes to instead allow the Future Fund to make the cash available to the fund loan repayments or other Future Fund capital works rather than pay a dividend in accordance with a possible change to the Future Fund policy.

In relation to the Sewer Fund, the deterioration in result from 2016/17 to 2017/18 largely results from the construction of the Recycled Water Treatment Works. This has had the following impacts:-

- Reduced interested revenues resulting from the use of cash to fund the project. (\$273K)
- Increased borrowing costs necessary to fund the repayment of the debt related to project. (\$760K)
- Increased depreciation cost as the replacement assets are brought to account. (\$92K).

In regard to the proposed deficit in the Sewer Fund, it is important to note that the longer term modelling that has been undertaken in relation to the Treatment Works project indicates that the fund, despite the deficits remains financially sustainable at the current levels of charges levied. However, ongoing review of the situation will be necessary to allow Council to respond where actual scenarios arise differently to the assumptions that have been made. These could include factors such as the:-

- The final cost of the project and the related works.
- Changes to interest rates, especially in regard to borrowing.
- The level of growth in connections to the sewer networks experienced over the longer term.

The proposed Future Fund result has been improved by the inclusion of the proposed new acquisition currently under discussion and the removal of the need to pay the dividend as outlined above.

In terms of the Capital Budget for General Fund, it is largely proposed to maintain the current programmes that are in place. The most notable exception is the inclusion of an allocation to fund works related to the Information Technology Strategy for \$1M. The programme is proposed to run over the life of the budget shown here, however, as reported to the March Council meeting, several major projects proposed under the strategy are ready to commence and this funding amount will allow Council to complete these projects more quickly and derive the benefits from them earlier than might be allowed with a smaller allocation.

As outlined above, the Sewer Fund Capital Works are largely dominated by the Recycled Water Treatment Works, with an expected \$27.60M allocated.

In the Future Fund, the capital budget proposes the use of the funds made available with the proposed new acquisition and the removal of the dividend for the repayment of the fund's debt principal. However, it is proposed to take out the debt in such a manner that allows the fund a great deal more flexibility to make and to redraw payments as cash is available or required for renewals or other works rather than being tied into a very rigid repayment schedule.

The Sewer Fund in terms of both its Operational and Capital Budgets has been altered to match the assumptions and costings included in the longer term financial modelling. This will ensure that Council's published documents match this very important planning basis.

The Future Fund now includes the acquisition of the building currently under discussion, the removal of the dividend and an increased importance on debt reduction and these all have implications in both the Operating and Capital Budgets. In addition to this, it is proposed to include the construction of stage 2 of the Town Education Campus with an allocation of \$2M.

OPTIONS

Council make changes if necessary before the document is placed on exhibition.

CONCLUSION

The presented budgets indicate a continuation of Council's recent ongoing sound financial management and position.

SOCIAL IMPLICATIONS

Not applicable

FINANCIAL IMPLICATIONS

As outlined in the report

POLICY IMPLICATIONS

Not applicable

STATUTORY IMPLICATIONS

As outlined above

LEGAL IMPLICATIONS

Not applicable

OPERATIONAL PLAN IMPLICATIONS

The budget funds the proposed activities outlined in the Operational Plan

RISK MANAGEMENT IMPLICATIONS

Not applicable

6.2 PUBLIC EXHIBITION OF THE 2017-2018 OPERATIONAL PLAN

Attachments:	A. 2017-18 - Draft Operational Plan V1 Parts A and B
Responsible Officer:	Fiona Plesman - Acting Director - Planning, Community & Corporate Services
Author:	Melissa Cleary - Research and Strategic Communications Advisor
Community Plan Issue:	<i>Progressive leadership</i>
Community Plan Goal:	<i>Our residents trust their council, feel well informed, heard, valued and involved in the future of Muswellbrook Shire</i>
Community Plan Strategy:	<i>Involve the community in decision making</i>

PURPOSE

This report details the timetable and procedure for the exhibition and adoption of the Draft 2017/2018 Operational Plan documents, including the Revenue Policy and Fees and Charges.

OFFICER'S RECOMMENDATION

The schedule for the exhibition and adoption of the 2017/2018 Operational Plan documents, including the Revenue Policy and the Fees and Charges be **ENDORSED** and placed on public exhibition for a period of 28 days.

Moved: _____ Seconded: _____

BACKGROUND

Annually, under Section 405 of the New South Wales Local Government Act 1993, Council is required to prepare an Operational Plan outlining the activities to be undertaken for the following financial year. A draft Operational Plan must be placed on public exhibition for at least 28 days and, after consideration of any submissions, the final draft must be adopted prior to the beginning of the financial year.

CONSULTATION

Councillors, Manex, Managers and Council officers

CONSULTATION WITH COUNCILLOR SPOKESPERSON

Councillor Rush, Spokesperson for Integrated Planning

REPORT

The draft 2017/2018 Operational Plan (including the Revenue Policy which includes the proposed Fees and Charges for 2017/2018) is attached.

It is necessary to place the draft 2016/2017 Operational Plan on public exhibition for at least 28 days.

The following timetable is suggested for the exhibition of the document:

Monday 15 May, 2017 – Council Meeting to recommend that the draft Operational Plan be placed on exhibition.

Monday 15 May, 2017 – Draft 2017/2018 Operational Plan placed on public exhibition (for at least 28 days).

Friday 19 May, 2017 – Advertisement placed promoting exhibition of the draft Operational plan.

Monday 12 June 2017 – Draft 2017/2018 Operational Plan exhibition period closes.

Tuesday 13 June, 2017 – Council Meeting to consider submissions and determine the draft 2017/2018 Operational Plan.

2017/2018 Revenue Policy and Fees and Charges

The Revenue Policy is currently under review in order to account for adjustments to mine rates. It is planned that the revised Revenue Policy including Fees and Charges will be placed on public exhibition in late May 2017.

The 2017/2018 Fees and Charges have been increased by the usual Consumer Price Index.

OPTIONS

Under Section 405 of the New South Wales Local Government Act 1993, Council is required to place its annual Draft Operational Plan on public exhibition for at least 28 days.

CONCLUSION

The draft 2017/2018 Operational Plan documents be placed on public exhibition for at least 28 days to allow public comment with a report being submitted to the Ordinary Council Meeting scheduled for 13 June 2017.

SOCIAL IMPLICATIONS

Not applicable

FINANCIAL IMPLICATIONS

The 2017/2018 Operating and Capital Budget is also on exhibition.

POLICY IMPLICATIONS

Not applicable.

STATUTORY IMPLICATIONS

Council is required under Section 405 of the Local Government Act, 1993 to prepare a plan (its ***operational plan***) that is adopted before the beginning of each year and details the activities to be engaged in by the council during the year as part of the delivery program covering that year which includes a statement of the council's revenue policy for the year covered by the operational plan. The Draft Operational Plan must be placed on public exhibition for a period of at least 28 days.

LEGAL IMPLICATIONS

Not applicable.

OPERATIONAL PLAN IMPLICATIONS

The Draft Operational Plan is required to be prepared each year and placed on public exhibition for a period of 28 days.

RISK MANAGEMENT IMPLICATIONS

Not applicable.



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shire council**

Muswellbrook Shire Council

Operational Plan

2017-2018

Part of the Integrated Planning and Reporting Framework



For more details on the information provided in this document phone or email Muswellbrook Shire Council.

Muswellbrook Shire Council

Office: 157 Maitland Street, Muswellbrook
Post: PO Box 122, Muswellbrook NSW 2333
Phone: 02 6549 3700
Email: council@muswellbrook.nsw.gov.au
Website: muswellbrook.nsw.gov.au

Every effort has been made to ensure the information provided in this publication is accurate and as such Muswellbrook Shire Council is not responsible for inadvertent errors.

Cover image of statue being lowered onto plinth is courtesy of Muswellbrook Chronicle

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A Message from the Mayor and General Manager



The 2017/18 Operational Plan lays the way ahead for Muswellbrook Shire Council's forthcoming year and builds upon the solid foundation set down by Council's 2017/21 Delivery Program and 2017-27 Community Strategic Plan.

The Operational Plan details the outcomes Council will work towards together with Key Performance Indicators and targets to report against. It reflects the broader goals identified by the residents of the Shire in the Community Strategic Plan (CSP) 2017-2027, which include six priority areas:

- Economic prosperity
- Social equity and inclusion
- Environmental sustainability
- Cultural vitality
- Community infrastructure, and
- Community leadership.

This Operational Plan has been developed to integrate with Council's Delivery Program and CSP, the NSW Government's Hunter Regional Plan 2036, the Hunter Regional Implementation Program 2016-2018 (both released in October 2016), the Shire Integrated Water Cycle Management Plan, Council's Long Term Financial Plan and the commitments made in Council's Fit for the Future Plan.

Challenges and opportunities

The 2017/18 Operational Plan – the first for this current term of Council – will continue to build on the work of the previous Council and will again deliver a balanced budget for the second consecutive year. Council has worked hard over the last number of years to implement its Fit for the Future Improvement Plan with improved service delivery all the while maintaining a strict discipline with respect to Council's finances.

The Operational Plan also contemplates the approval by the Independent Pricing and Regulatory Tribunal (IPART) of Council's application for a Special Rate Variation to fund three major projects – the Upper Hunter Convention and Performance Centre, upgrade of the Muswellbrook Aquatic Centre, and major improvements to the Denman town centre – which were put to the community as additional projects that would require their support for funding. Should the application be approved, Council will move towards preparatory work, detailed designs and approvals prior to the commencement of construction over the next few years.

Council will continue to maintain a high level of funding support towards the maintenance of the community's infrastructure, continue the expansion of the Shire's footpath and cycleway network, and continue with capital improvements to our road network.

This Operational Plan recognises that Council must concentrate its efforts on job creation, economic diversification and encouraging sustainable economic development within the Shire, and continues Council's support for local jobs with allocations to support enhanced economic development activities, events, and additional resources for our Shire's emerging innovation and research sector. These programs will continue Council's support for the transition to a more diverse and sustainable economy.

This Operational Plan continues Council along its impressive track record in terms of financial sustainability and maintains Council's substantial efforts to support economic diversification, industry attraction and job creation and maintenance. It recognises the need to continue to invest in efficiency and capacity within the organisation, to provide further resources to ready major projects for funding opportunities and maintain strong connections with the community.

Council is pleased to commend the 2017/18 Operational Plan to the community.



Cr Martin Rush,
Mayor of Muswellbrook Shire Council

A handwritten signature in black ink, appearing to read 'Martin Rush'.



Steve McDonald,
General Manager

A handwritten signature in black ink, appearing to read 'S McDonald'.



Councillors of Muswellbrook Shire

Councillors were elected on 10 September 2016



Cr Martin Rush - Mayor
Spokesperson for Integrated Planning



Cr Rod Scholes - Deputy Mayor
Spokesperson for Utilities and Sustainability



Cr Scott Bailey
Spokesperson for Finance & Corporate Services and Events



Cr Mark Bowditch
Spokesperson for Emergency Services



Cr Janelle Risby
Spokesperson for Social Inclusion



Cr Jason Foy
Spokesperson for Arts



Cr Michelle Green
Spokesperson for Recreation



Cr Jacinta Ledlin
Spokesperson for Aboriginal Reconciliation



Cr Graeme McNeil
Spokesperson for Sport



Cr Steve Reynolds
Spokesperson for Wellbeing & Community Engagement

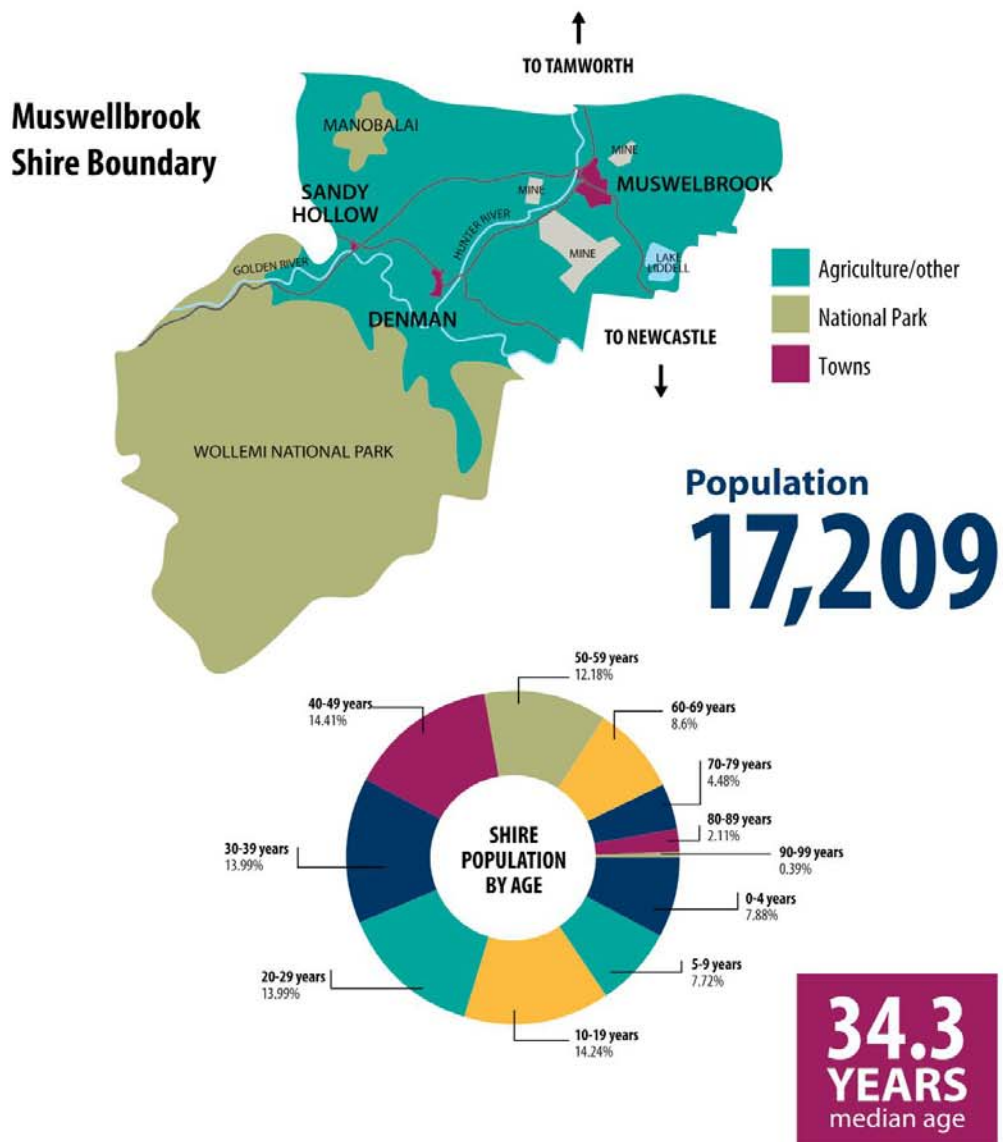


Cr Stephen Ward



Cr Brett Woodruff
Spokesperson for Infrastructure and Development Assessment & Regulation

Snapshot of the Shire





Snapshot of the Shire

Muswellbrook Shire is centrally located in the Upper Hunter Valley, approximately 130km north-west of Newcastle. By road, Muswellbrook is approximately three hours from Sydney, two hours from Tamworth and 90 minutes from Newcastle.

The Shire's boundary is delineated by Lake Liddell to the east, Wollemi National Park to the west, Aberdeen to the north and Coricudgy State Forest to the south.

Muswellbrook Shire covers 3,402km², of which 1,455km (43%) is national park.

Approximately 17,209 people live in the Muswellbrook Shire Local Government Area (LGA), up around 4% from 2011. Most of this growth has been concentrated in the town of Muswellbrook. Council anticipates growth to continue in the short to medium term due to affordable housing and educational opportunities.

It is a welcoming community offering all the cultural, recreational, educational and community facilities that you would expect to find in a city.

Muswellbrook and Denman are the largest towns in the Shire along with a number of outlying rural communities including Sandy Hollow, Wybong, Baerami, Martindale, McCullys Gap, Widden and Muscle Creek.

The population of Muswellbrook Shire tends to be a younger community, with the median age of people being 34 years (2011 ABS Census), compared with 38 for NSW, and 37 for Australia.

Of this population 7.9% are aged 0-4 years (pre-school age) compared with NSW at 6.6%, while 22% are aged 5-19 years (school age/dependants) compared with NSW at 19%. At the 2011 Census, the population was 51.7% male and 48.3% female.

To find out more about Muswellbrook Shire's Community Profile visit: www.communityprofile.com.au/muswellbrook

Economic Output

The total annual output in the Muswellbrook Shire LGA is estimated at \$6.9 billion. Output data represents the gross revenue generated by businesses/organisations in each of the industry sectors.

Mining

Coal mining commenced in Muswellbrook Shire in the late 1800s; initially underground mining and then, beginning in 1944, open cut mining.

The oldest mine is Muswellbrook Coal, which celebrated its centenary in 2006. The mining industry has recently experienced external economic factors that have resulted in a review of operations, however, the industry remains the biggest employer in the Shire.

There are currently three large mining operations in the Shire, BHP Billiton's Mount Arthur coal mine, New Hope Mining's Bengalla, and Glencore's Mangoola Coal mine are local employers who have also brought many new people and families to the Muswellbrook Shire. MACH Energy has commenced preliminary work on its Mt Pleasant project just north of Muswellbrook township.

Power Generation

AGL Macquarie is Australia's largest electricity producer; Liddell (which is earmarked to close in 2022) and Bayswater power stations currently employ around 600 people. They generate the equivalent of 40% of the State's base-load electricity.

Education

Muswellbrook is developing as a centre of educational excellence in the Upper Hunter. It is particularly well positioned for the efficient and effective provision of vocational training for existing and emerging industries.

In 2016 the Upper Hunter Tertiary Education Centre was opened, bringing the University of Newcastle to the Upper Hunter. The Centre houses TAFE and the University of Newcastle, in partnership, contributing to the realisation of our goal for greater diversification over the life of the Community Strategic Plan and new Delivery Program. In addition, the recently opened and now operational Sam Adams College, a joint TAFE, Council and Federal Government initiative, is providing a 63 bed student accommodation facility for the Shire.

Council aims to grow tertiary education further with the implementation of the new Muswellbrook Town Centre Strategy, which will see Muswellbrook become a Regional Centre with high quality community services.

Thoroughbred Industry

The equine industry origins in the Upper Hunter Valley date back over 150 years. This is a result of the Hunter Valley's unique topography, soil, air, and water availability, making it an ideal location for the horse breeding industry.

Muswellbrook Shire is home to the largest critical mass of thoroughbred rearing in Australia, located in an arc from Widden Valley through Sandy Hollow to Jerry's Plains. The equine industry is a significant employer alongside other agriculture including dairy, beef and cropping.

Viticulture Industry

The Upper Hunter viticulture industry is small but internationally renowned for the quality and quantity of wine production and processing, and as a wine tourism destination.

The earliest evidence of grape growing in the Upper Hunter dates back to 1860 when vines were planted at the meeting of Wybong Creek and the Goulburn River. The wine from these grapes gained international recognition and acclaim and established a tradition and consumer expectation of quality that continues today.

Government Services

A number of State Government Departments and Agencies have offices located in Muswellbrook Shire and have based regional and sub-regional operations to service the Upper Hunter; these include, Corrective Services, Juvenile Justice, Department of Human Services and the Area Command for NSW Police.

Muswellbrook District Hospital recently completed a significantly larger and more suitable emergency department and planning is currently nearing completion for stage two of development on the site.

Centrally located between the New England and Lower Hunter, Muswellbrook Shire holds an excellent geographical advantage in servicing the surrounding areas through these government agencies.

To find out more about Muswellbrook Shire's Economic Profile visit:

www.economicprofile.com.au/muswellbrook

Integrated Planning and Reporting Framework

The Integrated Planning and Reporting (IP&R) framework was established in 2009 by the New South Wales state government. This legislation requires all Councils to have the following plans developed in consultation with the community:



Community Strategic Plan (10 years)

The Community Strategic Plan is an overview document that identifies the community's main priorities and goals for the future. It aims to describe what the community wants to see and feel in and around their area. It is based on community consultation undertaken by Council and covers at least 10 years.

Delivery Program (4 years)

The Delivery Program is the point of reference for all activities undertaken by the Council during its term of office. The Program details the goals Council proposes to undertake over a four year period, working towards achieving certain strategies in the Community Strategic Plan.

Operational Plan (Annual)

The Operational Plan directly addresses the goals outlined in the Delivery Program. It identifies the actions, programs and activities Council will undertake within the current financial year. The Operational Plan also allocates responsibility for each action, or set of actions, and identifies suitable performance measures for determining the effectiveness of the activities.

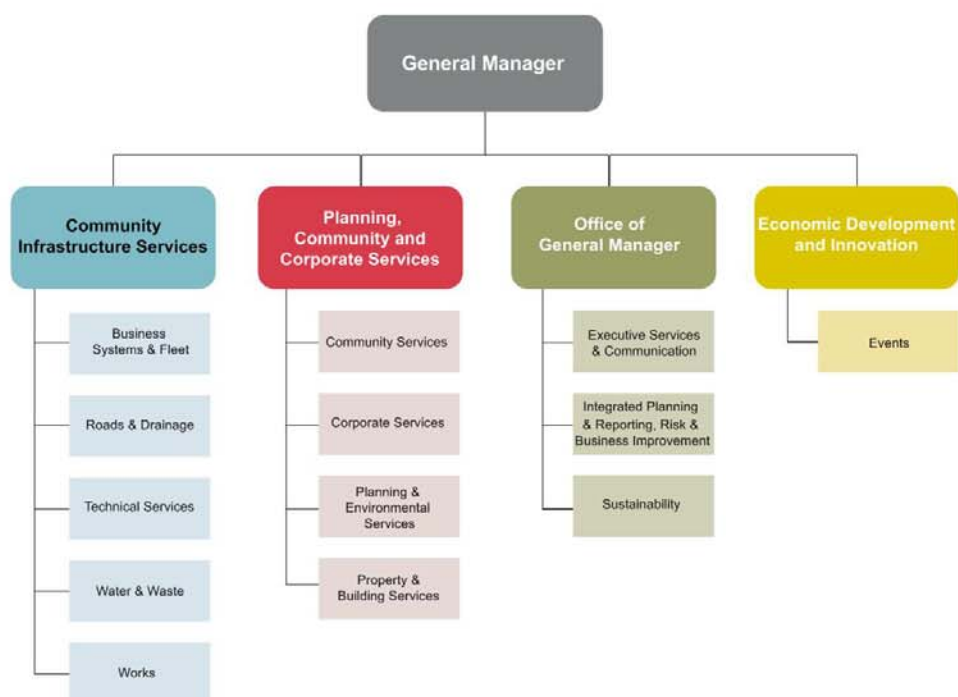
Resourcing Strategy

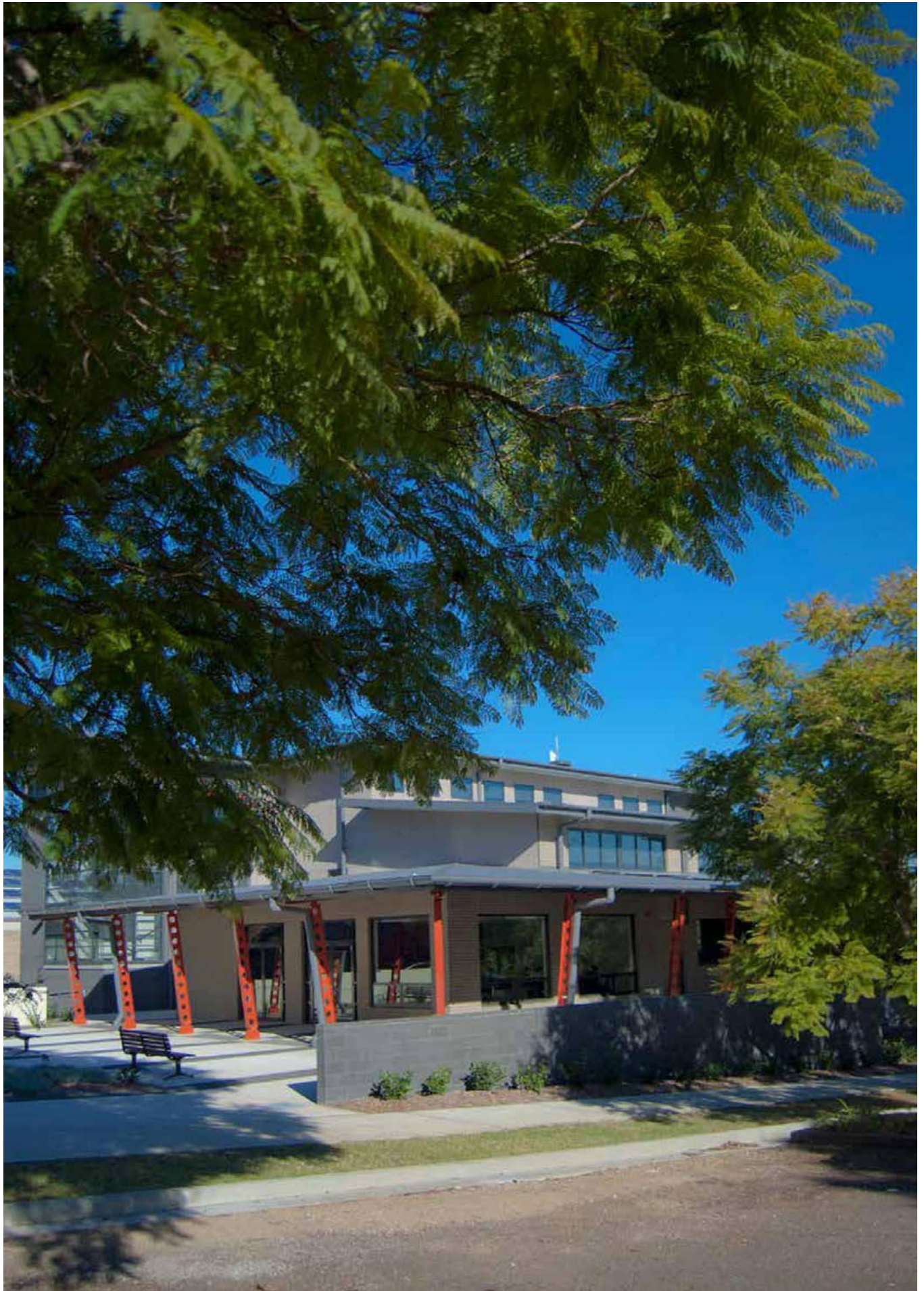
The Resourcing Strategy demonstrates how Council will resource achievement of the Community Strategic Plan and Delivery Program. Council does not have full responsibility for implementing or resourcing all the community aspirations, State agencies, non-government organisations, community groups and individuals also have a role to play in delivering these outcomes. Council's Long Term Financial Plan, Asset Management Plan and Workforce Management Plan have been developed to outline how Council intends to resource the actions identified in the Delivery Plan and objectives of the Community Strategic Plan.

Muswellbrook Shire Council Organisational Chart

Council's leadership team comprises the General Manager, the Director Planning, Community and Corporate Services, the Director Community Infrastructure Services, Executive Manager of Water & Waste and Executive Manager Economic Development and Innovation.

