



muswellbrook
shire council

OPERATIONAL PLAN 2024 - 2025



**MUSWELLBROOK SHIRE COUNCIL RESPECTFULLY
ACKNOWLEDGES THE LOCAL ABORIGINAL PEOPLE WHO ARE THE
TRADITIONAL OWNERS AND CUSTODIANS OF THE LAND**



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1. FOREWORD



CR STEVE REYNOLDS

A MESSAGE FROM THE MAYOR

The Muswellbrook Shire Council Operational Plan 2024/2025 is the final annual plan for the current term of Council and provides active direction to achieve the strategic objectives set out in Council's Delivery Program 2022-2026.

The Operational Plan is where Council outlines how it will achieve the community's vision and what its priorities are – the point at which the goals and outcomes in the Delivery Program 2022-2026 and Community Strategic Plan 2022-2032 are translated into key initiatives.

The Operational Plan 2024/2025 features a strong focus on community centred service delivery to facilitate economic growth and improve liveability and lines up with the NSW Government's Hunter Regional Plan 2036, the Shire's Integrated Water Cycle Management Plan and Council's Long-term Financial Plan.

The six priorities areas for Council are:

- Economic Growth
- Social Equity and Inclusion
- Environmental Sustainability
- Cultural Vitality
- Community Infrastructure and
- Community Leadership.

Councillors work in collaboration with Council staff to achieve the shared goal of achieving the best possible outcomes for the Shire's residents who have trusted us to look after the assets and services they depend on.

This year's Operational Plan will give Council the strategic framework to deliver the necessary support and the assistance the community needs moving forward.

Council commends the Operational Plan 2024/2025 to the community.

Steve Reynolds
Mayor
Muswellbrook Shire



DEREK FINNIGAN

A MESSAGE FROM THE GENERAL MANAGER

The 2024/2025 Operational Plan will continue Council's focus on sound financial management. Ongoing engagement with our resilient community is extremely important to ensure Council is providing resources where they are most needed and where they will provide maximum benefit. This will be another strong focus in 2024/2025.

A number of major projects will commence or continue during 2024/2025, including:

- the commencement of Food Organics Garden Organics (FOGO) collection and processing is scheduled to begin in July 2024 following extensive community consultation
- ongoing engagement with State Government entities to ensure the interests of Muswellbrook Shire are enhanced and protected as a critical partner in the development of the Hunter, Central West Orana, and New England Renewable Energy Zones
- continuation of improvements to the Muswellbrook civic precinct, including the development of a community civic park
- implementation of improvements to the Olympic Park precinct
- enhancement of programs provided through the Hunter Innovation Precinct located at the Donald Horne Building. Engagement with students through the popular Science, Engineering, Technology, and Mathematics (STEM) initiatives is important to assist the students of today to become the professionals of tomorrow
- projects aimed at enhancing the liveability of our beautiful towns and villages, such as the construction of a pathway connecting Tarinpa (Hunter Beach) to the Muswellbrook town centre
- a range of events to engage with our communities and to ensure that Muswellbrook Shire continues to be a wonderful area to live, work and play; and
- preparation for the NSW local government elections that will take place on Saturday, 14 September 2024.

The 2024/2025 Operational Plan is a sub-plan of Council's Delivery Program and directly addresses the strategies outlined in the Delivery Program and identifies actions, projects and programs Council will undertake during the 2024/2025 financial year.

The Operational Plan allocates responsibilities for each action or set of actions and identifies suitable performance measures to determine the effectiveness of the activities undertaken. Important operational matters will continue to be actioned as part of this Operational Plan, including:

- continue to improve and maintain Council's key utilities and services, including water, wastewater, and waste management
- ensure Council's road network is maintained to a high standard with a primary consideration for the safety of road users
- maintain and improve the Shire's high-quality parks, recreation and sporting facilities
- provide innovative library and community engagement programs; and
- deliver inspiring art exhibitions and continue to develop the Muswellbrook Shire art prizes and Shire collection.

The 2024/2025 financial year will be a year of opportunity to continue the improvement of services to the communities of Muswellbrook Shire, and enhance the prosperity, sustainability, liveability and accessibility of our Shire whilst planning for the benefit of future generations.

Led by our Mayor and elected Council we will continue to work to encourage new business and industry to Muswellbrook Shire and to champion economic growth so that our community continues to prosper and thrive both now and in the future.

Derek Finnigan
General Manager
Muswellbrook Shire



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2. THE GOVERNING BODY

DEMOCRATIC GOVERNANCE

The governing body of the Council consists of twelve councillors elected for four years. The Mayor and Deputy Mayor are elected by Councillors every two years. The mayor holds a number of Council delegations and statutory responsibilities to make determinations on behalf of the governing body of Council between Council meetings and is responsible to the governing body for the determinations he makes.



CR STEVE REYNOLDS - MAYOR

Second term councillor Steve has been Mayor of Muswellbrook Shire since January 2022 and, as a lifetime local, fully understands the history, spirit and needs of the town, villages and surrounding areas. Steve's priorities include upholding his pledge to improve communication and engagement within the community and to deliver key capital projects with the assistance of a team of dedicated councillors.

Steven.Reynolds@muswellbrook.nsw.gov.au

CR GRAEME MCNEILL - DEPUTY MAYOR

Incumbent councillor Graeme is serving his third term on Council. With a special interest in sport and recreation and long-time involvement with the Olympic Park project, Graeme's priorities include pathways, cycleways, improvements to roads and investment in the Shire's young people. His hope for this term is to build a strong, united Council to drive a strong united community.

Graeme.McNeill@muswellbrook.nsw.gov.au



CR AMANDA BARRY

First term councillor and Denman resident, Amanda wants to be part of a strong council that can be trusted and respected. As an advocate of community engagement, she wants to work towards creating a shared vision for the future, including developing more efficient and effective community services and a focus on the protection and enhancement of the Shire's natural environment.

Amanda.Barry@muswellbrook.nsw.gov.au

CR MARK BOWDITCH

A second term councillor, Mark works in the environmental re-vegetation industry and is involved in running trainee programs for youth with the goal of providing them with the practical skills needed to enhance future opportunities. His priorities during this term of Council are the protection of the environment, transparency, education, the development of employment opportunities, support for homeowners and a focus on listening to residents.

Mark.Bowditch@muswellbrook.nsw.gov.au



2. THE GOVERNING BODY



CR DE-ANNE DOUGLAS

First term councillor and long-term Muswellbrook resident, De-anne brings a wealth of local knowledge and experience to the role. De-anne is a former manager of the Muswellbrook PCYC and has deep community connections and a strong local voice. Her immediate priorities include improved access to medical services and the delivery of the planned Youth Centre.

De-anne.Douglas@muswellbrook.nsw.gov.au

CR JEFFREY DRAYTON

With previous extensive experience on Council Jeffrey wants to see Council refocus on important issues and best outcomes for the community and to respond, react and rectify social issues, such as homelessness, domestic violence, child safety and protection that some in the community are currently dealing with. He would also like to see Council address the benefits the mining industry should be providing to the community, including jobs for residents of the LGA.

Jeff.Drayton@muswellbrook.nsw.gov.au



CR LOUISE DUNN

Long-term resident, schoolteacher and first term councillor Louise has a strong sense of community and has resolved to bring the Shire back to being caring and compassionate to all. While acknowledging that carbon neutrality and sustainable energy is the way of the future, she also understands that coal mining is vital to the economy and would also like to see more parks and open spaces throughout the LGA.

Louise.Dunn@muswellbrook.nsw.gov.au

CR ROHIT MAHAJAN

Born in India, Rohit is now a proud Australian citizen, Muswellbrook resident and successful businessman. Running his own business puts him face-to-face with a wide range of community members on a daily basis and he shares their concerns regarding local business and employment opportunities. With sound relationships in place, he wants to be their voice on Council and believes local government can only be deemed to be successful if the community is happy and contented.

Rohit.Mahajan@muswellbrook.nsw.gov.au



2. THE GOVERNING BODY



CR DARRYL MARSHALL

A Shire resident for 56 years, first term councillor Darryl has worked across the wine, agriculture and coal industries and ran his own contracting business for more than 20 years. Now that he is semi-retired, he has the time to make a commitment to Council and pledges to serve the people of the region, work hard for the community and bring a truly local voice to Council.

Darryl.Marshall@muswellbrook.nsw.gov.au

CR JENNIFER LECKY

As a life member of the Australian Local Government Women's Association (NSW) and many years of experience on Council, Jennifer's passions are her community and supporting women entering politics. During the current term she would like to see revenue contributions from mining companies used to benefit the community and work towards developing a more vibrant region.

Jennifer.Lecky@muswellbrook.nsw.gov.au



CR ROD SCHOLES

Third term councillor and Muswellbrook resident since 1982, Rod and his family have contributed greatly to the Shire community. He has served as deputy mayor and mayor during his time on Council and brings a wealth of experience to the table. During this term he wants to continue to improve the Shire's liveability, infrastructure and services, and advocate for better local health services.

Rod.Scholes@muswellbrook.nsw.gov.au

CR BRETT WOODRUFF

With strong connections to the Shire spanning four decades, Denman resident Brett wants to continue to represent the region with both head and heart. Council's longest serving councillor, this is his sixth term, he is determined to provide residents with guidance, support and governance. His mantra is to look back and appreciate the past, enjoy the now and plan for the future.

Brett.Woodruff@muswellbrook.nsw.gov.au



3. EXECUTIVE LEADERSHIP TEAM



DEREK FINNIGAN - GENERAL MANAGER

Derek was appointed as General Manager in March 2023 after serving in a variety of roles with Council, including as Deputy General Manager, over a career spanning more than 30 years, focusing primarily on infrastructure services and operational sustainability. Derek has a profound commitment to working positively with the community, Council, and colleagues to ensure Council's financial sustainability, the Shire's economic growth, prosperity, and environmental health, and to continue to improve and promote Muswellbrook Shire as a wonderful place to live, work, and play.

SHARON POPE - DIRECTOR ENVIRONMENT AND PLANNING

Sharon is a Fellow of the Planning Institute of Australia, has a degree in Urban and Regional Planning and has vast experience in Local Government having started her career as a Trainee Town Planner at Greater Taree City Council. Her broad range of experience in strategic land use planning, the development assessment process and community collaboration makes her an invaluable member of Muswellbrook Shire Council leadership team.



MATTHEW LYSAUGHT - DIRECTOR INFRASTRUCTURE AND PROPERTY

Matthew joined Council in 2011 and is responsible for Council's Property and Place directorate which includes Council's Works Department and property assets. He works with a dedicated team responsible for the management of Council's properties, construction projects and maintenance of assets. Matthew has a Bachelor of Economics, graduate and postgraduate degrees in visual arts, and Certificate IV in Property Services.

SHAELEE WELCHMAN - DIRECTOR COMMUNITY AND ECONOMY

Shaelee has 25 years' experience in local government in Queensland and NSW as well as in the private sector. She is focused on delivering economic and community development outcomes for the Shire and brings to the role diverse skills in infrastructure, lead industrial and urban precinct development, investment and business attraction, jobs growth and diversification strategies.



JOSH HOGAN - CHIEF FINANCIAL OFFICER

Josh leads Council's Financial Services team, leveraging extensive experience garnered from diverse industries in Australia and internationally. As a Certified Practising Accountant with a Master's in Accounting and a Bachelor's in Forensic and Analytical Chemistry, his interdisciplinary expertise informs strategic financial management across sectors.

4. INTRODUCTION

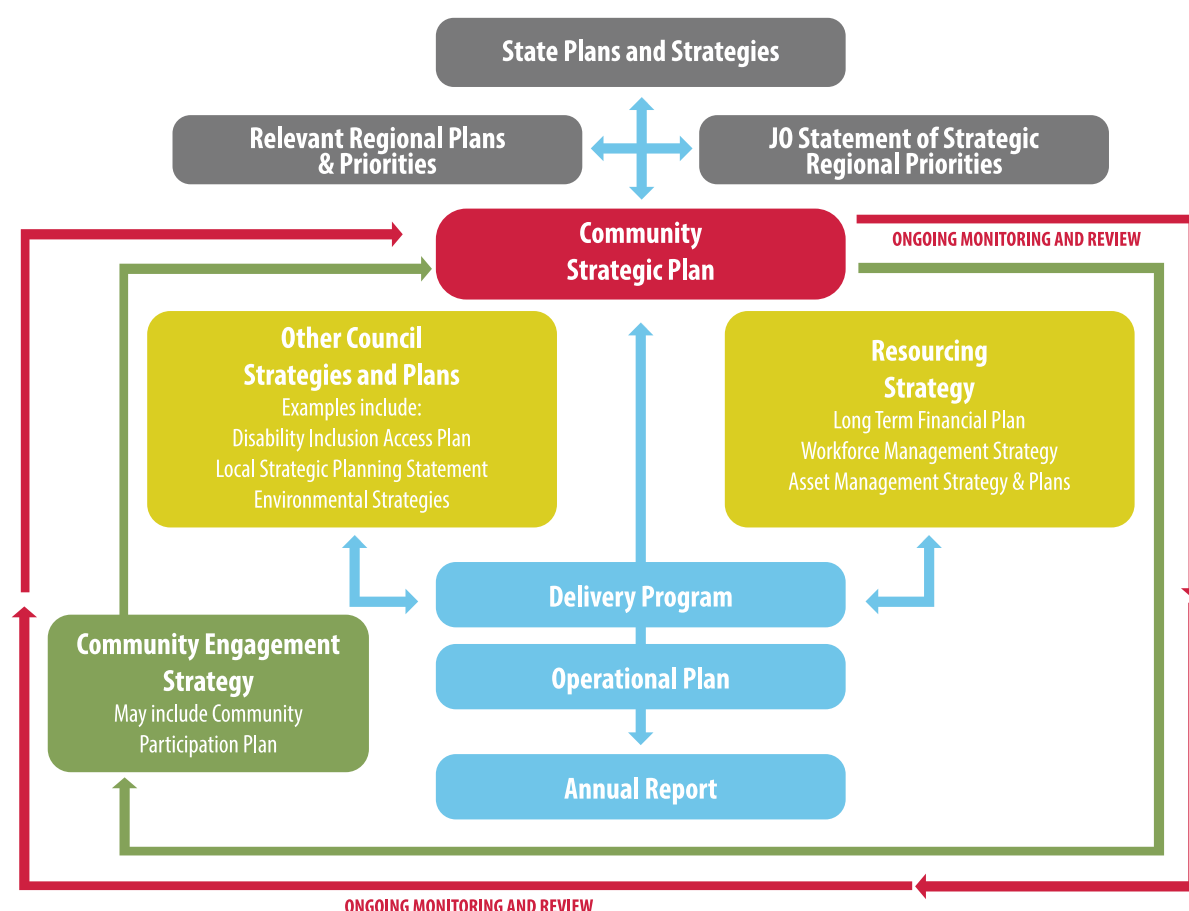


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INTEGRATED PLANNING & REPORTING CYCLE

The Integrated Planning and Reporting (IP&R) framework was established in 2009 by the New South Wales Government.

This legislation requires all Councils to have the following plans developed in consultation with the community:



INTEGRATED PLANNING & REPORTING CYCLE

THE COMMUNITY STRATEGIC PLAN (10 YEAR)

The Community Strategic Plan is an overview document that identifies the community's vision and goals for the future. It covers a minimum time frame of 10 years.

Council's role is initiating, preparing and maintaining the Community Strategic Plan on behalf of the community, however Council is not wholly responsible for its implementation. Other partners, including state agencies, non-government organisations, business and industry, joint organisations and community groups may also have a part to play in enacting the strategies identified within the Plan.

THE DELIVERY PROGRAM (4 YEAR)

The Delivery Program is a four-year plan. It is the point of reference for all activities undertaken by the Council during the Councillors' term of office. The Delivery Program details the activities Council will undertake over a four-year period, which align with and support the goals and strategies identified by the community and outlined in the Community Strategic Plan. The Delivery Program also allocates responsibilities for each activity and it identifies suitable performance measures for determining the effectiveness of the activities undertaken.

RESOURCING STRATEGY

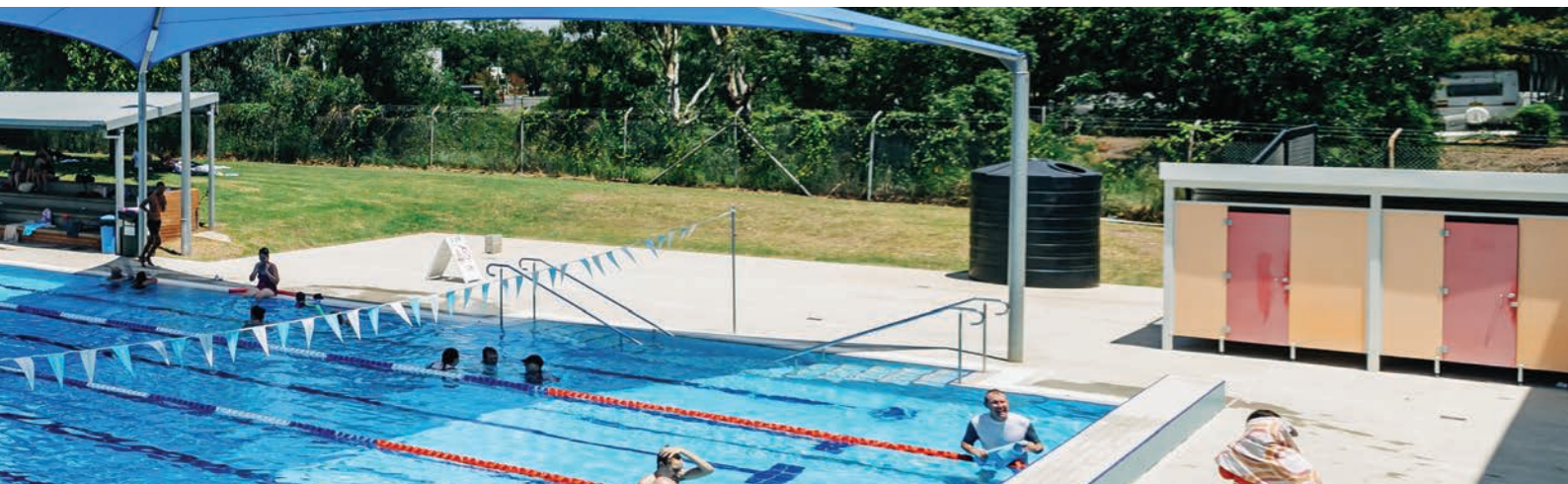
The Resourcing Strategy demonstrates how Council will resource achievement of the Community Strategic Plan and Delivery Program. Council's Long Term Financial Plan, Asset Management Plan and Workforce Management Plan have been developed to explain how Council intends to resource the activities identified in the Delivery Program and the Community Strategic Plan goals.

THE OPERATIONAL PLAN (ANNUAL)

The Operational Plan is a sub-plan of the Delivery Program. It directly addresses the activities outlined in the Delivery Program and identifies specific actions, projects and programs Council will be undertaking within the current financial year and allocates a corresponding budget commitment.

ANNUAL REPORT

The Annual Report is one of the key means by which Council reports on its progress to the community. It focuses on Council's implementation of the Delivery Program and Operational Plan because these are the plans that are wholly Council's responsibility.





5. THE OPERATIONAL PLAN IN CONTEXT



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5.1 OUR SHIRE

Prior to European settlement, the Muswellbrook Shire was occupied by people of the Wonnarua/ Wanaruah language group. The Wonnarua/ Wanaruah people traded and had ceremonial links to their neighbouring tribes such as Awabakal, Darkinjung, Geawegal, Kamilaroi, Wiradjuri and Worimi. The Muswellbrook Shire Local Government area is located within the Wanaruah Local Aboriginal Land Council boundary.

Muswellbrook Shire acknowledges that the local Aboriginal People are the Traditional Owners and Custodians of the land.

The first European settlement occurred in the 1820s and the township of Muswellbrook was gazetted in 1833.

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 around 90 minutes from Newcastle.

The Shire consists of two larger towns, Muswellbrook and Denman, as well as a number of outlying rural communities including Sandy Hollow, Wybong, Baerami, Martindale, McCully's Gap, Widden and Muscle Creek.

The boundaries of the Local Government Area (LGA) are marked by Lake Liddell to the east, Goulburn River National Park to the west, Wollemi National Park to the south and bordering Aberdeen in the north.

A surprising fact to many is that 1,455km – or 43% - of Muswellbrook Shire's 3,402km² land coverage is national park. This includes the World Heritage Wollemi National Park.

WE ARE A YOUNG COMMUNITY WITH A RISING POPULATION

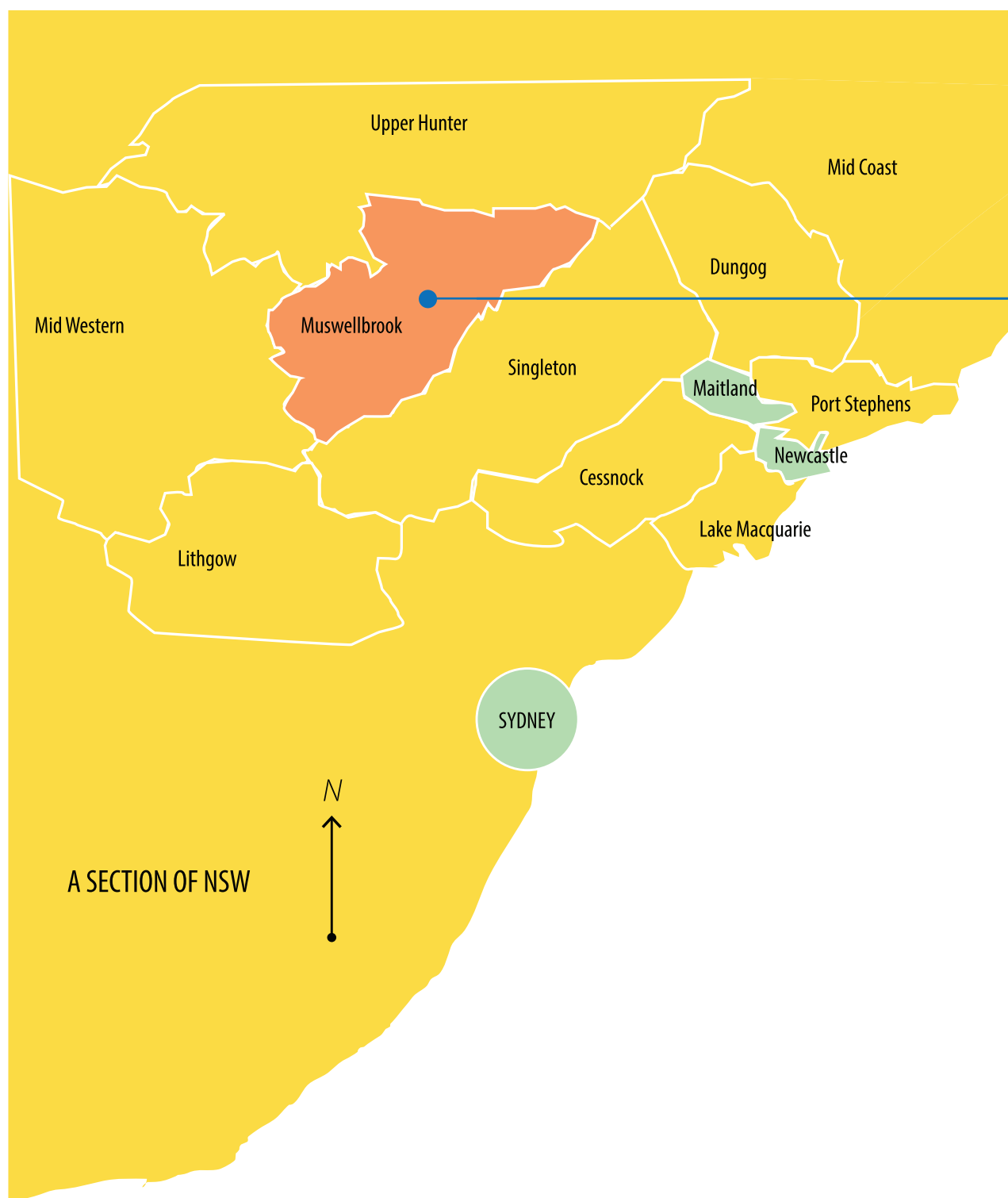
Muswellbrook Shire is a welcoming community offering all the cultural, recreational, educational and community facilities that you would expect to find in a city. It is the main regional centre for the Upper Hunter. The population of Muswellbrook Local Government Area (LGA) is concentrated in the towns of Sandy Hollow, Denman and Muswellbrook.

The residential population for Muswellbrook (LGA) in 2021 was 16,776 people (ABS). This is up from 15,793 in 2016. Council anticipates low to modest population growth, in the short to medium term, associated with the planned closures of Liddell and Bayswater power stations offset by some diversification in the local economy. The average population of the Muswellbrook LGA has reflected the ebbs and flows of the mining industry.

The 2021 census indicated that Muswellbrook Shire has a relatively high proportion of Aboriginal and Torres Strait Islander peoples residing in the community at 11.7%. This compares with the 3.4% for NSW.

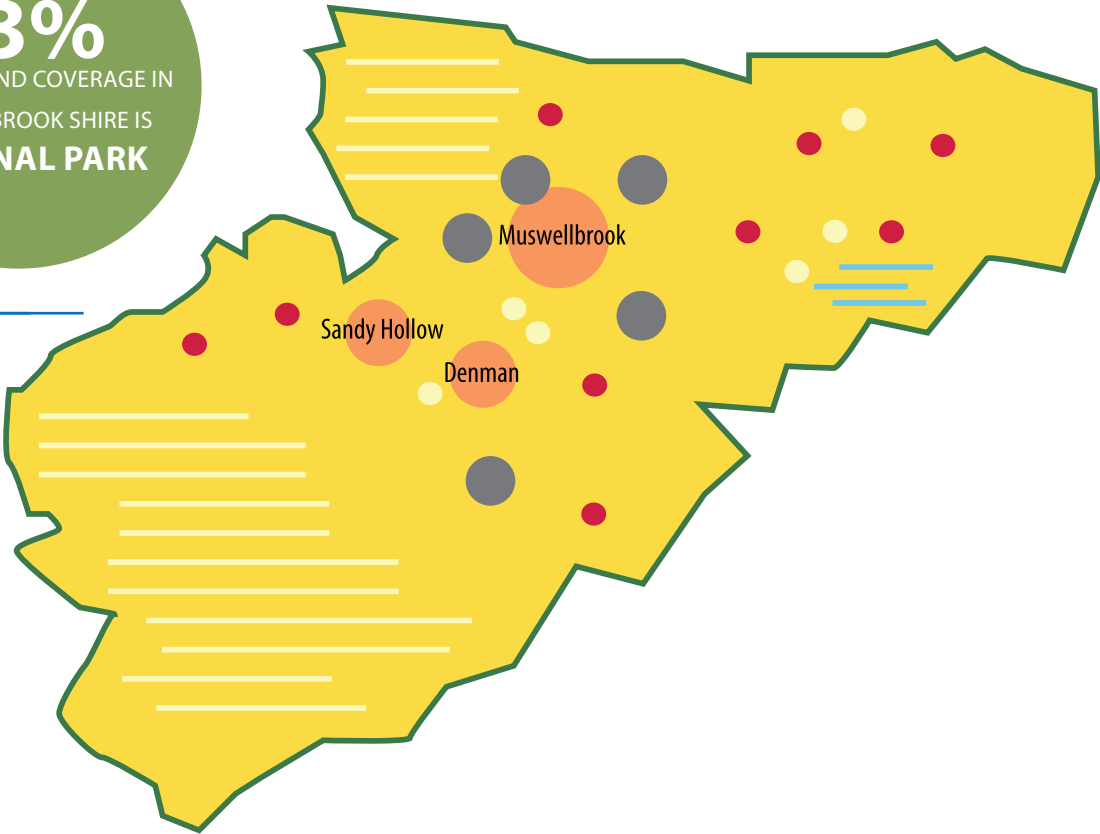
Muswellbrook Shire tends to be a younger community with the median age of people being 37 years, compared to 39 for NSW. In 2021 our population consisted of 21.1% aged 0-14 years compared with NSW at 18.2%; while 63.7% were aged 15-64 years compared with NSW at 64.2% and 15% aged 65 years and over compared to 17.7% across the State.

WE ARE HERE



WE ARE HERE

43%
OF TOTAL LAND COVERAGE IN
MUSWELLBROOK SHIRE IS
NATIONAL PARK



MUSWELLBROOK SHIRE TOWNS

- | | |
|---------------|--------------------|
| Antiene | Martindale |
| Baerami | McCullys Gap |
| Bureen | Muscle Creek |
| Castle Rock | Muswellbrook |
| Dalswinton | Muswellbrook North |
| Denman | Muswellbrook South |
| Dunbars Creek | Sandy Hollow |
| Giants Creek | Widden |
| Kayuga | Widden Valley |
| Kerrabee | Wybong |
| Manobalai | Yarrawa |

- National Parks
- Mines
- Equine, Viticulture and Cropping
- General Rural
- Environment Management
- Lake Lidell

5.2 MUSWELLBROOK AT A GLANCE



Population

16,778

Male 51.3%
Female 48.7%



Families

4,222

Average number of children per family
for families with children
1.9



All private dwellings

7,298

Average number of people per
household
2.5



Median weekly household income

\$1,628



Median monthly mortgage repayments

\$1,517

Median weekly rent

\$300



Average number of motor vehicles per dwelling

1.9



Provided unpaid care for child/children (during two weeks before Census Night)

27.7% (3,567)

POPULATION PROFILE

- In 2023, 16778 people live in Muswellbrook LGA
- Muswellbrook grew by 363 people over the past decade (2013 - 2023)
- Two-thirds of this growth (additional 238 people) occurred in the 12 months to June 2023
- The average annual growth over the past decade has been 0.2% (NSW 1.3%)
- In the 12 months to June 2023, it was 1.4% (NSW 2.1%)

PEOPLE AND POPULATION

All people	Muswellbrook (LGA 15650)	%	New South Wales	%
Male	8,397	51.3	3,984,166	49.4
Female	7,957	48.7	4,087,995	50.6

INDIGENOUS STATUS

All people	Muswellbrook (LGA 15650)	%	New South Wales	%
Aboriginal and/or Torres Strait Islander	1,908	11.7	278,043	3.4
Non-Indigenous	13,474	82.4	7,404,499	91.7
Indigenous status not stated	978	6.0	389,616	4.8

Australian Bureau of Statistics - Note: ABS released the latest (2023) population data for Muswellbrook on 26 March 2024.

5.3 ECONOMIC OUTPUT

MUSWELLBROOK (A) (2023 RELEASE 1)

Industry Sector	\$M	%	Jobs	%
Mining	5,881.824	58.5%	3,751	33.1%
Electricity, Gas, Water & Waste Services	\$1,633.825	16.2%	869	7.7%
Construction	\$464.524	4.6%	847	7.5%
Manufacturing	\$350.295	3.5%	764	6.7%
Rental, Hiring & Real Estate Services	\$299.945	3.0%	655	5.8%
Agriculture, Forestry & Fishing	\$246.463	2.5%	591	5.2%
Health Care & Social Assistance	\$142.555	1.4%	561	4.9%
Public Administration & Safety	\$135.089	1.3%	556	4.9%
Administrative & Support Services	\$124.321	1.2%	493	4.3%
Wholesale Trade	\$123.068	1.2%	453	4.0%
Other Services	\$106.315	1.1%	446	3.9%
Transport, Postal & Warehousing	\$103.102	1.0%	287	2.5%
Retail Trade	\$101.965	1.0%	272	2.4%
Education & Training	\$92.360	0.9%	250	2.2%
Professional, Scientific & Technical Services	\$82.959	0.8%	244	2.2%
Accommodation & Food Services	\$73.554	0.7%	110	1.0%
Financial & Insurance Services	\$52.432	0.5%	87	0.8%
Information Media & Telecommunications	\$27.551	0.3%	65	0.6%
Arts & Recreation Services	\$17.324	0.2%	40	0.4%
TOTAL	\$10,059.471	100.0%	11,341	100.0%

EMPLOYMENT REPORT

This report shows the number of employees whose place of work is located within Muswellbrook (A). The total employment estimate for Muswellbrook (A) is 11,341 jobs.

OUTPUT REPORT

This report shows the gross revenue generated by businesses and organisations in Muswellbrook (A).

Output data represents the gross revenue generated by businesses/organisations in each of the industry sectors in a defined region. Gross revenue is also referred to as total sales or total income.

The total output estimate for Muswellbrook (A) is \$9,024,986 million.

Disclaimer: All figures, data and commentary presented in this report are based on data sourced from the Australian Bureau of Statistics (ABS), most of which relates to the 2021, 2016, 2011, 2006 and 2001 Censuses. Using ABS datasets and an input / output methodology industrial economic data estimates for defined geographic regions are generated. This report is provided in good faith with every effort made to provide accurate data and apply comprehensive knowledge. However, REMPLAN does not guarantee the accuracy of data nor the conclusions drawn from this information. A decision to pursue any action in any way related to the figures, data and commentary presented in this report is wholly the responsibility of the party concerned. REMPLAN advises any party to conduct detailed feasibility studies and seek professional advice before proceeding with any such action and accept no responsibility for the consequences of pursuing any such action.

5.4 RELEVANCE OF THE OPERATIONAL PLAN

The Operational Plan is the annual plan that details the Councillor approved and budgeted actions to be undertaken by Council Staff, under the direction of the General Manager, in a particular financial year.

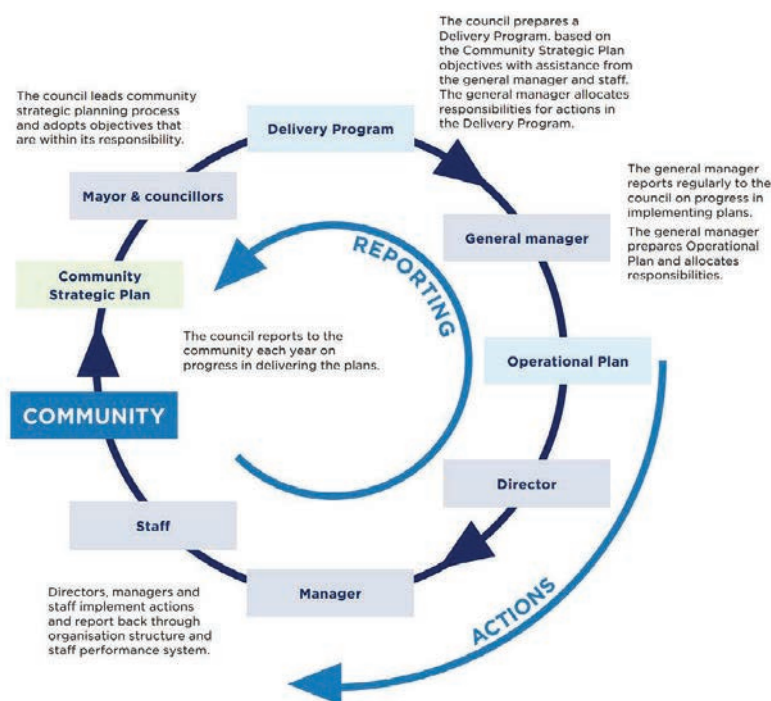
Via a community engagement process, the community tells the Councillors what they want for the future of the Shire, the Councillors listen to and consider the community's concerns and ideas, determine the priority outcomes and set the direction for the General Manager and Council Staff for their elected term in office.

All actions detailed in the Muswellbrook Shire Council 2023/2024 Operational Plan link to an activity described in the Muswellbrook Shire Council 2022-2026 Delivery Program, which in turn link to a goal and strategy listed in the Muswellbrook Shire 2022-2032 Community Strategic Plan.

Where the Delivery Program outlines the activities that Council undertake over the elected term in pursuit of the community's agenda articulated in the Community Strategic Plan, the Operational Plan details the individual actions that Council will undertake within the financial year.

Councillors monitor the implementation of Council's actions and activities via quarterly reports and, each year, Council reports to the community about Council's progress via the Annual Report.

Council's Integrated Planning and Reporting documents are available on Council's website at: www.muswellbrook.nsw.gov.au/council-integrated-planning-overview/



An aerial photograph of a vast landscape at dawn. In the foreground, a dense forest of trees with autumn-colored foliage (yellows, oranges, and browns) covers a hillside. To the right of the forest, a dark, rocky path or stream bed runs diagonally. Beyond the forest, a large, calm body of water (a lake or wide river) stretches across the middle ground, reflecting the soft light of the rising sun. The water's surface is misty, with some small islands or peninsulas visible. In the background, a range of rolling hills and mountains is silhouetted against a pale, hazy sky. The overall atmosphere is serene and expansive.

6. STRATEGIC DIRECTION



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6.1 HOW TO READ THE OPERATIONAL PLAN

Following is an explanation about the various elements of the Operational Plan to help you navigate the document

The CSP goals, CSP strategies, DP activities and Operational Plan actions are grouped under 6 themes or focus areas

1. Economic Prosperity
2. Social Equity
3. Environmental Sustainability
4. Cultural Vitality
5. Community Infrastructure and Community Leadership
- 6.

Community Strategic Plan Goal - The six CSP goals have been developed in consultation with the community. They are the community's longterm aspirations for the Shire and align with the community vision.

7.1 ECONOMIC PROSPERITY

Community Strategic Plan Goal 1:

A dynamic local economy with full employment for current and future residents in a diverse range of high value industries

1.1 Support job growth within the Shire

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
1.1.1 Facilitate the expansion of existing and the establishment of new industries and business	1.1.1.1 Work with Muswellbrook Coal, State Government and other parties to maximise the economic opportunities on the Muswellbrook Coal Site	i) Quarterly meetings held with BHP Coal representatives and ii) Quarterly reports to Council 30 June 2025
	1.1.1.2 Work with BHP Mt Arthur, the State Government, and other parties to maximise the economic opportunities on the Mt Arthur mine site post closure	Quarterly meetings held with Muswellbrook Coal representatives and Quarterly Report to Council 30 June 2025
	1.1.1.3 Work with AGL Maquarie, Singleton Shire Council, the State Government, and other parties to maximise the economic opportunities on the Bayswater and former Liddell Power Station sites	Planning Proposals progressed for additional permitted uses on the sites in accordance with Gateway Determination time-frames. 30 June 2025
	1.1.1.4 Collaboratively progress investment, infrastructure and industry opportunities for the Region	Quarterly reporting to Council on investment attraction activities. 30 June 2025

CSP Strategy - These are the 25 Community Strategic Plan strategies that will guide Council over the term as it works towards achievement of the long-term goals, and community vision.

Delivery Program Activity - These are the four-year activities (projects and programs) that Council will undertake in order to achieve the Community's vision and long-term goals. Each of the 51 DP Activities is linked to a CSP Strategy and Goal and via a cascading numbering system.

Operational Plan Action - These are the annual actions (project stages and tasks) that Council Staff will undertake in order to work towards the realisation of the Community's vision and long-term goals and progress the achievement of the Councillor's 4-year-term priorities. Each of the Operational Plan Actions is linked to a Delivery Program Activity and a Community Strategic Plan Strategy and Goal and via a cascading numbering system.

Measure and Target - The performance measures allow Council to benchmark, monitor and report on the progress towards the achievement of the long-term goals, the effectiveness of the applied strategies and activities, and the status of the annual budgeted actions undertaken. Progress is reported to the Community each year via the Annual Report.

6.2 COMMUNITY VISION

“Engaging with our community to achieve an inclusive, vibrant and sustainable future”

6.2 COMMUNITY VALUES

COMMUNITY WELLBEING

ECONOMIC PROSPERITY

SOCIAL EQUITY AND INCLUSION

ENVIRONMENTAL SUSTAINABILITY

CULTURAL VITALITY

OPEN COMMUNICATION AND COMMUNITY ENGAGEMENT

COLLABORATIVE, ACCOUNTABLE AND TRANSPARENT COMMUNITY LEADERSHIP

6.3 SPIRIT VALUES

Council staff members work by Council's Code of Conduct and Organisational Values, which provide a framework for how staff should treat each other, our customers and other stakeholders at work.

We use the word **SPIRIT** to identify the six values that we consider to be meaningful and important.

The six values are **Safety**, **Pride**, **Integrity**, **Respect**, **Innovation** and **Teamwork**.

SAFETY

- ▶ We look after each other
- ▶ We advocate and apply safe work practices
- ▶ We are positive with one another
- ▶ We ask for help when we need it

PRIDE

- ▶ We lead the way
- ▶ We communicate our goals
- ▶ We encourage the heart
- ▶ We stay the course

INTEGRITY

- ▶ We are accountable and take responsibility
 - ▶ We do what we say
- ▶ We are transparent in our decision making process
 - ▶ We are honest with each other

RESPECT

- ▶ We embrace diversity
 - ▶ We listen to the opinions of others
- ▶ We listen and communicate with each other honestly
 - ▶ We show our appreciation

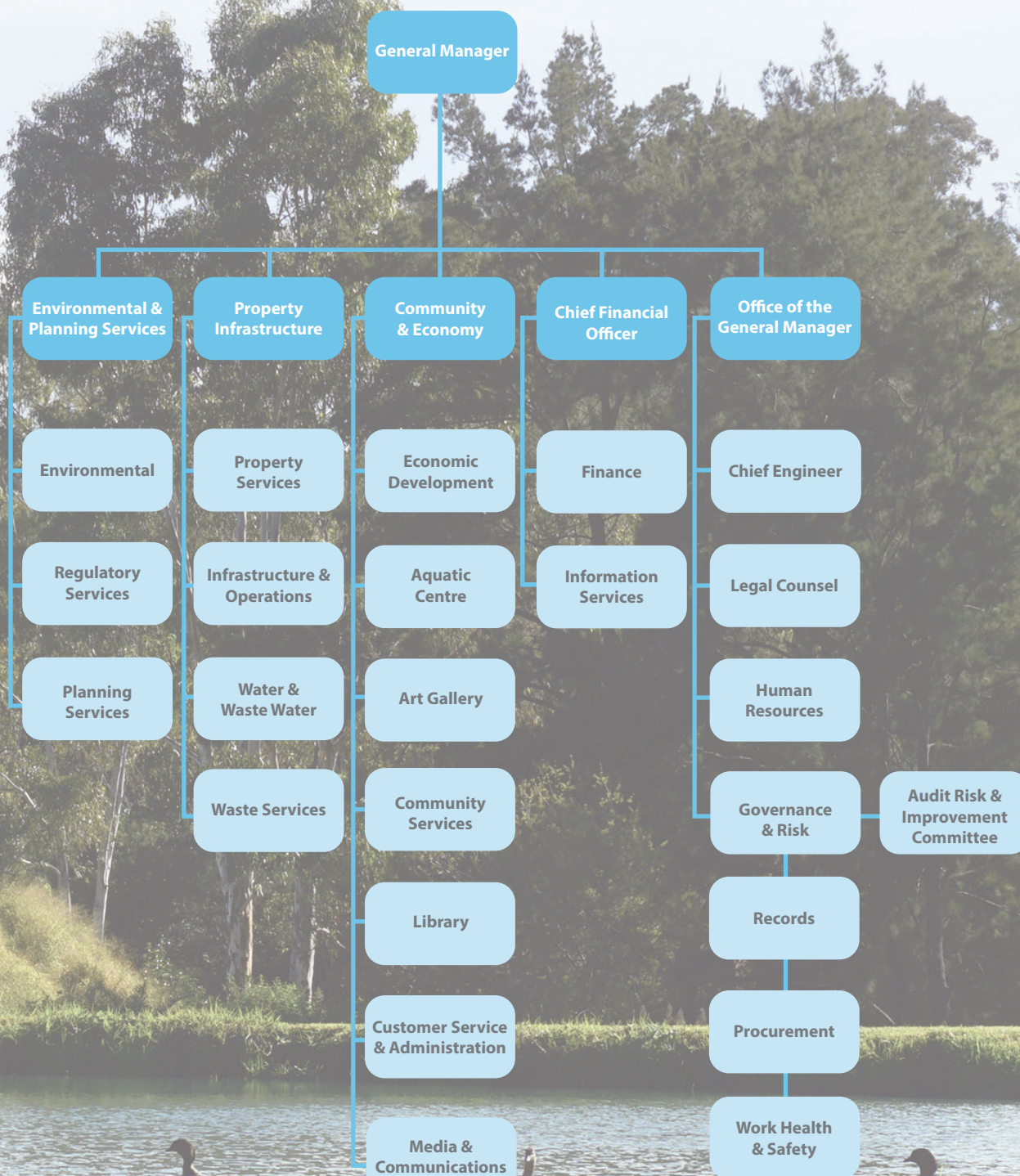
INNOVATION

- ▶ We value new ideas and ways of working
 - ▶ We work smarter
- ▶ We learn from our mistakes
 - ▶ We seek improvement

TEAMWORK

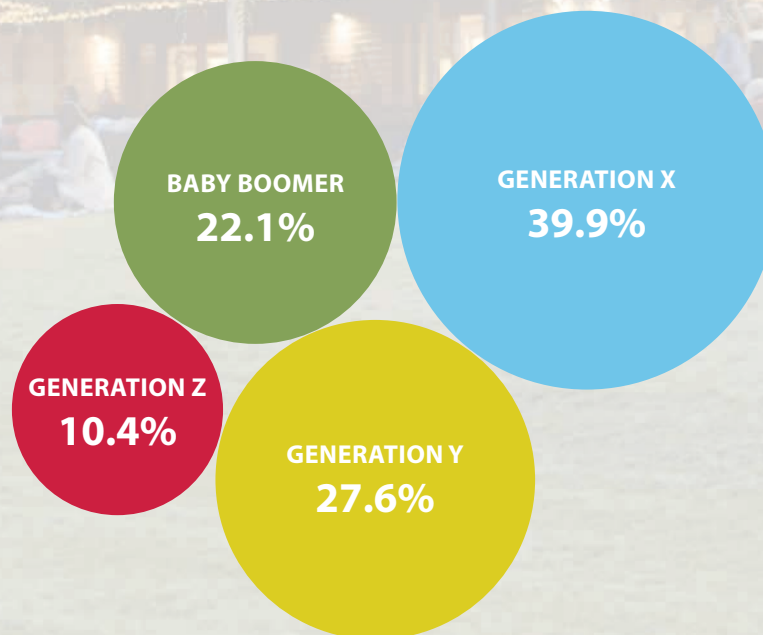
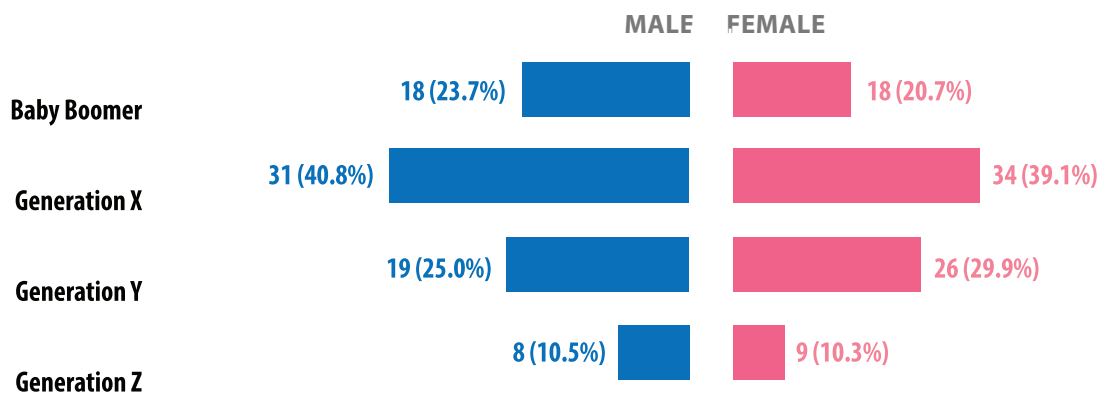
- ▶ We work together to achieve outcomes
 - ▶ We celebrate our achievements
 - ▶ We embrace diversity
 - ▶ We collaborate

6.4 ORGANISATIONAL CHART



6.5 ORGANISATION'S EMPLOYMENT STATUS

GENDER BY GENERATIONAL SPLIT



**121 FULL TIME EQUIVALENT
163 TOTAL EMPLOYEES**

A man wearing a blue Rotary International apron and cap is cooking on a griddle. He is using tongs to flip a large, golden-brown hash brown. The background is blurred, showing a parking lot with cars and a building. The text "7. OPERATIONAL PLAN ACTIONS, MEASURES AND TARGETS" is overlaid on the left side of the image.