The chart below shows the current organisational structure:





1. Economic Prosperity

Our plan for local economic prosperity is to continue our focus on supporting local jobs in the short term whilst facilitating the growth and development of innovative, sustainable and high value-add industries into the future.

We need to prepare our local economy for transition. In recent years, there has been a reversal in the long term projections for traded thermal coal and many associated local job losses. The closure of Drayton Coal in November 2016, and the planned closures of a number of other mining operations, will have a substantial impact on local employment.

Nonetheless, the Shire's largest thermal coal mines, Mt Arthur and Bengalla are relatively new and efficient operations, each operating within the first quartile of cost relative to global competitors, and will enjoy long futures even within a challenging international demand setting. Additionally, the new Mt Pleasant mine is widely regarded as the last high quality thermal coal asset in the Hunter.

For that reason, the Shire has time in which to transition to a more diverse and sustainable economy but it is important that we work towards that transition now. The volatility of the Shire's thermal coal industry is not without very human consequences in terms of job losses and unemployment as well as housing affordability and investment certainty.



Key Strategies for 2017/2018

1. Build on the region's competitive and comparative advantages to attract sustainable industries to the Muswellbrook Shire
2. Support business start ups
3. Work with the University of Newcastle to expand research and education opportunities that will assist development of industry and business innovation
4. Develop agricultural industry opportunities

Reporting Table

Principal activity	Organisational unit	Budget item	Committee
Economic Development	Economic Development and Innovation	Job Creation	Corporate Policy and Planning
Strategic Land Use Planning	Planning and Regulatory Services	Strategic Planning	Corporate Policy and Planning
Development Assessment	Planning and Regulatory Services	Planning	Corporate Policy and Planning



DELIVERY PROGRAM GOAL 1 (4 YEAR GOAL):

Support job growth.

Delivery Program Objective (4 year objectives):	1.1 Facilitate the expansion of and establishment of new industries and business	
Target	New growth achieved	
Operational Plan Action (17/18)	Performance Measure	Responsibility
1.1.1 Develop the subsidised Innovation Hub for start-ups	Occupancy	Property & Building Services
1.1.2 Provide advice in relation to strategic land use planning and development control and assessment to support the work of the Economic Development and Innovation function	No. of pre-lodgment meetings / formal advice provided, and Development Applications lodged / approved for new industries and business	Planning Development Assessment

DELIVERY PROGRAM GOAL 2 (4 YEAR GOAL):

Diversify the economy, facilitate the development of intensive agriculture and other growth industries, make the Shire a more attractive place to invest and do business.

Delivery Program Objective (4 year objectives):	2.1 Facilitate the diversification of the Shire's economy and support growth of existing industry and business enterprise	
Target	Facilitation leads to the establishment of new industries and business enterprise which diversify our economic base and create employment opportunities	
Operational Plan Action (17/18)	Performance Measure	Responsibility
2.1.1 Apply strategic planning and development assessment planning advice to support Council's economic diversification goals	No. of pre-lodgment meetings / formal advice provided, and Development Applications lodged / approved for new industries and business	Planning & Development Assessment

Delivery Program Objective (4 year objectives):	2.2 Work with University of Newcastle on research and innovation in areas where the Upper Hunter has a competitive or comparative advantage	
Target	Research and innovation leads to the establishment of new industries	
Operational Plan Action (17/18)	Performance Measure	Responsibility
2.2.1 Bring key stakeholders together to initiate and progress projects and programs that have a high probability to deliver positive economic outcomes for the Shire	Growth in the volume of start-ups and progress towards implementation of the Agri-Business and other economic development strategies	Economic Development and Innovation

Economic Prosperity

Delivery Program Objective (4 year objectives):	2.3 Review the Local Environmental Plan and Development Control Plan to improve investment certainty for industry	
Target	New planning instruments lead to greater industry investment in the Shire	
Operational Plan Action (17/18)	Performance Measure	Responsibility
2.3.1 Progress completion of an LEP & DCP	The new LEP and DCP is approved for activation	Strategic Planning

Delivery Program Objective (4 year objectives):	2.4 Implement the Muswellbrook, Denman town centre masterplans and the Sandy Hollow Village Masterplan	
Target	Implement the first stage of the Muswellbrook town centre masterplan (Regional Convention and Performance Centre) and the Denman town revitalisation project, subject to Special Rate Variation	
Operational Plan Action (17/18)	Performance Measure	Responsibility
2.4.1 Completed detailed design of a new commercial building within the Muswellbrook town centre	Deliver on time, on budget and in accordance with relevant design and construction standards	Property & Building Services
2.4.2 Apply the Shire Town Centre Masterplans and Strategies	Progress towards design, planning and construction of the town centre masterplans	Strategic Planning, and Planning Development Assessment

Delivery Program Objective (4 year objectives):	2.5 Develop agricultural industry opportunities in the Shire	
Target	Develop agricultural industry masterplan	
Operational Plan Action (17/18)	Performance Measure	Responsibility
2.5.1 Complete the Upper Hunter Agricultural Industry Strategy and/or Local Strategic Planning Statement through the LEP review process	The Muswellbrook Shire agricultural industry / 'agri-business' strategy/ masterplan or Local Strategic Planning Statement is endorsed	Strategic Planning



DELIVERY PROGRAM GOAL 3 (4 YEAR GOAL):

Facilitate greater access to higher education and participation in the knowledge and creativity economy

Delivery Program Objective (4 year objectives):	3.1 Through the Future Fund invest in additional education infrastructure, in partnership with Hunter TAFE, the University of Newcastle and other providers	
Target	Additional education and creativity infrastructure constructed to support improved access to higher education and participation in the knowledge and creativity economy	
Operational Plan Action (17/18)	Performance Measure	Responsibility
3.1.1 Detailed design of the Tertiary Education Centre Stage 2	Deliver the project on time, on budget and in accordance with relevant design and construction standards	Property & Building Services

DELIVERY PROGRAM GOAL 4 (4 YEAR GOAL):

Develop Muswellbrook as a Regional Centre

Delivery Program Objective (4 year objectives):	4.1 Construct and maintain regionally significant infrastructure that facilitates regional service provision	
Target	Increase in provision of regional service delivery	
Operational Plan Action (17/18)	Performance Measure	Responsibility
4.1.1 Apply Shire Town Centre Masterplans, Development Control Plans and Regional Economic Development Strategies to support development of Muswellbrook as a regional Centre	No. of pre-lodgment meetings / formal advice provided and Development Applications lodged and approved for new regionally significant infrastructure / development proposals	Planning Development Assessment
4.1.2 Deliver the Muswellbrook town rail noise abatement wall	Construction of the wall has progressed as per the project plan	Property and Building Services





2. Social Equity and Inclusion

Muswellbrook Shire residents have access to a wide range of community and government agencies appropriate for their age and needs. Council works with health, welfare and educational organisations from the government and non-government sectors with the aim of improving outcomes for individuals and our community. This occurs through liaison, advisory support, assistance with premises and provision of opportunities for networking. Our commitments this year encompass a wide range of goals from a supporting baby literacy program to assisting Council in our aim to become an accessible and inclusive community where:

- Positive community attitudes and behaviours are developed through strong partnerships with our community groups and organisations;
- Liveable communities are created through community engagement and consultation;
- Access to local and meaningful employment and education is improved and;
- Access to services through better systems and processes are improved by Muswellbrook Shire Council.



Key Strategies for 2017/2018

1. Work with other stakeholders to improve Crisis and Community Housing options
2. Support the Health and Wellbeing of residents through a wider variety of programs and service deliveries that improve the livability of Muswellbrook Shire.
3. Increase the provision of Library Services and Lifelong Learning in the areas of physical and digital literacy
4. Review Youth Services deliveries and support outcomes that improve physical access and social equity
5. Improve the engagement levels in physical, social and learning opportunities for older people
6. Improve access to affordable entertainment, recreation and youth events
7. Support programs and projects that include Community Development Principles

Reporting Table

Principal activity	Organisational unit	Budget item	Committee
Community Services	Community Services	Community Services	Corporate Policy and Planning
Building Services	Property and Building Services	Building Services	Corporate Policy and Planning
Town Planning	Planning and Regulatory Services	Development Planning	Corporate Policy and Planning
Human Resource Management	Human Resources	Human Resources	Corporate Policy and Planning
Information Communication	Information Services	Information Services	Corporate Policy and Planning

DELIVERY PROGRAM GOAL 5 (4 YEAR GOAL):

Continue to improve the affordability, livability and amenity of the Shire's communities

Delivery Program Objective (4 year objectives):	5.1 Implement the outcomes of the Recreation Needs Study	
Target	The recommendations from the Recreation Needs Study are implemented	
Operational Plan Action (17/18)	Performance Measure	Responsibility
5.1.1 Deliver an event through community partnerships that raises awareness of recreation options for people with disabilities	Event raising awareness of recreation options for people with disabilities in local sporting organisation is held 2017/18	Community Services
5.1.2 Recreation Needs Study used for works planning and budget purposes	Works program, budget prepared and funding sources identified	Property & Building Services
Delivery Program Objective (4 year objectives):	5.2 Continue town centre revitalisation projects	
Target	Revitalisation projects completed	
Operational Plan Action (17/18)	Performance Measure	Responsibility
5.2.1 Deliver at least one piece of permanent public art as a part of the revitalisation project	A permanent piece of public art is installed	Community Services
Delivery Program Objective (4 year objectives):	5.3 Facilitate investment in entertainment opportunities, particularly for young people	
Target	New entertainment, recreation and social inclusion opportunities are provided	
Operational Plan Action (17/18)	Performance Measure	Responsibility
5.3.1 Library programs are developed that increase social engagement with young people in our libraries	A 5% increase in youth memberships through a variety of library services and digital technologies	Community Services
5.3.2 Aquatic Centre and Gym programs are developed that increase social engagement and wellbeing with young people in our pool and gym	A 5% increase in youth memberships through a variety of aquatic and gym programs	Community Services



Operational Plan Action (17/18)	Performance Measure	Responsibility
5.3.3 Identify a new location for Upper Hunter Youth Services and provide support to the organisation regarding their relocation	Upper Hunter Youth Services new location is identified and plans for relocation are agreed upon and supported by Council	Community Services
5.3.4 Identify opportunities that provide affordable entertainment for youth in isolated communities	Affordable entertainment for youth in isolated communities is delivered in partnership with other organisations	Community Services
5.3.5 Deliver a Youth Week Event	Youth Week is celebrated in partnership with other organisations	Community Services
5.3.6 Improve the home library service to include young people with mobility or accessibility issues	20% increase in home library recipients through Home Library and Mini Mobile Library Services	Community Services
5.3.7 Apply Town Centre, Urban Riparian Masterplans and Sustainability Action Plans and Strategies as part of the Development Assessment Process	No. of pre-lodgment meetings / formal advice provided and Development Applications lodged and approved for new entertainment opportunities, particularly for young people	Planning Development Assessment

Delivery Program Objective (4 year objectives):	5.4 Improve access to waterways	
Target	Greater appreciation and interaction by the community with our local rivers and creeks	
Operational Plan Action (17/18)	Performance Measure	Responsibility
5.4.1 Commence investigation and design a Public Art Trail along accessible parts of Muscle Creek and/or the Hunter River that provides options for passive exercise, recreation and social inclusion	Complete designs for a Public Art Trail along accessible parts of Muscle Creek and/or the Hunter River by June 2018	Community Services

Social Equity and Inclusion

Delivery Program Objective (4 year objectives):	5.5 Promote and facilitate increased participation in active and passive recreation activities	
Target	Increased participation in recreation activities	
Operational Plan Action (17/18)	Performance Measure	Responsibility
5.5.1 Improve the accessibility and amenity of Hunter Park	Robust seating, BBQ and shade shelter and footpath installed in Hunter Park by June 2018	Property and Buildings Services
5.5.2 Continue the delivery of passive recreation and cultural activities in libraries, aquatic centres and the arts	Passive recreation and cultural activities in libraries, aquatic centres and the arts are held	Community Services
5.5.3 Maintain the sporting and recreational facilities to standard	Benchmark to adopted standard	Property & Building Services
5.5.4 Continue small grants dollar for dollar program	Subscription of user groups to program	Property & Building Services
5.5.5 Continue major grants dollar for dollar program	Subscription of user groups to program	Property & Building Services
5.5.6 User group consultation program	User agreements and requests well managed	Property & Building Services

Delivery Program Objective (4 year objectives):	5.6 Consider and deliver social inclusion principles across Council functions	
Target	People with disability are continually included in improving the provision of accessible options across the Shire	
Operational Plan Action (17/18)	Performance Measure	Responsibility
5.6.1 Seek funding that supports the delivery of leadership training in local sporting groups that raises the awareness of providing sporting opportunities for people with disabilities	Leadership training is provided to sporting groups that raises the awareness of providing opportunities for people with disabilities in local sporting groups	Community Services
5.6.2 Address the actions identified in the Buildings and Properties accessibility audit	Complete 20% of the actions for the next five years according to priority	Property and Buildings Services
5.6.3 Include responsive adaptive actions in the Human Resourcing Strategy	Responsive adaptive support tools are activated as required	Corporate Services



Operational Plan Action (17/18)	Performance Measure	Responsibility
5.6.4 Include responsive adaptive actions in the Information Services Strategy	Responsive adaptive support tools and systems are activated as required for both internal and external customers	Corporate Services
5.6.5 Council staff are educated regarding our responsibilities under the Disability Inclusion Act 2014	Training provided to all staff regarding Council's responsibilities under the Disability Inclusion Act 2014	Human Resources
5.6.6 Develop a style guide for Muswellbrook Shire Council that considers the communication needs of people with varying abilities	Style Guide Developed and funding to deliver responsive adaptive devices and tools is provided by Council	Executive Services
5.6.7 That the needs of people with varying abilities are a constant consideration in Council's plans and strategies	The plans and strategies consider the needs of people with disabilities	Integrated Planning

Delivery Program Objective (4 year objectives):	5.7 Facilitate the provision of affordable housing opportunities through development application process as encouraged through the Affordable Rental Housing SEPP 2009	
Target	New affordable housing opportunities provided	
Operational Plan Action (17/18)	Performance Measure	Responsibility
5.7.1 Continue to work with the NSW State Government on strategies that improve affordable housing opportunities in Muswellbrook Shire	Meetings held with the NSW State Government regarding new Affordable housing opportunities across Muswellbrook Shire	General Manager
5.7.2 Advocate for new affordable housing opportunities across Muswellbrook Shire that consider the needs of an ageing population and people with disabilities	Advocacy for affordable and accessible housing opportunities are provided	General Manager

Social Equity and Inclusion

Operational Plan Action (17/18)	Performance Measure	Responsibility
5.7.3 Facilitate the provision of affordable housing opportunities through development application process as encouraged through the Affordable Rental Housing SEPP 2009	No. of pre-lodgment meetings / formal advice provided and Development Applications lodged and approved for affordable housing under the SEPP	Planning Development Assessment

DELIVERY PROGRAM GOAL 6 (4 YEAR GOAL):

Stabilise the tenancy turnover in the Shire's social housing

Delivery Program Objective (4 year objectives):	6.1 Continue partnership with government and community housing services to reduce the turnover of tenants in the Shire's social housing	
Target	Reduction in the turnover of tenants residing in social housing	
Operational Plan Action (17/18)	Performance Measure	Responsibility
6.1.1 Deliver the Stronger Families Stronger Communities Strategy with regard to people in social housing in partnership with other providers over two financial years	Tenant turnover in social housing is reduced by providing inclusion and participation opportunities through increased community partnerships by December 2019	Community Services
6.1.2 Advocate for development of a priority placement matrix that improves the decision making around the reduction in tenancy turnover	Advocacy for a priority placement matrix is conducted and implemented by NSW Housing Corporation	General Manager

DELIVERY PROGRAM GOAL 7 (4 YEAR GOAL):

Build social inclusion and improve the delivery of social services

Delivery Program Objective (4 year objectives):	7.1 Facilitate discussions with other levels of government to enhance the delivery of services to improve and promote social inclusion services	
Target	Improved social indicators across the Shire	
Operational Plan Action (17/18)	Performance Measure	Responsibility
7.1.1 Develop a discussion paper that describes the current social indicators across Muswellbrook Shire following the release of the 2015 ABS Census	Social Indicators Paper developed following the release of ABS Census data	Community Services



Operational Plan Action (17/18)	Performance Measure	Responsibility
7.1.2 Continue to provide funding for access to REMPLAN as both an economic and community assessment tool	REMPAN funded annually	Corporate Services
7.1.3 Develop a Social Equity and Inclusion Strategy that improves social indicators across the Shire	Social Equity and Inclusion Strategy written and endorsed by Council	Community Services

Delivery Program Objective (4 year objectives):	7.2 Facilitate and implement improved disability access and inclusion across the Shire	
Target	Disability access and inclusion improved to targeted facilities.	
Operational Plan Action (17/18)	Performance Measure	Responsibility
7.2.1 Fund and Implement the Building and Property Accessibility Audit	Implement 25% of the actions each year for the next four years	Property and Buildings Services
7.2.2 Continue the internal oversight of the accessibility audit through the internal Accessibility Audit Committee	Quarterly meetings held internally to drive improvement in accessibility issues across the Shire based upon service requests and consultation	Community Services
7.2.3 Maintain the internal interdepartmental Physical Access Committee	Action plan reviewed and implemented.	Property & Building Services
7.2.4 Apply Disability Access and BCA requirements to DA and CC applications across the Shire	Progress towards ensuring compliance with Disability Access and BCA requirements through DA and CC applications for new buildings and change of use	Planning Development / Building Assessment

DELIVERY PROGRAM GOAL 8 (4 YEAR GOAL):

Retention and expansion of quality and affordable child care services

Delivery Program Objective (4 year objectives):	8.1 Facilitate investment in child care services across the Shire	
Target	Increased childcare, early childhood education and pre-school options	
Operational Plan Action (17/18)	Performance Measure	Responsibility
8.1.1 Upper Hunter Early Learning Centre is funded and fully constructed	Upper Hunter Early Learning Centre is constructed within the guidelines of grant funding	Property and Building Services
8.1.2 Support the Denman Children's Centre Extension Project	Denman Children's Centre submit their Development Application and Commence building by September 2018	Community Services
8.1.3 Implement the review the Children's Services Strategic Plan following the release of the 2015 ABS Census data and assess gaps in the delivery that might require increased childcare, early childhood education and preschool options	Priority actions developed following the review of the Children's Services Strategic Plan	Community Services
8.1.4 Stronger Families, Stronger Communities Program considers the need for improved childcare, early childhood education and pre-school options	Priority actions developed following the review of the Children's Services Strategic Plan	Community Services
8.1.5 Investigate and design suitable crèche facilities as a part of the Muswellbrook Aquatic Centre and gym facilities renewal	Crèche facilities included in building design and business plan for operation approved	Property and Building Services
8.1.6 Support child care development applications to meet requirements under the LEP and DCP	No. of pre-lodgment meetings / formal advice provided, and Development Applications lodged and approved for new childcare facilities having regard for the Childcare SEPP	Planning Development Assessment



DELIVERY PROGRAM GOAL 9 (4 YEAR GOAL):

Facilitate opportunities to expand seniors' living

Delivery Program Objective (4 year objectives):	9.1 Facilitate investment in new seniors' living facilities	
Target	Improved opportunities for seniors' living within the Shire	
Operational Plan Action (17/18)	Performance Measure	Responsibility
9.1.1 Investigate suitable accommodation in Muswellbrook CBD for over 55s living as a part of the Urban Revitalisation Project	Options for over 55s/seniors living reviewed and reported to council	Planning Development Assessment
9.1.2 Support development applications for increased seniors living and services that meet requirements under the LEP and DCP	No. of pre-lodgment meetings / formal advice provided, and Development Applications lodged and approved for seniors living facilities	Planning Development Assessment

Delivery Program Objective (4 year objectives):	9.2 Facilitate discussions with other levels of government to enhance the delivery of services to support older people to live in the Muswellbrook Shire	
Target	Improved services for older residents	
Operational Plan Action (17/18)	Performance Measure	Responsibility
9.2.1 Review and revise the ageing strategy in consultation with residents of Muswellbrook Shire	That a priorities list of action that support the delivery of services to support older people who live in Muswellbrook Shire is endorsed by Council and included in the Community Services Business Plan	Community Services
9.2.2 Advocate with all other levels of government to enhance the delivery of services that support older people who live in Muswellbrook Shire	That all other levels of government are aware of the needs of older people who live in Muswellbrook Shire	General Manager
9.2.3 That all Council strategies, programs and plans consider the opportunities and needs of older people and people with access issues across Muswellbrook Shire	Council strategies, programs and plan always consider the needs of older people and people with access issues	General Manager

Operational Plan Action (17/18)	Performance Measure	Responsibility
9.2.4 Partner with other community groups and organisations to deliver a directory of Seniors Week events	Directory of Seniors Week events is developed and funded by Council	Community Services
9.2.5 Increase the membership of older people at both Muswellbrook and Denman Aquatic Centres, gym and Upper Hunter Regional Library Service	5% membership of older people at libraries and aquatic centres	Community Services

DELIVERY PROGRAM GOAL 10 (4 YEAR GOAL):**Further the process of reconciliation in the Shire**

Delivery Program Objective (4 year objectives):	10.1 Collaborate with local Aboriginal people on projects which enhance an appreciation for, and which develop the vitality of, Aboriginal culture	
Target	Improved understanding and appreciation of the importance of the Aboriginal Community and their traditions and culture	
Operational Plan Action (17/18)	Performance Measure	Responsibility
10.1.1 Facilitate and support the Aboriginal Culture and Heritage working group	Facilitate at least four meetings during 2017/18	Community Services
10.1.2 At least two events are held annually to celebrate and promote Aboriginal art and culture	Aboriginal art events held annually to celebrate and promote Aboriginal art and culture	Community Services
10.1.3 Over the next two years deliver the local Oral History project to provide elders and others with an opportunity to share their stories	Aboriginal Oral History Project commenced and delivered by June 2019	Community Services
10.1.4 Monitor the conservation of the Aboriginal Reconciliation Mural and Aboriginal Relic project to ensure conservation occurs when required	Mural monitored and relics conserved as required	Community Services



Delivery Program Objective (4 year objectives):	10.2 Raise awareness of the local Aboriginal community and an appreciation of their long traditions and culture	
Target	Improved understanding and appreciation of the importance of the Aboriginal community and their traditions and culture	
Operational Plan Action (17/18)	Performance Measure	Responsibility
10.2.1 Work with the Aboriginal community to improve access to cultural and educational activities	A cultural space is identified and designed for implementation in partnership with the Aboriginal community by June 2019	Community Services
10.2.2 Investigate the progression of an Aboriginal Native Arboretum Project in partnership with the local Aboriginal community	That following a feasibility investigation a fully funded Aboriginal Native Arboretum Project is delivered in partnerships with the local Aboriginal community	Community Services





3. Environmental Sustainability

Our plan for environmental sustainability is to focus on the regeneration of mined land and urban riparian areas, increase our use of renewable energy and to monitor and manage our use of natural resources.

Muswellbrook Shire Council is committed to improve its environmental performance and to demonstrate good environmental practice. We are working towards a number of goals to reduce water and energy usage, improve waste management and promote awareness of environmental issues throughout the community.