7. OPERATIONAL PLAN ACTIONS, MEASURES AND TARGETS



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7.1 ECONOMIC PROSPERITY

Community Strategic Plan Goal 1:

A dynamic local economy with full employment for current and future residents in a diverse range of high value industries

1.1 Support job growth within the Shire

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
1.1.1 Facilitate the expansion of existing and the establishment of new industries and business	1.1.1.1 Work with Muswellbrook Coal, State Government and other parties to maximise the economic opportunities on the Muswellbrook Coal Site	i) Quarterly meetings held with BHP Coal representatives and ii) Quarterly reports to Council 30 June 2025
	1.1.1.2 Work with BHP Mt Arthur, the State Government, and other parties to maximise the economic opportunities on the Mt Arthur mine site post closure	Quarterly meetings held with BHP Mt Arthur representatives and Quarterly Report to Council 30 June 2025
	1.1.1.3 Work with AGL Maquarie, Singleton Shire Council, the State Government, and other parties to maximise the economic opportunities on the Bayswater and former Liddell Power Station sites	Planning Proposals progressed for additional permitted uses on the sites in accordance with Gateway Determination time-frames. 30 June 2025
	1.1.1.4 Collaboratively progress investment, infrastructure and industry opportunities for the Region	Quarterly reporting to Council on investment attraction activities. 30 June 2025

1.2 Diversify the economy, facilitate the development of intensive agriculture innovative manufacturing, health services and other growth industries

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
1.2.1 Facilitate the diversification of the Shire's economy and support growth of existing industry and business enterprise	1.2.1.1 Deliver programs and activities in the Hunter Innovation Precinct as an exemplar economic diversification initiative for the region	i) at least four STEM Programs delivered to 450 students ii) at least fifty businesses engaged with through the MELT Advanced Manufacturing 30 June 2025
	1.2.1.2 Develop an Economic Development Strategy	Economic Development Strategy prepared and presented to Council for Public Exhibition 30 June 2025
	1.2.1.3 Progress opportunities to grow the visitor economy	Destination Management plan prepared and presented to Council for public exhibition. 30 June 2025
1.2.2 Complete the Employment Land Use Strategy	1.2.2.1 Deliver funded actions from the Employment Land Strategy	Work commenced on the top two priorities from the Employment Land Strategies that are resourced 30 June 2025

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
1.2.3 Review the Local Environmental Plan and Development Control Plan to improve investment certainty for industry	1.2.3.1 Prepare a new section in the Development Control Plan for Agritourism	Draft Agritourism provisions for Muswellbrook DCP 2009 presented to Council for public exhibition 30 June 2025
1.2.4 Implement the Muswellbrook and Denman Town Centre Masterplans and the Sandy Hollow Village Masterplan	1.2.4.1 Demolition of redundant buildings for Town Centre Pocket Park	Redundant buildings demolished 31 December 2024
	1.2.4.2 Construct Muswellbrook Town Centre Pocket Park	Construction commenced for Muswellbrook Town Centre Pocket Park 30 June 2025
	1.2.4.3 Improve drainage outcomes in the Muswellbrook Town Centre	Funded stages of Possum Gully diversion strategy implemented 30 June 2025
	1.2.4.4 Complete construction of an improved pedestrian link between Muswellbrook Marketplace, Bridge Street, and the Civic Precinct	Improved pedestrian link constructed 31 December 2024
	1.2.4.5 Construct roads and drainage improvement in Denman Recreation Area Reserve	Construction commenced in the Denman Recreation Area Reserve 31 December 2024
1.2.6 Review the Local Strategic Plan in response to changes to the NSW Planning Act	1.2.6.1 Commence a review of the Muswellbrook Local Strategic Planning Statement (LSPS) following release of the Hunter Regional Plan 2041	LSPS revised to incorporate outcomes of the Local Housing Strategy, with revised LSPS reported to Council for exhibition 30 June 2025

1.3 Facilitate greater access to higher education

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
1.3.1 Advocate to maintain the Hunter TAFE campus and advocate to activate the University of Newcastle Muswellbrook campus	1.3.1.1 Engage with the State Government and tertiary institutions to increase occupancy of the Hunter Innovation Precinct	80% continuous occupancy of the Hunter Innovation Precinct 30 June 2025

1.4 Develop Muswellbrook as a Regional Centre

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
1.4.1 Complete current infrastructure projects and identify future opportunities for the Shire	1.4.1.1 Construct Olympic Park Grandstand and Amenities	Construction commenced 30 June 2025
	1.4.1.2 Facilitate Olympic Park Development Advisory Committee meetings	Meetings held as scheduled 30 June 2025
1.4.2 Advocate for increased medical services in the Shire	1.4.2.1 Advocate for the State and/or Federal Government to provide a level of health care service to the community in line with a regional Hospital specifically focused on Obstetrics and Maternity	i) Framework developed to identify and coordinate issues and actions to improve health care services in partnership with other stakeholders ii) participate in any State Government programs to increase access to community services 30 June 2025

7.2 SOCIAL EQUITY & INCLUSION

Community Strategic Plan Goal 2:

An inclusive and interconnected community, where everyone enjoys full participation

2.1 Improve the affordability, liveability and amenity of the Shire Communities

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
2.1.1 Implement the funded outcomes of the Recreation Needs Study	2.1.1.1 Deliver funded components of the prioritised capital sport and recreation projects	Funded components of the prioritised capital sport and recreation projects delivered 1 September 2025
	2.1.1.2 Report a list of prioritised capital building and community projects	Quarterly Report to Council 1 September 2025
2.1.2 Promote and facilitate increased participation in active and passive recreation activities	2.1.2.1 Maintain an annual calendar of meetings with user groups	Meetings held as scheduled 30 June 2025
	2.1.2.2 Continue matched funding Sport and Recreation Grants Programs	Grants made available and awarded for funded Sport and Recreation Grants Programs 30 November 2025
	2.1.2.3 A program of activities are delivered that meets the needs of the community	i) Annual survey conducted to seek feedback from the community on the programs and activities delivered; ii) A range of programs, activities and events are delivered to increase participation and membership by 20%; and iii) Customer experience improvements implemented which result in improved customer satisfaction 30 June 2025
2.1.3 Consider and deliver social inclusion principles across Council functions	2.1.3.1 Implement the actions contained in the Disability Inclusion Action Plan 2022-2026	i) Actions are prioritised for funding in accordance with other Council plans and strategies; ii) 3 network communications are delivered; and iii) 2 partnerships are established 30 June 2025
2.1.4 Advocate for affordable housing	2.1.4.1 Implement funded recommendations from the Regional Housing Delivery Plan in the Local Housing Strategy	Local Housing Strategy reported to Council for adoption 30 June 2025
	2.1.4.2 Advocate with the State Government including EnergyCo and TfNSW for temporary accommodation including options for the development of a Council site	Quarterly Report to Council in the Planning, Environment and Regulatory Services report 31 December 2024
	2.1.4.3 Advocate for affordable housing including identification of Council blocks of land that could be developed	Quarterly Report to Council in the Planning, Environment and Regulatory Services report 31 December 2024

2.2 Promote social cohesion and improve connectivity and the delivery of social services within the Shire

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
2.2.1 Advocate for the needs of people in social housing	2.2.1.1 Support the Upper Hunter Homelessness Forum.	i) Participate in the Upper Hunter Homelessness Social Housing Round Table ii) The distribution of information about homelessness and referral services is promoted and supported on 6 occasions 30 June 2025
	2.1.1.2 Deliver at least 12 targeted social, recreational and educational programs that encourage inclusive community participation for focused audience groups, including youth, seniors, people with disability, and culturally and linguistically diverse communities	Quarterly reports presented to Council in the Community Services Report 30 June 2025

2.3 Retain and expand quality and affordable child care services

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
2.3.1 Facilitate investment in child-care services across the Shire	2.3.1.1 Project manage the construction of the Denman Children's Centre Extension on behalf of Denman Children's Centre	Construction finalised to facilitate increased children's places 30 June 2025
	2.3.1.2 Assist in the development of a business plan for the future operation of the Muswellbrook Childcare Centre to expand and improve services to the community	i) A business operational plan is developed in consultation with the Muswellbrook Childcare Centre ii) Options and actions for future funding are prioritised 30 June 2025

2.4 Facilitate opportunities to expand seniors living

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
2.4.1 Advocate to enhance the delivery of services to support older people to live in the Muswellbrook Shire	2.4.1.1 Deliver a range of programs and activities to support older people living in the community	i) Local Seniors Festival Brochure developed; and ii) Information about activities and programs available to older people living in our community is supported and distributed 30 June 2025

2.5 Enhance relationships and engagement with the local Indigenous communities

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
2.5.1 Raise awareness of the local Aboriginal Community and an appreciation of their long traditions and culture	2.5.1.1 Prepare a Reconciliation Action Plan for the consideration of Council	i) Consultation undertaken; and ii) Draft Reconciliation Action Plan is prepared 30 June 2025

2.6 Investigate opportunities to expand services and facilities for youth and children within the Shire

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
2.6.1 Engage with young people in the Shire to better inform projects and programs for youth and children	2.6.1.1 Prepare a Youth Engagement Program	i) Youth Engagement Program adopted by Council; and ii) Activities undertaken and planned are reported to Council every six months 30 June 2025
	2.6.1.2 Construct the new Muswellbrook Youth Venue	Extension to Muswellbrook Indoor Sports Centre complete 30 June 2025
	2.6.1.3 Implement the Child Safe Action Plan	A whole of Council Child Safe Policy is adopted and implemented 30 June 2025

7.3 ENVIRONMENTAL SUSTAINABILITY

Community Strategic Plan Goal 3:

An environmentally sensitive and sustainable community

3.1 Advocate for best practice mined-land rehabilitation to include local workforce participation, progressive, quality final landforms, and fewer and shallower voids

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
3.1.1 Meet with other levels of government to achieve improved rehabilitation outcomes for disused mining lands and ongoing employment for local workforce	3.1.1.1 Actively engage with Mine Operators and the Natural Resource Regulator to ensure best practice mined land rehabilitation occurs	i) Staff meet with Natural Resource Access Regulator staff quarterly; and ii) Feedback provided by staff on Mine Rehabilitation Plans as they are updated by Mine Operators 30 June 2025

3.2 Improve native vegetation connectivity across the Upper Hunter Region

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
3.2.1 Support Landcare initiatives and advocate for programs to enhance native vegetation connectivity across the Shire and Upper Hunter Region	3.2.1.1 Provide funds for local Landcare activities	Grants are made available to local Landcare groups to undertake Landcare activities 30 June 2025
	3.2.1.2 Provide funds to education providers or groups for the purpose of education or training local people about Landcare activities	Grants are made available to local education providers or community groups to undertake Landcare education activities 30 June 2025
	3.2.1.3 Provide planting sites, coordination, preparation, and materials for National Tree Day Activities	At least one (1) planting site and fifty (50) trees are made available for National Tree Day 30 June 2025

3.3 Enhance our local rivers and creeks to improve environmental outcomes and access for recreation

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
3.3.1 Implement funded actions of the adopted Urban Riparian Masterplan	3.3.1.1 Maintain rehabilitation works along Muscle Creek, Tarinpa, Karoola, and Denman Wetlands, and recommendations from any adopted Catchment Management Plan	Routine maintenance and renewal programs delivered 30 June 2025
3.3.2 Develop a Catchment Management Plan for Muscle Creek and Possum Gully	3.3.2.1 Provide guidance and a documented plan for the stabilisation, restoration, and management of Possum Gully and Muscle Creek	Report plan to Council 30 September 2025

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

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
3.4.1 Continue Community Education Program on water, waste and energy reduction	3.4.1.1 Assist Council, households, community groups, schools and businesses to manage waste effectively and use water and energy efficiently	Monthly reports to Council outlining activities undertaken 30 June 2025
	3.4.3.1 Improve sustainability of Goods, Services, and Works procured	i) Supplier Code of Conduct implemented. ii) Supplier reporting suite implemented. 30 June 2025
3.4.3 Advocate and support Circular Economy principles and Waste Management Initiatives	3.4.3.2 Council will undertake probity review in preparation of Food Organics and Garden (FOGO) infrastructure construction.	Report the outcomes of probity advice 30 June 2025
	3.4.3.3 Establish a Revolving Energy Fund (REF) to support continued investment in sustainability initiatives	Revolving Energy Fund (REF) and supporting governance structure reported to Council for approval to establish 30 June 2025
	3.4.3.4 Council progresses towards the implementation of Council's Net Zero Roadmap	50% or more renewable energy procured from retailer 30 June 2025
	3.4.3.5 Develop a DRAFT local Waste Strategy that embeds community feedback and required actions from the NSW Waste & Sustainable Materials Strategy 2041	Quarterly Report to Council in the Planning, Environment and Regulatory Services report 30 June 2025

3.5 Support federal and state initiatives to reduce the impacts of climate change

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
3.5.1 Increase the proportion of the energy used by Council from renewable sources	3.5.1.1 Council install solar panels to suitably identified Council sites	(i) Seek grant funding opportunities to install solar panels at identified Council sites; and (ii) Six-monthly progress report provided to Council 30 June 2025
	3.5.1.2 Develop a Fleet Decarbonisation Strategy	Fleet Decarbonisation Strategy adopted by Council reported to Council for adoption 30 June 2025
3.5.2 Develop a recycled water for community parks	3.5.2.1 Finalise the Recycled Water Management plan for Muswellbrook	Recycled Water Management Plan is reported to Council 30 June 2025
	3.5.2.2 Develop concept design for connection of Olympic Park to recycled water	Concept design is reported to Council 30 June 2025



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7.4 CULTURAL VITALITY

Community Strategic Plan Goal 4:

A culturally rich and diverse Community with strong identities, history and sense of belonging

4.1 Conserve the heritage and history of the Shire

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
4.1.1 Support the conservation and restoration of the Shire's heritage items	4.1.1.1 Make Local Heritage Grants available for owners of heritage listed properties	Local Heritage Grants available for owners of heritage listed properties 30 June 2025
4.1.2 Ensure sites or artefacts of Aboriginal significance are protected where new development proposals are considered	4.1.2.1 Return tenants to Loxton House following refurbishments works	Tenants relocated 30 June 2025

4.2 Facilitate options to improve cultural activities in the Shire

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
4.2.1 Progress a Regional Entertainment and Conference Centre	4.2.1.1 Progress resubmission of the Regional Entertainment Centre Development Application	Development application is resubmitted 30 June 2025
	4.2.1.2 Facilitate Regional Entertainment Centre Development Advisory Committee meetings	Meetings held as scheduled 30 June 2025

4.3 Host and support a diverse range of cultural activities and events which create a sense of identity and belonging, engage the local community and attract visitors

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
4.3.1 Develop and implement a program of Shire events to engage more locals and attract more visitors	4.3.1.1 Work in partnership to deliver events which support the community and attract visitors to the Shire	A minimum of six events delivered and supported. 30 June 2025
4.3.2 Deliver an arts program	4.3.2.1 Develop a 12-month Art Program	Deliver 12 art exhibitions that include: (i) 2 national Art Prizes; (ii) 2 curated exhibitions drawn from the permanent art collections; and (iii) 2 community-led exhibitions. 30 June 2025
		Deliver 17 community art programs that include: (i) 1 annual community event/annual launch event; (ii) 4 exhibition launch events; and (iii) 12 children workshops 30 June 2025
	4.3.2.2 Implement a program of continuous preservation of the Muswellbrook Shire Art Collections	Select and prioritise artworks in the Muswellbrook Shire Art Collections for preservation 30 June 2025
4.3.3 Support Arts Upper Hunter as the peak organisation of Artist endeavour	4.3.3.1 Work with Arts Upper Hunter to increase support provided to local artists through activities and networking opportunities.	Two cultural activities are facilitated in collaboration with Arts Upper Hunter 30 June 2025

7.5 COMMUNITY INFRASTRUCTURE

Community Strategic Plan Goal 5:

Effective and efficient infrastructure that is appropriate to the needs of our community

5.1 Construct and maintain well-planned community infrastructure that is safe, reliable and provides agreed levels of service

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
5.1.1 Review, develop and maintain liveable town and village precincts	5.1.1.1 Continually improve development outcomes for infrastructure to meet the needs of the community	Development applications are assessed against best practice engineering standards 30 June 2025
	5.1.2.1 Review the Strategic Asset Management Plan	The Strategic Asset Management Plan is reported to Council 30 June 2025
	5.1.2.2 Regularly review Asset Management Plans in collaboration with Asset Managers	Annual Report to Council 30 June 2025
	5.1.2.3 Prepare a Roads Asset Management Plan for the consideration of Council	Roads Asset Management Plan reported to Council 30 June 2025
5.1.2 Maintain and continually improve asset management	5.1.2.4 Reclassification of identified local roads to State Roads (including Bell Street, Muswellbrook)	Quarterly report to Council 31 December 2024
	5.1.3.1 Progress the extension to the Muswellbrook Regional Art Centre including solutions identified for an environmentally controlled and secured storage for the collections	i) DA submitted for the extension; iii) Storage options presented to Council 30 June 2025
	5.1.3.2 Develop an Electric Vehicle Strategy for Muswellbrook Shire to meet Net Zero obligations and attract visitors to the Shire	Electric Vehicle Strategy is reported to Council for adoption 30 June 2025
	5.1.4.1 Prioritise Capital works programs to demonstrate continual improvement in community infrastructure	Prioritised capital works programs for roads, drainage, and water and wastewater assets reported to Council 30 June 2025
5.1.4 Maintain and continually improve community infrastructure across the Shire	5.1.4.2 Conduct regular asset condition assessment inspections	Schedule of asset condition inspections reported to Council 30 June 2025
	5.1.4.3 Closely collaborate with NSW Public Works towards the planning and delivery of upgrades to the Muswellbrook and Denman levees	(i) Conduct Councillor workshop; and (ii) Annual report submitted to Council 30 June 2025
	5.1.4.4 Concept design for staged infrastructure improvements outlined in the Waste Facility Masterplan and supported by the Waste Strategy	Concept design submitted to Council 30 June 2025

5.2 Improve all abilities access to Council facilities

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
5.2.1 Facilitate and implement improved all abilities access across the Shire	5.2.1.1 Implement funded priorities from the access audit of Council owned buildings and public spaces	Funded priorities of the access audit are implemented 30 June 2025

5.3 Provide safe, secure and reliable water supply and sewer services

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
5.3.1 Water, sewerage and waste services are provided in compliance with regulatory requirements	5.3.1.1 Ensure legislative compliance with Health Guidelines and Environment Protection Authority (EPA) Licence requirements	i) Submit Annual Licence Returns for Environment Protection Licences 1593 & 5059 to NSW EPA; ii) Submit Annual Water Quality Report to NSW Health; and iii) Quarterly Water and Sewer Levels of Service Reports to Council 30 June 2025
	5.3.1.2 Ensure performance monitoring of water supply and sewage services aligns with the new NSW DCCEEW (Dept of Climate Change, Energy, the Environment and Water) Regulatory and Assurance Framework for Local Water Utilities	i) Complete Local Water Utility annual water and sewer performance monitoring data submission to NSW DCCEEW; and ii) Quarterly Water and Sewer Levels of Service Reports to Council 30 June 2025

5.4 Ensure road, footpath and cycleway networks are integrated and allow for the safe movement of residents and visitors

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
5.4.1 Maintain and continually improve the Shire's shared pathway networks to increase connectivity	5.4.1.1 Implement priority funded portions of the Active Transport Plan	Funded priorities of the Active Transport Plan are implemented 30 June 2025
	5.4.1.2 Commence planning for the Tarinpa to CBD Shared Pathway	Options presented to Council for approval 30 June 2025

7.6 COMMUNITY LEADERSHIP

Community Strategic Plan Goal 6:

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

6.1 Enable genuine and well-informed community participation in decision making

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
6.1.1 Engage with the community and other stakeholders to determine service level expectations and appropriate measures	6.1.1.1 Facilitate an annual Community Satisfaction Survey	Survey conducted and results reported to Council 30 June 2025
	6.1.1.2 Develop a Service Review Program	Service Review Program reported Council 30 June 2025
	6.1.1.3 Planning for new Muswellbrook Cemetery	Present concept to Council for endorsement 31 March 2025
6.1.2 Utilise best practice models of community engagement to ensure decision making is meeting the expectations of the community	6.1.2.1 Monitor and report on outcomes of the Community Engagement Strategy 2022	Report biannually to Council on delivered and planned engagement activities 30 June 2025
	6.1.2.2 Monitor and report on Customer Request Management System (CRM) Key Performance Indicators	i) Quarterly reporting to Senior Management (MANEX); ii) Quarterly report to Council and the Audit Risk and Improvement Committee (ARIC) ; iii) Report to the community via the Annual Report; and iv) 80% compliance with Key Performance Indicators 30 June 2025
6.1.3 Enhance Council's communication with the community to build awareness and understanding of Council's activities and Community needs	6.1.3.1 Implement Council's Digital Media Strategy	i) Continuous improvements to Council's website to increase traffic and usage as the community's preferred source of Council engagement; and ii) engagement with Council's social media platforms increased by 10% 30 June 2025
	6.1.3.2 Report on Council's Integrated Planning & Reporting (IP&R) requirements	i) All councils IP&R statutory reporting requirements completed on time and reported to Council 30 November 2025
		ii) Council's IP&R suite of planning documents completed on time and presented to Council 30 June 2025
	6.1.3.3 Review and update Council's approach to managing and expending Planning Agreement Contributions received from State Significant Development	Community Benefit Fund Policy and Procedure adopted by Council 30 December 2024
	6.1.3.4 Seek to improve Council's relationship with, and utilisation of, Local Suppliers	Revision of Procurement Policy completed 30 June 2025
	6.1.3.5 Integrate a Buy Australian clause into Council's Procurement Policy	Revision of Procurement Policy completed 30 June 2025

6.2 Ensure Council is well managed, appropriately resourced, effective, efficient, accountable and responsive to its communities and stakeholders


Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
6.2.1 Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves	6.2.1.1 Provide transparent reporting to the community about Council's finances	Monthly reports submitted to Council 30 June 2025
	6.2.1.2 Commence General Ledger Restructure Project	Project plan finalised and resourcing identified 30 June 2025
	6.2.1.3 Implement e-invoicing	e-invoicing system and processes implemented 30 June 2025
	6.2.1.4 Seek funding opportunities to support the interests and aspirations of the Shire as identified in the Community Strategic Plan and Delivery Program	i) Grants Committee meets monthly; and ii) requirements of grant funding bodies are achieved 30 June 2025
	6.2.1.5 Seek continuous improvement opportunities to achieve better value for money in Council's day-to-day procurement operations	i) Procurement category strategies established; and ii) Request for Tenders assessed for best value for money outcomes and reported to Council 30 June 2025
	6.2.1.6 Support the delivery of sporting, community, and economic activities which contribute to the vitality of the Shire through Council's Sponsorship Programs	i) Provide and seek sponsorship in accordance with Council's policies; and ii) Report to Council quarterly on sponsorship activities 30 June 2025
6.2.2 Develop and implement a Service Review Program	6.2.2.1 A service review to be conducted on Community Engagement and Communication Services in accordance with the Service Review Plan	i) Service review on Community Engagement and Communication Services completed; and ii) Quarterly reports to Council and Audit Risk Improvement Committee (ARIC) 30 June 2025
6.2.3 Implement an Internal Audit Program in consultation with the Audit, Risk and Improvement Committee	6.2.3.1 Internal Audits to be conducted in accordance with the adopted annual internal audit plan	i) All audits listed in the Approved Audit Plan completed; and ii) Internal Audit reports issued and circulated to the Audit, Risk & Improvement Committee and Council as required 30 June 2025
	6.2.3.2 Prioritise the review of Open Management letter and Internal audit actions	i) Internal Audit agreed management actions included in the monitoring database and tracked until completion; and ii) Quarterly reports provided to the Audit, Risk & Improvement Committee (ARIC) 30 June 2025
6.2.4 Regulatory activities undertaken to maintain public safety and companion animal wellbeing	6.2.4.1 Swimming Pool Safety Fence inspections are carried out	(i) Pool safety fence inspections occur, resulting in a minimum of 50 Compliance Certificates or Occupation Certificates being issued in the financial year; and (ii) Monthly progress reports are submitted to Council 30 June 2025
	6.2.4.2 Food shops are inspected on an annual basis	(i) All licenced food preparation facilities are inspected at least once per year; and (ii) Monthly progress reports are submitted to Council 30 June 2025


Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
6.2.5 Implement a comprehensive and targeted business improvement program	6.2.5.1 Align Council's Procurement Framework with best practice and monitor compliance with associated policies and procedures	i) Revision of Procurement Policy completed; ii) Framework for Modern Slavery mitigation established; and iii) Efficiency of the procurement framework tested through an annual sample compliance audit of Tenders and Request For Quote (RFQ) reviews 30 June 2025
	6.2.5.2 Improve Council's contract management framework to improve compliance and align with best practice	i) Contract Management Software implemented; ii) System for monitoring Contractor Performance established; and iii) Revision of Contract Management Procedure completed and document suite for contract management implemented 30 June 2025
	6.2.5.3 Develop and review policies in accordance with statutory and operational requirements	i) Information and Communication Technology (ICT) Security Policy/ Procedure developed and implemented; ii) Business Continuity and Disaster Recovery Plans comprehensively reviewed and implemented; iii) ICT Hardware Replacement Strategy Developed and implemented; and iv) Organisational CCTV strategy developed 30 June 2025
	6.2.5.4 Increase effectiveness of Council's Information and Communication Technology (ICT) systems	i) Information and Communication Technology (ICT) Security Policy/ Procedure developed and implemented; ii) Business Continuity and Disaster Recovery Plans comprehensively reviewed and implemented; iii) ICT Hardware Replacement Strategy Developed and implemented; and iv) Organisational CCTV strategy developed 30 June 2025
	6.2.5.5 Coordinate Council's statutory reporting obligations	Allocate reporting tasks for external agencies to responsible officers, and report to Council and the Audit, Risk & Improvement Committee as required 30 June 2025
	6.2.5.6 Provide governance support services for the elected Council and executive	i) Councillor induction program is designed and delivered; ii) Training and development program for Councillors is designed and implemented; and iii) Efficient and effective secretariat and governance services provided for Meetings of Council 30 June 2025
	6.2.5.7 Facilitate Council's participation in the Local Government Professionals/ Price Waterhouse Coopers Performance Excellence Program	i) All required data is collected and submitted in compliance with Performance Excellence Program deadlines; and ii) Annual report submitted to Council and the Audit, Risk and Improvement Committee 30 June 2025

6.3 Ensure Council is a best practice employer providing safe, happy, suitably resourced and productive workplace

Delivery Program Activity	2024/2025 Operational Plan Action	Measure and Target
6.3.1 Continue to prioritise safety and risk management initiatives and upgrades to Council Facilities	6.3.1.1 Seek Development Approval for new Community Infrastructure Depot at the Muswellbrook Waste and Recycling Centre	Development Application submitted 31 December 2024
	6.3.1.2 Carry out an emergency management scenario drill to test the effectiveness of Council's Emergency Operations Centre	Emergency management scenario drill carried out and results reported to the Local Emergency Management Committee 30 June 2025
	6.3.1.3 Engage a probity advisor to assist with preliminary work in order to proceed to a Build Own Operate Tender for a FOGO Processing Facility	Probity advisor engaged and progress report provided to Council 30 June 2025
	6.3.1.4 Collaborate with NSW Rural Fire Services and State Emergency Services to ensure Council facilities meet the needs of emergency services	Quarterly report to Council 30 June 2025
	6.3.1.5 Submit development application for landfill leachate collection and storage system	Development Application lodged 31 December 2024
	6.3.1.6 Seek competitive proposals for a landfill gas capture solution	Options reported to Council 30 June 2025
6.3.2 Continue to prioritise employee welfare initiatives	6.3.2.1 Implement Health and Wellbeing Program	Program of health and wellbeing training and seminars delivered 30 June 2025
	6.3.2.2 Carry out organisational review of succession planning	Succession planning review reported to Senior Management Team (MANEX) 30 June 2025




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2024/25 Budget Estimates

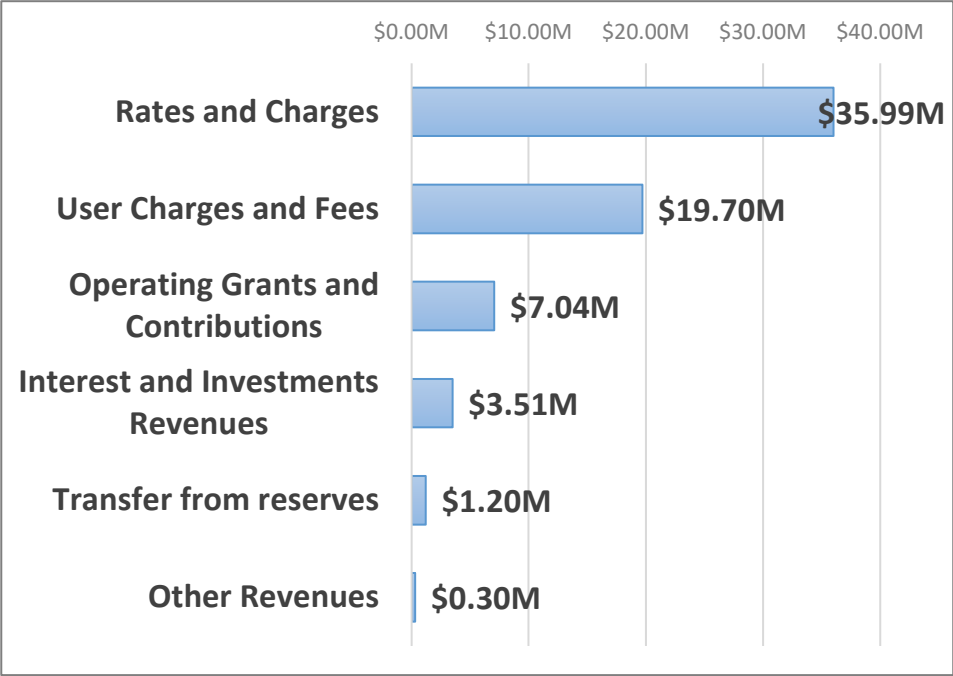
Purpose of the Budget

The Muswellbrook 10-Year Community Strategic Plan outlines the outcomes and aspirations of Muswellbrook Shire community. The Delivery Program (4-year) and Operational Plan (1-year) delve into further detail on achieving these aspirations, and the Budget is a decision-making tool for stakeholders (Council and the community) to use in optimising the use of resources available to deliver these outcomes.

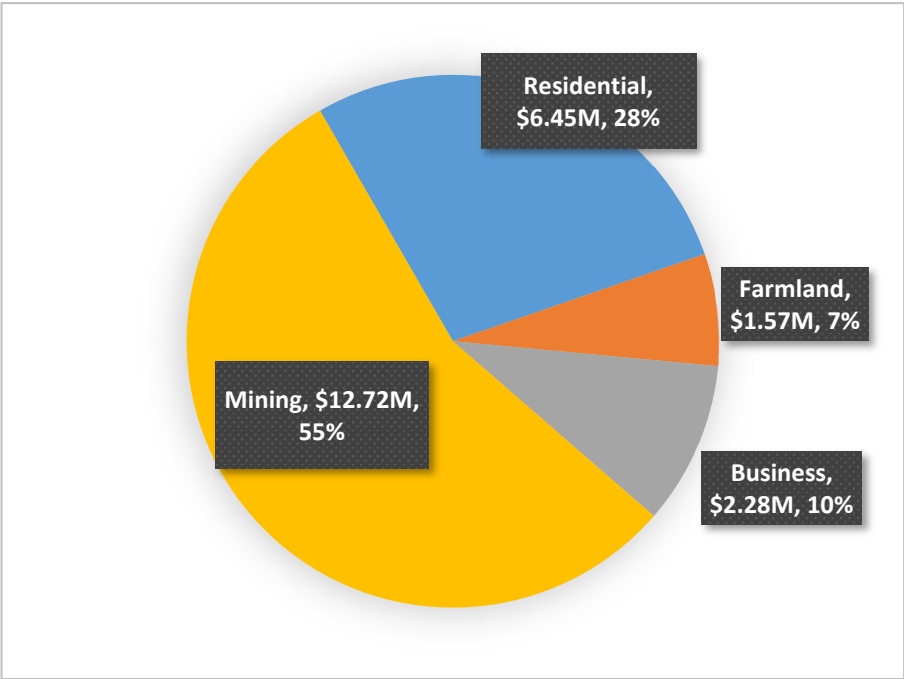
Sources of Income



Council’s consolidated 2024/25 Budget Operating Income of \$67 million is composed of:



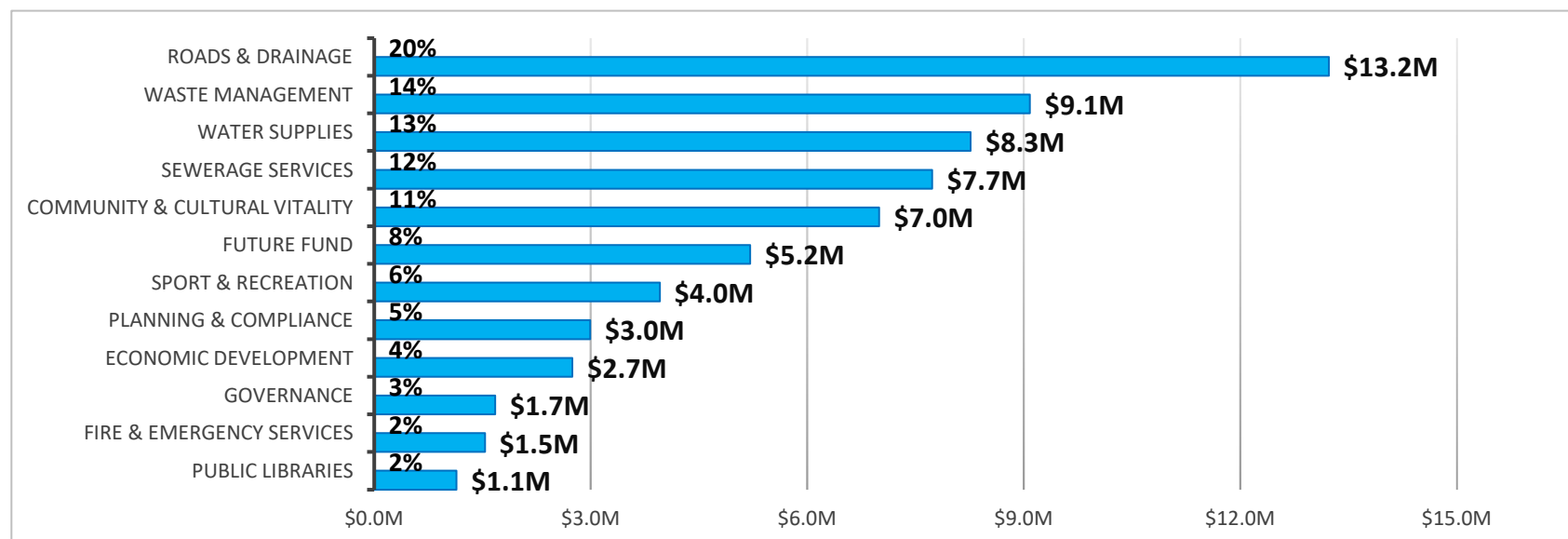
The 2024/25 Rate Peg set by IPART for MSC is 4.5%, which results in Rates income of \$23M, and is composed of:



How are the Resources Allocated?



Council's 2024/25 Budget Estimates operating expenditure of \$64 million will deliver services in the following areas:



Income & Expenses - Consolidated



All figures are in \$000's	Current Year		Next Year	
	2023-24 Original Budget	Carryovers	2023/24 Dec Review Budget	DRAFT 2024-25 Budget
Revenue				
<i>Rates and Annual Charges</i>	35,000	-	35,000	35,994
<i>User Charges and Fees</i>	18,690	-	19,722	19,698
<i>Interest and Investment Revenue</i>	1,028	-	1,100	3,510
<i>Other Revenues</i>	285	-	289	298
<i>Grants & Contributions - Operating</i>	7,405	120	9,089	8,245
<i>Internal Revenue**</i>	7,290	1,450	8,890	8,293
Total Income from continuing operations	69,697	1,571	74,091	76,037
Expenses				
<i>Employee costs</i>	17,030	105	17,426	17,713
<i>Materials & Contracts</i>	18,568	1,389	22,254	20,021
<i>Borrowing Costs</i>	2,576	-	2,576	2,674
<i>Depreciation</i>	15,580	-	15,580	16,252
<i>Overheads</i>	5,258	-	5,258	7,906
<i>Other Expenses</i>	7,055	76	7,366	7,499
Total Expenses from continuing operations	66,067	1,571	70,460	72,066
Net Operating Result from continuing operations	3,631	-	3,631	3,971
Reconciliation to Cash Budget				
Operating Cash Result (excludes depreciation)	19,210	-	19,210	20,224
Minus Budget Items not Included in Income Statement:				
<i>Capital Expenditure and Purchases</i>	36,947	30,128	70,699	48,457
<i>Contribution from General Fund to Future Fund</i>	1,300	-	1,300	775
<i>Loan Principal Repayments</i>	5,370	-	5,370	3,934
Sub-Total	43,617	30,128	77,369	53,166
Plus:				
<i>Grants and Contributions - Capital</i>	22,924	13,027	38,036	27,945
Cash Surplus/(Deficit)	1,482	17,101	20,123	4,998
Funded by:				
Borrowings		1,611	1,611	-
Transfers from Reserves	1,679	15,490	18,708	6,368
General Fund Contribution to Future Fund	1,300	-	1,300	775
Sub-Total	2,979	17,101	21,619	7,143
Total Capital Funding	45,113	30,128	78,865	55,312
Cash Surplus/(Deficit)	1,496	-	1,496	2,146

Note: Immaterial rounding difference might be present.



2024/25 Operating Budget Estimates

2024/25 Draft Operating Budget Estimates - Overview by Fund



	Current Year			Next Year	Forward Estimates		
\$000s	2023/24 Original Budgets	2023/24 Carryovers	2023/24 Dec QBR	2024/25 Budget Estimates	2025/26 Budget Estimates	2026/27 Budget Estimates	2027/28 Budget Estimates
General Fund							
Revenue	47,488	1,571	51,840	53,006	53,362	53,976	54,886
Expenses	47,488	1,571	51,840	53,006	53,362	53,976	54,886
General Fund Surplus/(Deficit)	-	-	-	0	-	-	-
Water Fund							
Revenue	7,611	-	7,611	8,495	8,520	8,581	8,711
Expenses	7,611	-	7,611	8,263	8,336	8,426	8,566
Water Fund Surplus/(Deficit)	(0)	-	(0)	232	184	155	146
Sewer Fund							
Revenue	7,335	-	7,285	7,742	7,829	7,934	8,074
Expenses	7,278	-	7,228	7,732	7,798	7,918	8,063
Sewer Fund Surplus/(Deficit)	57	-	57	10	31	17	11
Future Fund							
Revenue	7,263	-	7,355	6,794	6,930	7,068	7,210
Expenses	5,129	-	5,221	5,210	4,965	5,064	5,165
Future Fund Surplus/(Deficit)	2,134	-	2,134	1,584	1,965	2,005	2,045

Note: Immaterial rounding differences may be present

Budget 2024-25 - Draft Operating Budget -

General Fund



	Current Year			Next Year	Forward Estimates		
	2023/24 Original Budgets	2023/24 Carryovers	2023/24 Dec QBR	2024/25 Budget Estimates	2025/26 Budget Estimates	2026/27 Budget Estimates	2027/28 Budget Estimates
\$000s							
Revenue							
Rates and Charges	25,971	-	25,971	26,686	27,450	27,999	28,559
User Charges and Fees	6,027	-	7,019	7,000	7,140	7,283	7,429
Operating Grants and Contributions	6,366	120	8,050	6,966	7,106	7,248	7,393
Other Revenues	285	-	288	296	302	308	314
Interest and Investments Revenues	715	-	788	2,563	2,016	1,602	1,466
Internal Revenue	7,160	80	7,240	8,293	8,122	8,285	8,451
Transfer from reserves	964	1,370	2,484	1,202	1,226	1,251	1,276
Revenue Total	47,488	1,571	51,840	53,006	53,362	53,976	54,886
Expenses							
Wages and Salaries	14,476	105	14,870	15,031	15,331	15,638	15,951
Materials and Contracts	13,041	1,389	16,691	14,644	14,802	14,962	15,211
Other Costs	4,667	76	4,974	5,271	5,683	5,796	5,912
Depreciation	10,407	-	10,407	11,485	11,255	11,480	11,709
Borrowing Costs	611	-	611	762	778	793	809
Overheads	2,391	-	2,391	2,301	2,347	2,394	2,442
Transfer to reserves	1,896	-	1,896	3,513	3,167	2,912	2,852
Expenses Total	47,488	1,571	51,840	53,006	53,362	53,976	54,886
General Fund Surplus/(Deficit)	-	-	-	0	-	-	-

Note: Immaterial rounding differences may be present

Budget 202-25 - Operating Budget - General Fund



Key Notes on 2024/25 DRAFT Budget vs 2023/24 Budget

Revenue

Rates and Charges: \$715k increase to \$26.7M due to 4.5% Rate Peg increase, relative decreases in property values after large increases in the prior year, and an increase in Domestic Waste charges for the transition to FOGO.

User Charges and Fees: \$973k increase to \$7M primarily due to rental income from some investment properties transferred from Future Fund to General Fund.

Operating Grants and Contributions: only confirmed grant funding is included in the budget; subsequently-confirmed grant funding will be added to the 2024/25 Budget during the Quarterly Budget Reviews.

Interest and Investments Revenues: Investment income projections have been increased due to higher interest rates and a larger portfolio balance. The additional yields will be placed in reserves.

Transfers from Reserves: relate to grant funding that has been received in advance.

Expenses

Wages and Salaries: 3.5% Award increase + one-off Award payments and 0.5% Superannuation increase.

Materials and Contracts: up \$1.6M to \$14.6M due to several key factors including events (\$400k - Rock'n the Brook, NYE; funded from VPAs) introduction of FOGO (\$600k), election costs (\$165k) and costs related to properties transferred from Future Fund to General Fund.

Other Costs: \$600k increase to \$5.3M largely due to increased sponsorships and grants (\$140k; VPA funded) and costs related to properties transferred from Future Fund to General Fund (\$279k).

Depreciation: up \$1.1M to \$11.5M due to the combined effect of asset revaluations, new assets and properties transferred from Future Fund to General Fund.

Transfer to reserves: relates primarily to Special Rate Variation (SRV) income designated for specific capital works and additional investment income.

Budget 2024-25 - Draft Operating Budget Community Infrastructure

General Fund



Directorate Detail	Current Year			Next Year	Forward Estimates		
	2023/24 Original Budgets	2023/24 Carryovers	2023/24 Dec QBR	2024/25 Budget Estimates	2025/26 Budget Estimates	2026/27 Budget Estimates	2027/28 Budget Estimates
\$000s							
Revenue							
Rates and Charges	3,178	-	3,178	3,678	3,752	3,827	3,903
User Charges and Fees	3,253	-	3,313	3,345	3,412	3,481	3,550
Operating Grants and Contributions	40	-	40	91	93	94	96
Other Revenues	15	-	15	16	16	16	16
Interest and Investments Revenues	10	-	10	10	10	11	11
Internal Revenue	1,202	-	1,202	1,080	1,101	1,123	1,146
Revenue Total	7,698	-	7,759	8,220	8,384	8,552	8,723
Expenses							
Wages and Salaries	1,382	-	1,382	1,349	1,376	1,404	1,432
Materials and Contracts	4,208	120	4,299	4,793	4,889	4,987	5,087
Other Costs	229	-	229	235	239	244	249
Depreciation	83	-	83	293	299	305	311
Borrowing Costs	359	-	359	366	374	381	389
Overheads	1,934	-	1,934	1,835	1,872	1,909	1,948
Expenses Total	8,196	120	8,287	8,872	9,049	9,230	9,415
Community Infrastructure Surplus/(Deficit)	(498)	(120)	(528)	(652)	(665)	(678)	(692)

Key Points on DRAFT 2024/25 Budget vs 2023/24 Budget

Revenue

Rates & Charges: \$500k increase in Domestic Waste charges due to increasing costs and the transition to FOGO.

Expenses

Materials & Contracts: \$585k increase due to increasing costs and the transition to FOGO.

Depreciation: \$210k increase due to asset revaluations

Note: Immaterial rounding differences may be present

Budget 2024-25 - Draft Operating Budget Corporate Services

General Fund



Directorate Detail	Current Year			Next Year	Forward Estimates		
	2023/24 Original Budgets	2023/24 Carryovers	2023/24 Dec QBR	2024/25 Budget Estimates	2025/26 Budget Estimates	2026/27 Budget Estimates	2027/28 Budget Estimates
\$000s							
Revenue							
Rates and Charges	22,794	-	22,794	23,008	23,698	24,172	24,656
User Charges and Fees	109	-	113	100	102	104	106
Operating Grants and Contributions	2,713	-	2,713	2,806	2,862	2,920	2,978
Other Revenues	-	-	-	-	-	-	-
Interest and Investments Revenues	705	-	778	2,552	2,005	1,592	1,455
Internal Revenue	2,840	80	2,920	4,033	3,777	3,853	3,930
Transfer from reserves	-	1,370	1,520	-	-	-	-
Revenue Total	29,160	1,450	30,837	32,499	32,445	32,640	33,124
Expenses							
Wages and Salaries	3,609	-	3,703	3,909	3,988	4,067	4,149
Materials and Contracts	1,497	320	1,994	1,632	1,509	1,423	1,401
Other Costs	411	-	419	456	465	475	484
Overheads	457	-	457	466	475	485	494
Transfer to reserves	1,896	-	1,896	3,513	3,167	2,912	2,852
Expenses Total	7,870	320	8,469	9,977	9,603	9,362	9,380
Corporate Services Surplus/(Deficit)	21,290	1,131	22,368	22,523	22,842	23,278	23,744

Key Points on DRAFT 2024/25 Budget vs 2023/24 Budget

Revenue

Rates & Charges: There was a significant increase in land values effective for 2023/24 which resulted in an increase of 10% in the 2023/24 Budget Ordinary Rates (Rate Peg 3.7%). There was then a subsequent review of the land values by the Valuer General, which reversed part of that increase. The IPART 2024/25 Rate Peg for MSC is 4.5%, which gives a \$214k increase in Ordinary Rates revenue compared to the prior year Budget.

Interest and Investments Revenues: Is projected to increase by \$1.8M , which will be allocated to reserves.

Expenses

Wages & Salaries: Increase of \$300k due to Award increase and new positions.

Materials & Contracts: \$585k increase for holding the 2024 election.

Transfers to Reserves: Increase of \$1.6M primarily related to additional investment income.

Note: Immaterial rounding differences may be present

Budget 2024-25 - Draft Operating Budget Economy and Community

General Fund



Directorate Detail	Current Year			Next Year	Forward Estimates		
	2023/24 Original Budgets	2023/24 Carryovers	2023/24 Dec QBR	2024/25 Budget Estimates	2025/26 Budget Estimates	2026/27 Budget Estimates	2027/28 Budget Estimates
\$000s							
Revenue							
User Charges and Fees	862	-	927	969	989	1,008	1,029
Operating Grants and Contributions	553	95	459	711	725	739	754
Other Revenues	69	-	71	71	73	74	76
Internal Revenue	279	-	279	285	290	296	302
Transfer from reserves	964	-	964	1,202	1,226	1,251	1,276
Revenue Total	2,726	95	2,700	3,238	3,303	3,369	3,436
Expenses							
Wages and Salaries	2,595	-	2,699	2,735	2,789	2,845	2,902
Materials and Contracts	1,816	515	2,081	2,305	2,351	2,398	2,446
Other Costs	535	-	519	580	591	603	615
Depreciation	814	-	814	470	479	489	498
Expenses Total	5,761	515	6,113	6,089	6,211	6,335	6,462
Economy and Community Surplus/(Deficit)	(3,034)	(420)	(3,413)	(2,851)	(2,908)	(2,966)	(3,026)

Key Points on DRAFT 2024/25 Budget vs 2023/24 Budget

Expenses

Materials & Contracts: \$489k increase mainly due to spending for events (\$400k; Rock'n the Brook, NYE, etc; funded from VPAs) and increases in Aquatic Centre operating costs.

Depreciation: \$345k decrease due to asset revaluations.