Key Strategies for 2017/2018

1. Complete the Muscle Creek Rehabilitation Program
2. Improve mined land rehabilitation
3. Advance opportunities to achieve Council's renewable energy target
4. Advance establishment of Landcare in the Muswellbrook Shire

Our sustainability goals are to:

- Comply with the requirements of government legislation and regulations as applies to environmental sustainability
- Reduce consumption of energy, water and consumables
- Reduce waste to landfill and enhance our recycling system
- Record energy usage and provide an annual estimate of carbon emissions
- Incorporate sustainability measures into relevant business decisions
- Promote environmental sustainability goals to staff, community and key stakeholders

Council supports the Principles of Environmentally Sustainable Development as defined in the Protection of the Environment Administration Act 1991 (NSW):

- The precautionary principle - public and private decisions should be guided by careful evaluation to avoid serious or irreversible damage to the environment wherever practicable, and an assessment of the risk-weighted consequences of various options



- Inter-generational equity - the present generation should ensure that the health, diversity and productivity of the environment are maintained or enhanced for the benefit of future generations
- Conservation of biological diversity and ecological integrity should be a fundamental consideration in environmental planning and decision-making processes.
- Improved valuation, pricing and incentive mechanisms - environmental factors should be included in the valuation of assets and services for example, the polluter pays – those who generate pollution and waste should bear the cost of containment, avoidance or abatement

Reporting Table

Principal activity	Organisational unit	Budget item	Committee
Land and riparian area rehabilitation	Sustainability	Landcare	Corporate Policy and Planning
Community education and engagement	Sustainability	Projects	Corporate Policy and Planning
Renewable energy program	Sustainability	Energy	Corporate Policy and Planning
Environmental protection	Regulation	Regulation	Corporate Policy and Planning

DELIVERY PROGRAM GOAL 11 (4 YEAR GOAL):

Higher quality final landforms with shallower voids and more emphasis on progressive rehabilitation with local workforce participation

Delivery Program Objective (4 year objectives):	11.1 Work in partnership with industry and other levels of government to achieve improved rehabilitation outcomes for disused mining lands and ongoing employment for the local workforce	
Target	Improvements in the final landforms and void depths	
Operational Plan Action (17/18)	Performance Measure	Responsibility
11.1.1 Review Council's Land Use Development Strategy and develop a Mining Policy to inform Council's involvement in mining activity within the Shire	Policy adopted by Council	Contractor Mining Liaison
11.1.2 Review new and modified consent applications approved by DP&E to ensure they are consistent with Council's Mining Policy	Advice containing Council's policy on improved mine rehabilitation outcomes provided in a timely manner	Planning and Regulatory Services
11.1.3 Review Mine Rehabilitation Management Plans and Rehabilitation Strategies as they are updated to ensure they are consistent with Council's Mining Policy	Advice containing Council's policy on improved mine rehabilitation outcomes provided in a timely manner	Planning and Regulatory Services
11.1.4 Provide advice to Community Consultative Committees operated by mines within the Shire	CCC meetings attended	Planning and Regulatory Services
11.1.5 Provide advice on Council's Mining Policy to the Upper Hunter Mining Dialogue	Attend all Upper Hunter Mining Dialogue Steering Committee meetings	Planning and Regulatory Services
11.1.6 Review rehabilitation plans to ensure improved rehabilitation outcomes for disused mining lands	Progress towards improved mine rehabilitation outcomes through approval compliance requirements and the LEP review	Planning and Regulatory Services



DELIVERY PROGRAM GOAL 12 (4 YEAR GOAL):

Enhance native vegetation connectivity across the Upper Hunter

Delivery Program Objective (4 year objectives):	12.1 Support Landcare initiatives and programs to enhance native vegetation connectivity across the Upper Hunter	
Target	Enhanced native vegetation connectivity across the Upper Hunter	
Operational Plan Action (17/18)	Performance Measure	Responsibility
12.1.1 Implement targeted Landcare program in cooperation with Regional Landcare Network	Five new landcare groups established sustainably within the Shire	Sustainability Unit
12.1.2 Conduct community engagement and education program that encourage native vegetation connectivity across the Upper Hunter	Community engagement program complete	Sustainability Unit
12.1.3 Undertake native area restoration works along Muscle Creek and Karoola Wetlands to improve native vegetation and vegetation connectivity across the Upper Hunter	Demonstrated improvement of native vegetation along Muscle Creek and Karoola Wetlands, measured by area weeded, number of trees planted, bank stabilisation, soil improvement, pathways constructed	Sustainability Unit
12.1.4 Maintain areas that have undergone rehabilitation activities to avoid degradation	Demonstrated weed removal and Infill planting activities to existing natural project areas along Muscle Creek, Karoola Wetlands and National Tree Day sites Measured by percentage of weed reinfestation and species density	Sustainability Unit
12.1.5 Coordinate Upper Hunter Local Landcare Coordinator Steering Group	Meetings held and actions plans developed	Sustainability Unit

DELIVERY PROGRAM GOAL 13 (4 YEAR GOAL):

Our local rivers and creeks are enhanced, utilised and valued

Delivery Program Objective (4 year objectives):	13.1 Adopt an Urban Riparian Masterplan and implement actions	
Target	Healthier waterways and greater recreational use by the community	
Operational Plan Action (17/18)	Performance Measure	Responsibility
13.1.1 Muswellbrook Urban Riparian Master Plan (MURLMP) is adopted and implemented	Four (4) year program of works and associated funding is budgeted by Council	Sustainability Unit

DELIVERY PROGRAM GOAL 14 (4 YEAR GOAL):

Support initiatives which reduce the community's impact on the environment

Delivery Program Objective (4 year objectives):	14.1 Carry out actions under the Sustainability Action Plan as it relates to air quality, waste reuse and minimisation, electricity minimisation, Council's Renewable Energy Target and food waste minimisation	
Target	Actions carried out	
Operational Plan Action (17/18)	Performance Measure	Responsibility
14.1.1 Establish an impacts register to identify current and possible water pollution threats	Register active and maintained	Sustainability Unit
14.1.2 Manage air quality for the Shire	Council representation on the Upper Hunter Air Quality Monitoring Network	Sustainability Unit
14.1.3 Continue energy audit program	Conduct a level three energy audit on two Council buildings	Sustainability Unit
14.1.4 Implement Energy Data Management Program	Accurate energy use published on Council's website	Sustainability Unit
14.1.5 Continue to investigate opportunities with renewable energy innovators and power suppliers to seek opportunities for joint ventures	Options paper reported to Council as opportunities present	Sustainability Unit
14.1.6 Investigate for use of food and green waste	Options report to Council	Sustainability Unit



Operational Plan Action (17/18)	Performance Measure	Responsibility
14.1.7 Develop 12 month waste minimisation targets for Council waste	Report on implementation and achievement of set targets	Sustainability Unit
14.1.8 Support businesses and engage with the community in regard to waste minimisation and re-use	Report on support provided	Sustainability Unit
14.1.9 Encourage establishment, participation and maintenance of community gardens	Community gardens active and maintained	Sustainability Unit
14.1.10 Undertake regular inspection of building sites subject to development consent and construction certificates to monitor waste management	No. of building sites inspected forms part of the building site audit conducted on a regular basis by the Rangers / Compliance Officer	Rangers and Development Compliance
14.1.11 Continue surveillance and regulation of illegal dumping on an ongoing basis through participation in the Hunter Central Coast Regional Illegal Dumping Squad Strategic Alliance Management Committee via access to a RID Officer	No. of illegal dumping sites reported, inspected and appropriate enforcement action taken	Development Compliance / RID Officer

Delivery Program Objective (4 year objectives):	14.2 Require all development proposals to avoid and mitigate against potential environmental impacts and facilitate improved environmental outcomes where possible	
Target	Development application process includes review of potential environmental impacts and mitigation requirements included in conditions	
Operational Plan Action (17/18)	Performance Measure	Responsibility
14.2.1 Develop Environmental Sustainability Guidelines and checklist for Development Application	Guidelines and checklist adopted by Council	Sustainability Unit Planning Unit
14.2.2 Sustainability included in Local Environmental Plan and Development Control Plan amendments	New LEP and DCP Plans endorsed with Environmental Sustainability Criteria	Sustainability Unit Planning Unit

Environmental Sustainability

Operational Plan Action (17/18)	Performance Measure	Responsibility
14.2.3 Require all development proposals to avoid and mitigate against potential environmental impacts and facilitate improved environmental outcomes where possible	No. of Development Applications approved where specific improved environmental outcomes have been included as condition of consent or VPA	Planning Development Assessment

DELIVERY PROGRAM GOAL 15 (4 YEAR GOAL):

Support Federal and State initiatives to reduce the human impact on climate change

Delivery Program Objective (4 year objectives):	15.1 Increase the proportion of the energy used by Council from renewable sources	
Target	Council to meet a renewable energy target of 40% by 2020	
Operational Plan Action (17/18)	Performance Measure	Responsibility
15.1.1 Implement measures from Council agreed actions to meet renewable energy target	Undertake currently identified energy reduction projects – including lighting upgrade for administration building and art gallery, high bay lighting upgrade for works depot, a heating, ventilation and air conditioning project; complete the “off grid” project and install solar power generation to achieve remaining target	Sustainability Unit

Delivery Program Objective (4 year objectives):	15.2 Increase the take up of energy used by the wider community from renewable sources	
Target	The community to meet renewable energy target commensurate with the NSW Government Renewable Energy Target	
Operational Plan Action (17/18)	Performance Measure	Responsibility
15.2.1 Conduct community engagement and educate community to adopt NSW Government Renewable Energy Target	Community engagement program complete	Sustainability Unit
15.2.2 Promote Council projects being undertaken as a way of encouraging the community	Case studies and publicity undertaken on all relevant community sustainability projects	Sustainability Unit



4. Cultural Vitality



Our plan for cultural vitality is to increase the variety, availability and access to the arts and cultural experiences.

Muswellbrook Shire aims to be a culturally rich and diverse Shire with communities that have strong identities and a shared sense of place. The communities of the Shire support and value the culture and traditions of local Aboriginal people and acknowledge their profound contribution to the land and communities of the Shire.

Council also places importance on the value of the arts and creative industries in all their forms as part of our everyday lives. Council recognises the value the arts provide to enrich our lived experience and supports:

- Providing opportunities for cultural participation across multiple dimensions;
- Systems and mechanisms that support and encourage cultural participation; and
- Opportunities for inclusive arts and cultural expression.

Council looks forward to encouraging growth in non-profit, public, and commercial arts-related organisations, retail arts venues (bookshops, cinemas, craft and art suppliers), venues with arts and cultural programming (parks, libraries, multicultural associations, societies, and centres), festivals and parades, arts-focused media outlets (print and electronic, including web-based venues) and art schools

Key Strategies for 2017/2018

1. Construct a Regional Convention and Performance Centre
2. Expand key cultural events such as the Blue Heeler Film Festival
3. Implement a Upper Hunter Cultural Strategy in collaboration with Upper Hunter Shire Council



Reporting Table

Principal activity	Organisational unit	Budget item	Committee
Heritage conservation	Planning and Development Assessment	Heritage	Corporate Policy and Planning
Festivals and events	Economic development	Economic development	Corporate Policy and Planning
Muswellbrook Regional Arts Centre and Collection	Community services	Regional Art Gallery	Corporate Policy and Planning
Community services	Community services	Community services	Corporate Policy and Planning



DELIVERY PROGRAM GOAL 16 (4 YEAR GOAL):

Conserve the heritage and history of the Shire

Delivery Program Objective (4 year objectives):	16.1 Support the conservation and restoration of the Shire's heritage items	
Target	New investment in heritage conservation and restoration made	
Operational Plan Action (17/18)	Performance Measure	Responsibility
16.1.1 Complete the adaptive reuse works of Loxton House	Deliver the project on time, on budget and in accordance with relevant design and construction standards	Property & Building Services
16.1.2 Complete the restoration of Denman Memorial Hall	Deliver the project on time, on budget and in accordance with relevant design and construction standards	Property & Building Services
16.1.3 Support the conservation and restoration of the Shire's heritage items and require protection of Heritage items listed in the LEP in accordance with the OEH Heritage Protection Guidelines	No. of pre-lodgment meetings / formal advice provided and Development Applications lodged / approved involving works to a heritage item under the LEP	Planning Development Assessment

Delivery Program Objective (4 year objectives):	16.2 Ensure sites or artifacts of Aboriginal significance are protected where new development proposals are considered	
Target	Development assessment includes assessment of the potential impact on Aboriginal sites and artefacts and appropriate mitigation is applied as required	
Operational Plan Action (17/18)	Performance Measure	Responsibility
16.2.1 Development assessment includes assessment of the potential impact on Aboriginal sites and artefacts and appropriate mitigation is applied as required	No. of Development Applications approved where specific conditions of consent protect potential impact on aboriginal sites and artefacts	Planning Development Assessment

Delivery Program Objective (4 year objectives):	16.3 New investment in heritage conservation and restoration made	
Target	Funding allocation for heritage conservation and restoration is available	
Operational Plan Action (17/18)	Performance Measure	Responsibility
16.3.1 Funding allocation for heritage conservation and restoration is made available annually through the Local Heritage Grants Fund	No. of Local Heritage Grant applications received, approved and funding allocated c/o: OEH Smartie Grant annual fund	Manager Planning and Regulatory Services

DELIVERY PROGRAM GOAL 17 (4 YEAR GOAL):**Facilitate options to improve cultural activities in the Shire**

Delivery Program Objective (4 year objectives):	17.1 Construct a regional convention and performance space subject to a Special Rate Variation	
Target	Construction completed	
Operational Plan Action (17/18)	Performance Measure	Responsibility
17.1.1 Detailed design of the Regional Convention and Performance Centre (RCPC)	Deliver the project on time, on budget and in accordance with relevant design and construction standards	Property & Building Services

DELIVERY PROGRAM GOAL 18 (4 YEAR GOAL):**Facilitate cultural activities and events which engage the community and visitors, and which create a 'sense of place' and identity.**

Delivery Program Objective (4 year objectives):	18.1 Increase funding to the Blue Heeler Film Festival and the Bottoms Up beer and music festival with a view to engaging more locals and visitors	
Target	Increased attendance and participation at a variety of festivals and events	
Operational Plan Action (17/18)	Performance Measure	Responsibility
18.1.1 Ensure that all local festivals are supported to experience improved and increased patron engagement and attendance	Festivals and events continue to grow through good governance, sound planning and adequate financial support	Community Services



Delivery Program Objective (4 year objectives):	18.2 Continue the provision of arts appreciated through the Muswellbrook Regional Arts Centre	
Target	A minimum of five exhibitions each year and the artist in residency completed	
Operational Plan Action (17/18)	Performance Measure	Responsibility
18.2.1 Deliver a minimum of five exhibitions each year	A minimum of five exhibitions are delivered at MRAC in 2017/18	Community Services
18.2.2 Work with sponsors to investigate the annual delivery of the Muswellbrook Art Prize	Annual Muswellbrook Art Prize delivered	Community Services
18.2.3 Seek sponsorship for the Annual Muswellbrook Photography Prize	Funding for Muswellbrook Photography Prize achieved	Community Services
18.2.4 Partner with local education providers on enhancing the MRAC's work with local education providers	Partnerships with education providers and scoped and a delivery calendar is developed for 2017/18	Community Services
18.2.5 At least one Artist In Residence Program is delivered each year	2017/18 Artist In Residency held	Community Services
18.2.6 Investigate opportunities to improve regional support and recognition of the Muswellbrook Regional Arts Centre	Opportunities to improve the regional support and recognition of the Muswellbrook Regional Arts Centre is reported to Council	Community Services

Delivery Program Objective (4 year objectives):	18.3 Continue the Public Art Program in the localities identified by Council	
Target	One piece of public art is placed each financial year for five years (commencing 16/17)	
Operational Plan Action (17/18)	Performance Measure	Responsibility
18.3.1 Public art piece is delivered within the Denman community which reflects place making principles	Public art program is delivered in 2017/18	Community Services

Delivery Program Objective (4 year objectives):	18.4 Support Arts Upper Hunter as the peak organisation of arts and cultural endeavour	
Target	Financial support is provided each year	
Operational Plan Action (17/18)	Performance Measure	Responsibility
18.4.1 Provide ongoing financial membership and management support to Arts Upper Hunter	Membership & support provided to Arts Upper Hunter with 100% attendance at all board meetings	Community Services
18.4.2 Encourage local artist projects and grant applications through this organisation	Grant application made	Community Services
18.4.3 Cultural infrastructure projects identified in the Cultural Plan are developed and funded	Cultural Infrastructure projects are supported over the four years of the Delivery Program	Community Services



5. Community Infrastructure

Council's transport and stormwater drainage infrastructure is valued at around \$360M, almost 70% of Council's total asset portfolio.

The average expenditure on these assets including building, operating, maintaining and renewing these assets as well as accounting for their depreciation is almost \$14M p.a., more in some years with major projects.

Despite this considerable and ongoing investment, feedback from the 2016 Community Survey was that satisfaction levels from sealed and unsealed roads, particularly, were lower than for most other services. The way these assets are managed is obviously critical to Council's financial sustainability and its ability to meet the needs and expectations of the community. Key issues in relation to the major asset categories are discussed below.

Key Strategies for 2017/2018

1. Complete funding strategy for Mine Affected Road Network Plan
2. Reduce waste from Council Infrastructure works activities going to landfill
3. Complete Muswellbrook CBD Stage 6
4. Complete Design for Denman CBD and establish construction staging plan for 2018-21.



Community Strategic Plan

Our plan for community infrastructure is to expand on the infrastructure required for Muswellbrook to realise Regional Centre status, improve community facilities and improve accessibility to community facilities.

Roads

Council's sealed road network is valued at over \$260M (half the value of all infrastructure).

The bulk of the network is 383km of rural roads, the remainder being 106km of urban streets and 39km of regional roads (Bylong Valley Way).

Council also maintains 68km of state roads (Golden Highway and Denman Rd) under contract to Roads and Maritime Services.

A systematic inspection program is implemented to identify and respond to defects (which are prioritised on the basis of risk and operational efficiency) as well as responding to requests from the public.

Resurfacing of these roads is vital to avoid costly premature failure, reduce maintenance (potholes) and improve performance. Council has invested heavily in resurfacing in recent years to address a previous backlog, and the Asset Management Plan system sets out the frequency for the various classes of roads and surfacing types.

Council also plans to continue the program of pavement reconstruction focused primarily on urban streets in poor condition as the rural network (where traffic speeds and so risk are higher) is generally sound.

The Mine Affected Road Network Plan is in place to plan for new and expanded mining developments as well as maintenance of these roads.

Council also maintains 92km of unsealed roads with a program to add gravel as required.

Footpaths and Cycleways

Council maintains around 43km of footpaths and cycleways. The Walk and Cycle Plan identifies key routes and prioritises works to close missing links, etc.

Most funds are devoted to repairing paths in poor condition, with around 500m p.a. being renewed.

Kerb and Guttering

Council maintains around 169km of kerb and guttering. While some new kerb works are undertaken, most funds are devoted to renewing kerb in poor condition, around 500m p.a.

Bridges

Council has replaced all but two of its remaining timber bridges in concrete. Subject to grant funds, Williams Bridge on Martindale Rd will be replaced in this Delivery Program. Works to repair some of the older concrete structures will also be undertaken.

Stormwater drainage

Council maintains a network of over 73km of stormwater pipes and pits, as well as channels, flood levees and gross pollutant traps.

Council has inspected (cameras) around 20% of the underground network to ascertain its condition and identify projects for renewal with a focus on areas of greatest risk.

Funding for stormwater is spread between addressing issues with aged infrastructure and projects to increase the capacity of pipes and pits at known problem areas to reduce impacts of flooding.

Reporting Table

Principal activity	Organisational unit	Budget item	Committee
Roads, drainage and footpath maintenance	Community infrastructure	Community infrastructure	Infrastructure committee
Asset management	Community infrastructure	Community infrastructure	Infrastructure committee
Implement comprehensive works program	Community infrastructure	Works	Infrastructure committee



DELIVERY PROGRAM GOAL 19 (4 YEAR GOAL):

Our community's infrastructure is planned well, is safe and reliable and provides required levels of service.

Delivery Program Objective (4 year objectives):	19.1 Improve and maintain civic precincts	
Target	Civic precincts and traffic safety devices and networks are well maintained and safe	
Operational Plan Action (17/18)	Performance Measure	Responsibility
19.1.1 Deliver the capital program substantially on time, on budget and in accordance with relevant design and construction standards	Update provided in the quarterly capital project status report	Manager Roads and Drainage
19.1.2 Implement program of street and footpath sweeping under contract	Performance reported to Infrastructure Committee Quarterly	Manager Works
19.1.3 Carry out the management and removal of graffiti with compliance to Council's Graffiti Management Policy	Provide biannual graffiti management reports to Council's Infrastructure Committee	Manager Works

Delivery Program Objective (4 year objectives):	19.2 Maintain and continually improve asset management	
Target	Implement Council's Asset Management Strategy	
Operational Plan Action (17/18)	Performance Measure	Responsibility
19.2.1 Implement asset management system	Report to Manex quarterly	Manager Corporate Services
19.2.2 Coordinate and Facilitate Implementation of the Asset Management Improvement Strategy	Report to Manex quarterly	Manager Technical Services
19.2.3 Implement and update Asset Management Plan and Improvement Strategy as it applies to Roads and Drainage Assets	Report to Manex quarterly	Manager Roads and Drainage
19.2.4 Monitor service levels achieved compared to LOS targets in asset management plans	Report to Manex annually (next due Sept 2017 for 2016-17 year)	Manager Roads and Drainage

Delivery Program Objective (4 year objectives):	19.3 Facilitate investment in high quality community infrastructure necessary to a regional centre	
Target	High quality infrastructure is provided to support Muswellbrook as a regional centre	
Operational Plan Action (17/18)	Performance Measure	Responsibility
19.3.1 Provide to Council a list of works proposed for design	List provided to Infrastructure Committee August 2017	Manager Roads and Drainage
19.3.2 Provide to Council designs and associated estimates for the forward financial year	Designs and associated estimates provided to Infrastructure Committee March 2018	Manager Roads and Drainage
19.3.3 Investigate and recommend appropriate management treatments for road safety and traffic management	Reports to Local Traffic Committee and Council as required	Manager Technical Services
19.3.4 Provide a report to Council on options to be funded and the amounts necessary to achieve the Delivery Plan	Report on the program funded provided to Council by August 2017, or prior to construction for jobs not in the budget program	Manager Roads and Drainage
19.3.5 Deliver the Capital Program substantially on time, on budget and in accordance with relevant design and construction standards	Update provided in the quarterly capital project status report Asset registers updated as part of project completion	Manager Roads and Drainage
19.3.6 Deliver timely, quality professional development engineering and assessment	Ensure new infrastructure provided by development meets specifications as required. No significant unjustified delays experienced	Manager Technical Services
19.3.7 Seek to apply appropriate developer contributions in accordance with infrastructure strategies and Contribution Plans	Works and/or contributions to planned network upgrades are applied, or agreed via Voluntary Planning Agreements or consent conditions, in accordance with Strategies and Plans as opportunities arise	Manager, Planning and Environmental Services (with advice from Manager Technical Services)



Operational Plan Action (17/18)	Performance Measure	Responsibility
19.3.8 Reliable Work as Executed information captured from all work	For work by contract, or own staff (Works); Plan records, management systems and asset registers updated as required	Manager Roads and Drainage
	For work by developers; Plan records, management systems and asset registers updated as required	Manager Technical Services
19.3.9 Seek support for the prioritisation of the Muswellbrook bypass	Support sought at appropriate times and opportunities	General Manager
19.3.10 Advocate for a Denman bypass	Support sought at appropriate times and opportunities	General Manager
19.3.11 Seek support for Council's infrastructure priorities for grant programs; e.g. Resources for Regions	Support sought at appropriate times and opportunities	General Manager
19.3.12 Seek planning for rail bypass for Muswellbrook and Denman	Support sought at appropriate times and opportunities	General Manager
19.3.13 Facilitate the outsourced provision of a companion animal shelter facility to replace the current shelter	Progress towards the outsourced provision of a companion animal shelter facility	Planning and Regulatory Services

Delivery Program Objective (4 year objectives):	19.4 Maintain and continually improve community infrastructure across the Shire	
Target	Roads, footpath and cycleway networks, stormwater devices and kerb and guttering are well maintained, safe and meet relevant standards and the community's service expectations	
Operational Plan Action (17/18)	Performance Measure	Responsibility
19.4.1 Implement prioritised (but responsive) rolling works program of maintenance	Program carried out within budget (reviewed quarterly) Asset registers updated	Manager Works
19.4.2 Carry out regular asset inspection	Programmed inspections carried out and works orders raised within budget constraints More expensive matters listed for consideration in future works programs Asset registers updated	Manager Roads and Drainage
19.4.3 Effectively manage customer service requests	Effective communication and responded to within agreed levels of service and budget constraints	Manager Works
19.4.4 Implement construction waste avoidance and resource recovery strategy	Report on funded aspects of action plan biannually Feb (Dec) and July (June)	Manager Works
19.4.5 Ensure all infrastructure works activities undertake a competent Review of Environmental Factors (REF)	Manager declarations quarterly. Audit compliance biannually	Director Community Infrastructure



Utilities

Utility services are operated as distinct business units within Council.

Council supplies water to Muswellbrook, Denman and Sandy Hollow; provides sewerage services to Muswellbrook and Denman. Council provides domestic waste, recyclables and garden organics collection services to the townships as well as limited rural locations along truck travel routes.

Council's water supply and sewerage infrastructure is valued at over \$170M, but with significant investments planned in the next few years, this will increase considerably.

Water Supply

Council's water supply infrastructure includes treatment plants at Muswellbrook and Denman (drawing water from the Hunter River) and Sandy Hollow (extracting bore water from adjacent to the Goulburn River), all of which are relatively secure from drought.

Some of the 196km of water supply pipelines are over 100 years old (around Muswellbrook CBD), so there is a need for significant investment to renew or rehabilitate these to ensure reliable supply.

Council is utilising cutting edge ultrasonic testing technology to assess pipe condition and relining techniques to rehabilitate pipes to serviceable condition. Funds are targeted to the highest priorities and renewal techniques are very cost effective.

Much of Council's mechanical and electrical equipment for water supplies is ageing and a targeted program involving significant investment to renew these to reduce failure risk is underway.

Given the complex nature of the assets and need for ongoing preventative maintenance, Council is pursuing implementation of a computerized maintenance management system to better control these processes and improve system reliability.

Sewerage

The \$38M renewal and upgrade of the Muswellbrook Sewer Treatment Plant to a best practice Recycled Water Treatment Works is one of Council's most significant investments in recent years. The new plant will significantly improve effluent quality, enabling it to be used for irrigating sporting fields (reducing demand on drinking water supplies). A 800kWh solar array is being installed to meet a significant portion of the new plant's power needs.

Trenchless techniques for pipeline investigation and relining have been commonplace for sewerage pipelines for many

Key Strategies for 2017/2018

Based on the Strategic Plans the following key strategies and projects will be progressing, or continuing, in 2017-18, with some works extending over several years:

1. Muswellbrook Recycle Water Treatment Works (RWTW)) commenced construction in 2016-2017 financial year, and it is currently planned for completion by late 2018 calendar year.
2. Muswellbrook, Denman and Sandy Hollow water treatment plants have planned plant optimisation upgrades.
3. Further sewer and water main relining and replacements are planned to remedy asset condition.
4. Various upgrades are planned for mechanical and electrical equipment and controls at critical pumping stations.
5. Planning and implementing upgrades to the Waste Management Facility to enable composting of food organics with garden organics.
6. Planning and calling for new long-term waste and recyclables kerbside collection contracts to be completed in 2017-18 with implementation from 2018-19 (including food and garden organics and opportunities to participate in sub-regional cooperation).
7. Implement the Waste Management Strategy including education programs to achieve significant reductions in the amount of commercial and demolition waste and other recyclables disposed of to landfill by major clients.



years (unlike water supply where this is very new). Council has undertaken CCTV inspections on over 100km of its 185km of pipelines and relined around 10km of pipes in poor condition, although continued renewal investment is essential to minimize the risks of: pipe failure; blockages; and overflows to the environment. Council has achieved significant cost savings by joint procurement of relining contracts under the Upper Hunter Local Water Utilities Alliance (with Upper Hunter and Singleton Councils).

Like water supply, much of the mechanical and electrical equipment for sewerage is ageing. A targeted program involving significant investment to renew these assets across Council's 17 pump stations to reduce failure risk is underway.

Waste Management

Council provides a three-bin collection service for domestic waste (weekly mixed waste, fortnightly recycling and green waste). The Council's Waste Management Facilities (WMF's) include a waste transfer station at Denman and a waste management centre at Muswellbrook that includes a landfill (with over 20 years remaining life).

Council is committed to continuously improving the service levels and productivity, and reducing the environmental footprint of its waste services through adoption of sustainable waste practices, innovative technologies and landfill management.

Muswellbrook was one of the first Hunter Councils to introduce the garden organics collection from July 2006. Council was leading the way in recycling rates for several years. Efforts by Council and the community have significantly reduced our environmental footprint from waste. However, the rest of the region has caught up and Council has recognised that more needs to be done to achieve regional and State waste diversion targets. In 2016-17 Council reviewed its Waste Management Strategy (aligned with the Regional Waste Strategy)

that will build on our earlier success to work with community, business and industry, neighbouring councils and other levels of government to reduce the amount of waste we produce, increase recycling, divert more waste from landfill, better manage problem wastes, reduce littering and illegal dumping and protect the environment. This will guide Council's waste management activities in the long term.

Strategic Utility Planning

Council is now substantially compliant with the State Government's Best Practice in Management of Water & Sewerage Systems Guidelines. This requires ongoing commitment to Integrated Water Cycle Management, business management and asset management.

The revision of the peak document in this framework, the Integrated Water Cycle Management Strategy, was recently completed. It is supported by a 30 year program of works and a financial plan to fund these activities that aims to keep the total residential bill stable and as low as possible through this period of very large capital expenditure on renewals and upgrades.

The Utilities of Muswellbrook, Singleton and Upper Hunter have formed the Upper Hunter Local Water Utilities Alliance (UHLWUA). The UHLWUA has achieved good outcomes for the member Councils including collaborative sewer relining project, joint technical standards, with sharing of resources for regulation of businesses under these policies.

Council has developed a Waste Management Strategy which integrates with the Regional Strategy developed in 2014 with Council an active participant. This strategy will inform Council about future options. Following adoption, the Strategic Waste Management Business Plan will be reviewed.