Note: Immaterial rounding differences may be present

Budget 2024-25 - Draft Operating Budget Environment and Planning

General Fund



Directorate Detail	Current Year			Next Year	Forward Estimates		
	2023/24 Original Budgets	2023/24 Carryovers	2023/24 Dec QBR	2024/25 Budget Estimates	2025/26 Budget Estimates	2026/27 Budget Estimates	2027/28 Budget Estimates
\$000s							
Revenue							
User Charges and Fees	552	-	561	554	565	577	588
Operating Grants and Contributions	109	-	162	240	244	249	254
Other Revenues	1	-	1	1	1	1	1
Internal Revenue	459	-	459	469	478	488	497
Revenue Total	1,122	-	1,183	1,263	1,288	1,314	1,340
Expenses							
Wages and Salaries	1,956	-	1,916	2,055	2,097	2,139	2,181
Materials and Contracts	464	33	577	564	576	567	578
Other Costs	4	76	80	4	4	4	4
Depreciation	4	-	4	4	4	5	5
Expenses Total	2,428	109	2,577	2,628	2,681	2,714	2,769
Environment and Planning Surplus/(Deficit)	(1,306)	(109)	(1,394)	(1,365)	(1,393)	(1,400)	(1,428)

Key Points on DRAFT 2024/25 Budget vs 2023/24 Budget

Expenses

Materials & Contracts: \$101k net increase due to several movements, including \$80k for the Flying Fox Habitat project and \$20k additional costs for the new Animal Shelter.

Note: Immaterial rounding differences may be present

Budget 2024-25 - Draft Operating Budget

General Managers Office

General Fund



Directorate Detail	Current Year			Next Year	Forward Estimates		
	2023/24 Original Budgets	2023/24 Carryovers	2023/24 Dec QBR	2024/25 Budget Estimates	2025/26 Budget Estimates	2026/27 Budget Estimates	2027/28 Budget Estimates
\$000s							
Revenue							
Operating Grants and Contributions	-	25	25	159	162	165	169
Other Revenues	92	-	92	94	96	98	100
	92	25	117	253	258	263	268
Expenses							
Wages and Salaries	1,583	-	1,628	1,665	1,699	1,733	1,767
Materials and Contracts	459	64	528	466	497	507	517
Other Costs	1,247	-	1,498	1,452	1,787	1,822	1,859
Depreciation	198	-	198	225	230	235	239
Borrowing Costs	100	-	100	63	64	66	67
Expenses Total	3,587	64	3,952	3,871	4,277	4,362	4,450
General Managers Office Surplus/(Deficit)	(3,495)	(39)	(3,835)	(3,618)	(4,019)	(4,099)	(4,181)

Key Points on DRAFT 2024/25 Budget vs 2023/24 Budget

Revenue

Operating Grants and Contributions: \$159k increase primarily due to VPA funding for community sponsorships and grants.

Expenses

Other Costs: \$204k increase largely related to community sponsorships and grants (VPA funded) and an increased provision for legal costs.

Budget 2024-25 - Draft Operating Budget Property and Place

General Fund



Directorate Detail	Current Year			Next Year	Forward Estimates		
	2023/24 Original Budgets	2023/24 Carryovers	2023/24 Dec QBR	2024/25 Budget Estimates	2025/26 Budget Estimates	2026/27 Budget Estimates	2027/28 Budget Estimates
\$000s							
Revenue							
User Charges and Fees	1,252	-	2,105	2,032	2,072	2,114	2,156
Operating Grants and Contributions	2,952	-	4,651	2,960	3,019	3,080	3,141
Other Revenues	108	-	109	114	117	119	121
Internal Revenue	2,379	-	2,379	2,427	2,475	2,525	2,575
Revenue Total	6,690	-	9,245	7,533	7,684	7,838	7,994
Expenses							
Wages and Salaries	3,350	105	3,542	3,317	3,383	3,451	3,520
Materials and Contracts	4,597	338	7,213	4,883	4,980	5,080	5,182
Other Costs	2,240	-	2,228	2,545	2,596	2,648	2,701
Depreciation	9,307	-	9,307	10,492	10,242	10,447	10,656
Borrowing Costs	152	-	152	333	340	346	353
Expenses Total	19,647	442	22,443	21,569	21,541	21,972	22,411
Property and Place Surplus/(Deficit)	(12,957)	(442)	(13,198)	(14,036)	(13,857)	(14,134)	(14,417)

Key Points on DRAFT 2024/25 Budget vs 2023/24 Budget

Revenue

User Charges and Fees: primarily due to rental income from some investment properties transferred from Future Fund to General Fund (partially offsets associated costs)

Expenses

Materials & Contracts: \$286k increase predominantly due to costs associated with properties transferred from Future Fund to General Fund.

Depreciation: \$1.2M increase due to revaluations, new assets and properties transferred from Future Fund to General Fund (\$845k).

Budget 2024-25 - Draft Operating Budget

Water Fund



	Current Year			Next Year	Forward Estimates		
	2023/24 Original Budgets	2023/24 Carryovers	2023/24 Dec QBR	2024/25 Budget Estimates	2025/26 Budget Estimates	2026/27 Budget Estimates	2027/28 Budget Estimates
\$000s							
Revenue							
Rates and Charges	2,365	-	2,365	2,379	2,427	2,475	2,525
User Charges and Fees	4,993	-	4,993	5,440	5,549	5,660	5,773
Operating Grants and Contributions	38	-	38	38	39	40	41
Interest and Investments Revenues	215	-	215	637	505	406	373
Internal Revenue	-	-	-	-	-	-	-
Revenue Total	7,611	-	7,611	8,495	8,520	8,581	8,711
Expenses							
Wages and Salaries	1,391	-	1,391	1,460	1,489	1,519	1,550
Materials and Contracts	2,410	-	2,410	2,459	2,508	2,558	2,609
Other Costs	528	-	528	542	552	563	575
Depreciation	2,110	-	2,110	2,183	2,227	2,271	2,317
Borrowing Costs	14	-	14	-	-	-	-
Overheads	1,158	-	1,158	1,208	1,232	1,256	1,282
Transfer to Reserves	-	-	-	413	328	258	234
Expenses Total	7,611	-	7,611	8,263	8,336	8,426	8,566
Water Fund Surplus/(Deficit)	(0)	-	(0)	232	184	155	146

Key Points on DRAFT 2024/25 Budget vs 2023/24 Budget

Revenue

User Charges and Fees: \$447k increase in water tariffs to offset rising service delivery costs and historical undercharging.

Interest and Investments Revenues: Is projected to increase by approximately \$400k, which will be allocated to reserves.

Budget 2024-25 - Draft Operating Budget

Sewer Fund



	Current Year			Next Year	Forward Estimates		
\$000s	2023/24 Original Budgets	2023/24 Carryovers	2023/24 Dec QBR	2024/25 Budget Estimates	2025/26 Budget Estimates	2026/27 Budget Estimates	2027/28 Budget Estimates
Revenue							
Rates and Charges	6,664	-	6,664	6,929	7,067	7,208	7,353
User Charges and Fees	536	-	486	465	475	484	494
Operating Grants and Contributions	38	-	38	39	39	40	41
Interest and Investments Revenues	97	-	97	310	248	202	187
Internal Revenue	-	-	-	-	-	-	-
Revenue Total	7,335	-	7,285	7,742	7,829	7,934	8,074
Expenses							
Wages and Salaries	910	-	910	956	975	994	1,014
Materials and Contracts	1,697	-	1,647	1,597	1,599	1,631	1,663
Other Costs	797	-	797	818	834	851	868
Depreciation	2,282	-	2,282	2,395	2,443	2,491	2,541
Borrowing Costs	640	-	640	587	599	611	623
Transfer to Rerves	-	-	-	-	-	-	-
Overheads	953	-	953	1,172	1,195	1,219	1,244
Expenses Total	7,278	-	7,228	7,524	7,644	7,797	7,953
Sewer Fund Surplus/(Deficit)	57	-	57	218	185	137	121

Key Points on DRAFT 2024/25 Budget vs 2023/24 Budget

Revenue

Interest and Investments Revenues: Is projected to increase by approximately \$200k, which will be allocated to reserves.

Expenses

Depreciation: \$113k increase due to asset revaluations.

Budget 2024-25 - Draft Operating Budget

Future Fund



	Current Year			Next Year	Forward Estimates		
\$000s	2023/24 Original Budgets	2023/24 Carryovers	2023/24 Dec QBR	2024/25 Budget Estimates	2025/26 Budget Estimates	2026/27 Budget Estimates	2027/28 Budget Estimates
Revenue							
User Charges and Fees	7,133	-	7,223	6,792	6,928	7,067	7,208
Other Revenues	-	-	2	2	2	2	2
Internal Revenue	130	-	130	-	-	-	-
Revenue Total	7,263	-	7,355	6,794	6,930	7,068	7,210
Expenses							
Wages and Salaries	254	-	256	267	272	277	283
Materials and Contracts	1,363	-	1,449	1,322	1,349	1,376	1,403
Other Costs	1,063	-	1,067	868	886	903	921
Depreciation	781	-	781	190	194	198	202
Borrowing Costs	1,311	-	1,311	1,325	1,351	1,378	1,406
Contribution to General Fund	-	-	-	864	531	542	552
Overheads	357	-	357	374	382	390	397
Expenses Total	5,129	-	5,221	5,210	4,965	5,064	5,165
Future Fund Surplus/(Deficit)	2,134	-	2,134	1,584	1,965	2,005	2,045

Key Points on DRAFT 2024/25 Budget vs 2023/24 Budget

Revenue

User Charges and Fee: \$341k decrease primarily due to transfer of properties from Future Fund to General Fund, partially offset by increases for other properties.

Expenses

Other Costs: \$195k decrease due to transfer of properties from Future Fund to General Fund.

Depreciation: \$591k decrease primarily due to transfer of properties from Future Fund to General Fund.

Note: Immaterial rounding differences may be present

2024/25 Capital Budget Estimates

DRAFT 2024/25 Budget - Capital Estimates



\$000s	2023-24 Budget	2023-24 Carry-Overs	Dec 2023 QBR	2024-25 Budget Estimates	2025-26 Budget Estimates	2026-27 Budget Estimates	2027-28 Budget Estimates
Cash Result - Operating	17,714	-	17,714	18,078	18,101	18,476	18,923
Contribution to Future Fund from General Fund	1,300	-	1,300	775	700	700	700
Contributions	30	1,208	1,308	2,939	143	146	148
Grants	22,894	11,819	36,728	25,006	733	733	733
Loans	-	1,611	1,611				
Reserves - Transfer from	2,172	15,490	19,201	9,196			
Capital Funding Total	44,110	30,128	77,862	55,994	19,677	20,054	20,505
Expenditure							
Expenditure - New Assets	26,159	18,422	44,907	34,333	1,154	1,188	1,161
Expenditure - Renewals	10,788	11,706	25,792	14,124	11,317	11,497	11,989
Contribution to Future Fund from General Fund	1,300		1,300	775	700	700	700
Loan Principal Repayments	5,370		5,370	3,934	4,042	4,034	4,139
Reserves - Transfer to	493		493	2,828	2,463	2,635	2,516
Expenditure Total	44,110	30,128	77,862	55,994	19,677	20,054	20,505
Surplus/(Deficit)	-	-	-	-	-	-	-

Over recent years, Muswellbrook Shire Council has had a very ambitious capital works program. For 2024/25, Council is consolidating its capital works program - focusing on key maintenance and renewal works, and completing the multi-year projects already in the pipeline. Only confirmed grant funding is included in the budget.

DRAFT 2024/25 Capital Budget



	2023-24 Budget	Carry- Overs 2023-24	Dec 2023 QBR	March 24 QBR Changes	Mar 2024 QBR	2024-25 Budget Estimates
General Fund						
Planning, Community and Corporate						
Recreation						
Aquatic Centre Gym Equipment	50	-	50	-	50	50
Aquatic Centres Programme	213	-	213	-	213	270
Denman Indoor Sports Centre	-	127	127	-	127	
Denman Netball Courts	-	284	284	(280)	3	280
Hunter Beach	-	19	19	-	19	
Karoola Park Citizens Pathway	-	17	17	-	17	
Landscaping and Tree Maintenance programme	90	-	90	-	90	100
Liberty Swing - Simpson Park	-	150	240	-	240	
Muswellbrook Youth Centre & Indoor Sports Centre	-	1,177	1,177	-	1,177	250
Recreation Capital Works	200	145	245	-	245	200
Recreation Large Capital Grants programme	75	-	85	-	85	75
Adventure Playground	-	452	452	-	452	
Denman Rec Area	-	2,084	2,084	-	2,084	
Lighting - Weeraman	-	493	493	-	493	
Lighting - Highbrook	-	447	447	-	447	
Simpson Park Softfall	-	-	-	-	-	150
Simpson Park Changing Places Amenities	-	-	-	-	-	234
Denman Tourist Park	-	-	-	-	-	847
Hunter Beach to CBD pathway	-	-	-	-	-	600
Recreation Total	628	5,396	6,024	(280)	5,744	3,056
Community and Cultural Vitality						
Art Acquisitions	70	-	70	-	70	70
Bushfire Assets	-	565	927	-	927	
CBD Stage 7 (Town Centre)	-	226	226	-	226	
Civic Precinct (Town Square)	-	2,257	2,257	-	2,257	
Library Books General Capital Purchases (General)	90	16	105	-	105	90
Library Subsidy Projects	-	66	110	-	110	
Local Priority Grant	11	44	63	-	63	11
Major Landcare Projects	125	14	139	-	139	
Muswellbrook Indoor Sports Centre	-	107	107	-	107	
Denman Childrens Centre - Expansion (Contribution)	-	415	415	-	415	
Denman Heritage Village	-	250	250	-	250	
STEM Equipment Replacement	103	89	191	-	191	110
Arts Centre off site Storage	-	-	-	-	-	822
Mbk Town Centre - Design, beautification.	-	-	-	-	-	1,180
COVID 19 (transferred to Aquatic Centre Loan)	150	-	150	-	150	143
Loan - Staff Housing	-	-	-	-	-	40
Loan - Campbells Corner	-	-	-	-	-	225
Loan - 140 Bridge Street	-	-	-	-	-	5
Loan - 88 Bridge Street	-	-	-	-	-	54
Loan - Donald Horne Building	-	-	-	-	-	229
Loxton House	-	-	-	-	-	200
Christmas Tree	-	-	-	-	-	30
Community and Cultural Vitality Total	548	4,048	5,011	-	5,011	3,210
Other Community Infrastructure						
Buildings New and Replacement	120	282	472	(50)	422	250
Capital Works Contingency	100	-	100	-	100	100
General Design program	53	-	53	-	53	50
Renewable Energy Target	50	-	50	-	50	500
Community Infrastructure Depot	4,838	-	4,838	(4,200)	638	4,200
Other Community Infrastructure Total	5,161	282	5,512	(4,250)	1,262	5,100
Internal Contribution						
Contribution to Future Fund from General Fund	1,300	-	1,300	-	1,300	775
Internal Contribution Total	1,300	-	1,300	-	1,300	775

DRAFT 2024/25 Capital Budget



	2023-24 Budget	Carry- Overs 2023-24	Dec 2023 QBR	March 24 QBR Changes	Mar 2024 QBR	2024-25 Budget Estimates
Planning, Community and Corporate						
IT - Replacement Program	200	-	200	-	200	200
Transfer to Waste Reserve	-	-	-	-	-	250
Reactivation of Campbells Corner		956	956	(700)	256	700
Purchase Paxton St Denman			489		489	
Muscle Creek Emergency Stabilisation	-	-	-	-	-	250
Companion Animal Impounding Facility	-	471	471	-	471	150
Transfer to General Fund Reserve			-		-	881
Planning, Community and Corporate Total	200	1,427	2,116	(700)	1,416	2,431
Planning, Community and Corporate Total	7,837	11,153	19,964	(5,230)	14,734	14,571
Roads and Drainage						
Roads, Bridges & Drainage						
Bridges Renewal programme	105	-	105	-	105	250
Carpark Renewal programme	135	-	135	-	135	100
CPTIG Bus Shelters	-	322	322	-	322	
Drainage Devices programme	180	-	180	-	180	500
Flood Warning System	-	50	150	-	150	
Footpath and Cycleway Renewal programme	186	-	186	-	186	200
Heavy Patching Programme	1,000	-	1,000	-	1,000	750
Kerb and Gutter Replacement programme	146	-	146	-	146	535
Large Plant Items	600	1,607	2,207	-	2,207	700
Leachate Dam	476	-	476	(450)	26	450
New Footpath and Cycleway programme	-	61	61	-	61	145
Other Loan repayments	465	-	465	-	465	273
Purchase of Vehicles	340	-	340	-	340	400
Regional Road Repair Program	500	-	500	-	500	69
Resources for Regions Rd 5	-	227	227	-	227	
Road Resealing programme	2,100	-	2,100	-	2,100	1,000
Roads Capital Contingency	135	-	135	-	135	150
Roads to Recovery program	578	578	1,156	-	1,156	578
Rosebrook Bridge	-	325	325	-	325	
Rural Road Regravelling programme	284	-	284	-	284	250
Rural Road Renewal programme	498	-	498	-	498	500
Safety Device Renewal programme	94	-	94	-	94	
Transport Vehicles	150	-	150	-	150	200
Urban Road Renewal programme	400	-	400	-	400	400
Waste Remediation programme	200	-	200	-	200	250
Merton Street Drainage	-	1,410	2,587	-	2,587	
Resilience Works Karoola Park		484	484	-	484	
Rainbow Creek Bridge	-	275	275	-	275	100
Victoria Street Rehab	-	721	721	-	721	
AGRN960 Natural Disaster - Baerami Creek Causeway	-	690	690	-	690	
Widden Creek Stabilisation Works	-	153	153	-	153	
Yarraman Road Upgrade	-	181	181	-	181	
Resources for Regions 7		904	904	-	904	
Turtle St Denman path	-		322	-	322	
Muscle Creek Catchment Strategy			150		150	
Stormwater Drainage (new)			-		-	150
Roads, Bridges & Drainage Total	8,572	7,987	18,308	(450)	17,858	7,950
Roads and Drainage Total	8,572	7,987	18,308	(450)	17,858	7,950

DRAFT 2024/25 Capital Budget



	2023-24 Budget	Carry- Overs 2023-24	Dec 2023 QBR	March 24 QBR Changes	Mar 2024 QBR	2024-25 Budget Estimates
Special Rate Variation						
Recreation						
Olympic Park Field Improvements	-	934	934	(911)	23	911
Olympic Park Project	1,173	1,902	3,076	(2,500)	576	3,694
Recreation Total	1,173	2,836	4,009	(3,411)	598	4,605
Community and Cultural Vitality						
Regional Entertainment and Conference Centre	-	3,273	3,273	(2,600)	673	2,600
Community and Cultural Vitality Total	-	3,273	3,273	(2,600)	673	2,600
Roads, Bridges & Drainage						
Drainage	323	615	938	(938)	-	-
Roads, Bridges & Drainage Total	323	615	938	(938)	-	-
Special Rate Variation Total	1,496	6,725	8,221	(6,949)	1,272	7,205
General Fund Total	17,905	25,864	46,493	(12,630)	33,863	29,726
Future Fund						
Future Fund						
Future Fund						
Loan principal repayments (existing)	3,696	-	3,696	-	3,696	-
Loxton House - Innovation Hub	300	455	755	-	755	-
Marketplace Renewals	219	223	327	-	327	200
Renewal of Existing Assets/New Acquisitions	200	-	315	-	315	201
Loan - Marketplace	-	-	-	-	-	1,056
Loan - Brook Street	-	-	-	-	-	75
Loan - Tertiary Education Centre	-	-	-	-	-	50
Loan - Seven Hills	-	-	-	-	-	447
Loan - ACT Property	-	-	-	-	-	520
Future Fund Total	4,415	677	5,093	-	5,093	2,549
Future Fund Total	4,415	677	5,093	-	5,093	2,549
Sewer Fund						
Sewer						
Sewer Infrastructure						
Access & Security Improvements	130	-	130	-	130	150
Loan Principal Repayments	778	-	778	-	778	817
Mains Renewal and Replacement	260	-	260	-	260	200
Operations Contingency Project Reserve	150	-	150	-	150	50
Sewer Plant and Equipment	80	-	80	-	80	100
Solar Array	-	1,745	645	-	645	-
System Plant Asset renewals - Sewer	395	254	649	-	649	420
Transportation System Improvement	300	-	300	-	300	500
Transfer to Sewer Fund Reserve	188	-	188	-	188	168
Sewer Pump Stn 1 Replacement	-	-	2,000	(1,900)	100	1,900
Sewer Infrastructure Total	2,282	1,999	5,181	(1,900)	3,281	4,305
Sewer Fund Total	2,282	1,999	5,181	(1,900)	3,281	4,305
Water Fund						
Water						
Water Supply Infrastructure						
Asbestos, Earthwork and Security	175	-	175	-	175	150
Laboratory Equipment	20	-	20	-	20	20
Loan Principal Repayments	280	-	280	-	280	-
Mains Renewal and Replacement	650	-	650	-	650	500
Operations Contingency Project Reserve	100	-	100	-	100	50
Replacement of Water Meters Programme	65	-	65	-	65	65
System Plant Asset Renewals	500	230	730	-	730	550
Upgrade Flouride Dosing System	-	295	295	-	295	-
Vehicle Replacement	65	-	65	-	65	100
Water Stop Valve	200	-	200	-	200	200
Transfer to Water Fund Reserve	55	-	55	-	55	780
GLE Pipeline	17,398	1,062	18,460	(17,000)	1,460	17,000
Water Supply Infrastructure Total	19,509	1,587	21,096	(17,000)	4,096	19,415
Water Fund Total	19,509	1,587	21,096	(17,000)	4,096	19,415
Total	44,110	30,128	77,862	(31,530)	46,333	55,994



**muswellbrook
shire council**

Revenue Policy

2024/2025

DRAFT

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1. Policy Objective

The objective of this Policy is to outline Council's rating and charges framework and provide for the 2024/25 levels.

2. Rating

In accordance with section 532 of the *Local Government Act 1993* (NSW) ("Local Government Act"), 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 or charge is to be made and has considered any submissions that have been made concerning the draft plan. In practice a Council should first adopt its final Operational Plan and then make rates and charges by resolution (s535, Local Government Act).

3.1 General Valuation

A revaluation of all land parcels in the Muswellbrook Shire local government area occurred in 2022, with a base date of 1 July 2022.

These valuations will be used for rating purposes from 1 July 2023. These valuations will continue to be used until revised through general and/or special re-valuations by the Valuer General.

3.2 Rating Method

In accordance with section 514 of the *Local Government Act*, Council has declared each parcel of rateable land in the Muswellbrook Shire local government area as within one or other of the following categories:

1. Farmland;
2. Residential;
3. Mining;
4. Business.

Council declares that the ordinary rates will be applied across the following categories and sub-categories:

Residential – General

Council determines the sub-category for the category "Residential" called "Residential – General" for each parcel of rateable land valued as one assessment and:

1. its dominant use is for residential accommodation (otherwise than as a hotel, motel, guesthouse, backpacker hostel, nursing home, or any other form of residential accommodation (not being a boarding house or a lodging house) prescribed by the *Local Government (General) Regulations 2021* (NSW) ("Local Government Regulations")); or
2. in the case of vacant land, it is zoned or otherwise designated for use under an environmental planning instrument (with or without development

- consent) for residential purposes; or
3. it is rural residential land, and it is not subject to a Sewer Service Availability Charge.

Residential – Muswellbrook & Denman

Council determines a sub-category for the category "Residential" called "Residential – Muswellbrook and Denman" for each parcel of rateable land valued as one assessment and:

1. its dominant use is for residential accommodation (otherwise than as a hotel, motel, guesthouse, backpacker hostel, nursing home or any other form of residential accommodation (not being a boarding house or a lodging house) prescribed by the Local Government Regulations,); or
2. in the case of vacant land, it is zoned or otherwise designated for use under an environmental planning instrument (with or without development consent) for residential purposes;

and it is located within the urban area of Muswellbrook and Denman townships and is subject to a Sewer Service Availability Charge.

Farmland – General

Council determines a sub-category for the category "Farmland" called "Farmland – General" for each parcel of rateable land valued as one assessment and its dominant use is for farming which:

- a) has a significant and substantial commercial purpose or character; and
- b) is engaged in for the purpose of profit on a continuous or repetitive basis (whether or not a profit is actually made),

and the land cannot be sub-categorised as:

- Farmland – Irrigable

Land is not to be categorised as Farmland – General if it is rural residential land.

Farmland – Irrigable

Council determines a sub-category for the category "Farmland" called "Farmland – Irrigable" for each parcel of rateable land valued as one assessment if its dominant use is for farming which:

- a) has a significant and substantial commercial purpose or character; and
- b) is engaged in for the purpose of profit on a continuous or repetitive basis (whether or not a profit is actually made); and
- c) is subject of a water right within the meaning of the *Valuation of Land Act 1916* (NSW); and

- d) where the assessment or any part of the assessment:
- (i) is irrigated for any farming purpose; or
 - (ii) has established irrigation reticulation capable of being used for any farming purpose; or
 - (iii) is wholly or partly within 100m of the Hunter River.