Reporting Table

Principal activity	Organisational unit	Budget item	Committee
Water supply	Utilities	Water and sewerage	Infrastructure committee
Waste management	Utilities	Waste	Infrastructure committee
Utilities management	Utilities	Utilities	Infrastructure committee

DELIVERY PROGRAM GOAL 20 (4 YEAR GOAL):

A safe, secure and reliable water supply and sewerage services are provided to all residents that will ensure public health

Delivery Program Objective (4 year objectives):	20.1 Provide safe, secure, efficient and effective water, sewerage and waste services in compliance with regulatory requirements	
Target	Council renews upgrades and maintains Council's water and waste utilities and facilities to agreed standards and within regulatory requirements	
Operational Plan Action (17/18)	Performance Measure	Responsibility
20.1.1 Recurrently fund and deliver quality and professional design engineering, investigation and costing services	List provided to Infrastructure Committee August 2017. Designs and costings provided to the Infrastructure Committee by March 2018	Asset Manager Water and Waste
20.1.2 Provide Council with a list of proposed and alternative projects prior to construction	Project lists reported to Council prior to construction	Asset Manager Water and Waste
20.1.3 Deliver the capital program substantially on time, on budget and in accordance with relevant design and construction standards	Work program reviewed monthly and reported to Council quarterly	Asset Manager Water and Waste
20.1.4 Operate in accordance with the New South Wales Environment Protection Agency (EPA) Licences	Submit annual return to the Environmental Protection Agency	Executive Manager Water and Waste
20.1.5 Ensure substantial achievement of Best Practice Water Supply and Sewerage Guidelines	Compliance demonstrated by external audit by April 2018	Executive Manager Water and Waste
20.1.6 Test and monitor water supply and sewerage system, including re-use systems, to ensure compliance with health guideline and licence parameters	Report water and sewer system health guideline and licence parameters to Council quarterly	Executive Manager Water and Waste
20.1.7 Implement and update Asset Management Plan and Improvement Strategy as it applies to Water and Waste assets	Report to Manex quarterly	Asset Manager Water and Waste



Operational Plan Action (17/18)	Performance Measure	Responsibility
20.1.8 Monitor service levels achieved compared to agreed LOS targets in the Integrated Water Cycle Management Plan	Report to Manex annually (next due Sept 2017 for 2016-17 year)	Asset Manager Water and Waste
20.1.9 Reliable Work as Executed information captured from all work	For all work, whether by contract, or own staff, or by developers; Plan records, management systems and asset registers updated as required	Asset Manager Water and Waste
20.1.10 Monitor higher risk zones within the sewer system exposed to businesses with liquid trade waste discharges	Appropriate and timely corrective actions implemented to protect infrastructure and treatment processes . Reported annually	Waste Reuse & Environment Operations Manager, and Water and Wastewater Operations Manager
20.1.11 Undertake inspections and approvals of liquid trade waste premises and agreements	Appropriate and timely corrective actions implemented to ensure approvals currency and compliance with liquid trade waste approvals. Reported annually	Manager, Planning and Environmental Services
20.1.12 Implement and monitor effluent reuse arrangements with relevant stakeholders to ensure secure and cost effective effluent disposal	Reported annually	Waste Reuse & Environment Operations Manager
20.1.13 Ensure all infrastructure works activities undertake a competent Review of Environmental Factors (REF)	Manager declarations quarterly. Audit compliance biannually	Executive Manager Water and Waste
20.1.14 Monitor the current waste collection contractor's Key Performance Indicators (KPIs) and regulatory requirements	Compliance with KPIs and report to Council quarterly	Waste Reuse & Environment Operations Manager
20.1.15 Review and keep up to date the Landfill Environmental Management Plan	Reported annually	Waste Reuse & Environment Operations Manager

Community Infrastructure

Operational Plan Action (17/18)	Performance Measure	Responsibility
20.1.16 Recurrently fund and deliver quality and professional design engineering, investigation and costing services	List provided to Infrastructure Committee August 2017. Designs and costings provided to the Infrastructure Committee by March 2018	Asset Manager Water and Waste
20.1.17 Provide Council with a list of proposed and alternative projects prior to construction	Project lists reported to Council prior to construction	Asset Manager Water and Waste
20.1.18 Deliver the Capital Program substantially on time, on budget and in accordance with relevant design and construction standards	Work Program reviewed monthly and reported to Council quarterly	Asset Manager Water and Waste
20.1.19 Implement Adopted Waste Management Strategy	Report on the progress and effectiveness of the various funded actions in the Shire Waste Management Strategy and report quarterly	Waste Reuse & Environment Operations Manager
20.1.20 Tender for new waste and recoverables collection service	New contracts implemented from 01 July 2018. Include provision for collection of food and garden organics when infrastructure is available	Waste Reuse & Environment Operations Manager
20.1.21 Ensure onsite wastewater sewerage systems are installed and maintained in compliance with regulatory requirements	No. of inspections of existing and new onsite wastewater treatment systems undertaken in accordance with regulatory requirements	Planning and Regulatory Services



DELIVERY PROGRAM GOAL 21 (4 YEAR GOAL):

The road, footpath and cycleway networks are integrated and allow for the safe movement of residents around the Shire.

Delivery Program Objective (4 year objectives):	21.1 Maintain and continually improve the Shire's footpath and cycleway networks to improve connectivity	
Target	The Shire's footpaths, cycleways and carparks are well planned, maintained, safe, assist community connectivity and meet the community's service expectations	
Operational Plan Action (17/18)	Performance Measure	Responsibility
21.1.1 Review proposals against the Walk and Cycle Plan and/or missing links priority list prior to commencement of new works	Ensure consistency with the Walk and Cycle Plan or report variation to Council as required and update plan	Manager Roads and Drainage
21.1.2 Provide a report to Council on options to be funded and the amounts necessary to achieve the Delivery Plan	Report on the program funded provided to Council by August 2017, or prior to construction for jobs not in the budget program	Manager Roads and Drainage
21.1.3 Deliver the Capital Program substantially on time, on budget and in accordance with relevant design and construction standards	Update provided in the quarterly capital project status report	Manager Roads and Drainage

6. Community Leadership

Our plan for community leadership is to improve the community's participation in decision making and implement business improvement initiatives to improve service delivery.

The Governing Body

The Governing Body of the Council consists of 12 councillors elected for four years. The Chair of Muswellbrook Shire Council (the Mayor of Muswellbrook) and the Deputy Chair are elected by all Councillors every two years.

The Mayor and Councillors

The Mayor holds a number of Council delegations and some statutory responsibilities to make determinations on behalf of the Governing Body of the Council between Council meetings. The Mayor is responsible to the Governing Body for the determinations he or she makes. The Governing Body has also provided certain delegations to Councillor Spokespersons for Council's principal activities to speak on behalf of Council and make policy determinations between Council meetings with respect to those specific principal activities

Council's Business Improvement Strategy

Local governments across the state (and around the world) have recognised the need to improve service delivery and the way assets are managed to ensure they are financially sustainable, particularly as large portfolios of long-lived assets deteriorate with age and need renewal. Council's Strategic Asset Management Plan, aligns with the Long Term Financial Plan and business improvement plans. Over this Delivery Program, Council will implement a new Information Services Strategic and Business

Reporting Table

Principal activity	Organisational unit	Budget item	Committee
Community engagement	Integrated planning	Integrated planning	Corporate Policy and Planning
Integrated Planning and Reporting	Integrated planning	Integrated planning	Corporate Policy and Planning
Governance	Executive services	Executive services	Corporate Policy and Planning

Key Strategies for 2017/2018

1. Improve Council's business processes, systems and customer service
2. Undertake a comprehensive community engagement program
3. Maintain robust financial management

Key actions that will be undertaken across Council to improve delivery of all services over the next few years includes:

- **Introduction of a new Information Services Strategy:** Council has applied technology in a number of areas, but the functionality of some systems is limited and most do not integrate (this is a barrier to improving management and planning, it also makes it difficult to keep data updated)
- **Knowledge and data:** while Council has reasonable information on most asset classes (condition, expected service life, cost of renewal) there is a need to continue to refine this to improve confidence in reporting and to facilitate future planning
- **Lifecycle management strategies:** the way assets are operated, maintained and renewed improves performance and resilience and reduces cost and risk (strategies are in place, but these need to be refined / optimised as well as modelled long term)
- **Processes and documentation:** asset management can be technical and complex, but it must be simpler and clearer to facilitate community engagement, inform Council decision making and encourage active participation by relevant staff.

Council is also focused on ensuring the information it reports on its assets is auditable as auditing by the NSW Auditor General is due to commence in 2017.



DELIVERY PROGRAM GOAL 22 (4 YEAR GOAL):

Collaborative and responsive community leadership that meets the expectations and anticipates the needs of the community.

Delivery Program Objective (4 year objectives):	22.1 Enhanced collaboration with Council's community and stakeholders to ensure Council and its elected arm is best placed to make decisions in the best interest of the community	
Target	Heightened levels of community satisfaction with Council's decision making processes and the maintenance of high standards of transparency and accountability	
Operational Plan Action (17/18)	Performance Measure	Responsibility
22.1.1 Implement and maintain a diverse range of communication channels between Council and community stakeholders	Improved outcomes from community satisfaction surveys and increased participation in community consultation	Integrated Planning and Executive Services

DELIVERY PROGRAM GOAL 23 (4 YEAR GOAL):

Genuine and well informed community participation in decision making.

Delivery Program Objective (4 year objectives):	23.1 Utilise best practice models of community engagement to ensure decision making is meeting the expectations of the community	
Target	Increased participation of residents and other key stakeholders in consultation and decision making processes	
Operational Plan Action (17/18)	Performance Measure	Responsibility
23.1.1 Undertake a comprehensive community consultation program as per the Community Engagement Strategy	Community has had input into Council's levels of service	Integrated Planning

Delivery Program Objective (4 year objectives):	23.2 Enhance Council's consultation and communication with the community to build awareness and understanding of Council's activities and community needs	
Target	Greater awareness in the community of Council's activities	
Operational Plan Action (17/18)	Performance Measure	Responsibility
23.2.1 Establish a community panel engagement process	Improved community awareness and understanding of Council's roles and responsibilities	Integrated Planning

DELIVERY PROGRAM GOAL 24 (4 YEAR GOAL):

A Council that is well managed, efficient and properly resourced and that is responsive to its communities and stakeholders.

Delivery Program Objective (4 year objectives):	24.1 Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves	
Target	Strong financial discipline maintained. Delivering approved programs complying with statutory obligations	
Operational Plan Action (17/18)	Performance Measure	Responsibility
24.1.1 Ensure all new assets are only acquired or constructed upon the completion of a Capital Expenditure Review where required	Capital Expenditure Reviews are completed in the proscribed format	Corporate Services
24.1.2 Appropriate matters are reported to Council in a timely manner in accordance with the Financial Control and Reporting Policy	All appropriate incidents are reported	Corporate Services
24.1.3 Work toward the achievement of a sustainable Operating Budget Result in the General Fund	Where possible, Operating Results are improved in the Quarterly Budget Review Process	Corporate Services
24.1.4 Review Council's rating structure to ensure that it remains equitable and sustainable	The development of a rating structure that allows for an equitable distribution of the rating burden, as well as assuring Council of its ongoing revenues	Corporate Services
24.1.5 Work toward the achievement of the targets established in the Fit for the Future ratios	Improved results in the reported ratios	Corporate Services
24.1.6 Provide efficient and effective Development Application, Complying Development Certificate, Construction Certificate and Occupational Certificate assessment services	No. of days to complete assessments of DA, CDC, CC and OC's aiming to process efficiently within statutory timeframes or in as short a time as is reasonably possible	Planning and Regulatory Services
24.1.7 Deliver high quality, cost effective and competitive PCA certification services	Maintain statistics of proportion of PCA certification services retained by Council, over private building / development certification services	Planning and Regulatory Services



Operational Plan Action (17/18)	Performance Measure	Responsibility
24.1.8 Facilitate the inspection of all development sites subject to Development Approval / Construction Certificate in accordance with statutory requirements	No. of development sites monitored for compliance with development consent conditions & BCA requirements	Planning and Regulatory Services
24.1.9 Facilitate the registration and inspection of all regulated premises (caravan parks, food outlets, skin penetration premises, hairdressers, mortuaries, air handling systems) in accordance with regulatory requirements to ensure public health and safety is protected	No. of regulated premises (caravan parks, food outlets, skin penetration, hairdressers, mortuaries, air handling systems) registered and inspected in accordance with relevant legislation and regulations	Planning and Regulatory Services
24.1.10 Facilitate appropriate actions in accordance with Council's Dilapidated Building Policy April 2016 and regulatory requirements	No. of dilapidated structures inspected and 'Intent to Serve a Demolition Order' served in accordance with Council policy & regulations	Planning and Regulatory Services
24.1.11 Facilitate the control of animals in accordance with the companion animal regulations	Maintain statistics on animal impoundment incoming and outgoing, rescues, adoptions, return to owners and euthanasias accordance with regulations	Planning and Regulatory Services
24.1.12 Ensure statutory requirements relating to fire safety measures are implemented	No. of reminder letters issued to all owners of buildings on Council's register of fire safety measures and no. of annual fire safety statements received within 60 days of reminder letter being sent to owner	Planning and Regulatory Services
24.1.13 Ensure statutory requirements under the Private Swimming Pools Program (Swimming Pool Act 1992) are implemented	No. of private swimming pools inspected and no. of appropriate enforcement actions taken to ensure compliance with legislation with a minimum 10% inspected each year	Planning and Regulatory Services

DELIVERY PROGRAM GOAL 25 (4 YEAR GOAL):

A sustainable Council that is best practice employer providing a safe, happy and productive workplace.

Delivery Program Objective (4 year objectives):	25.1 Continue to prioritise safety and risk management initiatives, employee welfare initiatives, and upgrades to Council's works depot and waste management facility	
Target	Initiatives and upgrades undertaken	
Operational Plan Action (17/18)	Performance Measure	Responsibility
25.1.1 Implement a new WHS System and associated policies and procedures throughout Council	Improved WHS reporting and risk management	Work Health and Safety



Financial Management in Council

Existing Environment and Past Influences

About Muswellbrook

Muswellbrook Shire covers 3,402km², of which 1,455km (43%) is national park. Approximately 17,209 people live in the Muswellbrook Shire Local Government Area (LGA), up around 4% from 2011.

Muswellbrook and Denman are the largest towns in the Shire along with a number of outlying rural communities including Sandy Hollow, Wybong, Baerami, Martindale, McCullys Gap, Widden and Muscle Creek.

By road, Muswellbrook is approximately three hours from Sydney, two hours from Tamworth and 90 minutes from Newcastle. The Shire's boundary is delineated by Lake Liddell Power Station to the east, Wollemi National Park to the west, Aberdeen to the north and Coricudgy State Forest to the south.

There are currently three large mining operations in the Shire, BHP Billiton's Mount Arthur coal mine, New Hope Mining's Bengalla, and Glencore's Mangoola Coal mine are local employers who have also brought many new people and families to the Muswellbrook Shire. MACH Energy has commenced preliminary work on its Mt Pleasant project just north of Muswellbrook township.

Regulatory Environment

Council operates in a highly regulated environment driven by legislation and state strategies such as:

The Local Government Act 1993

Defines the scope and boundaries of Council's role and the way it must conduct its business.

The NSW State Plan

The State Plan: A New direction for NSW defines the overarching goals and outcomes that NSW Government has set for this state and which should shape public policy.

The Hunter Regional Plan 2036 sets Greater Hunter Region Financial Environment - Rate Pegging

Council's ability to align rating revenues with the increased cost of providing local government services has been restrained for a number of years by rate pegging, a legislative instrument whereby the maximum increase in rating revenues is set by IPART NSW.

Financial Environment – The State of the Council's Finances

Muswellbrook Shire Council has undertaken significant improvements that have seen financial growth for the organisation and opportunities for capacity building.

In 2009, Council embarked upon a fundamental review of its services with a view to substantially improving its financial position and, particularly, the general fund revenue available to fund the renewal of infrastructure, new and upgraded assets, and to build capacity and efficiency within Council's operations. The first graph depicts the general fund operating result (as budgeted) since 2007/08 (adjusted so as to keep the methodological assessment of depreciation common over time). The second figure depicts general fund revenues available to fund the renewal of infrastructure and to build capacity and efficiency within Council's operations.

Over the last two financial years, Council has achieved around \$400,000 of further annual efficiencies as a result of a broad cross-section of operational improvements.

The largest of these was an organisation wide review of the employment structure conducted in 2015/16 and 2016/17 which reduced the staffing by three net positions (the removal of seven positions and the creation of four new positions). Importantly, all the new positions are tasked with various aspects of improving organisational performance. These include sustainability positions to reduce the use of energy by Council, the use of reticulated water by the community, and positions related to business efficiency improvement and

internal audit. The approximate savings are around \$250,000 per annum.

Additionally, Council has realised around \$50,000 of annual savings in the use of energy by the installation of energy efficiency measures – the installation of LEDs, solar PV, solar pumping, and the timing of energy use from peak to off-peak periods.

In line with its Fit for the Future submission, Council has continued with its review of its business units including Planning and Regulatory Services (with a modest increase in regulatory fees and a slight reduction in development planning expense allowances) and a review of its use of parks and recreation facilities – with one park converted from community land to operational land through the statutory community consultation process for the purpose of re-developing the park for the provision of affordable and graduating aged care.

Council has prepared a budget based around the facilitation of the activities and targets outlined in its Delivery Program and these budgets have been projected out for 10 years based on a range of assumptions. The financial impacts, based on the scenario of the Special Rate Variation application being accepted (Scenario 2) and on the scenario of the application being refused (Scenario 1) are presented in this LTFP. A further scenario (3) looks at the potential impact for significant changes in revenues from mining within the Shire.

Financial Management Principles

In preparing the 2017-2027 Long Term Financial Plan, the following underpinning principles have been used:

- Council will maintain its existing services to residents
- Management will continually look for ways to improve service delivery
- Services and infrastructure in any new areas will

be provided within reason and in consultation with the community

- Council will continue to improve its capacity to fund its recurrent operations and renew critical infrastructure through sustainable financial decision making
- Council will manage within the existing financial constraints as much as possible

In conjunction with these principles, Council's Long Term Financial Plan is guided by a number of policies and strategies which are outlined below.

Rating Income Strategy

Rating Income is generated by a levy on properties within the council area for the provision of local government services. Council continually reviews its rating system to ensure that it is fair and equitable, where each rating category and property will contribute to the rate levy according to the demands placed on Council's limited resources.

Council generates a significant portion of its rating base from the mining category. Ongoing uncertainty in relation to this industry has caused council to seek means by which it can diversify the local economy allowing revenues lost through further contraction of the mining industry to be replaced.

Domestic Waste Management Charges

In addition Council charges a Domestic Waste Management charge to owners of rateable properties. This covers the cost of kerbside collection recycling and household clean up and includes the full cost of administration, service provision, State Government charges and tipping fees.



Stormwater Management Service Charges

Council has a Stormwater Management Service fee charged to owners of rateable properties. This covers services including mainstream flood mitigation works, local drainage and overland flow path upgrades, urban drainage renewal, water quality infrastructure, stormwater maintenance and enhanced pipe drainage maintenance.

Investment Principles

Council has an Investment Policy that reinforces Council's ongoing commitment to maintain a conservative risk/return portfolio, an important component of its ongoing prudent financial management practices. The overall objectives of the policy are to ensure that Council invests its funds:

- In accordance with the requirements of the Local Government Act (1993) and Council's Investment Policy;
- In a conservative manner where preservation of capital is the principal objective;
- In a manner that seeks to ensure the security of Council's cash and investment portfolio, achieve appropriate earnings and manage cash resources to ensure that there is sufficient liquidity to meet Council's business objectives.

Loan Borrowings

Council's policy is that the use of debt (borrowings) is appropriate to fund the cost of major new community assets or to smooth the cost of major asset renewals. However any minor asset acquisitions and a normal level of asset renewals (up to the level of the annual depreciation charge) should be funded out of operating revenues.

Council also recognises the need to address the issue of intergenerational equity and therefore seeks to match the term of the borrowing with the life of the asset to which the borrowing is related.

Cash Reserves and Restrictions

Council has a number of cash reserves which are either a legislative requirement (externally restricted) or through a Council decision (internally restricted).

The establishment and funding of cash reserves is a financial management strategy to provide funds

for future expenditure that could not otherwise be financed during a single year without having a material impact on the budget.

The cash reserves are also held as an offset against borrowing requirements. Separate Reserves are also maintained for the Water and Sewer funds.

Section 94 Developer Contributions

Section 94 of the Environmental Planning and Assessment Act 1979 enables Council to levy contributions for public amenities and services required as a consequence of development.

Discretionary and Regulatory Fees and Charges

Council has the ability to raise revenues through the adoption of a fee or a charge for services or facilities. Fees and charges are reviewed on an annual basis in conjunction with the preparation of the annual budget.

The fees and charges which Council can charge can be split into two categories:

1. **Regulatory Fees** – These fees are generally determined by State Government Legislation, and primarily relate to building, development or compliance activities. Council has no control over the calculation, and any annual increases of these fees and charges.
2. **Discretionary Fees** – Council has the capacity to determine the charge or fee for discretionary works or services such as the use of community facilities and access to community services.

The general principles under which Council sets its fees and charges are that Council aims to maximize returns from fees and charges. Fees are set to recover or partially recover the cost of services provided.

Asset Disposal & Investment Strategy

The majority of Council's property assets deliver on services such as:

- Transport Infrastructure
- Environmental Services, such as stormwater management
- Community Facilities
- Operational Assets, including administration buildings
- Waste management

Financial Management in Council

Diversification of Revenue Streams

Council has established a Future Fund with the aim of creating a new, ongoing revenue stream to assist in the transition of the local economy from its dependence on coal to other industries. The fund mainly achieves this by the construction and acquisition of a range of commercial buildings in Muswellbrook, Denman and other parts of NSW. The Future Fund has been established with the aim of being financially sustainable whilst still paying an ongoing and increasing dividend to the General Fund that assists in the funding of services and infrastructure replacement and renewal.

Muswellbrook Asset Management Strategy

Muswellbrook Shire Council is the custodian of infrastructure assets with a replacement value of \$740 million and a depreciated value of approximately \$526 million. Ensuring these assets are maintained and able to provide the services required of them is an important function of the Council.

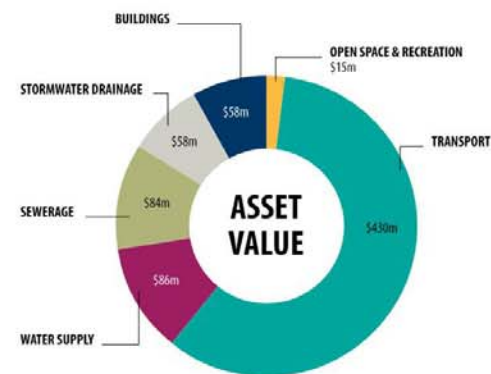
The Asset Management Strategy provides a systematic way of accounting for these assets and planning for their operation, maintenance, rehabilitation, disposal and renewal. The strategy also helps Council to review its asset management practices to ensure they are being done in the most cost effective manner possible.

The broad purpose of the Asset Management Strategy is:

- To have proper plans and strategies that ensure the assets provided by previous generations continue to be available to provide the services required by future generations;
- To be able to plan for new assets confident of our understanding of their impact on Council's long term financial sustainability;
- To provide assurance that assets are being created, operated, maintained, rehabilitated and renewed in the most cost effective ways possible.

The Muswellbrook Asset Management Strategy includes revised estimates of the value and useful remaining life of Council's assets. The strategy also includes a comprehensive program of actions to improve the quality of asset data and asset management systems and practices within Council.

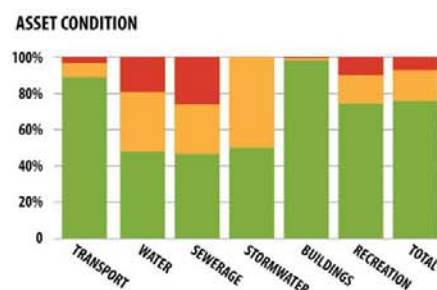
Council's infrastructure assets have a replacement value of just over \$740M. The chart below shows the value (\$M) of each of the six major asset classes.



Council is currently reviewing and updating its Asset Management Plans and expects that this process will provide Council with an improved understanding of asset conditions, useful life, expected levels of service and funding levels required to adequately maintain replacement and renew infrastructure and other assets.

The chart below shows the condition of assets in each class. Obviously, while transport and building assets are in generally good condition, a significant proportion of water and sewerage assets are near the end of their useful life. Council has engaged a contractor to replace the current aging Muswellbrook Reuse Water Treatment Plant and replace with the Recycle Water Treatment Works. This highlights the need for continued investment in asset renewal.

Investment is also required to operate and maintain existing assets, and also to build new assets to meet the needs and aspirations of the community.



REVENUE POLICY

Part 1 – Rates & Charges

A. Rating

1. Introduction

In accordance with Section 532 of the Local Government Act 1993, a Council must not make a rate or charge until it has given public notice of its draft Operational Plan for the year for which the rate is to be made and has considered any submissions received. In practice a Council should first adopt its final Operational Plan and then make rates and charges by resolution. (s535).

2. General Valuation

A general re-valuation of the Shire took place during 2016, with a base date of 1 July 2016.

These valuations will be used for rating purposes from July 2017. These valuations will continue to be used until revised through general and special re-valuations by the Valuer General.

3. Rating Method

In accordance with Section 514 of the Local Government Act 1993 Council has categorised all rateable land in the Council area as Residential, Farmland, Business or Mining.

4. Structure of the Rate

In accordance with Section 497 of the Local Government Act 1993, Council has adopted the use of a base amount plus an ad valorem for all categories.

Council's reasons are as follows:-

- a base amount with an ad valorem ensures that the rate burden falls equitably on landowners for the cost and value of common services and facilities (from which all properties benefit) regardless of their rateable value.
- having given regard to the matters set out in Section 536(1) of the Local Government Act 1993, Council is of the opinion that a base amount charged per assessment is fair and equitable and reflects both the "benefit principle" and the "ability to pay principle".

5. Interest on Overdue Amounts

Councils are responsible for fixing, by formal resolution, the level of interest penalties to apply in respect of rate and charges arrears.

The maximum level of interest is determined each year and advised to Councils by the Department of Local Government. Section 566 (3) states the rate of interest is that set by the Council but must not exceed the rate specified for the time being by the Minister by notice published in the Gazette.

Council proposes to apply the maximum permissible rate of interest payable on outstanding rates and charges at a simple rate calculated daily.

The maximum interest rate that may be charged on overdue amounts for the 2017/18 period has not been set by the Minister for Local Government at this stage. The 2016/17 rate was 8.0% per annum.

The discretion to write off extra charges in respect of rates and arrears in a range of appropriate circumstances is available to Councils and/or to enter into special agreements with any individual or any category of ratepayers to facilitate the discharge of the rating liability.

The discretion to write off extra charges can be exercised if special circumstances can be demonstrated by the ratepayers involved.

6. Summary of Rating Philosophy

- i) That Council sets its rates so as to obtain the maximum possible yield and comply with the Office of Local Government's advice in relation to rate-pegging limitation and catch up provisions.
- ii) That Council sets a base amount per assessment under Section 499(1) of the Local Government Act 1993 for the Residential, Farmland, Business and Mining categories.
- iii) That Council applies the maximum permissible rate for the interest payable on outstanding rates and charges at a simple rate calculated daily.
- iv) That Council utilise changes on the Base Rate amount with the aim of evening out possible rate increases that may occur as Land Values are reassessed. Council sets, as a goal, a target of having no more than 35% of rates levied through the Base Rate for each category. This will allow some flexibility to more evenly spread rates increase across land owners when changes in valuation are not applied consistently within rating categories.

B. CHARGES

Sections 501 and 502 permits a Council to make and levy an annual charge for the following services provided on an annual basis:

- * Water Supply Services
- * Sewerage Services
- * Drainage Services (through the Stormwater Levy)
- * Waste Management Services (other than domestic waste management)
- * Any services prescribed by the Regulations.