Note: a water right means a right or authority (however described) under the Water Management Act 2000, the Water Act 1912, or any other Act, being a right or authority to construct, install or use works of irrigation, or to use water supplied by works of irrigation.

Mining – General

Council determines the sub-category for the category "Mining" called "Mining – General" for each parcel of rateable land valued as one assessment if its dominant use is for a coal mine or metalliferous mine and cannot be sub-categorised as:

- Mining – Underground Coal Mining; or
- Mining – Metallurgical Coal Mining

Mining – Underground Coal Mining

Council determines a sub-category for the category "Mining" called "Mining – Underground Coal Mining" for each parcel of rateable land valued as one assessment if its dominant use is for a coal mine; and

- a) where the dominant kind of mining involved is longwall mining or board- and-pillar mining (or both); and
- b) the land cannot be sub-categorised as "Mining – Metallurgical Coal Mining".

Mining – Metallurgical Coal Mining

Council determines a sub-category for the category "Mining" called "Mining – Metallurgical Coal Mining" for each parcel of rateable land valued as one assessment if its dominant use is for a coal mine; and

- a) metallurgical coal extraction is a subject of an approved application for a project approval, development consent or other environmental planning instrument applicable to the land permitting that use; and
- b) metallurgical coal is the dominant type of coal extracted from or processed on the land.

For the purposes of this sub-category, "metallurgical coal" includes:

- a) Coal which is capable of being used for the manufacture of steel, iron or cement;
- b) Coal which is capable of producing coke;
- c) Coal which, by industry standards and specifications, can be classified as hard coking coal, semi-soft coking coal or coking coal.

Business – General

Council determines the sub-category for the category of "Business" called "Business -

General” for each parcel of rateable land valued as one assessment if it cannot be categorised as farmland, residential or mining and cannot be sub-categorised as:

- Business – Power Generation;
- Business – Thomas Mitchell Drive Industrial Centre;
- Business – Showground Release Area; or
- Business – Mine Rehabilitation.

Business – Power Generation

Council determines a sub-category for the category “Business” called “Business – Power Generation” for each parcel of rateable land valued as one assessment if it cannot be categorised as farmland, residential or mining and if its dominant use is as a centre of any of the following activities:

- a) the generation of, or capacity to generate, more than 5 megawatts of electricity;
or
- b) the storage of, or capacity to store, more than 10 megawatts of electricity;

and the land cannot be sub-categorised as ‘Business – Mine Rehabilitation’.

Business – Thomas Mitchell Drive Industrial Centre

Council determines a sub-category for the category “Business” called “Business – Thomas Mitchell Drive Industrial Centre” for each parcel of rateable land valued as one assessment located wholly or partly within the Thomas Mitchell Drive Industrial Centre.

Business – Showground Release Area

Council determines a sub-category for the category “Business” called “Business – Showground Release Area” for each parcel of rateable land valued as one assessment if it cannot be categorised as farmland, residential or mining and is located wholly or partly within the Showground Release Area.

Business – Mine Rehabilitation

Council determines a sub-category for the category “Business” called “Business – Mine Rehabilitation” for each parcel of rateable land valued as one assessment if it cannot be categorised as farmland, residential or mining and if its dominant use is as a centre of any of the following activities:

- a) the rehabilitation of land that is or has been disturbed by mining operations.

For the purposes of this sub-category, “rehabilitation” includes:

- a) the treatment or management of disturbed land or water for the purpose of establishing and maintaining a safe and stable environment; and
- b) the design and construction of landforms as well as the establishment of sustainable ecosystems or alternative vegetation.

For the purposes of this sub-category "mining operations" means operations carried out in the course of mining.

3.3 Structure of the Rate

In accordance with section 497 of the Local Government Act, Council has adopted the use of a base amount to which an ad valorem amount is added for all categories and sub-categories.

Council's reasons for this adoption are as follows:

- a base amount to which an ad valorem amount is added ensures that the rate burden falls equitably on all landowners for the cost and value of common services and facilities (from which all properties benefit) regardless of their rateable value of land;
- having given regard to the matters set out in section 536(1) of the Local Government Act, 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".

3.4 Interest on Overdue Amounts

Subject to the maximum rate specified by the Minister from time to time, Councils are responsible for fixing, by formal resolution, the level of interest penalties to apply in respect of rates and charges that remain unpaid after they become due and payable (section 566 Local Government Act).

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 for the 2024/2025 financial year has not yet been determined by the Minister at this time. The rate for 2023/2024 financial year was set at 9%.

Council may exercise its discretion to write off certain amounts (such as interest) in respect of rates and arrears in a range of appropriate circumstances and/or to enter into special agreements with persons or any category of ratepayers to facilitate the discharge of a rating liability.

The discretion to write off certain amounts may be exercised if special circumstances can be demonstrated by the relevant ratepayers.

3.5 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 limitations and catch up provisions.
- II. That Council sets a base amount for the sub-categories of an ordinary rate, in accordance with section 499 of the Local Government Act.

- III. That Council applies the maximum permissible rate of 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 the rates burden and smoothing the impact of possible rate increases that may occur as Land Values are reassessed. Council will not exceed the statutory maximum of 50% of total revenue from the Base Rate amount in each category.

3.6 Matters Considered in Determining the Amount of a Rate

Council takes into account a number of discretionary matters when setting the quantum of the rate for each sub-category, including:

- i) The guiding principles for Councils expounded in Chapter 3 of the Local Government Act 1993, including transparency, impartiality, intergenerational equity and sound financial management;
- ii) In respect of a base rate, criteria including:
 - Council's net general administration and overhead costs;
 - the extent to which projected ad valorem rates on individual properties do not reflect the cost of providing necessary services and facilities;
 - the level of grant or similar income available to provide necessary services and facilities;
 - the degree of congruity and homogeneity between the values of properties subject to the rate and their spread throughout the area; and
 - whether a rate that is wholly an ad valorem rate would result in an uneven distribution of the rate burden because a comparatively high proportion of assessments would bear a comparatively low share of the total rate burden.
- iii) The extent to which those who pay for Council's services have the ability to pay for those services;
- iv) The extent to which those who receive the benefits of Council's services also pay for those services; and
- v) The applicable statutory caps on the rates that can be made.

4 Charges

Section 501 of the Local Government Act permits a Council to make and levy an annual charge for the following services provided, or proposed to be provided, on an annual basis by the Council:

- water supply services;

- sewerage services;
- drainage services (through the Stormwater Levy);
- waste management services (other than domestic waste management);
- any services prescribed by the Local Government Regulations.

Section 502 of the Local Government Act permits a Council to make a charge for a service referred to in section 496 of the Local Government Act (domestic waste management service) or section 501 of the Local Government Act (services identified above) according to the actual use of the service.

4.1 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 Climate Change, Energy, the Environment and Water (DCCEEW) 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 DCCEEW'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 levied on rateable land categorised as residential for the purposes of ordinary rates and for which the service is provided or proposed to be provided. . 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 levied on rateable land categorised as farmland, mining or business for the purposes of ordinary rates and for which the service is provided or proposed to be provided.

4.1.1 Availability Charges

Pursuant to section 552 of the Local Government Act, 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.

Similarly, pursuant to section 552 of the Local Government Act, all land is charged an annual sewerage service availability charge except land which is more than 75 metres from a sewer of Council and is not connected to the sewer; or land from which sewage could not be discharged into any sewer of Council.

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.

4.2 Water and Sewerage Charges – General

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

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

Funds raised through water and sewerage charges are explicitly expended on the operational, maintenance and capital expenditure needs related to those services and activities.

4.2.1 Best Practice Charging

Council has implemented charging guidelines recommended by the DCCEEW for the charging of water and sewerage services.

4.2.1.1 Residential Sewerage Charge

Each parcel of rateable land categorised as residential for the purposes of ordinary rates, for which the service is provided or proposed to be provided, is 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 the criteria in DCCEEW- National Water Initiative pricing principles .

4.2.1.2 Non-Residential Sewerage Charge

Each parcel of rateable land categorised as farmland, mining or business ("non-residential") for the purposes of ordinary rates, for which the service is provided or proposed to be provided, is levied a non-residential sewerage charge 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.

4.2.1.3 Trade Waste Charges

Trade Waste is 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 de-stabilising 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 *Protection of the Environment Operations Act 1997* (NSW);
- 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.

4.2.1.4 Waste Management Service Charges and Introduction of FOGO from 1 July 2024

Council has introduced Food and Garden Organics (FOGO) commencing 1 July 2024. This service upgrade is in response to the NSW Waste & Sustainable Materials Strategy 2041 objective to divert all organic wastes from landfill. FOGO collections have a critical role to play in meeting the NSW Government's target of net-zero emissions by 2050 and creating a circular economy that reduces waste and benefits all NSW communities.

Council undertakes the management of the Muswellbrook Waste and Recycling Facility and the Denman Domestic Waste Transfer Station. Council manages the daily operations of these depots to ensure the appropriate and safe handling, disposal and storage of waste received at the facilities.

Weekly services for kerbside collection of Food and Garden Organics - FOGO (240 litre green lid bins) and alternate fortnightly collections of commingled recyclables (240L yellow lid bins) and residual waste (140 litre red lid bins) are provided by Council to residential (residential means categorised as residential for the purposes of ordinary rates) properties in Muswellbrook, Denman and Sandy Hollow townships, including Woodlands Ridge Road subdivision and Milperra Drive..

A biannual bulky waste clean-up service for large items such as furniture and whitegoods is also provided to the properties mentioned above. The dates and arrangements in relation to these activities will be advised at a time closer to the operation of the events.

Alternate fortnightly services for kerbside collection of residual waste (140 litre red lid bins) and commingled recyclables (240 litre yellow lid bins) are provided to non-residential (non-residential means categorised as farmland, mining or business for the purposes of ordinary rates) properties in Muswellbrook, Denman and Sandy Hollow townships and residential and non-residential properties in the rural areas covered by the following rural roads:

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

Collection of FOGO waste (240L green lid bin) for non-residential or rural properties, defined by the roads above, will be provided if requested and charged an annual charge for each service required.

4.2.1.4.1 Domestic Waste Management Service

Under section 504 of the Local Government Act:

- A Council must not apply income from an ordinary rate towards the cost of providing domestic waste management services;
- 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 annual charges or the imposition of charges for the actual use of the service, or both;
- Income obtained from charges for domestic waste management must be calculated to not exceed the reasonable cost to the Council of providing those services.

Council determines the Domestic Waste Charge 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 is audited by Council's auditor.

4.2.1.4.2 Waste Management Service Availability Charge

Under section 496 of the *Local Government Act*, Council must make and levy an annual charge on each parcel of rateable for which the domestic waste management service is available, whether occupied land or vacant land.

Council may make an annual charge for the provision of a domestic waste management service for a parcel of land that is exempt from rating if:

- the service is available for that land; and
- the owner of that land requests or agrees to the provision of the service to that land; and
- the amount of the annual charge is limited to recovering the cost of providing the service to that land.

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

Under section 501 of the Local Government Act, Council may make and levy

a charge for the provision of waste management services (other than domestic waste management services) on each parcel of rateable land for which the service is provided or proposed to be provided.

This charge applies to non-residential (non-residential means categorised as farmland, mining or business for the purposes of ordinary rates) properties.

4.2.1.5 Matters considered in Determining the Amount of a Charge

- a) 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
- b) 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 sections 503(2) and 504 (3) of the Local Government Act.
- c) 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.
- d) Council will commence the FOGO waste service. The cost of providing this service is included in the Domestic Waste Management Service charge. These charges entitle ratepayers to a weekly FOGO waste collection. The charge for the collection of the FOGO 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 FOGO waste service.

4.3 Stormwater Management Charge

Under section 496A of the Local Government Act, Council may make and levy an annual charge for the provision of stormwater management services for each parcel of rateable land for which the service is available.

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 Office of Local Government.

4.4 On-Site Sewer Management System – “Approved to Operate”

Pursuant to section 68(1) of the Local Government Act, Councils are the approval and regulatory authority for the monitoring and management of all on-site sewer management systems.

Council will levy an annual fee for the Approval to Operate an Onsite Sewer Management System, as part of the Annual Rates and Charges Notice. This charge will also include the fee for the inspection of the system. This charge will be displayed as a separate line on the notice. Please see Council's Fees and Charges document for the prescribed fees.

STATEMENT OF RATES PROPOSED TO BE LEVIED FOR 2024/2025

Section 494 Local Government Act.

ORDINARY RATES

Rates are assessed by levies on the value of the land. Land values are determined by the Valuer General. Increases in ordinary rate income are subject to the percentage variation as determined by the Independent Pricing and Regulatory Tribunal (IPART). This is referred to as the rate peg limit.

For the 2024/2025 rating year, IPART has set Muswellbrook Shire's rate peg at 4.5%.

Rate Type	Category	Sub-Category	Ad Valorem Cents in \$	Base Amount/Min \$	Base Amount % of Total Rate Levied	Yield (Est.)
Ordinary	Residential	Residential – General	0.292209	\$240	18.88%	\$1,218,031
Ordinary	Residential	Residential – Muswellbrook & Denman	0.427405	\$290	32.11%	\$5,294,206
Ordinary	Farmland	Farmland – General	0.181521	\$400	13.10%	\$1,108,691
Ordinary	Farmland	Farmland – Irrigable	0.209493	\$440	10.39%	\$478,361
Ordinary	Mining	Mining – General	0.784280	\$15,000	1.10%	\$10,938,865
Ordinary	Mining	Mining – Underground Coal Mining	0.824051	\$15,000	4.34%	\$345,444
Ordinary	Mining	Mining – Metallurgical Coal Mining	0.824051	\$15,000	0.91%	\$1,646,621
Ordinary	Business	Business – General	0.835192	\$250	7.68%	\$1,556,087
Ordinary	Business	Business – Power Generation	5.297600	\$25,000	16.26%	\$307,463
Ordinary	Business	Business – Thomas Mitchell Drive Industrial Centre	0.898262	\$275	10.34%	\$398,983
Ordinary	Business	Business – Showground Release Area	0.171351	\$250	1.97%	\$12,690
Ordinary	Business	Mine Rehabilitation	0.784280	\$15,000	0%	\$0

WATER CHARGES

For 2024/2025, Council is proposing to levy Water Service Availability Charges as set out below:

1. A Water Service Availability Charge is levied on each parcel of rateable land that is supplied with water from a water pipe of the Council or 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 Charges to be levied 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 2024 are:

Water Service Charge Category	Amount
Availability Charge (Not Connected)	\$270.00
Availability Charge (Connected)	
- 20mm service	\$270.00
- 25mm service	\$422.00
- 32mm service	\$691.00
- 40mm service	\$1,080.00
- 50mm service	\$1,688.00
- 65mm service	\$2,852.00
- 80mm service	\$4,320.00
- 100mm service	\$6,750.00
- 150mm service	\$15,188.00

Pursuant to section 552 of the *Local Government Act 1993* (NSW), a charge relating to water supply will not be levied on land unless water could be supplied to some part of the land from a standpipe at least 1 metre in height from the ground level, if such a pipe were laid and connected to the Council's mains.

2. A Consumption Tariff is to be levied per kilolitre of water supplied to each parcel of rateable land from a water pipe of the Council. The water consumption tariffs proposed for the year commencing 1 July 2024 are:

Consumption Tariff	Tier¹	\$ per Kilolitre (KL)
Residential (rateable land categorised as residential for the purposes of ordinary rates)	Tier 1 (1-350KL per annum)	\$2.80
	Tier 2 (>350KL per annum)	\$3.95
Non-Residential (rateable land not categorised as residential for the purposes of ordinary rates)	N/A	\$3.80

¹ Where applicable

SEWERAGE CHARGES

For 2024/2025, Council is proposing to levy Sewerage Service Availability Charges as setout below:
An annual charge for sewer is applicable to each parcel of rateable land 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 levied on each parcel of rateable land categorised as residential for the purposes of ordinary rates for which the service is provided or is proposed to be provided. The Sewer Service Availability Charges to be levied for the year commencing 1 July 2024 are:

Sewer Service Availability Charge:

Residential Sewer Availability Charge (Vacant)	419.00
Residential Sewer Charge (Occupied)	\$1076.00

2) Non-Residential Sewer Service Availability Charge:

A Non-Residential Sewer Service Availability Charge is levied on each parcel of rateable land not categorised as residential for the purposes of ordinary rates for which the service is provided or proposed to be provided. The Non-Residential Sewer Service Availability Charge to be levied in respect of each relevant parcel for the year commencing 1 July 2024, will be based on the following formula:

$$SC = SDF \times (AC + (C \times UC))$$

SC = Sewerage Charge

SDF = Sewerage Discharge Factor

AC = Availability Charge (see below table titled "Availability Charges Table")

C = Total water consumption for meter

UC = Sewer Usage Charge (see below table titled "Sewer Usage Charge Table")

Availability Charges Table: The Availability Charges for the year commencing 1 July 2024 are:

Availability Charge Category	Amount
AC - Availability Charge (Not Connected)	\$419.00
AC - Availability Charge (Connected)	
20mm service	\$419.00
25mm service	\$654.69
32mm service	\$1,072.64
40mm service	\$1,676.00
50mm service	\$2,618.75
65mm service	\$4,425.69
80mm service	\$6,704.00
100mm service	\$10,475.00

150mm service

\$23,568.75

Sewer Usage Charge Table: The Sewer Usage Charge for the year commencing 1 July 2024 is:

Sewer Usage Charge	\$ per Kilolitre (KL)
Non-Residential Sewer Usage Charge	\$3.80

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

DOMESTIC WASTE MANAGEMENT CHARGES

Domestic Waste Management Charges are levied in accordance with section 496 of the Local Government Act .

For 2024/2025 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)	\$127.00
Urban Domestic Waste Management Service Charge (2)	\$558.00
Additional Urban Domestic Waste Management Service Charge	\$125.00
Additional Urban Domestic Waste Management Recycling Service Charge	\$97.00
Additional Urban Domestic Waste Management FOGO Waste Service Charge	\$78.00

- (1) This charge applies to vacant rateable land categorised as residential for the purposes of ordinary rates and situated within the urban area in which a Domestic Waste Management Service is able to be provided.
- (2) Each habitable premises is entitled to one approved mobile residual waste bin service and one recyclable material bin per fortnight and one weekly collection of FOGO waste for each Urban Domestic Waste Management Service Charge.

For 2024/2025 Council proposes to levy the following charges on each parcel of rateable land categorised as residential or farmland for the purposes of ordinary rates and situated within the rural area to which a Domestic Waste Management Service is available.

Rural Domestic Waste Management Service Charge

Rural Domestic Waste Management Availability Charge (1)	\$127.00
Rural Domestic Waste Management Service Charge (2)	\$513.00
Additional Rural Domestic Waste Management Service Charge	\$125.00
Additional Rural Domestic Waste Management Recycling Service Charge	\$97.00

Rural Domestic Waste Management FOGO Waste Service Charge	\$78.00
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- (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 available.
- (2) Each habitable 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.

WASTE MANAGEMENT CHARGES

For 2024/2025, Council proposes to levy the following charges on each parcel of rateable land not categorised as residential for the purposes of ordinary rates and situated within the urban area in which a Waste Management Service is provided or able to be provided. Waste Management Charges are levied in accordance with section 501 of the Local Government Act.

For 2024/2025 Council is proposing to levy the following charges in regard to Domestic Waste Management Services:

Waste Management Service Charge

Urban Waste Management Availability Charge – Non-Domestic (1)	\$127.00
Waste Management Service Charge (2)	\$513.00
Additional Waste Management Service Charge	\$125.00
Additional Waste Management Recycling Service Charge	\$97.00
Waste Management FOGO Waste Service Charge	\$78.00

- (1) This charge applies to vacant rateable land not categorised as residential for the purposes of ordinary rates and situated within the urban area in which a Waste Management Service is provided or proposed to be provided.
- (2) Each habitable premises is entitled to one approved mobile residual waste bin and one recyclable material bin per fortnight for each Waste Management Service Charge.

For 2024/2025, Council proposes to levy the following charges on each parcel of rateable land not categorised for rating purposes as Residential or Farmland and situated within the rural area in which a Waste Management Service is provided or proposed to be provided.

Rural Waste Management Service Charge

Rural Waste Management Availability Charge – Non-Domestic (1)	\$127.00
Rural Waste Management Service Charge (2)	\$513.00

Additional Rural Waste Management Service Charge	\$125.00
Additional Rural Waste Management Recycling Service Charge	\$97.00
Rural Waste Management FOGO Waste Service Charge	\$78.00

- (1) This charge applies to vacant rateable land not categorised as residential or farmland for the purposes of ordinary rates and situated within the rural area in which a Rural Waste Management Service is provided or proposed to be provided.
- (2) Each habitable premises is entitled to one approved mobile residual waste bin service and one recyclable material bin fortnightly for each Rural Waste Management Service Charge.

STORMWATER MANAGEMENT CHARGE

Pursuant to section 496A of the Local Government Act, Council will levy a Stormwater Management Service Charge on each parcel of rateable 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 an exemption or variation to the charge is provided in accordance with the document titled "Stormwater Management Service Charge Guidelines" issued by the Office of Local Government in July 2006, at a rate of \$25.00 per Residential parcel of rateable land and \$12.50 per Residential strata unit.

Where a non-residential (not categorised as residential for the purposes of ordinary rates) parcel of rateable land exists with an area falling within the ranges outlined below the charge will be levied as follows:

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

HUNTER CATCHMENT CONTRIBUTION

The Minister has not yet determined the rate for 2024/2025, for the Hunter Catchment Contribution. The fee set for 2023/2024 was 0.001046. Council will adopt the rate as determined by the Minister for 2024/2025.

The rate is levied and collected in accordance with Clauses 36 and 40 of *Local Land Services Regulation 2014* (NSW). The rate is set by the Local Land Services on the Land Value, as determined from time to time, within the Muswellbrook Shire local government area.