1. Water Charges

Pricing which reflects the costs incurred in the provision of potable water can help ensure conservation of scarce water resources and can promote more efficient investment in water infrastructure.

To achieve this, adequate cash flows are required to meet operating costs, to fund future necessary infrastructure and provide an acceptable rate of return – thereby ensuring the longer term financial sustainability of the service.

One of the key elements in cost-reflective pricing identified by the Department of Environment, Climate Change and Water is a cost-reflective two-part charge for water comprising a water service availability charge and a consumption tariff. Council's availability charge uses the Department's recommended method, which is based on the square of the diameter of the supply pipe. This reflects the true availability of water access by the user.

There are three tariffs for consumption. The Residential Consumption Tariff is a two-tier tariff charged for residential properties. The Tier 1 charge applies to water consumption up to 350Kl and the Tier 2 charge applies to water consumption in excess of 350Kl per annum. A Non-Residential Consumption Tariff is charged for all other properties connected to Council's water supply.

Method of Rendering Accounts

In accordance with Section 552 of the Local Government Act 1993, land that is supplied with water from a water main of the Council and land that is situated within 225 metres of a water main of Council (whether or not actually supplied with water from any water main of the Council) is charged an annual Water Service Availability Charge for each service to the property.

Each Annual Water Service Charge applicable is included in the Annual Rate Notice issued for the financial year. Water consumption charges are raised three times per year.

2. Water and Sewerage Charges - General

User charges are fees levied on the community for the use of the water and sewerage facilities provided by Council.

Income derived from water supply and sewerage charges can be used for either maintenance or capital expenditure. Unlike general rates, the water supply and sewerage charges are not subject to rate pegging in NSW.

It should be noted that funds raised through water and sewerage charges are explicitly expended on the operational, maintenance and capital expenditure needs related to those services and activities.

Best Practice Charging

Council has implemented charging guidelines recommended by the Department of Environment, Climate Change and Water for the charging of services in regard to water supply and sewerage services.

1. Residential Sewerage Charge

All residential properties are levied the same charge under the Guidelines mentioned above, with the usage charge based on the average residential water consumption.

The combination of availability charge and usage charge meets all the Best Practice Pricing criteria.

2. Non-Residential Sewerage Charge

The non-residential sewerage charge is levied based on a formula that includes a range of factors that include the size of the water connection, the amount of water used and the amount of water used that is expected to enter the sewage treatment processes.

3. Trade Waste Charges

Trade Waste, is currently defined as:

Any waters other than those used specifically for personal hygiene functions that may be contaminated with any substance as a direct or indirect result of a commercial activity.

The regulation of trade wastes is intended to:

- Prevent the biological capacity of the treatment works being exceeded resulting in the destabilising of the biological process and consequent odours emanating from the works;
- Ensure discharge of effluent from the treatment works is within the requirements of the Clean Waters Act 1970 and Regulations as amended.
- Protect the sewers and sewerage structures from corrosion, damage or blockage.
- Prevent overloading of the sewerage reticulation system.

- Ensure safe working conditions exist in the sewer reticulation system for the protection of Council staff.
- Ensure environmental protection of the local eco-systems, particularly those relating to the regional waterways.

Full details of the charges for Trade Waste are set out in the Fees and Charges Schedule.

4. Waste Management Service Charges

Council undertakes the management of the Muswellbrook Waste Management Facility and the Denman Waste Transfer Station. Council manages the daily operations of these depots in order to ensure the appropriate disposal and storage of waste received at the facilities.

Weekly services for kerbside collection of mixed solid waste (140 litre bins) and alternate fortnightly collections of recyclable and green waste (240 litre bins) are provided by Council to residential properties in Muswellbrook (including the Woodlands Ridge subdivision and Milperra Drive), Denman and Sandy Hollow.

There will be an annual bulky waste clean-up service for green waste. This is in addition to an annual bulky waste clean-up service for general bulky waste (excluding green waste). The dates and arrangements in relation to these activities will be advised at a time closer to the operation of the events.

Weekly services for kerbside collection of mixed solid waste (140 litre bins) and fortnightly collection of recyclable waste (240 litre bins) are provided to non-residential properties in Muswellbrook, Denman and Sandy Hollow. In addition to servicing the urban areas of Muswellbrook (including the Woodlands Ridge subdivision and Milperra Drive), Denman and Sandy Hollow, the following rural areas receive waste services:

- a) Golden Highway to Sandy Hollow
- b) Rosemount Road Loop
- c) Denman Road from Muswellbrook to Denman

Properties located on the above roads, or whose only access to Muswellbrook, Denman or Sandy Hollow is via these roads, are provided weekly services for collection of mixed solid waste (140 litre bins) and fortnightly collections of recyclable waste (240 litre bins). Alternate fortnightly collection of green waste for rural properties will be provided if requested and charged an annual charge for each service required.

a) Domestic Waste Management Service

Under the Local Government Act, 1993 Section 504 (1) provides:

1. A Council must not apply income from an ordinary rate towards the cost of providing domestic waste management services.
2. Income to be applied by a Council towards the cost of providing domestic waste management services must be obtained from the making and levying of a charge.

3. Income obtained from charges for domestic waste management must be calculated so as to not exceed the reasonable cost to the Council of providing those services.

Council determines the Domestic Waste Charge carefully following these requirements. The charge is set at a rate that covers the cost of collecting and the disposal or recycling of the collected waste as well as the administration of the service. The processes involved in determining the charge are audited by Council's independent auditor.

b) Waste Management Service Availability Charge.

Under Section 496 of the Act, Council is required to levy a charge on all rateable land that is situated within the area in which a domestic waste management service is available, whether occupied land or vacant land.

c) Waste Management Service (other than Domestic Waste Management Service)

Under Section 501 of the Act, Council may levy a charge for the provision of waste management services (other than domestic waste management services) which may be levied on each assessment for which the service is provided or proposed to be provided.

This charge applies to non-domestic premises.

5. Stormwater Management Charge

In 2010/11 Council introduced an annual levy of \$25.00 for each assessment in the Residential and Business Rating categories and \$12.50 for each Residential Strata assessment within the urban areas of Muswellbrook and Denman. All funds raised from this source will be applied to the construction of new and/or upgraded stormwater management assets in those towns. The raising of the levy and the application of the funds collected will be in accordance with the *Stormwater Management Service Charges Guidelines* issued by the Division of Local Government. Since 2011/12 the charge on assessments in the Business Category has been based on the area of the impervious surfaces contained in the assessment as per the table below:

Area Sqm	Charge
0 - 1,199	\$25.00
1,200 - 4,999	\$100.00
5,000 - 9,999	\$375.00
>10,000	\$725.00

What Criteria are Relevant in Determining the Amount of a Charge?

1. In determining the amount of a charge for a service, the Council may have regard to (but is not limited to) the following:
 - the purpose for which the service is provided

- the nature, extent and frequency of the service
 - the cost of providing the service
 - the categorisation for rating purposes of the land to which the service is provided
 - the nature and use of premises to which the service is provided
 - the area of land to which the service is provided
2. The amount of a charge need not be limited to recovering the cost of providing the service, for which the charge is made, except as provided by Section 503(2) and 504 (3)
 3. Council will continue with a recycling service. The cost of providing this service is included in the Domestic Waste Management Service charge and also the Waste Management Service Charge. These charges entitle ratepayers to a fortnightly recycling collection.
 4. Council will continue the green waste service. The cost of providing this service is included in the Domestic Waste Management Service charge. These charges entitle ratepayers to a fortnightly green waste collection.

The charge for the collection of the green waste is not included in the Waste Management Service Charge or Rural Waste Charges. However, property owners to which these charges apply can elect to utilise and pay for the green waste service.

STATEMENT OF RATES PROPOSED TO BE LEVIED FOR 2017/18

Section 404(2) Local Government Act, 1993

ORDINARY RATES

Rate Type	Category	Sub-Category	Ad Valorem Cents in \$	Base/Min \$	Base as % of Total Rate Levied
Ordinary	Residential		0.4179500	\$240	23.95%
Ordinary	Residential	M/Brook/Denman	0.5585040	\$290	40.10%
Ordinary	Farmland		0.3370400	\$400	14.14%
Ordinary	Mining		5.1691190	\$15,000	5.6%
Ordinary	Business		1.0292300	\$250	10.93%
Ordinary	Business	Interim Development	0.2000000	\$250	2.57%

In the period between the exhibition of this policy and the levying of the rates in July 2017, Council will receive new information concerning changes to land values, the creation of new assessments, changes to land use and the like. As this information is received it may be necessary to change the above rating levy amounts in order to ensure compliance with the calculated Notional Income amount for council in 2017/18.

Council is waiting on some information regarding significant valuation changes that may result in further changes.

WATER CHARGES

For 2017/18, Council is proposing to levy Water Service Availability Charges as set out below:

1. A Water Service Availability Charge is charged for each service to the property in respect of land that is supplied with water from a water pipe of the Council and land that is situated within 225 metres of a water pipe of the Council (whether or not actually supplied with water from any water pipe of the Council). The Water Service Availability Charge is based on the service size of the connection to the water supply line. The Water Service Availability Charges for the year commencing 1 July 2017 are:

Water Service Charge Category	Amount
Availability Charge (Not Connected)	\$175
Availability Charge (Connected)	
- 20mm service	\$175
- 25mm service	\$273
- 32mm service	\$448
- 40mm service	\$700
- 50mm service	\$1,094
- 65mm service	\$1,848
- 80mm service	\$2,800
- 100mm service	\$4,375
- 150mm service	\$9,844

2. A Consumption Tariff is to be charged per kilolitre for all water supplied. The water consumption tariffs proposed for the year commencing 1 July 2017 are:

<u>Consumption Tariff</u>	<u>(\$/Kl)</u>
Residential	Tier 1 (1-350Kl per annum) \$1.77 Tier 2 (>350Kl per annum) \$2.65
Non-Residential	\$2.22 per kilolitre

SEWERAGE CHARGES

For 2017/18, Council is proposing to levy Sewerage Service Availability Charges as set out below:

An annual charge for sewer is applicable to each rateable assessment except:

- a) Land which is more than 75 metres from a sewer of the Council and is not connected to the sewer; and
- b) Land from which sewage could not be discharged into any sewer of the Council.

1) Residential Sewer Charges

A Sewer Service Availability Charge is charged in respect of each Residential assessment for which the service is provided or is proposed to be provided. The Sewer Service Availability Charges for the year commencing 1 July 2017 are:

<u>Sewer Service Charge</u>	
Residential Sewer Availability Charge (Vacant)	\$260.00
Residential Sewer Charge (Occupied)	\$624.00

2) Non-Residential Sewerage Charges

Non-Residential Sewer Charges will be based on the following formula:

$$SC = SDF \times (AC + (C \times UC)) \text{ where:-}$$

SC = Sewerage Charge
 SDF = Sewerage Discharge Factor
 AC = Availability Charge
 C = Total water consumption for meter
 UC = Sewer Usage Charge

The Sewer Service Availability Charges for the year commencing 1 July 2017 are:

<u>Sewer Service Charge Category</u>	<u>Amount</u>
Availability Charge (Not Connected)	\$260.00
Availability Charge (Connected)	
20mm service	\$260.00
25mm service	\$406.25
32mm service	\$665.60
40mm service	\$1,040.00
50mm service	\$1,625.00
65mm service	\$2,746.25
80mm service	\$4,160.00
100mm service	\$6,500.00
150mm service	\$14,625.00

The Sewer Usage Charge for the year commencing 1 July 2017 is:

<u>Sewer Usage Charge</u>	<u>(\$/KI)</u>
Non-Residential Sewer Usage Charge	\$2.22

Discharge Factors required for non-residential properties will be determined on an individual property basis.

DOMESTIC WASTE MANAGEMENT CHARGES

Domestic Waste and other Waste Management Charges are levied in accordance with Section 501 of the Local Government Act 1993.

For 2017/18 Council is proposing to levy the following charges in regard to Domestic Waste Management Services:

Domestic Waste Management Service Charges

Urban Domestic Waste Management Availability Charge (1)	\$ 93.50
Urban Domestic Waste Management Service Charge (2)	\$361.00
Additional Urban Domestic Waste Management Service Charge	\$ 93.00
Additional Urban Domestic Waste Management Recycling Service Charge	\$ 63.00
Additional Urban Domestic Waste Management Green Waste Service Charge	\$ 28.00

- (1) This charge applies to vacant rateable land categorised for rating purposes as Residential and situated within the urban area in which a Domestic Waste Management Service is able to be provided
- (2) Each premises is entitled to one approved mobile waste bin service per week and one fortnightly collection of recyclable material and one fortnightly collection of green waste for each Urban Domestic Waste Management Service Charge.

For 2017/18, Council proposes to levy the following charges on assessments categorised for rating purposes as Residential or Farmland and situated within the rural area to which a Domestic Waste Management Service is able to be provided.

Rural Domestic Waste Management Service Charge

Rural Domestic Waste Management Availability Charge (1)	\$ 93.50
Rural Domestic Waste Management Service Charge (2)	\$320.00
Additional Rural Domestic Waste Management Service Charge	\$ 93.00
Additional Rural Domestic Waste Management Recycling Service Charge	\$ 63.00
Rural Domestic Waste Management Green Waste Service Charge	\$ 28.00

- (1) This charge applies to vacant rateable land categorised for rating purposes as Residential or Farmland and situated within the rural area in which a Rural Domestic Waste Management Service is able to be provided

- (2) Each premises is entitled to one approved mobile waste bin service per week and one fortnightly collection of recyclable material for each Rural Domestic Waste Management Service Charge.

For 2017/18, Council proposes to levy the following charges on assessments not categorised for rating purposes as residential and situated within the urban area in which a Waste Management Service is able to be provided.

Waste Management Service Charge

Urban Waste Management Availability Charge – Non-Domestic (1)	\$ 93.50
Waste Management Service Charge (2)	\$325.00
Additional Waste Management Service Charge	\$ 93.00
Additional Waste Management Recycling Service Charge	\$ 63.00
Waste Management Green Waste Service Charge	\$ 28.00

- (1) This charge applies to vacant rateable land not categorised for rating purposes as Residential and situated within the urban area in which a Waste Management Service is able to be provided.

- (2) Each premises is entitled to one approved mobile waste bin service per week and one fortnightly collection of recyclable material for each Waste Management Service Charge.

For 2017/18, Council proposes to levy the following charges on assessments land not categorised for rating purposes as residential or farmland and situated within the rural area in which a Waste Management Service is able to be provided.

Waste Management Service Charge

Rural Waste Management Availability Charge – Non-Domestic (1)	\$ 93.50
Rural Waste Management Service Charge (2)	\$325.00
Additional Rural Waste Management Service Charge	\$ 93.00
Additional Rural Waste Management Recycling Service Charge	\$ 63.00
Rural Waste Management Green Waste Service Charge	\$ 28.00

- (1) This charge applies to vacant rateable land not categorised for rating purposes as Residential or Farmland and situated within the rural area in which a Rural Waste Management Service is able to be provided.

- (2) Each premises is entitled to one approved mobile waste bin service per week and one fortnightly collection of recyclable material for each Rural Waste Management Service Charge.

STORMWATER MANAGEMENT CHARGE

For 2017/18 Council proposes to levy Stormwater Management Charges in accordance with Section 496A of the *Local Government Act 1993* on land within the Muswellbrook and Denman urban areas and included in the Town Planning Zones of R1 General Residential, B2 Local Centre, SP2 Infrastructure, IN2 Light Industrial, IN1 General Industrial and RU5 Village, except where exemption or variation to the charge is provided in accordance with the document "Stormwater Management Service Charge Guidelines" issued by the Division of Local Government in July 2006, at a rate of \$25.00 per assessment and \$12.50 per residential strata unit.

Where a non-residential assessment exists with an impervious land area falling within the ranges outlined below the charge will be levied in accordance with table established below:-

Area Sqm	Charge
0 - 1,199	\$25.00
1,200 - 4,999	\$100.00
5,000 - 9,999	\$375.00
>10,000	\$725.00

INTEREST ON OVERDUE ACCOUNTS

For the 2017/18 rating year Council proposes to set the interest rate at the maximum amount determined by the Minister of 8.0%. To be determined.

HUNTER CATCHMENT CONTRIBUTION

At the time of writing this document, the proposed rates for the Catchment contribution were not available to Council, however, based on the 2017/18 rates it is expected a rate of around 0.0131 (zero point zero one three one) will be levied, however, this will be determined once advice from the Authority is received.

The rate is levied and collected in accordance with Clauses 36 and 40 of Local Land Services Regulation 2014. The rate is set by the Local Land Services on the current Land Value of the land within the Council area.

FIRE AND EMERGENCY SERVICES LEVY

The FESL will be made up of a fixed charge and an ad valorem amount, based on the NSW Valuer General's assessment of unimproved land value and a property's classification as residential, farmland, industrial, commercial or public benefit, and whether or not the land is vacant.

FESL Land Classification	Non-vacant rates		Implied Vacant rates	
	Fixed	Ad Valorem	Fixed	Ad Valorem
Public Benefit	\$100	0.000219	N/A	N/A
Farmland	\$200	0.000235	N/A	N/A
Residential	\$100	0.000219	\$50	0.0001095
Industrial	\$200	0.002687	\$100	0.0013435
Commercial	\$200	0.001791	\$100	0.0008955

UNDER REVIEW

2017/18 Fees and Charges

Muswellbrook Shire Council



muswellbrook
shire council

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Explanation Table

Label Keys

Fee (excl. GST)	Fee (excl. GST) (17/18)
GST	GST Amount (17/18)
Fee (incl. GST)	Fee (incl. GST) (17/18)
Fee Unit	Fee Unit
GST	GST Flag (Y/N) (17/18)
Description	Description & Detail
Fee Type	Fee Types

Classifications Keys

Fee Types

A	This is a fee charged under relevant legislation. The details of the legislation and section are contained under the heading of the various types of fees. Council is unable to vary the amount of these fees. (Section 610)
B	Is generally an indicative fee which is recommended by the Local Government and Shires Association of NSW and Department of Local Government to maintain a comparative fee for all Councils (relates to property and zoning certificates). (Section 609)
C	These fees are for the hire of Council premises and facilities. They have generally been reviewed by Council Committees and also by Council's Consultant Valuer to gain the current market value for lease properties on the commercial market.
D	These are fees and charges generally for documents and minor services provided by the Council. In most cases, the amount fixed represents a minimal fee designed to cover the cost of materials and other fixed costs in providing the information.
E	This fee sets out to try and recover the full cost of the goods and services provided.
n/a	Not applicable

Name	Fee (excl. GST)	Year 17/18 GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Muswellbrook Shire Council

Administration

Administration Centre Room Hire

Councillors Room

Per Hour	\$45.45	\$4.55	\$50.00		Y	E
Per Day	\$318.18	\$31.82	\$350.00		Y	E

Committee Room (each)

Per Hour	\$36.36	\$3.64	\$40.00		Y	E
Per Day	\$181.82	\$18.18	\$200.00		Y	E

Both Committee Rooms

Per Hour	\$54.55	\$5.45	\$60.00		Y	E
Per Day	\$272.73	\$27.27	\$300.00		Y	E

Interview Room

Per Half Day	\$68.18	\$6.82	\$75.00	Up to 4 hours	Y	E
Per Day	\$136.36	\$13.64	\$150.00		Y	E

Banners

Installation of Banners (not for profit)	\$300.00	\$0.00	\$300.00		N	E
Cleaning and Storage, installation & removal (once only payment)	\$500.00	\$50.00	\$550.00	per banner	Y	E

Business Paper

Copy of Council Business Paper, Late Items & Minutes

12 Months Service	\$370.70	\$0.00	\$370.70		N	E
6 Months Service	\$189.00	\$0.00	\$189.00		N	E

Name	Fee (excl. GST)	Year 17/18 GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Cemetery Fees

Right of Burial Fees

Council Policy C10/2

General Cemetery – Purchase of 2.4 x 1.2m plot	\$399.09	\$39.91	\$439.00		Y	E
Lawn Cemetery – Purchase of 2.4 x 1.2m plot	\$1,444.18	\$144.42	\$1,588.60		Y	E
Columbarium – Purchase of one niche	\$205.00	\$20.50	\$225.50		Y	E
Columbarium – Installation of plaque and ashes	\$101.91	\$10.19	\$112.10		Y	E
Memorial Wall – Installation of plaque	\$52.73	\$5.27	\$58.00		Y	E
Bronze Plaque	Charged separately at cost				N	E
Permission to erect structure (eg headstone, slab, concrete kerbing etc)	\$70.70	\$0.00	\$70.70		N	D

Certificates

Section 603 Certificate LGA 1993	\$76.40	\$0.00	\$76.40		N	A
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Credit Card Payments

Merchant Fee Recovery			0.75%		N	E
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Dishonoured Payments

Dishonoured Cheques, returned to Council	\$67.00	\$0.00	\$67.00		N	E
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Enquiry Fee

As provided in Section 608(2) of the LGA 1993 and subject to the provision of the LG Act and Privacy and Personal Information Protection Act

Supply information – includes locating property etc to Owner or adjoining owner			No Charge		N	n/a
Supply information – includes locating property, etc other than owner or adjoining owner (Base Charge)	\$15.80	\$0.00	\$15.80		N	E
Plus Hourly Charge	\$38.50	\$0.00	\$38.50		N	

Commercial Enquiry

Supply information – includes locating property, etc (1)	\$23.40	\$0.00	\$23.40		N	E
Supply information – more than 1: Base Charge	\$39.20	\$0.00	\$39.20		N	E
plus per item of information (assessment details, sales, etc)	\$15.80	\$0.00	\$15.80		N	E
OR Base Charge	\$39.20	\$0.00	\$39.20		N	E
Plus Hourly Charge	\$83.80	\$0.00	\$83.80		N	E

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Supply of Maps from GIS

A4	\$10.60	\$0.00	\$10.60		N	E
A3	\$15.80	\$0.00	\$15.80		N	E

Commercial Enquiry

A4	\$10.60	\$0.00	\$10.60		N	E
A3	\$15.80	\$0.00	\$15.80		N	E

Environmental Services Fees and Charges

For Health, Building, Planning, Environmental and Regulatory Issues please See Separate Section at End of Document

Government Information (Public Access) Act 2009 (GIPA)

A 50% reduction in fees will be granted to holders of Pensioner Health Benefits Cards. Further details are set out in FOI Procedures Manual (Section 2.14)

Application Fee (includes 1 hour processing)	\$30.00	\$0.00	\$30.00		N	A
Processing Fee	\$30.00	\$0.00	\$30.00	per hour	N	A

Photocopying/Printing

Photocopying and Printing services also available at Upper Hunter Regional Library Service branches at Muswellbrook and Denman

B/W – A4	\$0.20	\$0.02	\$0.22	per copy	Y	E
Colour – A4	\$0.55	\$0.00	\$0.55	per copy	N	
B/W – A3	\$0.36	\$0.00	\$0.36	per copy	N	
Colour – A3	\$1.09	\$0.11	\$1.20	per copy	Y	E
A1	\$6.73	\$0.67	\$7.40	per copy	Y	E
A0	\$11.55	\$1.15	\$12.70	per copy	Y	E

Replacement Keys (all Council properties)

Per Lock	\$68.18	\$6.82	\$75.00		Y	
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Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Hall Hire

Community or non profit organisations who book for a series of sessions and pay in advance receive a 25% discount.