5 Authorisation Details

Authorised by:	Council
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Minute No:	
Date:	
Review timeframe:	1 Years
Department:	Corporate Services
Document Owner:	Chief Financial Officer

Details History

Version No.	Date Changed	Policy type	Modified by	
1	28.03.24	External	D Gilmore	Updated for 2024/25 Budget Estimates



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2024/25

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Explanation Table

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Fee (excl. GST)	Fee (excl. GST) (24/25)
GST	GST Amount (24/25)
Fee (incl. GST)	Fee (incl. GST) (24/25)
Description	Description & Detail
Fee Type	Fee Types

Classifications

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	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Muswellbrook Shire Council

Council's Annual Revenue Policy (Fees and Charges) provides a fee exemption for local registered charities for the casual use of Council's facilities subject to the discretion of the General Manager. The payment of deposit bonds and other charges are still required where applicable. To qualify, an organisation must provide evidence of its registration with the Australian Charities and Non-for-Profits Commission and operate in the Muswellbrook Local Government Area. Where a fee exemption is approved, the registered charity when requested should acknowledge Muswellbrook Shire Council's support

Administration

Administration Centre Room Hire

Councillors Room

Per Hour	\$56.36	\$5.64	\$62.00	E
Per Day - 8 Hours	\$410.00	\$41.00	\$451.00	E

Loxton House

Per Hour	\$56.36	\$5.64	\$62.00	E
Per Day - 8 hours	\$410.00	\$41.00	\$451.00	E

Weidmann Room

Per hour	\$36.36	\$3.64	\$40.00	E
Per Day - 8 Hours	\$256.36	\$25.64	\$282.00	E

Banners

Installation of Banners (not for profit)	\$379.50	\$0.00	\$379.50	E
Cleaning and Storage, installation & removal (once only payment)	\$632.00	\$0.00	\$632.00	E

Business Paper

Copy of Council Business Paper, Late Items & Minutes

12 Months Service	\$468.00	\$0.00	\$468.00	E
6 Months Service	\$238.50	\$0.00	\$238.50	E

Cemetery Fees

Right of Burial Fees

Council Policy C10/2

General Cemetery – Purchase of 2.4 x 1.2m plot	\$502.73	\$50.27	\$553.00	E
Lawn Cemetery – Purchase of 2.4 x 1.2m plot	\$1,825.00	\$182.50	\$2,007.50	E
Columbarium – Purchase of one niche	\$256.36	\$25.64	\$282.00	E
Columbarium – Installation of plaque and ashes	\$128.18	\$12.82	\$141.00	E
Memorial Wall – Installation of plaque	\$66.36	\$6.64	\$73.00	E
Bronze Plaque	Charged separately at cost plus 10%			E

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Right of Burial Fees [continued]

Permission to erect structure (e.g. headstone, slab, and concrete kerbing etc.)	\$90.00	\$0.00	\$90.00	D
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Certificates

Section 603 Certificate LGA 1993	\$95.00	\$0.00	\$95.00	A
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Credit Card Payments

Merchant Fee Recovery			0.84%	E
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Dishonoured Payments

Dishonoured Direct Debits, returned to Council	\$20.00	\$0.00	\$20.00	E
Dishonoured Cheques, returned to Council	\$20.00	\$0.00	\$20.00	E

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

Giving information	\$20.50	\$0.00	\$20.50	E
Plus Hourly Charge	\$49.50	\$0.00	\$49.50	

Environmental Services Fees and Charges

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

Event Equipment Hire

Stage

2.4m x 1.2m Panel

Inflatable Outdoor Cinema Screen package

6m Inflatable Outdoor Cinema Screen Package	\$410.00	\$41.00	\$451.00	
Includes: 6m inflatable outdoor cinema screen, HD digital projector, speakers (2), cordless microphones (2), ground tarp, all ground stakes, tie down ratchets and electronic cabling/leads				

Sound Equipment Package

Equipment Hire - Set Up/Pack Down

Chair/Table Hire

Trestle Table 750 x 1800mm	\$16.36	\$1.64	\$18.00	
White Plastic Chair	\$6.36	\$0.64	\$7.00	E

MSC Branded Popup Marquee Hire

Marquee 3m x 3m	\$56.36	\$5.64	\$62.00	E
Marquee 3m x 4m	\$169.09	\$16.91	\$186.00	E
Marquee 4m x 8m	\$307.73	\$30.77	\$338.50	E

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Visitors Information Centre - Photocopying

B/W- A4	\$0.27	\$0.03	\$0.30	E
Colour - A4	\$0.64	\$0.06	\$0.70	E
B/W - A3	\$0.64	\$0.06	\$0.70	E
Colour - A3	\$0.91	\$0.09	\$1.00	E

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	A
Processing Fee	\$30.00	\$0.00	\$30.00	A
Internal Processing Fee	\$40.00	\$0.00	\$40.00	A

Photocopying/Printing

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

B/W – A4	\$0.36	\$0.04	\$0.40	E
Colour – A4	\$1.00	\$0.10	\$1.10	
B/W – A3	\$1.09	\$0.11	\$1.20	
Colour – A3	\$1.91	\$0.19	\$2.10	E
B/W – A1	\$11.73	\$1.17	\$12.90	E
Colour – A1	\$15.64	\$1.56	\$17.20	E
B/W – A0	\$17.27	\$1.73	\$19.00	E
Colour – A0	\$21.00	\$2.10	\$23.10	E

Document Scanning

A1 and A0	\$5.00	\$0.50	\$5.50	
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All Council Properties

Bond (refunded after inspection). Except shows and events (see Shows & Events Listing)	\$592.50	\$0.00	\$592.50	
Cleaning Charge – minimum (2 hours if not left clean)	\$163.64	\$16.36	\$180.00	
Cleaning charge – per hour thereafter	\$66.73	\$6.67	\$73.40	E
Key Deposit (refundable)	\$75.00	\$0.00	\$75.00	E

Muswellbrook Regional Art Centre

Muswellbrook Art Prize – Painting	\$40.91	\$4.09	\$45.00	D
Muswellbrook Art Prize – Works on Paper	\$22.73	\$2.27	\$25.00	D
Muswellbrook Art Prize - Ceramics	\$22.73	\$2.27	\$25.00	D
Viola Bromley Art Prize	\$18.18	\$1.82	\$20.00	D
Mullins Conceptual Photography Prize	\$22.73	\$2.27	\$25.00	
Online Store Flat Rate Shipping	\$9.09	\$0.91	\$10.00	E
Commission on Sale of Works			35%	D
Gallery Membership - Per Person	\$45.45	\$4.55	\$50.00	C

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Muswellbrook Regional Art Centre [continued]

Uncollected Work Storage Fee Per Day				E
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Administration Charges

Refund and Transfer Balances Processing (Rates and Water)	\$15.00	\$0.00	\$15.00	E
Rates and Water Notice re-issue (print copy)	\$5.00	\$0.00	\$5.00	E

Sale of Land for unpaid rates and charges

Local Government Act section 718 Application of purchase money

Administration Cost - Sale of Land for Unpaid rates and charges	\$2,000.00	\$0.00	\$2,000.00	A
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Hall Hire

Community or non profit organisations who make a series of bookings that are not for commercial purpose, and pay in advance may be charged proportionate hourly rates and receive a 25% discount.

Denman Memorial Hall

Hire of Hall (hourly rate)	\$51.36	\$5.14	\$56.50	C
Daily Hire - 8 Hours	\$333.18	\$33.32	\$366.50	C
Half-Day Hire - 4 Hours	\$174.55	\$17.45	\$192.00	C

Indoor Sports Centre Complex - Denman

Regular Group bookings available

Per Day (Whole Facility) - 8 hours	\$330.00	\$33.00	\$363.00	C
Per Half-Day (Whole Facility) - 4 hours	\$181.36	\$18.14	\$199.50	C
Up to 4 hours				
Basketball Court (per hour) – Casual Hire	\$50.45	\$5.05	\$55.50	C
Basketball Court (per hour) – User Groups	\$35.00	\$3.50	\$38.50	C
Squash Courts (per court, per hour) – Casual Hire	\$24.55	\$2.45	\$27.00	C
Squash Courts (per court, per hour) – User Groups	\$18.55	\$1.85	\$20.40	C
Tennis Courts (per court, per hour) – Day – Casual Hire	\$17.42	\$1.74	\$19.16	C
Tennis Courts (per court, per hour) – Day – User Groups	\$14.55	\$1.45	\$16.00	C
Tennis Courts (per court, per hour) – Night – Casual Hire	\$24.64	\$2.46	\$27.10	C
Tennis Courts (per court, per hour) – Night – User Groups	\$35.91	\$3.59	\$39.50	C
Mezzanine Floor Area (per hour) – Day	\$18.55	\$1.85	\$20.40	C
Mezzanine Floor Area (per hour) – Night	\$24.64	\$2.46	\$27.10	C
Playgroups & community groups (maximum 3 hours)	\$28.64	\$2.86	\$31.50	C

Indoor Sports Centre - Muswellbrook

Per Day (Whole Facility) - 8 hours	\$330.00	\$33.00	\$363.00	C
50% discount for local schools for whole centre day hire				
Per Half-Day (Whole Facility) - 4 hours	\$181.36	\$18.14	\$199.50	C
School Groups (half day, per student) - 4 hours	\$4.09	\$0.41	\$4.50	C
Basketball Court (one court) – Casual Hire - Per Hour	\$49.55	\$4.95	\$54.50	C

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Indoor Sports Centre - Muswellbrook [continued]

Basketball Court – (two court, per hour) – Casual Hire	\$87.27	\$8.73	\$96.00	C
Basketball Court (one court) – User Groups - Per Hour	\$35.00	\$3.50	\$38.50	C
Basketball Court – (two court, per hour) – Users Group	\$57.27	\$5.73	\$63.00	C
Individual Practice (per hour) – Casual Hire	\$22.73	\$2.27	\$25.00	C
Gymnasium Only (per hour)	\$18.55	\$1.85	\$20.40	C
Meeting Room (small, per hour)	\$22.73	\$2.27	\$25.00	C
Canteen Hire (per hour)	\$22.73	\$2.27	\$25.00	C
Table Hire	\$7.27	\$0.73	\$8.00	C
Chair Hire	\$2.55	\$0.25	\$2.80	C

Muswellbrook Regional Art Centre

Private Functions

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

Gallery Hire Hourly Base Rate	\$71.82	\$7.18	\$79.00	C
Hourly Rate Per Person	\$5.45	\$0.55	\$6.00	C
Refundable Security Deposit	10% of hire fee			C

Outside Art Centre Hours

Free to not for profit and charity groups	FREE			C
Gallery Hire Hourly Base Rate	\$81.82	\$8.18	\$90.00	C
Hourly Rate Per Person	\$8.18	\$0.82	\$9.00	C
Refundable Security Deposit	10% of hire fee			C

Senior Citizens Centre

Per Day - 8 Hours	\$281.82	\$28.18	\$310.00	C
Per Half Day - 4 Hours	\$164.00	\$16.40	\$180.40	E

Stan Thiess Centre

Multi purpose Building including Public toilets and Kiosk Area

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

Per Day - 8 Hours	\$281.82	\$28.18	\$310.00	C
Per Half-Day - 4 Hours	\$163.64	\$16.36	\$180.00	C
Additional Hours	\$35.91	\$3.59	\$39.50	C
Playgroups & community groups (maximum 3 hours)	\$28.64	\$2.86	\$31.50	C

Muswellbrook Shire Libraries

Seminar Room

Per Hour	\$78.64	\$7.86	\$86.50	C
Up to 3 hours	\$235.45	\$23.55	\$259.00	C

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Seminar Room [continued]

1 day during Business Hours	\$313.64	\$31.36	\$345.00	C
Cancellations within 24 hours (50% of quoted fee) - per hour	\$39.09	\$3.91	\$43.00	C
Cancellations within 24 hours (50% of quoted fee) - Up to 3 hours	\$117.37	\$11.74	\$129.11	E
Cancellations within 24 hours (50% of quoted fee) - 1 Day during Business hours	\$156.90	\$15.69	\$172.59	
Cleaning Fee	\$61.82	\$6.18	\$68.00	E

Library Meeting Room 1

Free for Members - up to 3 hours

Library Members - Up to 3 Hours			FREE	
Up to 3 hours – Visitor & Business use	\$9.55	\$0.95	\$10.50	C
1 Day during Business Hours	\$69.55	\$6.95	\$76.50	C
Cancellations within 24 hours (50% of quoted fee) - Up to 3 hours	\$4.77	\$0.48	\$5.25	
Cancellations within 24 hours (50% of quoted fee) - 1 Day during Business hours	\$34.77	\$3.48	\$38.25	E

Library Meeting Room 2 (Community Room)

Community Organisations - Up to 3 Hours			FREE	
Business Users - Per Hour	\$34.55	\$3.45	\$38.00	C
Business Users - Up to 3 Hours	\$104.55	\$10.45	\$115.00	C
1 Day During Business Hours	\$139.09	\$13.91	\$153.00	C
Cancellations within 24 hours (50% of quoted fee) - per hour	\$17.27	\$1.73	\$19.00	E
Cancellations within 24 hours (50% of quoted fee) - Up to 3 hours	\$52.27	\$5.23	\$57.50	E
Cancellations within 24 hours (50% of quoted fee) - 1 Day during Business hours	\$69.55	\$6.95	\$76.50	E

Denman Library Community Room

Community Organisations - Up to 3 Hours			FREE	C
Business Users - Per Hour	\$34.55	\$3.45	\$38.00	C
Business Users - Up to 3 Hours	\$104.55	\$10.45	\$115.00	C
1 Day During Business Hours	\$139.09	\$13.91	\$153.00	C

Local Studies Room

DHB STEM Innovation Lab

NB: Business Hours are determined as between 8:30am & 5:00pm, Monday to Friday and excluding Public Holidays for a total of 8 hours.

Per Hour	\$78.64	\$7.86	\$86.50	E
Up to 3 Hours	\$235.45	\$23.55	\$259.00	E
1 Day during Business Hours	\$313.64	\$31.36	\$345.00	
Cancellations within 24 hours (50% of quoted fee) - per hour	\$39.09	\$3.91	\$43.00	E
Cancellations within 24 hours (50% of quoted fee) - Up to 3 hours	\$117.27	\$11.73	\$129.00	E
Cancellations within 24 hours (50% of quoted fee) - 1 Day during Business hours	\$156.82	\$15.68	\$172.50	

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

DHB STEM Innovation Lab [continued]

Cancellations within 24 Hours for all bookings outside of business hours	75% of quoted fee			E
Cleaning Fee	\$65.00	\$6.50	\$71.50	E
Administration Charge per Hour up to 2hrs (Monday - Friday for all hrs beyond 7pm)	\$100.00	\$10.00	\$110.00	E
Administration Charge per Hour after 2hrs (Monday - Friday for all hrs beyond 7pm)	\$136.36	\$13.64	\$150.00	E
Administration Charge per Hour up to 2hrs (Saturday)	\$100.00	\$10.00	\$110.00	E
Administration Charge per Hour after 2hrs (Saturday)	\$136.36	\$13.64	\$150.00	E
Administration Charge per Hour (Sunday & Public Holiday)	\$136.36	\$13.64	\$150.00	E

DHB Meeting Room

NB: Business Hours are determined as between 8:30am & 5:00pm, Monday to Friday and excluding Public Holidays for a total of 8 hours.

Per Hour	\$78.64	\$7.86	\$86.50	E
Up to 3 Hours	\$235.45	\$23.55	\$259.00	E
1 day during Business Hours	\$313.64	\$31.36	\$345.00	E
Cancellations within 24 Hours (50% of quoted room hire fee) - per hour	\$39.09	\$3.91	\$43.00	E
Cancellations within 24 Hours (50% of quoted room hire fee) - Up to 3 hours	\$117.27	\$11.73	\$129.00	E
Cancellations within 24 hours (50% of quoted fee) - 1 Day during Business hours	\$156.82	\$15.68	\$172.50	E
Cancellations within 24 Hours for all bookings outside of business hours	75% of quoted fee			E
Cleaning Fee	\$65.00	\$6.50	\$71.50	E
Administration Charge per Hour up to 2hrs (Monday - Friday for all hrs beyond 7pm)	\$100.00	\$10.00	\$110.00	E
Administration Charge per Hour after 2hrs (Monday - Friday for all hrs beyond 7pm)	\$136.36	\$13.64	\$150.00	E
Administration Charge per Hour up to 2hrs (Saturday)	\$100.00	\$10.00	\$110.00	E
Administration Charge per Hour after 2hrs (Saturday)	\$136.36	\$13.64	\$150.00	E
Administration Charge per Hour (Sunday & Public Holiday)	\$136.36	\$13.64	\$150.00	E

DHB Foyer

NB: Business Hours are determined as between 8:30am & 5:00pm, Monday to Friday and excluding Public Holidays for a total of 8 hours.

Per Hour	\$47.27	\$4.73	\$52.00	E
Up to 3 Hours	\$140.91	\$14.09	\$155.00	E
1 day during Business Hours	\$188.18	\$18.82	\$207.00	E
Cancellations within 24 hours (50% of quoted fee) - per hour	\$23.64	\$2.36	\$26.00	E
Cancellations within 24 hours (50% of quoted fee) - Up to 3 hours	\$70.45	\$7.05	\$77.50	
Cancellations within 24 hours (50% of quoted fee) - 1 Day during Business hours	\$94.09	\$9.41	\$103.50	E
Cancellations within 24 Hours for all bookings outside of business hours	75% of quoted fee			E
Cleaning Fee	\$65.00	\$6.50	\$71.50	E

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

DHB Foyer [continued]

Administration Charge per Hour up to 2hrs (Monday - Friday for all hrs beyond 7pm)	\$100.00	\$10.00	\$110.00	E
Administration Charge per Hour after 2hrs (Monday - Friday for all hrs beyond 7pm)	\$136.36	\$13.64	\$150.00	E
Administration Charge per Hour up to 2hrs (Saturday)	\$100.00	\$10.00	\$110.00	E
Administration Charge per Hour after 2hrs (Saturday)	\$136.36	\$13.64	\$150.00	E
Administration Charge per Hour (Sunday & Public Holiday)	\$136.36	\$13.64	\$150.00	E

DHB - Melt Equipment & Consumables

Group 1 Equipment - Facility Access	Instrument	Muswellbrook LGA inc. GST	External inc. GST	E
	Mechanical hand and power tools			
	High specification computer for CAD design	\$10 Half Day	\$20 Half Day	
	Electronics equipment	\$15 Full Day	\$30 Full Day	
	Pre & Post Fabrication Equipment			
Group 2 Equipment - Per Use Per Day	Instrument	Muswellbrook LGA inc. GST	External inc. GST	E
	Laser Cutter	\$5	\$10	
	3D Printing polymers	\$5	\$10	
	Technical Specialist discovery session (up-to 30 minutes)	\$20	\$40	
	CNC basic	\$20	\$40	
	CNC complex	\$40	\$80	
	TIG welding basic	\$20	\$40	
	TIG welding complex	\$40	\$80	
	3D metal printing	\$40	\$80	
	3D Scanning service	\$40	\$80	
Additional Costs - Specialist Service	Technical Specialist Assistance	Muswellbrook LGA inc. GST	External inc. GST	E
		\$40/hour	\$80/hour	

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

DHB - Melt Equipment & Consumables [continued]

Consumables	3D printing metal filaments, polymer filaments and any other materials will be charged per weight/volume used. *All other materials must be supplied by the user, noting that it will be at the Technical Specialists' discretion whether those materials are suitable for use in the facility.	Stainless steel filament \$1.00/gr Copper filament \$2.20/gr Nylon Carbon Fibre \$1.00/gr Basic plastics \$0.50/gr	E
Training	Muswellbrook LGA inc. GST Training fee for equipment usage	External inc. GST \$40/hour \$80/hour	E

Casual Hirer's Insurance

Insurance for Casual Hire of Council facilities	\$25.00 Including GST Casual Hirer's are responsible for the first \$1000 (excess) of any claim, in the case of any loss or damage.	E
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Private Works

Section 67 LGA 1993

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

Property - Transfer Listing

Annual Listing	\$204.00	\$0.00	\$204.00	D
Monthly Listing	\$28.50	\$0.00	\$28.50	D

Public Gates/Grid

Application – Roads Act 1993 – Div. 2 Part 9	\$399.50	\$0.00	\$399.50	E
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Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Public Gates/Grid [continued]

Inspection	\$399.50	\$0.00	\$399.50	E
2 inspections included				
Additional reinspection	\$204.00	\$0.00	\$204.00	E

Roads

Occupancy Fees - Work Zones

Work zones and temporary structures within Road Reserves

Rural Areas - per m2

First 15 weeks	\$1.30	\$0.00	\$1.30	E
15 to 30 weeks	\$1.90	\$0.00	\$1.90	E
Over 30 weeks	\$3.80	\$0.00	\$3.80	E

Residential - per m2

First 15 weeks	\$1.90	\$0.00	\$1.90	E
15 to 30 weeks	\$3.80	\$0.00	\$3.80	E
Over 30 weeks	\$7.60	\$0.00	\$7.60	E

Tourist Area and/or Industrial Area - per m2

First 15 weeks	\$3.80	\$0.00	\$3.80	E
15 to 30 weeks	\$7.60	\$0.00	\$7.60	E
Over 30 weeks	\$15.20	\$0.00	\$15.20	E

CBD - per m2

First 15 weeks	\$7.60	\$0.00	\$7.60	E
15 to 30 weeks	\$12.00	\$0.00	\$12.00	E
Over 30 weeks	\$24.70	\$0.00	\$24.70	E

Other

Fee	Subject of quote			E
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Assessment fee further to above charges

Fee	\$657.50	\$0.00	\$657.50	E
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S138 Roads Act - Road Opening Permit

Footways	\$198.00	\$0.00	\$198.00	E
Residential Driveway Crossing with Existing K & G	\$198.00	\$0.00	\$198.00	E
Residential Driveway Crossing with no Existing K & G	\$406.50	\$0.00	\$406.50	E
Rural driveway crossing	\$481.00	\$0.00	\$481.00	E
Commercial Driveway Crossing	\$481.00	\$0.00	\$481.00	E
Activities on Road Reserves	\$198.00	\$0.00	\$198.00	E
Stock on Road Reserves (grazing)	\$86.50	\$0.00	\$86.50	E

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

S138 Roads Act - Road Opening Permit [continued]

Road Restoration – (Bitumen Surface)		As per quote	E
Design by Council – Driveways or other Infrastructure		As per quote	E
Third Party Works Impacting Road Reserves		As per quote	E
Works Enabling Deed		As per quote	E

Works Enabling Deed

Major works on road reserves- for projects undertaken through development and/or where assets are transferred to Council.	As per quote, Labour cost (including on-costs) plus 10% GST	E
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Closure of a Public Road

Additional Costs: All additional costs to Council such as but not limited to Fees to NSW Land Registry Services, Valuations, Survey, Legal, Search and other fees are to be paid by the applicant.

Preliminary Investigation Fee	\$1,030.00	\$0.00	\$1,030.00	E
Roads Act 1993 Part 4 Standard 9 hours				
Processing Fee for closure	\$2,096.00	\$0.00	\$2,096.00	E
Standard 20 hours				
Additional Costs	Additional hours in excess of the maximum hours stated will be charged at \$70.00/hr (plus GST)			E
All additional costs to Council such as but not limited to Fees to NSW Land Registry Services, Valuations, Survey, Legal, Search and other fees are to be paid by the applicant.				

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/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			E
Plus administration fee	\$210.00	\$0.00	\$210.00	E
Review of route assessment	\$341.50	\$0.00	\$341.50	E
Observation if required (Additional fee apply for over 4 hours)	\$406.50	\$0.00	\$406.50	E

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

Construction cost of Kerb & Gutter per 1.m	\$394.00	\$0.00	\$394.00	E
Construction cost of Footpath per sq.m	\$343.50	\$0.00	\$343.50	E

Shows and Events - at council grounds and facilities

Events on Council grounds – Day & Night - 24 Hours	\$1,266.36	\$126.64	\$1,393.00	E
1 Day Hire				
Events on Council grounds – Day or Night - 12 Hours	\$856.36	\$85.64	\$942.00	E
Subsequent hire per day				
Refundable deposit	\$1,076.36	\$107.64	\$1,184.00	E
*Subject to condition inspection				

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Security Bonds

Traffic Management Bond Administration Fee	\$301.50	\$0.00	\$301.50	E
Security Bond - For Damage to Public Infrastructure	For occupation < 1 week, minimum \$2,000 Each For occupation > 1 week, to be quoted			E
Plant & Equipment Occupation (Standing Plant) within Road Reserve including CBD Bond	\$2,000.00	\$0.00	\$2,000.00	E
Note this is different from physical works on the road reserve				
Works on Road Reserve - Located within CBD - General Bond	\$10,540.00	\$0.00	\$10,540.00	E
This Bond is applied where works require the use of heavy plant, equipment and or scaffolding within the road reserve within the CBD				
Works within Road Reserve - Location other than CBD - General Bond	\$2,000.00	\$0.00	\$2,000.00	E
This bond may be applied where works require the use of heavy plant, equipment and or scaffolding within the road reserve outside of the CBD.				
Large events and large events within Olympic Park and Ogilvie Street Denman	\$2,108.00	\$0.00	\$2,108.00	E
This bond may be applied where a bump in and out requires the use of large vehicles/forklifts etc. and/or where there is a possibility of Council assets being damaged.				