Indoor Sports Centre Complex – Denman

Regular Group bookings available

Daily Hire (Whole Facility)	\$267.27	\$26.73	\$294.00	per day	Y	C
1/2 Daily Hire (Whole Facility)	\$132.36	\$13.24	\$145.60	Up to 4 hours	Y	C
Up to 4 hours						
Bond (refunded after inspection)	\$500.00	\$0.00	\$500.00		N	C
Basketball Court – Casual Hire	\$38.73	\$3.87	\$42.60	per hour	Y	C
Basketball Court – Club Hire	\$27.36	\$2.74	\$30.10	per hour	Y	C
Squash Court casual booking – court hire	\$21.27	\$2.13	\$23.40	per hour	Y	C
Squash Court (per court) – Club	\$14.18	\$1.42	\$15.60	per hour	Y	C
Tennis Courts (per court) – daytime – Casual	\$12.18	\$1.22	\$13.40	per hour	Y	C
Tennis Courts (per court) – daytime – Regular users	\$9.18	\$0.92	\$10.10	per hour	Y	C
Tennis Courts (per court) – night – casual	\$19.36	\$1.94	\$21.30	per hour	Y	C
Tennis Courts (per court) – night – Regular Users	\$14.18	\$1.42	\$15.60	per hour	Y	C
Mezzanine Floor Area – Daytime	\$14.18	\$1.42	\$15.60	per hour	Y	C
Mezzanine Floor Area – Night	\$21.27	\$2.13	\$23.40	per hour	Y	C
Children's Centre	\$51.73	\$5.17	\$56.90	per week	Y	C
Junior members of tennis & squash clubs, basketball playing club events and competitions – lighting cost to be applied	\$2.45	\$0.25	\$2.70		Y	C

Indoor Sports Centre – Muswellbrook

Daily Hire (Whole Facility)	\$267.27	\$26.73	\$294.00	per day	Y	C
50% discount for local schools for whole centre day hire						
1/2 Daily Hire (Whole Facility)	\$132.36	\$13.24	\$145.60	Up to 4 hours	Y	C
Up to 4 hours						
Basketball court casual hire	\$38.73	\$3.87	\$42.60	per hour / per court	Y	C
Two court hire	\$70.82	\$7.08	\$77.90	per hour	Y	C
Basketball court sports clubs regular booking hire	\$27.36	\$2.74	\$30.10	per hour / per court	Y	C
Basketball court sports clubs regular booking – two court hire	\$47.18	\$4.72	\$51.90	per hour	Y	C
Individual Practice Hire – upon availability	\$4.73	\$0.47	\$5.20	per hour	Y	C
Gymnasium Only	\$14.18	\$1.42	\$15.60	per hour	Y	C
Bond (refunded after inspection)	\$500.00	\$0.00	\$500.00		N	C

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Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Indoor Sports Centre – Muswellbrook [continued]

Junior members – lighting costs to be applied	\$2.45	\$0.25	\$2.70		Y	C
Lighting costs to be applied	\$14.18	\$1.42	\$15.60		Y	C
Meeting room (small)	\$14.18	\$1.42	\$15.60	per hour	Y	C
Kitchen Hire (in addition to any other hire)	\$4.73	\$0.47	\$5.20	per hour	Y	C
Table Hire	\$6.09	\$0.61	\$6.70	per day	Y	C
Chair Hire	\$2.09	\$0.21	\$2.30	per day	Y	C
School groups	\$2.09	\$0.21	\$2.30	per student	Y	E

Muswellbrook Regional Art Centre

Private Functions

Free to Not for profit and charity groups			FREE		Y	n/a
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During Art Centre Hours

School of Arts Gallery (up to 3 hours)	\$218.18	\$21.82	\$240.00		Y	C
Minimum hire 3 hours						
School of Arts Gallery (per hour after 3 hours)	\$68.18	\$6.82	\$75.00		Y	C
Bond (Prepaid and refundable)	\$224.00	\$0.00	\$224.00		N	C
School of Arts Rehang Required	\$186.36	\$18.64	\$205.00		Y	C
Small Gallery (up to 3 hours)	\$95.45	\$9.55	\$105.00		Y	C
Minimum hire 3 hours						
Small Gallery (per hour after 3 hours)	\$36.36	\$3.64	\$40.00		Y	C
Small Gallery Rehang required	\$50.00	\$5.00	\$55.00		Y	C

Outside Art Centre Hours

Free to not for profit and charity groups			FREE		Y	C
School of Arts Gallery (up to 3 hours)	\$454.55	\$45.45	\$500.00		Y	C
Minimum hire 3 hours						
School of Arts Gallery	\$140.91	\$14.09	\$155.00	per hour after 3 hours up till 11 pm	Y	C
School of Arts Rehang Required	\$186.36	\$18.64	\$205.00		Y	C
Small Gallery	\$186.36	\$18.64	\$205.00		Y	C
Minimum hire 3 hours						
Small Gallery (per hour after 3 hours)	\$63.64	\$6.36	\$70.00	per hour after 3 hours	Y	C
Small Gallery Rehang required	\$50.00	\$5.00	\$55.00		Y	C
Bond (Prepaid and refundable)	\$510.00	\$0.00	\$510.00		N	C

Name	Fee (excl. GST)	Year 17/18 GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Equipment & Furniture

Table Hire	\$13.64	\$1.36	\$15.00	per day	Y	C
Chair Hire	\$1.82	\$0.18	\$2.00	per chair per day	Y	C
Bar	\$13.64	\$1.36	\$15.00	per day	Y	C
Card Table	\$9.09	\$0.91	\$10.00	per day	Y	C
Lectern hire	\$9.09	\$0.91	\$10.00	per day onsite	Y	C
PA Hire	\$140.91	\$14.09	\$155.00	per day	Y	C
Audio Visual Equipment Hire	\$50.00	\$5.00	\$55.00	per item per day	Y	C
RSA staff	\$31.82	\$3.18	\$35.00	per hour	Y	C
Photographer	\$31.82	\$3.18	\$35.00	per hour	Y	C

Prize Entry Fees

Open Prize – Section A	\$40.91	\$4.09	\$45.00		Y	D
Open Prize – Section B	\$22.73	\$2.27	\$25.00		Y	D
Local Prize	\$18.18	\$1.82	\$20.00		Y	D
National Photographic Prize	\$27.27	\$2.73	\$30.00		Y	D
Local Photographic Prize	\$18.18	\$1.82	\$20.00		Y	D
Bengalla Ceramic	\$22.73	\$2.27	\$25.00		Y	D
Ester Bellis Prize	\$13.64	\$1.36	\$15.00		Y	D
Commission on Sale of Works			30%		Y	D
NAIDOC Prize	\$13.64	\$1.36	\$15.00		Y	D

Senior Citizens Centre

Hall Hire – Day Hire	\$198.00	\$19.80	\$217.80	per day (8 hours)	Y	C
Bond	\$318.70	\$0.00	\$318.70		N	E
Cleaning charge if not left clean (minimum)	\$152.73	\$15.27	\$168.00		Y	E
Cleaning charge per hour thereafter	\$50.91	\$5.09	\$56.00	per hour	Y	C

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Stan Thiess Centre

Multi purpose Building including Public toilets and Kiosk Area, Change rooms/Shower Toilets
Community or non profit organisations who book for a series of sessions and pay in advance receive a 25% discount

Full day	\$198.00	\$19.80	\$217.80		Y	C
4 hour hiring	\$132.91	\$13.29	\$146.20		Y	C
Additional Hours	\$27.27	\$2.73	\$30.00	per hour	Y	C
Playgroups & Upper Hunter Conservatorium of Music (maximum 3 hours)	\$23.27	\$2.33	\$25.60	per session	Y	C
Playgroups who book for a term and pay in advance receive a 25% discount – NO refunds for cancelled sessions						
Cleaning charge if not left clean (minimum)	\$152.73	\$15.27	\$168.00		Y	E
Cleaning charge per hour thereafter	\$50.91	\$5.09	\$56.00	per hour	Y	E
Deposit for Keys (Refundable)	\$75.90	\$0.00	\$75.90		N	C
Bond (Refundable after inspection)	\$500.00	\$0.00	\$500.00		N	C

Upper Hunter Regional Library Service

Fees for Council functions at the discretion of the General manager of MSC

Seminar Room

Per Hour	\$60.18	\$6.02	\$66.20		Y	C
Up to 3 hours	\$185.09	\$18.51	\$203.60		Y	C
1 day during Bus Hours	\$254.55	\$25.45	\$280.00		Y	C
Replacement keys	\$32.36	\$3.24	\$35.60		Y	
Cancellations	\$35.00	\$0.00	\$35.00		N	C

Meetings Rooms (upstairs)

Free for Members – up to 3 hours

Up to 3 hours – visitors	\$9.09	\$0.91	\$10.00		Y	C
Per day during Bus Hours	\$63.64	\$6.36	\$70.00		Y	C

Cleaning Fee

Cleaning fee applied to rooms left in an untidy manner	\$60.18	\$6.02	\$66.20		Y	D
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Name	Year 17/18		Fee Unit	GST	Fee Type
	Fee (excl. GST)	GST Fee (incl. GST)			

Private Works

Section 67 LGA 1993

Labour costs	Labour costs (including on-costs) plus 40% + 10% GST		Y	E
Plant costs	Plant costs (including on-costs) plus 40% + 10% GST		Y	E
Stores and materials costs	Stores and materials costs (including on-costs) plus 40% + 10% GST		Y	E

Name	Year 17/18			Fee Unit	GST	Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)			

Property – Transfer Listing

Annual Listing	\$161.00	\$0.00	\$161.00		N	D
Monthly Listing	\$22.30	\$0.00	\$22.30		N	D

Name	Year 17/18			Fee Unit	GST	Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)			

Public Gates/Grid

Application – Roads Act 1993 – Div. 2 Part 9	\$315.60	\$0.00	\$315.60		N	E
Inspection	\$315.60	\$0.00	\$315.60		N	E
2 inspections included						
Additional reinspection	\$161.00	\$0.00	\$161.00		N	E

Name	Year 17/18			Fee Unit	GST	Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)			

Roads

Work Zones

Work zones and temporary structures within Road Reserves

Rural Areas

First 15 weeks	\$0.60	\$0.00	\$0.60	Weekly charge (per 20m2)	N	E
15 to 30 weeks	\$1.20	\$0.00	\$1.20	Weekly charge (per 20m2)	N	E
Over 30 weeks	\$2.70	\$0.00	\$2.70	Weekly charge (per 20m2)	N	E

Residential

First 15 weeks	\$1.20	\$0.00	\$1.20	Weekly charge (per 20m2)	N	E
15 to 30 weeks	\$2.80	\$0.00	\$2.80	Weekly charge (per 20m2)	N	E
Over 30 weeks	\$5.60	\$0.00	\$5.60	Weekly charge (per 20m2)	N	E

Tourist Area and/or Industrial Area

First 15 weeks	\$2.70	\$0.00	\$2.70	Weekly charge (per 20m2)	N	E
15 to 30 weeks	\$5.60	\$0.00	\$5.60	Weekly charge (per 20m2)	N	E
Over 30 weeks	\$11.20	\$0.00	\$11.20	Weekly charge (per 20m2)	N	E

CBD

First 15 weeks	\$5.60	\$0.00	\$5.60	Weekly charge (per 20m2)	N	E
15 to 30 weeks	\$8.40	\$0.00	\$8.40	Weekly charge (per 20m2)	N	E
Over 30 weeks	\$16.80	\$0.00	\$16.80	Weekly charge (per 20m2)	N	E

Other

Fee	Subject of quote				N	E
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Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Assessment fee further to above charges

Fee	\$520.00	\$0.00	\$520.00		N	E
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Works Enabling Deed

Major road projects where works are transferred to Council		As per quote			N	E
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Road Opening Permit

Footways	\$155.00	\$0.00	\$155.00		N	E
Residential Driveway Crossing with Existing K & G	\$155.00	\$0.00	\$155.00		N	E
Residential Driveway Crossing with no Existing K & G	\$320.00	\$0.00	\$320.00		N	E
Rural driveway crossing	\$380.00	\$0.00	\$380.00		N	E
Commercial Driveway Crossing	\$380.00	\$0.00	\$380.00		N	E
Activities on Road Reserves	\$155.00	\$0.00	\$155.00		N	E
Stock on Road Reserves (grazing)	\$65.00	\$0.00	\$65.00		N	E
Road Restoration – (Bitumen Surface)		As per quote		per square metre	N	E
Design by Council – Driveways or other Infrastructure		As per quote		per square metre	N	E
Works Enabling Deed		As per quote		per square metre	N	E

Closure of a Public Road

Additional Costs: All additional costs to Council such as but not limited to Fees to Land & Property Management Authority, Valuations, Survey, Legal, Search and other fees are to be paid by the applicant. Additional hours in excess of the maximum hours stated will be charged at \$60.00/hr (plus GST).

Preliminary Investigation Fee	\$815.00	\$0.00	\$815.00	N	E
Roads Act 1993, Section 138 Standard 9 hours					
Processing Fee for closure	\$1,660.00	\$0.00	\$1,660.00	N	E
Standard 20 hours					
Additional Costs	Additional hours in excess of the maximum hours stated will be charged at \$60.00/hr (plus GST)			N	E
All additional costs to Council such as but not limited to Fees to Land & Property Management Authority, Valuations, Survey, Legal, Search and other fees are to be paid by the applicant.					

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Restricted Access (Over size/ Over mass) Vehicle Approval

Local Government Act 1993, Roads Act 1993, Div 2, Pt 3, Heavy Vehicle National Law

Permit fee	As prescribed by NHVR			N	n/a
Local Government Act 1993, Roads Act 1993, Div 2, Pt 3, Heavy Vehicle National Law					
Route assessment – as per 3rd party quote	As per quote			N	E
Plus administration fee	\$165.00	\$0.00	\$165.00	N	E
Review of route assessment	\$270.00	\$0.00	\$270.00	N	E
Observation if required (Additional fee apply for over 4 hours)	\$320.00	\$0.00	\$320.00	N	E

Contribution for new Kerb and Gutter/Footpaths (Policy – K 10/1)

Construction cost of Kerb & Gutter per 1.m	\$311.50	\$0.00	\$311.50		N	E
Construction cost of Footpath per sq.m	\$264.70	\$0.00	\$264.70		N	E

Shows and Events

Shows and Events on Council grounds	\$1,018.00	\$101.80	\$1,119.80		Y	E
1 Day Hire						
Shows and Events on Council grounds	\$509.00	\$50.90	\$559.90		Y	E
Subsequent hire per day						
Refundable deposit	\$610.82	\$61.08	\$671.90		Y	E
If area is left clean and tidy						

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Sporting Fees

Casual Hirer

Local Charities are exempt – Deposit applies to all

Deposit	\$305.40	\$0.00	\$305.40		N	C
Refundable after checking						
Field Hire – per day	\$305.36	\$30.54	\$335.90		Y	C
Field Hire – hire from outside Shire	\$509.00	\$50.90	\$559.90	per day	Y	C
Field Hire – per half day	\$254.55	\$25.45	\$280.00		Y	C
Additional Hire of kiosk	\$101.82	\$10.18	\$112.00	per day	Y	C
Additional hire for changing facilities and toilets	\$101.82	\$10.18	\$112.00		Y	E
Cleaning fee if not left clean	\$152.73	\$15.27	\$168.00		Y	C

Regular Users – per registered player

Seniors (18 years and over)	\$32.73	\$3.27	\$36.00	per annum	Y	C
Use of Sporting Fields, Parks & Reserves by Fitness Trainers – 12 month Licence Agreement	\$250.00	\$25.00	\$275.00	Annual	Y	C
Extra charge for lighting if used						
Use of Sporting Fields, Parks & Reserves by Fitness Trainers – 6 month Licence Agreement	\$181.82	\$18.18	\$200.00		Y	C
Cleaning fee if not left clean	\$152.73	\$15.27	\$168.00		Y	E

Name	Year 17/18		Fee (incl. GST)	Fee Unit	GST	Fee Type
	Fee (excl. GST)	GST				

Aquatic Centres

** Refer Council Resolution 13.12.2004. Recreation Management authorised to promote special discounts and offers.

Muswellbrook and Denman

Turnstile

Swim Club Juniors under 18 years old members, no charge for club training days and competition entry

Single Entry (all)	\$4.55	\$0.45	\$5.00		Y	D
Five years and under (swimming)	\$1.82	\$0.18	\$2.00		Y	D
Service/Aged Pensioners/Disabled	\$3.45	\$0.35	\$3.80		Y	D
Family Up to 2 adults and 5 Children)	\$13.64	\$1.36	\$15.00		Y	D
Spectator Fee	\$1.82	\$0.18	\$2.00		Y	D

20 Visit Pass

All (20 entries)	\$79.09	\$7.91	\$87.00		Y	D
Pensioner (20 entries)	\$64.82	\$6.48	\$71.30		Y	D

Year Pass

Individual	\$279.45	\$27.95	\$307.40	Yearly pass	Y	D
Pensioner (Service/Aged Pensioners/Disabled) Individual	\$250.18	\$25.02	\$275.20	Yearly pass	Y	D
Family Up to 2 adults and 5 children	\$573.91	\$57.39	\$631.30	Yearly pass	Y	D

Summer Pass

Individual	\$134.55	\$13.45	\$148.00		Y	D
Family	\$245.27	\$24.53	\$269.80		Y	D
Pensioner (Service/Aged Pensioners/Disabled) Individual	\$97.36	\$9.74	\$107.10		Y	D

Winter Pass

Individual	\$193.45	\$19.35	\$212.80		Y	D
Family	\$402.09	\$40.21	\$442.30		Y	D
Pensioner (Service/Aged Pensioners/Disabled)	\$154.73	\$15.47	\$170.20		Y	D

School Groups

School Groups (>1 hour)	\$3.36	\$0.34	\$3.70		Y	D
School Groups (PE and LTS < 1 hour)	\$2.45	\$0.25	\$2.70		Y	D
Supervising staff, carers and trainers			No Charge		Y	D
Aqua Aerobics/Aqua Zumba	\$5.55	\$0.55	\$6.10		Y	D

Name	Year 17/18			Fee Unit	GST	Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)			

Pool Space Hire

Lane equivalent per hr. During normal operating hours.

Muswellbrook Shire Council does not pay the exclusive hire fee for carnivals or school PE/Learn to Swim Classes

Hire of Pool Lane	\$23.64	\$2.36	\$26.00		Y	D
Exclusive Hire of Indoor Pool (8 hours)	\$2,781.82	\$278.18	\$3,060.00		Y	D
Each additional hour	\$259.64	\$25.96	\$285.60		Y	D
Exclusive hire of Outdoor Pool (8 hours)	\$1,568.18	\$156.82	\$1,725.00		Y	D
Each additional hour	\$259.64	\$25.96	\$285.60		Y	D
School booking fee for carnivals non refundable	\$56.82	\$5.68	\$62.50		Y	D

Swimming Club

Swim Club Juniors under 18 years old

Training nights and club events	\$3.18	\$0.32	\$3.50		Y	D
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Learn to Swim

Booked per term payable in advance – non refundable	\$14.09	\$1.41	\$15.50	per lesson	Y	D
Booked per term payable in advance – non refundable – Member discount 15%	\$11.82	\$1.18	\$13.00	per lesson	Y	D

Non Member

Non Member – 8 week term	\$111.36	\$11.14	\$122.50		Y	D
Non Member – 9 week term	\$125.45	\$12.55	\$138.00		Y	D
Non Member – 10 week term	\$139.09	\$13.91	\$153.00		Y	D
Non Member – 11 week term	\$152.73	\$15.27	\$168.00		Y	D
Non Member – 12 week term	\$167.27	\$16.73	\$184.00		Y	D

School Learn to Swim

Group Booking – per child	\$8.00	\$0.80	\$8.80		Y	E
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Private Lessons

Price vary depending on the number of weeks per term.

Class times and day are determined after your application has been received

Name	Fee (excl. GST)	Year 17/18 GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Private Lessons – 1 person per class

Private Lessons – 1 person per class – 8 week term	\$368.18	\$36.82	\$405.00		Y	D
Private Lessons – 1 person per class – 9 week term	\$416.82	\$41.68	\$458.50		Y	D
Private Lessons – 1 person per class – 10 week term	\$462.73	\$46.27	\$509.00		Y	D
Private Lessons – 1 person per class – 11 week term	\$509.09	\$50.91	\$560.00		Y	D
Private Lessons – 1 person per class – 12 week term	\$550.00	\$55.00	\$605.00		Y	D

Private Lessons – 2 persons per class

Private Lessons – 2 person per class – 8 week term	\$481.82	\$48.18	\$530.00		Y	D
Private Lessons – 2 person per class – 9 week term	\$545.45	\$54.55	\$600.00		Y	D
Private Lessons – 2 person per class – 10 week term	\$604.55	\$60.45	\$665.00		Y	D
Private Lessons – 2 person per class – 11 week term	\$665.45	\$66.55	\$732.00		Y	D
Private Lessons – 2 person per class – 12 week term	\$722.73	\$72.27	\$795.00		Y	D

Private Lessons – 3 persons per class

Private Lessons – 3 person per class – 8 week term	\$666.36	\$66.64	\$733.00		Y	D
Private Lessons – 3 person per class – 9 week term	\$750.00	\$75.00	\$825.00		Y	D
Private Lessons – 3 person per class – 10 week term	\$833.64	\$83.36	\$917.00		Y	D
Private Lessons – 3 person per class – 11 week term	\$904.55	\$90.45	\$995.00		Y	D
Private Lessons – 3 person per class – 12 week term	\$990.91	\$99.09	\$1,090.00		Y	D

Swim Fitness

Adult – Non Member Single	\$12.73	\$1.27	\$14.00		Y	D
Adult – Member Single	\$10.91	\$1.09	\$12.00		Y	D
Child up to 16 years – Non Member Single	\$10.00	\$1.00	\$11.00		Y	D
Child up to 16 years – Member Single	\$6.82	\$0.68	\$7.50		Y	D

10 Visit Pass

Aqua Aerobics/Zumba – Member	\$94.55	\$9.45	\$104.00		Y	E
Aqua Aerobics/Zumba Non Member	\$112.73	\$11.27	\$124.00		Y	E

Name	Year 17/18			Fee Unit	GST	Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)			

20 Visit Pass

Adult Swim Fit – Member	\$165.45	\$16.55	\$182.00		Y	E
Adult Swim Fit – Non Member	\$225.45	\$22.55	\$248.00		Y	E
Child Swim Fit – Member	\$110.91	\$11.09	\$122.00		Y	E
Child Swim Fit – Non Member	\$174.55	\$17.45	\$192.00		Y	E

Aqua Aerobics

Non Member	\$13.64	\$1.36	\$15.00	Single	Y	D
Member	\$10.91	\$1.09	\$12.00	Single	Y	D

Other

Aqua Active Over 50	\$8.18	\$0.82	\$9.00		Y	E
Hosted Pool Party	\$31.82	\$3.18	\$35.00	per child – minimum 10	Y	D
Giant inflatable	\$129.55	\$12.95	\$142.50	per hour hire	Y	D
Pool Room Hire – per hour	\$32.73	\$3.27	\$36.00		Y	D
Pool Room Hire – per day	\$154.55	\$15.45	\$170.00		Y	D

Name	Fee (excl. GST)	Year 17/18 GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Muswellbrook Fitness Centre

Gym

Gym Joining Fee	\$35.45	\$3.55	\$39.00		Y	
Gym single entry	\$14.55	\$1.45	\$16.00		Y	D
Gym concession/student	\$11.82	\$1.18	\$13.00		Y	D

Gym Direct Debit

This Fee is a fortnightly Direct Debit

Adult	\$30.00	\$3.00	\$33.00		Y	D
Concession/student/pensioner	\$24.09	\$2.41	\$26.50		Y	D
Family	\$50.00	\$5.00	\$55.00		Y	D

Gym & Swim Direct Debit

This Fee is a fortnightly Direct Debit

Adult	\$35.45	\$3.55	\$39.00		Y	D
Concession/student/pensioner	\$29.09	\$2.91	\$32.00		Y	D
Family	\$58.18	\$5.82	\$64.00		Y	D

Upfront 1 month Gym

Adult	\$60.91	\$6.09	\$67.00		Y	D
Concession/student	\$50.91	\$5.09	\$56.00		Y	D
Family	\$100.00	\$10.00	\$110.00		Y	D
Concession/student/pensioner	\$46.36	\$4.64	\$51.00		Y	D

Upfront 1 month Gym & Swim

Adult	\$70.45	\$7.05	\$77.50		Y	D
Concession/student/pensioner	\$51.82	\$5.18	\$57.00		Y	D
Family	\$163.64	\$16.36	\$180.00		Y	E

12 months Upfront Gym

Adult	\$721.82	\$72.18	\$794.00		Y	D
Concession/student/pensioner	\$572.73	\$57.27	\$630.00		Y	D
Family	\$1,323.64	\$132.36	\$1,456.00		Y	D

12 months Upfront Gym & Swim

Adult	\$801.82	\$80.18	\$882.00		Y	D
Family	\$1,800.00	\$180.00	\$1,980.00		Y	E

Name	Year 17/18			Fee Unit	GST	Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)			

Other

Gym Rehab 3 month pass	\$185.45	\$18.55	\$204.00		Y	D
Gym School Group	\$46.36	\$4.64	\$51.00		Y	D
Personal Training	\$56.36	\$5.64	\$62.00		Y	D
Boxing – per visit	\$13.64	\$1.36	\$15.00		Y	E
Boot Camp – 10 visits	\$136.36	\$13.64	\$150.00		Y	
Thai Chi – 10 visits	\$109.09	\$10.91	\$120.00		Y	E

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Upper Hunter Regional Library Service

Borrowers

Membership			FREE		N	D
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Binding Documents (A4 only)

Up to 65 Sheets	\$6.36	\$0.64	\$7.00		Y	E
Up to 120 sheets	\$8.18	\$0.82	\$9.00		Y	E
Up to 240 sheets	\$10.91	\$1.09	\$12.00		Y	E

Fax Machine

Sending – Local Rate	\$2.82	\$0.28	\$3.10	per fax	Y	E
Sending – STD Rate	\$5.55	\$0.55	\$6.10	per fax	Y	E
Receiving – Local and STD Rate	\$0.18	\$0.02	\$0.20	per page	Y	E

Holds and Reservations

Within UHLN			Nil	per request	N	E
Inter Library Loan Requests	\$6.00	\$0.00	\$6.00	per request	N	E
Inter Library Loan Requests (pensioners and school students)	\$3.00	\$0.00	\$3.00	per request	N	E
ILRS Charges passed on when Library charged per request	\$16.50	\$0.00	\$16.50	per request	N	E

Laminating

60 x 95mm pouch	\$1.27	\$0.13	\$1.40	per each	Y	E
216mm x 303mm pouch (A4)	\$2.82	\$0.28	\$3.10	per page	Y	E
203 x 426mm pouch (A3)	\$4.64	\$0.46	\$5.10	per page	Y	E

Digital Readers

Technology Hire (e-readers, tablets, Daisy readers)			FREE		Y	n/a
Replacement Fee	\$454.55	\$45.45	\$500.00		Y	E

Lost and Damaged Material

Processing Fee	\$7.00	\$0.00	\$7.00		N	E
Borrowers Card	\$2.50	\$0.00	\$2.50	per card	N	E
Barcode Labels	\$2.50	\$0.00	\$2.50	per item	N	E
CD/DVD Cases	\$2.50	\$0.00	\$2.50	per case	N	E

Overdues

1st Notice					N	E
2nd Notice	\$4.00	\$0.00	\$4.00		N	E

Name	Year 17/18			Fee Unit	GST	Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)			

Photocopying

B/W – A4	\$0.18	\$0.02	\$0.20	per copy	Y	E
Colour – A4	\$0.55	\$0.05	\$0.60	per copy	Y	E
B/W – A3	\$0.36	\$0.04	\$0.40	per copy	Y	E
Colour – A3	\$1.09	\$0.11	\$1.20	per copy	Y	E

Scanning

Per Scan – 10 pages or less	\$0.91	\$0.09	\$1.00		Y	E
Per Scan – more than 10 pages	\$1.82	\$0.18	\$2.00		Y	E

Public Access Computers

Computers	1st hour FREE				N	E
B/W Printing	\$0.18	\$0.02	\$0.20	per page	Y	E
Colour Printing	\$0.55	\$0.05	\$0.60	per page	Y	E

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Waste Management Facilities

Muswellbrook Waste Management Facility, Denman Transfer Station.

Special Wheelie Bin Collection Fees

Collection of Wheelie Bin other than Scheduled Collection

If collected on same day as scheduled collection (per bin)	\$7.80	\$0.00	\$7.80		N	E
If collected on day after scheduled collection (per bin)	\$19.30	\$0.00	\$19.30		N	E

Replacement of Damaged/Lost Wheelie Bin

Red Lid Bin	\$62.90	\$0.00	\$62.90		N	E
Yellow Lid Bin	\$76.90	\$0.00	\$76.90		N	E
Green Lid Bin	\$76.90	\$0.00	\$76.90		N	E
Reinstatement of Removed Bin Due to Contamination	\$40.00	\$0.00	\$40.00		N	E

Disposal Fees – Muswellbrook Waste and Recycling Facility

Mixed Waste

Pricing includes NSW Office of Environment & Heritage Levy of \$78.20/tonne

Cars, station wagons & wheelie bins. Minimum charge for weighed waste.	\$12.00	\$1.20	\$13.20		Y	E
Mixed waste per tonne or part thereof	\$272.73	\$27.27	\$300.00		Y	E

Recyclable Materials – Muswellbrook Shire Origin

Domestic quantities (plastic bottles, glass bottles, paper, cardboard, aluminium and steel cans)			FREE		N	n/a
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Bricks & Concrete

Pricing includes NSW Office of Environment & Heritage Levy of \$78.20/tonne equivalent on above

Per tonne or part thereof	\$136.36	\$13.64	\$150.00		Y	E
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Green Waste

Pricing includes NSW Office of Environment & Heritage Levy of \$78.20/tonne equivalent on above

Cars, station wagons & wheelie bins. Minimum charge for weighed waste.	\$8.18	\$0.82	\$9.00		Y	E
Greenwaste per tonne or part thereof	\$136.36	\$13.64	\$150.00		Y	E

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Whitegoods

Refrigerators, freezers & air conditioners	\$29.64	\$2.96	\$32.60		Y	E
Refrigerators, freezers & air conditioners with CFC degassing certificate			FREE		N	E

Scrap Metal

Pricing includes NSW Office of Environment & Heritage Levy of \$78.20/tonne equivalent on above

Scrap Metal			FREE		N	E
Batteries (Car & Truck)			FREE		N	E
Car Bodies	\$30.73	\$3.07	\$33.80		Y	E

Waste Oil

Domestic quantities only			FREE		N	E
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E-Waste

Domestic quantities only			FREE		N	E
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Tyres – off Rims

Passenger Tyre (or smaller)	\$9.64	\$0.96	\$10.60		Y	E
Light Truck or 4WD Tyre	\$16.73	\$1.67	\$18.40		Y	E
Truck Tyre	\$24.73	\$2.47	\$27.20		Y	E
Tractor Tyre	\$38.64	\$3.86	\$42.50		Y	E
Earthmoving Tyre	\$141.64	\$14.16	\$155.80		Y	E

Tyres – on Rims

Pricing includes NSW Office of Environment & Heritage Levy of \$78.20/tonne equivalent on above

Passenger Tyre (or smaller)	\$14.55	\$1.45	\$16.00		Y	E
Light Truck or 4WD Tyre	\$23.73	\$2.37	\$26.10		Y	E
Truck Tyre	\$35.09	\$3.51	\$38.60		Y	E

Excavated Natural Material (Clean Soil)

Pricing includes NSW Office of Environment & Heritage Levy of \$78.20/tonne equivalent on above

Per tonne or part thereof	\$78.64	\$7.86	\$86.50		Y	E
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Commercial Waste Disposal

Pricing includes NSW Office of Environment & Heritage Levy of \$78.20/tonne equivalent on above

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Timber, Timber Pallets

Pricing includes NSW Office of Environment & Heritage Levy of \$78.20/tonne equivalent on above

Treated timber – contaminated, painted or mixed with other materials (per tonne or part thereof)	\$272.73	\$27.27	\$300.00		Y	E
Clean untreated timber (per tonne or part thereof)	\$136.36	\$13.64	\$150.00		Y	E

Dead Animals (RSPCA Exempt)

Pricing includes NSW Office of Environment & Heritage Levy of \$78.20/tonne equivalent on above

Dog/Cat	\$14.55	\$1.45	\$16.00		Y	E
Sheep/Goat	\$27.27	\$2.73	\$30.00		Y	E
Horse/Cattle (by prior arrangement)	\$63.64	\$6.36	\$70.00		Y	E
Native Animals			FREE		N	n/a

Asbestos

Inc NSW Office of Environment & Heritage Levy of \$78.20/tonne equivalent

Asbestos wrapped and labelled – per tonne or part thereof (by prior arrangement)	\$227.27	\$22.73	\$250.00		Y	E
Burial fee (charge per load or per day)	\$195.45	\$19.55	\$215.00		Y	E

Mattress Recycling

Mattresses each	\$18.18	\$1.82	\$20.00		Y	E
Ensemble base each	\$18.18	\$1.82	\$20.00		Y	E

Products & Services

Issue of Weighbridge Certificate

Vehicles up to and including 3 Tonne	\$22.09	\$2.21	\$24.30		Y	E
Each Tonne over 3 Tonne	\$2.18	\$0.22	\$2.40		Y	E

Recovered Goods

Items purchased from Hoarders Haven		Prices as marked			Y	E
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Pasteurised Garden Mulch

Per tonne or part thereof	\$27.27	\$2.73	\$30.00		Y	E
Bulk loading – available by prior arrangement	\$14.82	\$1.48	\$16.30		Y	E

Name	Year 17/18			Fee Unit	GST	Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)			

Disposal Fees – Denman Transfer Station (Domestic Waste Only)

Domestic Mixed Waste

Inc NSW Office of Environment & Heritage Levy of \$78.20/tonne equivalent

Cars, Station Wagons and wheelie bins	\$12.00	\$1.20	\$13.20		Y	E
Utilities, trailers	\$40.91	\$4.09	\$45.00		Y	E

Domestic Recyclable Materials – Muswellbrook Shire Origin

Domestic quantities (plastic bottles, glass bottles, paper, cardboard, aluminium and steel cans)			FREE		N	n/a
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Domestic Green Waste

Inc NSW Office of Environment & Heritage Levy of \$78.20/tonne equivalent

Cars, Station Wagons and wheelie bins	\$8.18	\$0.82	\$9.00		Y	E
Utilities, trailers	\$36.36	\$3.64	\$40.00		Y	E

Whitegoods

Refrigerators, freezers and air conditioners	\$29.64	\$2.96	\$32.60		Y	E
Refrigerators, freezers and air conditioners with CFC degassing certificate			FREE		N	E

Scrap Metal

Scrap Metal, domestic quantities only			FREE		N	E
Batteries (Car & Truck)			FREE		N	E

Waste Oil

Domestic quantities only			FREE		N	E
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E-Waste

Domestic quantities only			FREE		N	E
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Tyres – off Rims

Denman – limit of 5 per transaction

Passenger Tyre (or smaller)	\$9.64	\$0.96	\$10.60		Y	E
Light Truck or 4WD Tyre	\$16.73	\$1.67	\$18.40		Y	E

Name	Year 17/18			Fee Unit	GST	Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)			

Tyres – on Rims

Denman – limit of 5 per transaction

Inc NSW Office of Environment & Heritage Levy of \$78.20/tonne equivalent

Passenger Tyre (or smaller)	\$14.55	\$1.45	\$16.00		Y	E
Light Truck or 4WD Tyre	\$23.73	\$2.37	\$26.10		Y	E

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Water and Sewer Fees and Charges

Water Connection Fees

New Services (no existing service pipe)

New services (no existing service pipe)	Commercial Rate			N	E
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Provision of Testable Backflow Prevention Device (High Risk Properties)

20mm	\$590.00	\$0.00	\$590.00	N	E
25mm	\$751.00	\$0.00	\$751.00	N	E

New Services (connect to existing service pipe)

20mm water meter complete with dual check valve	\$382.00	\$0.00	\$382.00	N	E
25mm water meter complete with dual check valve	\$524.00	\$0.00	\$524.00	N	E
20/25mm service – surcharge for commercial/industrial testable backflow prevention	Commercial Rate			N	E
Services Greater than 25mm with meter and testable backflow prevention	Commercial Rate			N	E
Rural Water Connection (Conditions Apply)	Commercial Rate			N	E

Other Services

Replacement of water indicator posts	\$93.00	\$0.00	\$93.00	N	E
Disconnection of Water Meter at Service (service capped)	\$234.00	\$0.00	\$234.00	N	E
Disconnection of Water Service at Main	\$468.00	\$0.00	\$468.00	N	E

Reconnection (following disconnection) normal working hours

Reconnection (following disconnection)	\$234.00	\$0.00	\$234.00	N	E
Removal of water restriction device on water meters	\$80.00	\$0.00	\$80.00	N	E

Reconnection (following disconnection) outside working hours, removal of water restriction device on water meters outside working hours

Reconnection (following disconnection)	\$581.00	\$0.00	\$581.00	N	E
Removal of water restriction device on water meters	\$314.00	\$0.00	\$314.00	N	E

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Water Service/Meter Replacement/Repairs/Backflow Replacement

Replacement of Water Meters due to Unauthorised removal, tampering, damage or negligence	\$505.00	\$0.00	\$505.00		N	E
Replacement of testable Backflow Prevention due to Unauthorised removal, tampering, damage or negligence	\$750.00	\$0.00	\$750.00		N	E
Replacement of Water Meter and testable Backflow Prevention due to Unauthorised removal, tampering, damage or negligence (20/25mm)	\$998.00	\$0.00	\$998.00		N	E
Minor private works on resident side of meter – emergency works only – normal working hours	\$87.00	\$0.00	\$87.00		N	E
Minor private works on resident side of meter – emergency works only – outside working hours	\$216.00	\$0.00	\$216.00		N	

Backflow Prevention

Backflow prevention devices on existing commercial/industrial services

Installation			Commercial Rate		N	E
Annual Inspection/Test Fee	\$138.00	\$0.00	\$138.00		N	E

Water Meter Testing

Local Government (General) Regulation 2005. Section 158

Special Reading Fee	\$73.00	\$0.00	\$73.00		N	E
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Test Fee

If meter not reading correctly – Test fee is refundable.

Test Fee – 20mm to 25mm service	\$172.00	\$0.00	\$172.00		N	E
Test Fee – 32mm to 40mm	\$185.00	\$0.00	\$185.00		N	E
Test Fee – 50mm and greater			Commercial Rate		N	E

Transfer location at owners request

Includes raising service

Transfer location at owners request (includes raising service) – Residential			Commercial Rate		N	E
Transfer location at owners request (includes raising service) – Industrial/Commercial			Commercial Rate		N	E

Water Flow/Pressure Investigation

Fire Flow Investigation	\$392.00	\$0.00	\$392.00		N	E
Testing Max/Min Pressure supplied (at property service line only)	\$183.00	\$0.00	\$183.00		N	E

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Water Pipe Location

Hire of Equipment and Qualified Operator (/hr) (Emergencies Only – i.e. broken pipe/service requiring immediate repair)	\$127.27	\$12.73	\$140.00		Y	E
Water Mains Location – Private Works		Commercial Rate			N	E

Water Sales

Tanker Sales (per kilolitre)

Muswellbrook	\$3.15	\$0.00	\$3.15	per KL	N	E
Denman (when available – discuss with Water & Waste Engineer)	\$3.15	\$0.00	\$3.15	per KL	N	E

Hire of Metered Hydrant

Security Deposit (refundable subject to payment of outstanding charges)	\$1,560.00	\$0.00	\$1,560.00		N	E
Hire charge (per month or part thereof)	\$61.82	\$6.18	\$68.00		Y	E
Water Consumption	\$4.45	\$0.00	\$4.45	per KL	N	E

Prepaid Standpipe

Muswellbrook and Denman – not available at Sandy Hollow

Provision of Electronic Card	\$51.00	\$0.00	\$51.00		N	E
100 KI Allowance	\$260.00	\$0.00	\$260.00		N	E
200 KI Allowance	\$499.00	\$0.00	\$499.00		N	E
500 KI Allowance	\$1,247.00	\$0.00	\$1,247.00		N	E
> 500 KI – Commercial Rates Apply		Commercial Rate			N	E

Water Sampling

Base hourly rate plus materials/plant	\$89.00	\$0.00	\$89.00		N	E
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Water Quality Testing

Physical (pH, TSS, TDS, Turbidity)	\$52.00	\$0.00	\$52.00		N	E
Hardness	\$52.00	\$0.00	\$52.00		N	E
Microbiological (E.coli, Total Coliforms)	\$104.00	\$0.00	\$104.00		N	E
External Testing by NATA Accredited Laboratory		Commercial Rate			N	E

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Water Management Act Approval

Application for Notice of Requirement for single dwelling & dual occupancy	\$112.00	\$0.00	\$112.00		N	E
Application for Compliance Certificate for single dwelling & dual occupancy	\$112.00	\$0.00	\$112.00		N	E
Application for Notice of Requirement for all other developments	\$270.00	\$0.00	\$270.00		N	E
Application for Compliance Certificate for all other developments	\$270.00	\$0.00	\$270.00		N	E
Inspection of Works (determined in Notice of Requirement) per inspection	\$178.00	\$0.00	\$178.00		N	E

Sewerage Fees

Connection Fees

New applications to connect to sewer – 1 WC	\$135.00	\$0.00	\$135.00		N	E
Water Closet Fee (WC) is applied under Section 68 of the LGA to allow disposal into Councils asset based on the number of WC's.						
Each additional WC	\$47.00	\$0.00	\$47.00		N	E

Provision of New Sewer Junction

Provision of new sewer junction		Commercial Rate	N	E
Sewer Extension (Commercial)		Commercial Rate	N	E
Raising/Lowering Manhole (new development)		Commercial Rate	N	E
(No fee for raising manholes associated with residential landscaping work less than 500mm – commercial rates apply above 500mm)				
Sewer Junction Cut In (additional)		Commercial Rate	N	E
Sewer Junction or Sewer Mains Location – private works		Commercial Rate	Y	E

Sewer and Water Headworks

*Headworks (Developer) charges are required to supplement existing major infrastructure in order to meet the demands of new development and maintain existing levels of service.

Headworks infrastructure with regard to water and sewerage are as follows:

Water: Intakes, Treatment Plants, Reservoirs, Pumping Station and Trunk Mains.
Sewerage: Treatment Plants, Pump Stations, Rising Mains and Trunk Mains.

These charges are calculated according to a method specified by IPART and based on the Developer Servicing Plan for areas.

Local Government Act 1993 Section 404(1)

Water Headworks – all areas (per ET – equivalent tenement)	\$6,745.00	\$0.00	\$6,745.00		N	E
Sewer Headworks – all areas (per ET – equivalent tenement)	\$7,465.00	\$0.00	\$7,465.00		N	E

Name	Year 17/18		Fee (incl. GST)	Fee Unit	GST	Fee Type
	Fee (excl. GST)	GST				

Trade Waste Applications

See Environmental Services – Trade Waste Applications

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Environmental Services Fees and Charges – Fees associated with development

Development Application

For land use & Building Activities – Maximum determined under EP&A Regulation 2000

General Fees

Less than \$5,000	\$110.00	\$0.00	\$110.00		N	A
\$5,001 – \$50,000	\$170 plus an additional \$3 for each \$1,000 (or part of \$1,000) of the estimated cost				N	A
\$50,001 – \$250,000	\$352 plus an additional \$3.64 for each \$1,000 (or part of \$1,000) of the estimated cost over \$50,000				N	A
\$250,001 – \$500,000	\$1,160 plus an additional \$2.34 for each \$1,000 (or part of \$1,000) of the estimated cost exceeds \$250,000				N	A
\$500,001 – \$1,000,000	\$1,745 plus an additional \$1.64 for each \$1,000 (or part of \$1,000) of the estimated cost exceeds \$500,000				N	A
\$1,000,001 – \$10,000,000	\$2,615 plus an additional \$1.44 for each \$1,000 (or part of \$1,000) of the estimated cost exceeds \$1,000,000				N	A
More than \$10,000,000	\$15,875 plus an additional \$1.19 for each \$1,000 (or part of \$1,000) of the estimated cost exceeds \$10,000,000				N	A
Development involving the erection of a dwelling-house with an estimated construction cost of \$100,000 or less	\$455.00	\$0.00	\$455.00		N	A
Development not involving the erection of a building, the carrying out of a work, the subdivision of land or the demolition of a building or work	\$285.00	\$0.00	\$285.00		N	A
Approvals for places of public entertainment (not involving building work)	\$220.00	\$0.00	\$220.00		N	A

DA Subdivision Fees

No new Roads	\$330.00	\$0.00	\$330.00		N	A
No new Roads plus \$ per additional lot	\$53.00	\$0.00	\$53.00		N	A
New Roads	\$665.00	\$0.00	\$665.00		N	A
New Roads plus \$ per additional lot	\$65.00	\$0.00	\$65.00		N	A
Strata	\$330.00	\$0.00	\$330.00		N	A
Strata plus \$ per additional lot	\$65.00	\$0.00	\$65.00		N	A

Designated Developments (in addition to fees above)

Fee	\$920.00	\$0.00	\$920.00		N	A
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Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Construction Certificate

Construction Packages

For issuing Construction Certificate, undertaking principal certifying authority function and issuing Occupation Certificate

Carport / Deck / Retaining Wall	\$527.55	\$52.75	\$580.30		Y	E
Includes reinspections and the cost of the Occupation Certificate						
Garage / Pool / Patio & Awning	\$620.09	\$62.01	\$682.10		Y	E
Includes reinspections and the cost of the Occupation Certificate						
New Dwelling	\$1,337.27	\$133.73	\$1,471.00		Y	E
Includes reinspections and the cost of the Occupation Certificate. Does not include Mandatory Council Inspections for External Sewer Drainage, Stormwater, Driveway Crossover, Infrastructure.						
Relocate Dwelling	\$925.45	\$92.55	\$1,018.00		Y	E
Includes reinspections and the cost of the Occupation Certificate. Does not include Mandatory Council Inspections for External Sewer Drainage, Stormwater, Driveway Crossover, Infrastructure.						
Mandatory Council inspections for New Dwellings (in addition to the New Dwelling package above)	\$573.82	\$57.38	\$631.20		Y	E
These fees also apply when a private certifier has been appointed. Includes inspections for External Sewer Drainage, Stormwater, Driveway Crossover, Infrastructure						

Other Construction Certificates

Value of Development up to \$10,000	\$188.82	\$18.88	\$207.70		Y	E
Exceeding \$ 10,001 up to \$ 1,000,000	\$260 plus an additional \$2.00 for each \$1,000 (or part of \$1,000) o the estimated costs exceeding \$10,001				Y	E
Exceeding \$1,000,001	\$2750 plus an additional \$1.00 for each \$1,000 (or part of \$1,000) of the estimated costs exceeding \$1,000,001				Y	E
Quote to be confirmed by Manager Planning & Environmental Services						

Subdivision/Roads and Drainage

Stormwater Drainage /m	\$5.64	\$0.56	\$6.20		Y	E
Roads per lane /m	\$3.82	\$0.38	\$4.20		Y	E
Special Infrastructure (eg Roundabouts, Detention Basin or Bridge etc)	Quotation				Y	E
OR Full cost recovery for service in addition to above fee where referred to external party for determination	Full Cost Recovery				Y	E

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Modification of Construction Certificate

Minor* Modification (post determination)	50% original fee			Y		E
* to be considered minor a maximum of 3 elements of the construction works may be amended						
Minor* Modification of Application (prior to determination)	30% original fee			Y		E
* to be considered minor a maximum of 3 elements of the construction works may be amended. (This fee does not apply to situations where the modification is required due to a request for information.)						
Other Modification of Application (prior to determination)	50% original fee			Y		E
(This fee does not apply to situations where the modification is required due to a request for information.)						
Other Modification (post determination)	75% original fee			Y		E

Resubmission

Resubmission of Construction Certificate for Subdivision Roads and Drainage (following previous refusal) – no amendments	25% original fee			Y		E
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Other

The fee payable for the lodgement and recording of a certificate from a private certifier.	\$36.00	\$0.00	\$36.00		N	A
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Occupation Certificate

Certificate issued at final inspection of building	\$37.91	\$3.79	\$41.70		Y	E
Registration of certificate of private certifier.	\$36.00	\$0.00	\$36.00		N	A

Complying Development Fee

General Fees

Full cost recovery for service in addition to below fee where referred to external party for determination

Value of Development up to \$10,000 (incl. where no work proposed)	\$188.82	\$18.88	\$207.70		Y	E
Exceeding \$ 10,001 up to \$1,000,000	\$260 plus an additional \$2.00 for each \$1,000 (or part of \$1,000) of the estimated costs exceeding \$10,001				Y	E
Exceeding \$ 1,000,001	\$2750 plus an additional \$1.00 for each \$1,000 (or part of \$1,000) of the estimated costs exceeding \$1,000,001				Y	E
(Quote to be confirmed by Manager Planning & Environmental Services)						
OR Full cost recovery for service in addition to above fee where referred to external party for determination	Full Cost Recovery				Y	E

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Modification of Complying Development Certificate Application

Other Modification of Application (prior to determination)	50% original fee				Y	E
(This fee does not apply to situations where the modification is required due to a request for information.)						
Minor* Modification (post determination)	50% original fee				Y	E
* to be considered minor a maximum of 3 elements for the works may be amended						
Other Modification (post determination)	75% original fee				Y	E
(This fee does not apply to situations where the modification is required due to a request for information.)						
Minor* Modification of Application (prior to determination)	30% original fee				Y	E
* to be considered minor a maximum of 3 elements of the works may be amended (This fee does not apply to situations where the modification is required due to a request for information.)						

Resubmission

Resubmission of Complying Development (Following previous refusal) – no amendments	50% original fee				Y	E
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Other

Registration of Private Certifiers Complying Development Certificate	\$36.00	\$0.00	\$36.00		N	A
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Compliance Inspections (Construction Stages)

Cost Per Inspection (or re-inspection)	\$143.45	\$14.35	\$157.80		Y	E
Subdivision or Civil Infrastructure for Council ownership – For number of Inspection at \$155 per inspection			Quotation		Y	E
Based on Inspection Test Plan (ITP) for subdivision .	\$143.45	\$14.35	\$157.80		Y	E

Planning Reform Fund Fee

S 256A of the Environmental Planning and Assessment Reg 2000

Section 256A of the Environmental Planning and Assessment Reg 2000	64c/\$1,000 minus \$5.00				N	A
Component of DA fee where cost of development is greater than \$50,000						

Integrated Development and Concurrence Fee

Section 252A & 253 of Reg 2000

Council processing fee (for each integrated referral required)	\$140.00	\$0.00	\$140.00		N	A
Payable direct to each approval or concurrence body	\$320.00	\$0.00	\$320.00		N	A
Cheque to be made out to concurrence authority						

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Long Service Levy

Payable prior to release of Construction Certificate

Long Service Levy (Payable prior to release of Construction Certificate)	0.35% of Cost of Development for building works over \$25,000 in value				N	A
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Planning Proposals

Stage 1: Lodgement

Category 1 – enabling clause (change to LEP text only) or land area affected by PP is less than 1000sqm	\$3,054.00	\$0.00	\$3,054.00		N	E
Category 2 – land area affected by PP is 1000sqm to 5 ha	\$5,090.00	\$0.00	\$5,090.00		N	E
Category 3 – land area affected by PP is over 5 ha	\$6,108.00	\$0.00	\$6,108.00		N	E

Stage 2: Gateway Determination

Category 1 – enabling clause (change to LEP text only) or land area affected by PP is less than 1000sqm	\$4,072.00	\$0.00	\$4,072.00		N	E
Category 2 – land area affected by PP is 1000sqm to 5 ha	\$5,090.00	\$0.00	\$5,090.00		N	E
Category 3 – land area affected by PP is over 5 ha	\$10,180.00	\$0.00	\$10,180.00		N	E

Other

Specialist studies required by Gateway Determination			At Cost		N	E
PP reconsideration or amendment fee – applicant request for reconsideration or for amendment of PP at any time	\$2,036.00	\$0.00	\$2,036.00		N	E
Public hearing	\$2,036.00	\$0.00	\$2,036.00		N	E

Section 96 – Variation to Development Application Consent under Section 96

Section 96(1) Modification

Correction of a minor error, misdescription or miscalculation	\$71.00	\$0.00	\$71.00		N	A
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Section 96(1a) Modification

Minimal environmental impact (including Section 96AA)	\$645 or 50% of DA Fee				N	A
The maximum fee for an application under Sec 96 (1A) of the Act, or under Sec 96AA (1) of the Act in respect of a modification which, in the opinion of the consent authority, is of minimal environmental impact is \$645 or 50% of the fee of the original DA, whichever is lesser.						

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Section 96(2) – other modifications

If the DA involved no building work			50% of DA Fee		N	A
if the original fee was less than \$100			50% of DA Fee		N	A
if the original application was for a dwelling house <\$100,000	\$190.00	\$0.00	\$190.00		N	A

If the original estimated cost of the development was:

Up to \$5,000	\$55.00	\$0.00	\$55.00		N	A
\$5,001 – \$250,000	\$85 plus an additional \$1.50 for each \$1,000 (or part of \$1,000) of the estimated cost				N	A
\$250,001 – \$500,000	\$500 plus an additional \$0.85 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$250,000				N	A
\$500,001 – \$1,000,000	\$712 plus an additional \$0.50 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$500,000				N	A
\$1,000,001 – \$10,000,000	\$987 plus an additional \$0.40 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000				N	A
More than \$10,000,000	\$4,737 plus an additional \$0.27 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000				N	A

Request for Review of Determination of a DA

Does not apply to complying, integrated or designated development
Plus advertising fees (as determined below and in accordance with DCP requirements)

No building or demolition work proposed in DA			50% of DA Fee		N	A
DA involves erection of dwelling < \$100,000	\$190.00	\$0.00	\$190.00		N	A

If the original estimated cost on the DA was:

Up to \$5,000	\$55.00	\$0.00	\$55.00		N	A
\$5,001 – \$250,000	\$85 plus an additional \$1.50 for each \$1,000 (or part) of the original estimated cost				N	A
\$250,000 – \$500,000	\$500 plus an additional \$0.85 for each \$1,000 (or part) by which the estimated cost exceeds \$250,000				N	A
\$500,001 – \$1,000,000	\$712 plus an additional \$0.50 for each \$1,000 (or part) by which the estimated cost exceeds \$500,000				N	A
\$1,000,001 – \$10,000,000	\$987 plus an additional \$0.40 for each \$1,000 (or part) by which the estimated cost exceeds \$1,000,000				N	A
More than \$10,000,001	\$4,737 plus an additional \$0.40 for each \$1,000 (or part) by which the estimated cost exceeds \$10,000,000				N	A

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Advertising Fees

Notification Fee – Development Application and Section 96 Modifications (letters to neighbours and newspaper publication)

Value of DA – estimated cost of works

Value up to \$10,000	\$80.40	\$0.00	\$80.40		N	E
Value \$10,001 – \$140,000	\$100.80	\$0.00	\$100.80		N	E
Value \$140,001 – \$250,000	\$223.40	\$0.00	\$223.40		N	E
Exceeding \$250,001	\$276.90	\$0.00	\$276.90		N	E

Other

Integrated (advertised) development	\$1,105.00	\$0.00	\$1,105.00		N	A
Clause 252 of EP&A Regulation 2000 – applies only to specific heritage, water and environmental DA's (full advertisement in paper)						
Designated development	\$2,220.00	\$0.00	\$2,220.00		N	A
Clause 252 of EP&A Regulation 2000 (full advertisement in paper)						
Notification of Complying Development Certificate (in addition to application fees)	\$80.40	\$0.00	\$80.40		N	E
Sect 85A (11) of the EP&A Reg (includes advertisement in paper)						

Subdivision Certificate Application Fees

Including strata subdivision – to recover the costs of assessing and endorsing linen plans of subdivision under the EP&A Act or Strata Titles Act

Subdivision of land (per lot)	\$70.00	\$0.00	\$70.00		N	A
Includes boundary adjustments						
Strata (per lot)	\$70.00	\$0.00	\$70.00		N	A
Consolidation to provide one (1) lot	\$70.00	\$0.00	\$70.00		N	A
Plan checking fee for works as executed (per lot)	\$192.40	\$0.00	\$192.40		N	E
Administration fee for legal documents requiring execution by Council	\$207.70	\$0.00	\$207.70		N	E
Registration of Subdivision Certificate issued by private certifier	\$36.00	\$0.00	\$36.00		N	A

Naming of New Roads

Associated with subdivisions	\$332.90	\$0.00	\$332.90		N	E
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Water and Sewerage Connection Fees

See under heading "WATER AND SEWER FEES AND CHARGES"

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Certificates

Section 149 Full Certificate (Part 5) EP&A Act per allotment (approx 5 day turnaround)	\$133.00	\$0.00	\$133.00		N	A
Urgency Fee for 149(5) in addition to above (approx. 2 day turnaround)	\$133.00	\$0.00	\$133.00		N	E
Section 149 (2) per allotment (approx 5 day turnaround)	\$53.00	\$0.00	\$53.00		N	A
Urgency Fee for 149(2) in addition to above (approx 2 day turnaround)	\$53.00	\$0.00	\$53.00		N	E
Section 149 (2) (3 – Exempt & Complying Development SEPP only) – per allotment (approx 2 day turnaround)	\$53.00	\$0.00	\$53.00		N	A
Certificate of Outstanding Notices (LGA S735(a) & EPAAS121Z)	\$70.00	\$0.00	\$70.00		N	A

Sewer Drainage Plan

No charge for owners or contractors

Cost per plan	\$28.73	\$2.87	\$31.60		Y	E
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Building Certificates

Building Certificate(149d)	\$250.00	\$0.00	\$250.00		N	A
Building Certificate not exceeding 200 Sq.M.	\$250.00	\$0.00	\$250.00		N	A
Building Certificate exceeding 200 Sq.M. but not exceeding 2000 Sq.M	\$250 plus an additional \$0.50 per Sq.M. for each Sq.M. over 200				N	A
Building Certificate exceeding 2,000 Sq.M.	\$1,165 plus additional \$0.075 per Sq.M. for each Sq.M. over 2000				N	A
Where unauthorised works have occurred	As per fees nominated in S260 of EP&A Regs				N	A
Reinspection Fee	\$90.00	\$0.00	\$90.00		N	A
Copy of a building certificate	\$13.00	\$0.00	\$13.00		N	A

Fire Safety

Fire Safety Inspection – Owner requested	\$260 per hour (minimum 1 hour)				Y	E
Reinspection fee (Only applies if outstanding work has not been completed)	\$143.45	\$14.35	\$157.80		Y	E

Name	Fee (excl. GST)	Year 17/18 GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Shows and Events

Show and Event Inspection fee – Amusement devices < 10 devices	\$305.40	\$0.00	\$305.40		N	E
Show and Event Inspection fee – Amusement devices 11–19 devices	\$397.00	\$0.00	\$397.00		N	E
Show and Event Inspection fee – Amusement devices 20 or more devices		\$155.00 per hour			N	E
Show and Event Inspection fee – Food stalls/vans <10 stalls	\$315.60	\$0.00	\$315.60		N	E
Show and Event Inspection fee – Food stalls/vans 11–14 stalls	\$386.80	\$0.00	\$386.80		N	E
Show and Event Inspection fee – Food stalls/vans 15 or more stalls		\$155.00 per hour			N	E

Request for Property Information

Fee for service responding to enquiries requiring search of records, analysis of information and/or a written response – Dwelling Permissibility	\$157.80	\$0.00	\$157.80		N	E
Fee for service responding to enquiries requiring search of records, analysis of information and/or a written response – Urgency Fee for Dwelling Permissibility in addition to the above	\$157.80	\$0.00	\$157.80		N	E
(approx 5 day turnaround)						
Fee for service responding to enquiries requiring search of records, analysis of information and/or a written response – Flood Levels and associated flooding information	\$157.80	\$0.00	\$157.80		N	E

Council Certificate Advice

Fee for council to certify satisfaction of a condition of consent or confirm construction plans are not inconsistent with DA approved plans	\$127.20	\$0.00	\$127.20		N	E
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Environmental Products

Compost Bins	\$49.09	\$4.91	\$54.00		Y	D
Worm Farms	\$83.09	\$8.31	\$91.40		Y	D

Rural Addressing

Supply of Rural Addressing Plates– per number (includes one inspection)	\$143.45	\$14.35	\$157.80		Y	E
Replacement or additional plates (same number)	\$47.18	\$4.72	\$51.90		Y	E
Reinspection Fee	\$143.45	\$14.35	\$157.80		Y	E

Swimming Pool Warning Signs

CPR Signs	\$23.09	\$2.31	\$25.40		Y	E
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Name	Fee (excl. GST)	Year 17/18 GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Swimming Pool Certificates

Inspection and issue

Certificate of Compliance under Swimming Pools Act (including one inspection)	\$150.00	\$0.00	\$150.00		N	A
Re-inspection fee	\$100.00	\$0.00	\$100.00		N	A
Enter pool details into NSW Swimming Pool Register	\$10.00	\$0.00	\$10.00		N	A
Urgency Fee	\$138.82	\$13.88	\$152.70		Y	E
– in addition to above (less than 48 hours notice to inspection and/or less than 3 day turnaround).						
Application for exemption	\$71.30	\$0.00	\$71.30		N	E

Health Inspections

Maintaining register and reporting to Govt. agencies and inspections

Water Carters	See under heading "SECTION 68 of the LOCAL GOVERNMENT ACT"				N	n/a
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Annual Administration & Inspection fee for food premises

Premises with up to 5 staff	\$554.80	\$0.00	\$554.80		N	E
Premises with 6 to 19 staff	\$666.80	\$0.00	\$666.80		N	E
Premises with 20 to 50 staff	\$972.20	\$0.00	\$972.20		N	E
(Maintaining register, reporting to government agencies)						
Supplementary Annual Inspection	\$157.80	\$0.00	\$157.80		N	E
Inspection of Mobile Food Operator	\$157.80	\$0.00	\$157.80		N	E
Re-inspection Fee	\$157.80	\$0.00	\$157.80		N	

Hairdressers, Beauty Salons, Skin Penetration, Cooling Towers, Boarding Houses

Inspection	\$157.80	\$0.00	\$157.80		N	E
Re-inspection following non-compliance	\$157.80	\$0.00	\$157.80		N	E
Cooling Tower Water Analysis			At cost		N	E
Notification of skin penetration business premises (land, temporary structure, vehicle or vessel)	\$0.00	\$0.00	\$0.00		N	E
Notification of skin penetration clients premises (for mobile businesses)			FREE		N	n/a

Environmental Health Officer Consultation/Concurrence

Provision of Written Advice with inspection	\$203.60	\$0.00	\$203.60		N	E
Provision of Written Advice without inspection	\$101.80	\$0.00	\$101.80		N	E

Public Swimming Pools – including Motels, Caravan Parks etc

Inspection under Public Health Act 2010	\$183.20	\$0.00	\$183.20		N	E
Water Analysis			At Cost		N	E

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Boarding Houses

Inspection fee (as per Boarding Houses Act 2012)	\$203.60	\$0.00	\$203.60		N	E
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Section 68 of the LOCAL GOVERNMENT ACT

Install manufactured home, moveable dwelling (includes inspections)	\$519.20	\$0.00	\$519.20		N	E
Install Oil or Solid Fuel Heating Appliance (includes inspections)	\$311.50	\$0.00	\$311.50		N	E
Use of Community Land (engaging in trade or business busking etc)	\$311.50	\$0.00	\$311.50		N	E
Swing or hoist goods over road	\$311.50	\$0.00	\$311.50		N	E
Water Supply, sewerage and stormwater drainage work	\$157.80	\$0.00	\$157.80		N	E

NB: Thomas Mitchell Industrial Estate is exempt regarding sewerage connection

Stormwater Drainage work (connection to Council drainage or new work for Council ownership)			Quotation		N	E
General approvals / application not specifically mentioned elsewhere	\$311.50	\$0.00	\$311.50		N	E

Approval To Burn

(Protection of the Environment Operations (Clean Air) Regulation 2010)

Approval to burn in the open or in an incinerator	\$50.00	\$0.00	\$50.00		N	E
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Water Carters

Application	\$311.50	\$0.00	\$311.50		N	E
Inspection	\$157.80	\$0.00	\$157.80		N	E

Caravan Parks

Application to Operate a Caravan Park or camping ground	\$311.50	\$0.00	\$311.50		N	E
Inspection Fee	\$203.60	\$0.00	\$203.60		N	E

On-site Sewage Management

Application to

Install & Construct On-Site Sewage Management System	\$388.00	\$0.00	\$388.00		N	E
Install & Construct On-Site Sewage Management System: Commercial Systems – Greater than 5000L/day	\$581.30	\$0.00	\$581.30		N	E

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Modify On-site Sewage Management System

Domestic Systems – System and Disposal Area	\$337.00	\$0.00	\$337.00		N	E
Domestic Systems – System only	\$180.00	\$0.00	\$180.00		N	E
Domestic Systems – Disposal Area only	\$220.00	\$0.00	\$220.00		N	D
Modify Approval to install prior to any works commencing – no inspections necessary	\$103.80	\$0.00	\$103.80		N	E
Commercial Systems – System and Disposal Area	\$549.70	\$0.00	\$549.70		N	E
Commercial Systems – System only	\$254.50	\$0.00	\$254.50		N	E
Commercial Systems – Disposal Area only	\$305.40	\$0.00	\$305.40		N	E

Approval to Operate

Invoiced in July for 12 months approval to operate		56.00/year			N	E
Inspection at the time of renewal of ATO		No Charge			N	n/a

Multiple System Properties

Fee		28/system			N	E
Property owners must be able to demonstrate that the systems are related to the one property and the ATOs must be concurrent and expire at the same time. * failure to demonstrate the above will result in the single system fee applying for each individual system						
Commercial Systems		100.00/year			N	E

Inspection of On-site Sewer Management

Any inspection not related to approval applications	\$157.80	\$0.00	\$157.80		N	E
Multiple System Inspection (per system)	\$101.80	\$0.00	\$101.80		N	E
Re-inspection	\$157.80	\$0.00	\$157.80		N	E
Pre Purchase Inspection on Onsite Sewer Management System includes search of records and copies of ATO	\$203.60	\$0.00	\$203.60		N	E

Use of Footpaths and Road Reserves

Annual Permit Fee	\$112.00	\$0.00	\$112.00		N	E
A Frame Signage	\$76.40	\$0.00	\$76.40		N	E
Outdoor seating (occupied area subject of permit)	\$12.20	\$0.00	\$12.20	Per chair	N	E
Display of goods (occupied area subject of permit)	\$12.20	\$0.00	\$12.20	per sq. m.	N	E

Approvals Under Section 125 Roads Act

New Footway Dining application	\$311.50	\$0.00	\$311.50		N	E
Application for renewal (lodged prior to expiry of existing approval)	\$162.90	\$0.00	\$162.90		N	E

Name	Year 17/18		Fee (incl. GST)	Fee Unit	GST	Fee Type
	Fee (excl. GST)	GST				

Approvals Under Section 138 Roads Act

See under heading "ROADS"

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Trade Waste Fees

Trade Waste Applications

Applications (Policy No. S15/2, adopted by Council on 12/12/2011, Minute 190)

Liquid Trade Waste Applications

Applications

Approval to Discharge Liquid Trade Waste (Classification A)	\$321.00	\$0.00	\$321.00		N	E
Approval to Discharge Liquid Trade Waste (Classification B & C)	\$761.00	\$0.00	\$761.00		N	E
Extend or renew an approval with no change in conditions	\$274.00	\$0.00	\$274.00		N	E
Transfer an approval to a new discharger with the same conditions at the same premises	\$117.00	\$0.00	\$117.00		N	

Annual Trade Waste Fee (annual inspections)

Category 1 Discharger	\$117.00	\$0.00	\$117.00		N	E
Category 2 Discharger	\$182.00	\$0.00	\$182.00		N	E
Category 3 Discharger	\$609.00	\$0.00	\$609.00		N	E
Re-Inspection Fee	\$167.00	\$0.00	\$167.00		N	E

Trade Waste Usage Charge

Applied with Trade Waste Discharge Factor

Category 1 Discharger without appropriate pre-treatment (\$/kL) (non compliant)	\$1.36	\$0.00	\$1.36		N	E
Category 2 Discharger with appropriate pre-treatment (\$/kL)	\$1.36	\$0.00	\$1.36		N	E
Category 2 Discharger without appropriate pre-treatment (\$/kL) (non compliant)	\$16.41	\$0.00	\$16.41		N	E
Annual food waste disposal charge – (\$/beds)	\$29.80	\$0.00	\$29.80		N	E
Chemical toilet waste (\$/kL) – Not available			NA		N	E
Attendance at site to carry out approval (\$/hr)	\$106.23	\$0.00	\$106.23		N	E

Excess Mass Charges for Category 3 Discharges – per kg

Refer to equation 1 in section 4.7.7 of the Policy

Aluminium	\$0.70	\$0.00	\$0.70	per kg	N	E
Ammonia (as N)	\$2.01	\$0.00	\$2.01	per kg	N	E
Arsenic	\$67.39	\$0.00	\$67.39	per kg	N	E
Barium	\$33.70	\$0.00	\$33.70	per kg	N	E

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Name	Year 17/18		Fee (incl. GST)	Fee Unit	GST	Fee Type
	Fee (excl. GST)	GST				

Excess Mass Charges for Category 3 Discharges – per kg [continued]

Biochemical Oxygen Demand (BOD) up to 600 mg/L)	\$0.65	\$0.00	\$0.65	per kg	N	E
Refer to equation 1 in section 4.7.7 and refer to equation 2 in section 4.7.7 for BOD>600mg/L. Note: equation 5 with equation 1 is used where the discharger has failed to meet their approval in two or more instances in one financial year.						
Boron	\$0.70	\$0.00	\$0.70	per kg	N	E
Bromine	\$13.33	\$0.00	\$13.33	per kg	N	E
Cadmium	\$308.74	\$0.00	\$308.74	per kg	N	E
Chloride	No Charge			per kg	N	E
Chlorinated Hydrocarbons	\$33.70	\$0.00	\$33.70	per kg	N	E
Chlorinated Phenolics	\$1,347.37	\$0.00	\$1,347.37	per kg	N	E
Chlorine	\$1.35	\$0.00	\$1.35	per kg	N	E
Chromium	\$22.48	\$0.00	\$22.48	per kg	N	E
Cobalt	\$13.70	\$0.00	\$13.70	per kg	N	E
Copper	\$13.70	\$0.00	\$13.70	per kg	N	E
Cyanide	\$67.28	\$0.00	\$67.28	per kg	N	E
Fluoride	\$3.36	\$0.00	\$3.36	per kg	N	E
Formaldehyde	\$1.35	\$0.00	\$1.35	per kg	N	E
Oil and Grease (Total O and G)	\$1.19	\$0.00	\$1.19	per kg	N	E
Herbicides/Defoliant	\$673.71	\$0.00	\$673.71	per kg	N	E
Iron	\$1.35	\$0.00	\$1.35	per kg	N	E
Lead	\$33.70	\$0.00	\$33.70	per kg	N	E
Lithium	\$6.72	\$0.00	\$6.72	per kg	N	E
Manganese	\$6.72	\$0.00	\$6.72	per kg	N	E
Mercaptans	\$67.28	\$0.00	\$67.28	per kg	N	E
Mercury	\$2,245.64	\$0.00	\$2,245.64	per kg	N	E
Methylene Blue Active Substances (MBAS)	\$0.70	\$0.00	\$0.70	per kg	N	E
Molybdenum	\$0.70	\$0.00	\$0.70	per kg	N	E
Nickel	\$22.48	\$0.00	\$22.48	per kg	N	E
Nitrogen (as TKN – Total Kjeldahl Nitrogen)	\$0.16	\$0.00	\$0.16	per kg	N	E
Organoarsenic Compounds	\$673.71	\$0.00	\$673.71	per kg	N	E
Pesticides General (excludes organochlorines and organophosphates)	\$673.71	\$0.00	\$673.71	per kg	N	E
Petroleum Hydrocarbons (non-flammable)	\$2.28	\$0.00	\$2.28	per kg	N	E
Phenolic Compounds (non-chlorinated)	\$6.72	\$0.00	\$6.72	per kg	N	E
Phosphorous (Total P)	\$1.35	\$0.00	\$1.35	per kg	N	E
Polynuclear Aromatic Hydrocarbons (PAHs)	\$13.70	\$0.00	\$13.70	per kg	N	E
Selenium	\$47.40	\$0.00	\$47.40	per kg	N	E
Silver	\$1.24	\$0.00	\$1.24	per kg	N	E
Sulphate (SO4)	\$0.11	\$0.00	\$0.11	per kg	N	E
Sulphide	\$1.35	\$0.00	\$1.35	per kg	N	E
Sulphite	\$1.52	\$0.00	\$1.52	per kg	N	E

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Name	Year 17/18		Fee (incl. GST)	Fee Unit	GST	Fee Type
	Fee (excl. GST)	GST				

Excess Mass Charges for Category 3 Discharges – per kg [continued]

Suspended Solids (SS)	\$0.87	\$0.00	\$0.87	per kg	N	E
Thiosulphate	\$0.27	\$0.00	\$0.27	per kg	N	E
Tin	\$6.72	\$0.00	\$6.72	per kg	N	E
Total Dissolved Solids (TDS)	\$0.05	\$0.00	\$0.05	per kg	N	E
Uranium	\$6.72	\$0.00	\$6.72	per kg	N	E
Zinc	\$13.70	\$0.00	\$13.70	per kg	N	E

Non-Compliance Excess Mass Charges

Refer to equations 4 & 5 in the Policy

Details	Refer to equations 4 & 5 in the Policy			N	n/a
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Non-Compliance pH Charge

Refer to equation 3 in the Policy

Details	Refer to equation 3 in the Policy			N	n/a
K for pH charge calculation (0.381 plus 3% from 2010/11)	\$0.44	\$0.00	\$0.44	N	E

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Regulatory Services

Companion Animals

Lifetime registration

Fees prescribed by the State – NSW Companion Animals Act 1998

Non-desexed animals			Prescribed		N	A
De-sexed animals			Prescribed		N	A
De-sexed animals – pensioner concession			Prescribed		N	A
Breeder			Prescribed		N	A

Impounding Fees

Impounding fee	\$51.90	\$0.00	\$51.90		N	E
Maintenance and care per day thereafter/or part day	\$20.80	\$0.00	\$20.80		N	E
Microchipping (if applicable)	\$34.60	\$0.00	\$34.60		N	E
Vaccination (all dogs are vaccinated)	\$26.00	\$0.00	\$26.00		N	E
Veterinary Treatment			At Cost		N	E
Treatment incurred during impoundment (i.e. necessary grooming, worming, bathing)			At Cost		N	E

dHarmony – Animal Adoption

Adoption costs include a health check, desexing, vaccination, worming, heartworm test, microchipping and Lifetime Registration

Dogs

Discounts apply if an animal was previously microchipped, Lifetime Registered or desexed

Female	\$312.91	\$31.29	\$344.20		Y	E
Female – Pensioner (aged pension, war widows or disability cards only)	\$285.09	\$28.51	\$313.60		Y	E
Male	\$261.55	\$26.15	\$287.70		Y	E
Male – Pensioner (aged pension, war widows or disability cards only)	\$228.09	\$22.81	\$250.90		Y	E

Cats

Discounts apply if an animal was previously microchipped, Lifetime Registered or desexed

Female	\$177.82	\$17.78	\$195.60		Y	E
Female – Pensioner (aged pension, war widows or disability cards only)	\$150.00	\$15.00	\$165.00		Y	E
Male	\$131.09	\$13.11	\$144.20		Y	E
Male – Pensioner (aged pension, war widows or disability cards only)	\$103.27	\$10.33	\$113.60		Y	E

dHarmony – Adopted Dog Personalised Training Packages

Gain valuable knowledge in how to control and enjoy your new family member

Name	Fee (excl. GST)	Year 17/18 GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Rescue Agencies

Microchipping	\$19.00	\$1.90	\$20.90		Y	E
Vaccinations	\$19.00	\$1.90	\$20.90		Y	E
Vaccinations and Microchipping	\$33.09	\$3.31	\$36.40		Y	E

Surrender Fee

Rehome	\$47.18	\$4.72	\$51.90		Y	E
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Surrender Fee – Euthanasia

Impounding Fee	\$51.90	\$0.00	\$51.90		N	E
Maintenance and care per day until euthanased	\$0.00	\$0.00	\$0.00		N	E
Euthanasing at request of owner	\$112.00	\$11.20	\$123.20		Y	E

Declared Dangerous Dogs Fees

Dangerous Dog Enclosure Certificate of Compliance	\$150.00	\$0.00	\$150.00		N	A
Dangerous Dog Collar XL	\$51.91	\$5.19	\$57.10		Y	E
Dangerous Dog Collar L	\$47.18	\$4.72	\$51.90		Y	E
Dangerous Dog Collar M	\$40.64	\$4.06	\$44.70		Y	E
Dangerous Dog Collar SML	\$37.73	\$3.77	\$41.50		Y	E
Dangerous Dog Sign	\$33.09	\$3.31	\$36.40		Y	E

Stock Impounding

Impounding Act 1993

Impounding Fee	\$51.90	\$0.00	\$51.90		N	E
Feed per head per day	\$6.20	\$0.00	\$6.20		N	E
Maintenance per hour (includes Ranger feeding)	\$67.50	\$0.00	\$67.50		N	E
Transport using vehicle per hour (Ranger Vehicle)	\$26.00	\$0.00	\$26.00		N	E
Hired Transport			At Cost		Y	E
Notification Fee	\$34.30	\$0.00	\$34.30		N	E

Impounded Vehicles

Impounding Fee	\$51.90	\$0.00	\$51.90		N	E
Towing Fee			At Cost		N	E
Notification Fee	\$34.30	\$0.00	\$34.30		N	E
Storage (per week)	\$29.10	\$0.00	\$29.10		N	E

General Impounding Fee (all other impoundments)

Impounding Fee	\$51.90	\$0.00	\$51.90		N	B
Notification Fee	\$34.30	\$0.00	\$34.30		N	E

Name	Year 17/18			Fee Unit	GST	Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)			

Cat Trap Hire

Weekly hire fee (or part thereof)

Note: Pensioners exempt from deposit (pension card required as proof)

Weekly hire fee (or part thereof)	\$15.09	\$1.51	\$16.60		Y	C
Deposit (refunded upon return of undamaged trap)	\$103.80	\$0.00	\$103.80		N	C
Late Return Fee	\$23.64	\$2.36	\$26.00		Y	C

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Section 94 Contributions

(Under EP&A Act 1979) – Developments approved under the Muswellbrook Section 94 Contributions Plan 2001

Urban Subdivision or Dwelling (Medium Density)

Urban Subdivision or Dwelling – Medium Density

Note: Contributions paid at subdivision stage for an additional lot will not be applied to a single dwelling erected on the lot created

Muswellbrook

a) Open Space and Community Facilities	\$1,886.60	\$0.00	\$1,886.60	Per additional lot for subdivisions	N	E
b) Roads and Drainage	\$1,016.80	\$0.00	\$1,016.80	Per additional lot for subdivisions	N	E
c) Open Space and Community Facilities	\$1,886.60	\$0.00	\$1,886.60	Per additional dwelling for an existing lot	N	E
d) Roads and Drainage	\$1,016.80	\$0.00	\$1,016.80	Per additional dwelling for an existing lot	N	E

Denman

a) Open Space and Community Facilities	\$1,451.20	\$0.00	\$1,451.20	Per additional lot for subdivisions	N	E
b) Roads and Drainage	\$1,016.80	\$0.00	\$1,016.80	Per additional lot for subdivisions	N	E
c) Open Space and Community Facilities	\$1,451.20	\$0.00	\$1,451.20	Per additional dwelling for an existing lot	N	E
d) Roads and Drainage	\$1,016.80	\$0.00	\$1,016.80	Per additional dwelling for an existing lot	N	E

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Rural Lot or Dwelling

a) Bushfire Protection	\$2,819.70	\$0.00	\$2,819.70	Per additional lot for subdivisions	N	E
b) Rural Roads	\$2,899.70	\$0.00	\$2,899.70	Per additional lot for subdivisions	N	E
c) Open Space & Community Facilities	\$1,205.90	\$0.00	\$1,205.90	Per additional lot for subdivisions	N	E
d) Bushfire Protection	\$2,819.70	\$0.00	\$2,819.70	Per additional dwelling for an existing lot	N	E
e) Rural Roads	\$2,899.70	\$0.00	\$2,899.70	Per additional dwelling for an existing lot	N	E
f) Open Space & Community Facilities	\$1,205.90	\$0.00	\$1,205.90	Per additional dwelling for an existing lot	N	E

South Muswellbrook Commercial Development

Road Upgrading	16.64/m2	N	E
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Tourist Development

Tourism Facilities	1.35 per \$100 of investment	N	E
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West Denman

Open Space Recreational Sporting Facilities

Per Person	\$342.40	\$0.00	\$342.40	N	E
One Bedroom	\$513.00	\$0.00	\$513.00	N	E
Two Bedroom	\$684.70	\$0.00	\$684.70	N	E
Three or more Bedroom dwelling	\$855.30	\$0.00	\$855.30	N	E
Per lot	\$855.30	\$0.00	\$855.30	N	E

Community Facilities

Per Person	\$431.00	\$0.00	\$431.00	N	E
One Bedroom	\$647.00	\$0.00	\$647.00	N	E
Two Bedroom	\$862.00	\$0.00	\$862.00	N	E
Three or more Bedroom dwelling	\$1,078.00	\$0.00	\$1,078.00	N	E
Per lot	\$1,078.00	\$0.00	\$1,078.00	N	E

Name	Year 17/18 Fee (excl. GST)	GST	Fee (incl. GST)	Fee Unit	GST	Fee Type
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Stormwater Management

Per Person	\$1,524.50	\$0.00	\$1,524.50		N	E
One Bedroom	\$2,286.80	\$0.00	\$2,286.80		N	E
Two Bedroom	\$3,049.00	\$0.00	\$3,049.00		N	E
Three or more Bedroom dwelling	\$3,811.30	\$0.00	\$3,811.30		N	E
Per lot	\$3,811.30	\$0.00	\$3,811.30		N	E

Transport Facilities

Per Person	\$2,963.70	\$0.00	\$2,963.70		N	E
One Bedroom	\$4,446.10	\$0.00	\$4,446.10		N	E
Two Bedroom	\$5,928.50	\$0.00	\$5,928.50		N	E
Three or more Bedroom dwelling	\$7,410.90	\$0.00	\$7,410.90		N	E
Per lot	\$7,410.90	\$0.00	\$7,410.90		N	E

Plan Management Administration

Per Person	\$101.60	\$0.00	\$101.60		N	E
One Bedroom	\$152.90	\$0.00	\$152.90		N	E
Two Bedroom	\$203.80	\$0.00	\$203.80		N	E
Three or more Bedroom dwelling	\$254.80	\$0.00	\$254.80		N	E
Per lot	\$254.80	\$0.00	\$254.80		N	E

Section 94A Contributions

Under EP&A Act 1979 – Section 94A Development Contributions Plan 2009 – Subject to CPI Increase

Estimated cost of development

< \$100000	0.0%	N	A
\$100001 – \$200000	0.5%	N	A
>\$200000	1.0%	N	A

Section 94 Contributions – Extractive Industries

Levy for material removed	As per agreement with Council	N	E
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Private Lessons – 2 person per class – 12 week term	[Private Lessons – 2 persons per class]	26
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Tennis Courts (per court) – night – casual	[Indoor Sports Centre Complex – Denman]	13
Tennis Courts (per court) – night – Regular Users	[Indoor Sports Centre Complex – Denman]	13
Tennis Courts (per court) – daytime – Casual	[Indoor Sports Centre Complex – Denman]	13
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Three or more Bedroom dwelling	[Community Facilities]	62
Three or more Bedroom dwelling	[Stormwater Management]	63
Three or more Bedroom dwelling	[Transport Facilities]	63
Three or more Bedroom dwelling	[Plan Management Administration]	63
Tin	[Excess Mass Charges for Category 3 Discharges – per kg]	57
Total Dissolved Solids (TDS)	[Excess Mass Charges for Category 3 Discharges – per kg]	57
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Truck Tyre	[Tyres – on Rims]	33
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Two Bedroom	[Stormwater Management]	63
Two Bedroom	[Transport Facilities]	63
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U		
Up to \$5,000	[If the original estimated cost of the development was:]	47
Up to \$5,000	[If the original estimated cost on the DA was:]	47
Up to 120 sheets	[Binding Documents (A4 only)]	30
Up to 240 sheets	[Binding Documents (A4 only)]	30
Up to 3 hours	[Seminar Room]	16
Up to 3 hours – visitors	[Meetings Rooms (upstairs)]	16

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Z		
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