Sporting Fees

Casual Hirer

Booking – minimum 2 hours	\$165.09	\$16.51	\$181.60	E
Field Hire – Per Day	\$384.09	\$38.41	\$422.50	C
Field Hire – Per Half-Day	\$330.00	\$33.00	\$363.00	C
Canteen Hire	\$132.27	\$13.23	\$145.50	C

Regular Users - per registered player - per season

Seniors (18 years and over)	\$42.27	\$4.23	\$46.50	C
Use of Sporting Fields, Parks & Reserves by Fitness Trainers – 12 month Licence Agreement	\$579.09	\$57.91	\$637.00	C
Extra charge for lighting if used - \$50.00				
Use of Sporting Fields, Parks & Reserves by Fitness Trainers – 6 month Licence Agreement	\$384.09	\$38.41	\$422.50	C

Aquatic Centres

Muswellbrook and Denman

Turnstile

Single Entry (all)	\$5.45	\$0.55	\$6.00	D
Five years and under (swimming)	\$2.73	\$0.27	\$3.00	D
Concession	\$4.55	\$0.45	\$5.00	D
Family Up to 2 adults and 5 Children)	\$18.18	\$1.82	\$20.00	D
Spectator Fee	\$2.73	\$0.27	\$3.00	D
Swim/Sauna/Spa (combo entry) Adult	\$11.82	\$1.18	\$13.00	E
Swim/Sauna/Spa (combo entry) Concession	\$9.09	\$0.91	\$10.00	E

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Turnstile [continued]

Shower Fee	\$2.73	\$0.27	\$3.00	E
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20 Visit Pass

Aquatic Centre (20 entries)	\$81.82	\$8.18	\$90.00	D
Aquatic Centre Concession (20 entries)	\$68.18	\$6.82	\$75.00	D
Adult Visit Spa Sauna (20 entries)	\$136.36	\$13.64	\$150.00	
Adult Visit Spa Sauna Concession (20 entries)	\$109.09	\$10.91	\$120.00	E

Year Pass

Pass Access to Both Facilities including Sauna/Spa

Adult Pass	\$381.82	\$38.18	\$420.00	D
Concession	\$340.91	\$34.09	\$375.00	D
Family	\$768.18	\$76.82	\$845.00	D
Up to 2 adults and 5 children				
Annual Direct Debit Family Swim Pass	\$40.00 incl. GST - Per Fortnight			E

6 month Pass

Adult Pass	\$236.36	\$23.64	\$260.00	D
Concession	\$200.00	\$20.00	\$220.00	D
Family	\$454.55	\$45.45	\$500.00	D

Corporate Membership

Corporate Gym Membership - Per Visit	\$9.09	\$0.91	\$10.00	E
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School Groups

School Groups (>1 hour)	\$3.64	\$0.36	\$4.00	D
Supervising staff, carers and trainers			No Charge	D
Group Booking – per child	\$10.50	\$0.00	\$10.50	E

Pool Space Hire

Hire of Pool Lane	\$30.45	\$3.05	\$33.50	D
Exclusive Hire of Indoor Pool (8 hours)	\$3,462.27	\$346.23	\$3,808.50	D
Each additional hour	\$322.73	\$32.27	\$355.00	D
Exclusive hire of Outdoor Pool (8 hours)	\$1,896.82	\$189.68	\$2,086.50	D
Each additional hour	\$322.73	\$32.27	\$355.00	D

Swimming Club

Swim Club Juniors under 18 years old

Training nights and club events	\$3.64	\$0.36	\$4.00	D
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Learn to Swim

Booked per term payable in advance – non refundable	\$18.50	\$0.00	\$18.50	D
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Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Learn to Swim [continued]

Private Lessons – 1 person per class	\$53.50	\$0.00	\$53.50	D
Booked per term, payable in advance - non refundable				

School Learn to Swim

Private Lessons

Price vary depending on the number of weeks per term.
Class times and day are determined after your application has been received

Swim Fitness

Adult – Non Member Single	\$16.82	\$1.68	\$18.50	D
Adult – Member Single	\$12.73	\$1.27	\$14.00	D
Child up to 16 years – Non Member Single	\$11.82	\$1.18	\$13.00	D
Child up to 16 years – Member Single	\$9.09	\$0.91	\$10.00	D

10 Visit Pass

Program Activities / 10 Visit Pass

Aqua Aerobics/Zumba – Member	\$95.45	\$9.55	\$105.00	E
Active Over 50s	\$63.64	\$6.36	\$70.00	E

20 Visit Pass

Adult Swim Fit – Member	\$205.00	\$20.50	\$225.50	E
Adult Swim Fit – Non Member	\$276.82	\$27.68	\$304.50	E
Child Swim Fit – Member	\$137.27	\$13.73	\$151.00	E
Child Swim Fit – Non Member	\$215.00	\$21.50	\$236.50	E

Other

Giant inflatable	\$236.36	\$23.64	\$260.00	D
Pool Room Hire – per hour	\$45.45	\$4.55	\$50.00	D
Pool Room Hire – per day	\$318.18	\$31.82	\$350.00	D

Denman Only Season Pass

Adult Pass	\$168.18	\$16.82	\$185.00	E
Concession	\$122.73	\$12.27	\$135.00	E
Family	\$309.09	\$30.91	\$340.00	

Muswellbrook Fitness Centre

Gym

Gym Joining Fee	\$40.91	\$4.09	\$45.00	
Gym single entry	\$18.18	\$1.82	\$20.00	D
Gym concession/student	\$15.00	\$1.50	\$16.50	D

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Gym - 20 Visit Pass

Gym (20 entries)	\$210.91	\$21.09	\$232.00	C
Gym Concession (20 entries)	\$162.73	\$16.27	\$179.00	C

Gym Direct Debit

This Fee is a fortnightly Direct Debit

Adult	\$29.09	\$2.91	\$32.00	D
Concession	\$27.27	\$2.73	\$30.00	D
Family	\$59.09	\$5.91	\$65.00	D

Gym & Swim Direct Debit

This Fee is a fortnightly Direct Debit

Adult	\$40.91	\$4.09	\$45.00	D
Concession	\$33.18	\$3.32	\$36.50	D
Family	\$70.00	\$7.00	\$77.00	D

Upfront 1 month Gym

Adult	\$72.73	\$7.27	\$80.00	D
Concession	\$63.64	\$6.36	\$70.00	D
Family	\$127.27	\$12.73	\$140.00	D

Upfront 1 month Gym & Swim

Adult	\$100.00	\$10.00	\$110.00	E
Concession	\$90.91	\$9.09	\$100.00	E
Family	\$145.45	\$14.55	\$160.00	E

12 months Upfront Gym

Adult	\$659.09	\$65.91	\$725.00	D
Concession	\$627.27	\$62.73	\$690.00	D
Family	\$1,363.64	\$136.36	\$1,500.00	D

12 months Upfront Gym & Swim

Adult	\$954.55	\$95.45	\$1,050.00	D
Concession	\$863.64	\$86.36	\$950.00	E
Family	\$1,545.45	\$154.55	\$1,700.00	E

Muswellbrook Shire Libraries

Borrowers

Membership			FREE	D
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Binding Documents (A4 only)

Up to 65 Sheets	\$7.27	\$0.73	\$8.00	E
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Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Binding Documents (A4 only) [continued]

Up to 120 sheets	\$9.55	\$0.95	\$10.50	E
Up to 240 sheets	\$12.73	\$1.27	\$14.00	E

Family History Search

Family History Research by Library Staff - per hour (minimum fee does not include document access fees)				E
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Holds and Reservations

Within Muswellbrook Shire Libraries			Nil	E
Inter Library Loan Requests	\$6.82	\$0.68	\$7.50	E
Inter Library Loan Requests (pensioners and school students)	\$3.18	\$0.32	\$3.50	E
Local Inter-Library Loan	\$3.18	\$0.32	\$3.50	E
ILRS Charges passed on when Library charged per request	\$32.40	\$0.00	\$32.40	E
ILRS Charges passed on for Electronic Delivery	\$19.18	\$1.92	\$21.10	E

Laminating

60 x 95mm pouch	\$1.36	\$0.14	\$1.50	E
216mm x 303mm pouch (A4)	\$2.73	\$0.27	\$3.00	E
203 x 426mm pouch (A3)	\$5.45	\$0.55	\$6.00	E

Digital Readers

Technology Hire (e-readers, tablets, Daisy readers)			FREE	n/a
Replacement Fee	\$549.09	\$54.91	\$604.00	E

Lost and Damaged Material

Processing Fee	\$8.00	\$0.00	\$8.00	E
Borrowers Card	\$2.50	\$0.00	\$2.50	E

Photocopying

B/W – A4	\$0.27	\$0.03	\$0.30	E
Colour – A4	\$0.64	\$0.06	\$0.70	E
B/W – A3	\$0.64	\$0.06	\$0.70	E
Colour – A3	\$0.91	\$0.09	\$1.00	E

Scanning

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

Waste Management Facilities

Muswellbrook Waste Management Facility, Denman Transfer Station.

Where applicable, disposal fees are inclusive of the NSW Waste & Environment Levy at the Regional Levy Area rate for the current financial year, as required by the Protection of the Environment Operations (Waste) Regulation 2014.

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Mobile Garbage Bin Fees

Collection of Wheelie Bin other than Scheduled Collection

Wheelie bins need to be placed at the kerbside by 6am for collection. If your bin is out late, you may request a special collection, the following fees apply.

Replacement of Damaged/Lost Wheelie Bin

Red Lid Bin	\$78.00	\$0.00	\$78.00	E
Yellow Lid Bin	\$95.00	\$0.00	\$95.00	E
Green Lid Bin	\$95.00	\$0.00	\$95.00	E
Reinstatement of Removed Bin Due to Contamination	\$47.50	\$0.00	\$47.50	E

Disposal Fees - Muswellbrook Waste and Recycling Facility

Mixed Waste

If you're a charitable or not for profit organisation with a valid Community Service Exemption from the NSW EPA, you can dispose of up to 10 tonnes of waste for free each month.

General solid waste (putrescible & non-putrescible)	Cost	GST	Total	E
	Gate fee	283.73	28.37	
	NSW Waste Levy	97.90	00.00	
	Total Price	381.63	28.37	
Landfill Non - Compliance charge, per load	\$272.73	\$27.27	\$300.00	E
Will be charged where tipped loads are found to contain dangerous goods, inflammable or hazardous materials the landfill is not licenced to accept, including any liquid waste.				
Outside operating hours landfill call out	\$318.18	\$31.82	\$350.00	E
Charged for call out to emergency disposal when the landfill is normally closed.				

Domestic recyclables - Muswellbrook Shire origin only

Commingled Recyclables	Household quantities of glass or plastic bottles, steel and aluminium cans, paper and cardboard, plastic containers only.				n/a
<ul style="list-style-type: none">• Plastic bottles and food containers• Glass bottles• Paper and cardboard• Aluminium cans• Steel cans					
Brown Corrugated cardboard (BCC), clean and flattened		Cost	GST	Total	E
	Gate fee	1.91	0.19	2.10	
	NSW Waste Levy	97.90	0.00	97.90	
	Total Price	99.81	0.19	\$100.00	

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Bricks & Concrete

Concrete per tonne		Cost	GST	Total	E
	Gate fee	183.73	18.37	202.10	
	NSW				
	Waste Levy	97.90	0.00	97.90	
	Total Price	281.63	18.37	\$300.00	

Green Waste

Green waste per tonne		Cost	GST	Total	E
	Gate fee	138.27	13.83	152.10	
	NSW				
	Waste Levy	97.90	0.00	97.90	
	Total Price	236.17	13.83	250.00	

Green Waste consists of branches, grass, leaves, plants, loppings, tree trunks, tree stumps and similar materials and includes any mixture of those materials.

Whitegoods

Refrigerators, freezers & air conditioners	\$45.45	\$4.55	\$50.00	E
Refrigerators, freezers & air conditioners with CFC degassing certificate	FREE if proof of CFC gas capture by an accredited service provider is supplied.			E

Scrap Metal

Scrap Metal recycling			FREE	E
Car Bodies - ID required	\$54.55	\$5.45	\$60.00	E
Tyres charged separately				

Community Recycling Centre

Household Problem Wastes - domestic quantities only			FREE	E
<ul style="list-style-type: none"> Gas bottles (including propane) Fire extinguishers Paint (water or oil based) Waste motor or cooking oil Fluorescent tubes and globes Aerosol cans Electronic items Household batteries Smoke detectors Automotive batteries 				

Tyres - off Rims

Maximum number of tyres at one time is 10 without prior approval. Loads of tyres in excess of 20 are required to be tracked in the Integrated Waste Tracking Solution.

Passenger Tyre (or smaller)	\$10.00	\$1.00	\$11.00	E
Light Truck or 4WD Tyre	\$16.36	\$1.64	\$18.00	E
Truck Tyre	\$29.09	\$2.91	\$32.00	E
Tractor Tyre	\$57.27	\$5.73	\$63.00	E

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Tyres - off Rims [continued]

Earthmoving Tyre	\$181.82	\$18.18	\$200.00	E
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Tyres - on Rims

Passenger Tyre (or smaller)	\$19.09	\$1.91	\$21.00	E
Light Truck or 4WD Tyre	\$24.09	\$2.41	\$26.50	E
Truck Tyre	\$47.73	\$4.77	\$52.50	E

Excavated Natural Material (Clean Soil)

Clean soil, per tonne or part thereof	Cost	GST	Total	E
	Gate fee	20.09	2.01	
	NSW Waste Levy	97.90	0.00	
			97.90	
	Total Price	117.99	2.01	
			120.00	

Virgin excavated natural materials means natural (such as clay, gravel, sand, soil or rock fines) that has been excavated or quarried from areas that are not contaminated with manufactured chemicals, or with process residues, as a result of industrial, commercial, mining or agricultural activities and that does not contain sulfidic ores or soils, or any other waste, and, includes excavated natural material as may be approved from time to time by a notice published in the *NSW Government Gazette*.

Material must be supported by all documentation required under the relevant EPA exemption, and disposal is by prior arrangement and Manager approval only.

Timber, Timber Pallets

Treated timber – contaminated, painted or mixed with other materials (per tonne)	Cost	GST	Total	E
	Gate fee	283.73	28.37	
	NSW Waste Levy	97.90	0.00	
			97.90	
	Total Price	381.63	28.37	
			410.00	
Clean Wood Waste	Cost	GST	Total	E
	Gate fee	138.27	13.83	
	NSW Waste Levy	97.90	0.00	
			97.90	
	Total Price	236.17	13.83	
			\$250.00	

Wood Waste means timber offcuts, wooden crates, wooden packaging, wooden pallets, wood shavings and similar materials, and includes any mixture of those materials but does not include wood treated with chemicals such as copper chrome arsenate (CCA), high temperature creosote (HTC), pigmented emulsified creosote (PEC) and light organic solvent preservative (LOSP).

Dead Animals (RSPCA Exempt)

Dog/Cat	Cost	GST	Total	E
	Gate fee	21.94	2.19	
	NSW Waste Levy	5.87	0.00	
			5.87	
	Total Price	27.81	2.19	
			30.00	

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Dead Animals (RSPCA Exempt) [continued]

Sheep/Goat		Cost	GST	Total	E
	Gate fee	44.66	4.47	49.13	
	NSW Waste Levy	5.87	0.00	5.87	
	Total Price	50.53	4.47	55.00	
Horse/Cattle (by prior arrangement)		Cost	GST	Total	E
	Gate fee	100.57	10.06	110.63	
	NSW Waste Levy	29.37	0.00	29.37	
	Total Price	129.94	10.06	140.00	
Booking required 24hrs notice					
Native Animals	FREE				n/a

Asbestos

Asbestos wrapped and labelled – per tonne, booking required		Cost	GST	Total	E
	Gate fee	183.73	18.37	202.10	
	NSW Waste Levy	97.90	0.00	97.90	
	Total Price	281.63	18.37	300.00	
	<p>Abestos means the fibrous form of those minerals silicates tha belong to the serpentine or amphibole groups of rock-forming minerals, including actinolite (brown asbestos), anthophyllite, chrysotile (white asbestos), crocidolite (blue asbestos) and tremolite. Asbestos waste means any waste that contains asbestos.</p> <p>https://www.epa.nsw.gov.au/-/media/epa/corporate-site/resources/waste/23p4464-asbestos-and-waste-tyres-guidelines.pdf</p> <p>Asbestos must be pre-booked and if over 100kgs must be tracked through the Intregrated Waste Tracking Solution.</p>				
Asbestos burial per tonne (loads over 1 tonne, once per day)	\$227.27	\$22.73	\$250.00	E	

Mattress Recycling

Mattress or base, per each item	Cost	GST	Total	E
	Gate fee	38.30	3.83	
	NSW Waste Levy	5.87	0.00	
			5.87	
	Total Price	44.17	3.83	

Products & Services

Issue of Weighbridge Certificate

Vehicles up to and including 3 Tonne	\$30.00	\$3.00	\$33.00	E
Each Tonne over 3 Tonne	\$3.00	\$0.30	\$3.30	E

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Recovered Goods

Reuse Shop items	Prices as marked	E
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Garden Products

Processed garden organics - pasteurised mulch	\$45.00	\$4.50	\$49.50	E
Pasteurised Mulch is recycled garden organics which have been processed to achieve pasteurisation.				
Processed clean timber - woodchip mulch	\$112.73	\$11.27	\$124.00	E
Woodchip Mulch is clean timber waste shredded into woodchips.				

Disposal Fees - Denman Transfer Station (Domestic Waste Only)

Domestic Mixed Waste

Cars, Station Wagons and wheelie bins	Cost	GST	Total	E
	Gate fee	11.93	1.19	
	NSW Waste Levy	5.87	0.00	
	Total Price	17.80	1.19	
			19.00	
Vans, utilities, trailers	Cost	GST	Total	E
	Gate fee	39.21	3.92	
	NSW Waste Levy	29.37	0.00	
	Total Price	68.58	3.92	
			72.50	

Domestic Recyclable Materials - Muswellbrook Shire origin only

Commingled Recyclables - domestic quantities only	FREE	n/a
<ul style="list-style-type: none"> Plastic bottles and food containers Glass bottles Paper and cardboard Aluminium cans Steel cans 		

Domestic Green Waste

Cars, Station Wagons and wheelie bins	Cost	GST	Total	E
	Gate fee	9.66	0.97	
	NSW Waste Levy	5.87	0.00	
	Total Price	15.53	0.97	
			16.50	
Vans, utilities, trailers	Cost	GST	Total	E
	Gate fee	32.39	3.24	
	NSW Waste Levy	29.37	0.00	
	Total Price	61.76	3.24	
			\$65.00	

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Whitegoods

Refrigerators, freezers and air conditioners	\$45.45	\$4.55	\$50.00	E
Refrigerators, freezers and air conditioners with CFC degassing certificate	FREE if proof of CFC gas capture by an accredited service provider is supplied.			E

Scrap Metal

Scrap Metal, domestic quantities only			FREE	E
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Waste Oil

Domestic quantities only			FREE	E
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E-Waste

Domestic quantities only			FREE	E
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Tyres - off Rims

Denman - limit of 5 per transaction

Passenger Tyre (or smaller)	\$10.00	\$1.00	\$11.00	E
Light Truck or 4WD Tyre	\$16.36	\$1.64	\$18.00	E

Tyres - on Rims

Denman - limit of 5 per transaction

Passenger Tyre (or smaller)	\$19.09	\$1.91	\$21.00	E
Light Truck or 4WD Tyre	\$24.09	\$2.41	\$26.50	E

Water and Sewer Fees and Charges

Water Connection Fees

New Services (no existing service pipe)

New services (no existing service pipe)			Commercial Rate	E
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New Services (connect to existing service pipe)

20mm water meter complete with dual check valve	\$446.50	\$0.00	\$446.50	E
25mm water meter complete with dual check valve	\$673.00	\$0.00	\$673.00	E
Rural Water Connection (Conditions Apply)			Commercial Rate	E

Other Services

Disconnection of Water Meter at Service (service capped)	\$301.00	\$0.00	\$301.00	E
Disconnection of Water Service at Main	\$1,158.50	\$0.00	\$1,158.50	E

Reconnection (following disconnection) normal working hours

Reconnection of Water Meter at Service (following disconnection)	\$402.00	\$0.00	\$402.00	E
Removal of water restriction device on water meters	\$212.00	\$0.00	\$212.00	E

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Backflow Prevention

Backflow prevention devices on existing commercial/industrial services

Water Meter Testing

Local Government (General) Regulation 2005. Section 158

Special Reading Fee	\$115.00	\$0.00	\$115.00	E
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Test Fee

If meter not reading correctly - Test fee is refundable.

Test Fee – 20, 25 and 32mm service @ 4 Flow Rates	\$556.00	\$0.00	\$556.00	E
Test Fee – 20, 25 and 32mm service @ 6 Flow Rates	\$585.00	\$0.00	\$585.00	E
Test Fee – 40mm service @ 4 Flow Rates	\$643.50	\$0.00	\$643.50	E
Test Fee – 40mm service @ 6 Flow Rates	\$673.00	\$0.00	\$673.00	E
Test Fee – 50mm and greater	Commercial Rate			E

Transfer location at owners request

Includes raising service

Transfer location at owners request (includes raising service) – Residential/Industrial/Commercial	Commercial Rate			E
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Water Flow/Pressure Investigation

Fire Flow Investigation	\$690.50	\$0.00	\$690.50	E
Testing Max/Min Pressure supplied (at property service line only)	\$393.00	\$0.00	\$393.00	E

Water Sales

Tanker Sales (per kilolitre)

Muswellbrook	\$4.50	\$0.00	\$4.50	E
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Hire of Metered Hydrant

Security Deposit (refundable subject to payment of outstanding charges)	\$2,179.00	\$0.00	\$2,179.00	E
Hire charge (per month or part thereof)	\$86.36	\$8.64	\$95.00	E
Water Consumption	\$6.00	\$0.00	\$6.00	E

Bulk Water Filling Stations

Muswellbrook and Denman - not available at Sandy Hollow

Filling Stations (Muswellbrook and Denman only)	\$3.89 per kilolitre			E
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Water Management Act Approval

Application for Notice of Requirement for single dwelling & dual occupancy	\$156.50	\$0.00	\$156.50	E
Application for Compliance Certificate for single dwelling & dual occupancy	\$156.50	\$0.00	\$156.50	E

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Water Management Act Approval [continued]

Application for Notice of Requirement for all other developments	\$376.50	\$0.00	\$376.50	E
Application for Compliance Certificate for all other developments	\$376.50	\$0.00	\$376.50	E
Inspection of Works (determined in Notice of Requirement) per inspection	\$247.50	\$0.00	\$247.50	E

Sewerage Fees

Provision of New Sewer Junction

Provision of new sewer junction	Commercial Rate	E
Sewer Extension (Commercial)	Commercial Rate	E
Raising/Lowering Manhole (new development)	Commercial Rate	E
(No fee for raising manholes associated with residential landscaping work less than 500mm - commercial rates apply above 500mm)		

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)	\$9,317.00	\$0.00	\$9,317.00	E
Sewer Headworks – all areas (per ET – equivalent tenement)	\$7,233.50	\$0.00	\$7,233.50	E

Trade Waste Applications

See Environmental Services - Trade Waste Applications

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	1.29 fee unit	A
\$5,001 – \$50,000	1.98 fee unit plus an additional \$3 for each \$1,000 (or part of \$1,000) of the estimated cost	A
\$50,001 – \$250,000	4.12 fee unit plus an additional \$3.64 for each \$1,000 (or part of \$1,000) of the estimated cost over \$50,000	A

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

General Fees [continued]

\$250,001 – \$500,000	13.56 fee unit plus an additional \$2.34 for each \$1,000 (or part of \$1,000) of the estimated cost exceeds \$250,000	A
\$500,001 – \$1,000,000	20.41 fee unit plus an additional \$1.64 for each \$1,000 (or part of \$1,000) of the estimated cost exceeds \$500,000	A
\$1,000,001 – \$10,000,000	30.58 fee unit plus an additional \$1.44 for each \$1,000 (or part of \$1,000) of the estimated cost exceeds \$1,000,000	A
More than \$10,000,000	185.65 fee unit plus an additional \$1.19 for each \$1,000 (or part of \$1,000) of the estimated cost exceeds \$10,000,000	A
Development involving the erection of a dwelling-house with an estimated construction cost of \$100,000 or less	5.32 fee unit	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	3.33 fee unit	A

DA Subdivision Fees

No new Roads plus \$ per additional lot	3.86 fee unit plus \$53 per additional lot	A
New Roads plus \$ per additional lot	7.77 fee unit plus \$65 per additional lot	A
Strata plus \$ per additional lot	3.86 fee unit plus \$65 per additional lot	A

Designated Developments (in addition to fees above)

Fee	10.76 fee unit	A
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Prelodgement Meeting

Fee	\$335.36	\$33.54	\$368.90	E
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Construction Certificate

Class 10b excluding swimming pools per Certificate	\$670.72	\$67.07	\$737.80	E
Swimming Pools < 40kL per application	\$718.64	\$71.86	\$790.50	E
Swimming Pools > 40KL per application	\$814.46	\$81.45	\$895.90	E
Class 10(a) Buildings < 100 m2	\$814.46	\$81.45	\$895.90	E
Class 10(a) Buildings > 100 m2	\$862.36	\$86.24	\$948.60	E
Class 1 Buildings < 200 m2	\$1,533.09	\$153.31	\$1,686.40	E
Class 1 buildings 200-400 m2	\$1,724.72	\$172.47	\$1,897.20	E
Class 1 Buildings > 400 m2 or any dual occupancy or multi-dwelling development	\$1,916.36	\$191.64	\$2,108.00	E
Class 2-9 Buildings < 500 m2	\$2,395.46	\$239.55	\$2,635.00	E
Class 2-9 Buildings > 2000 m2 or rise in stories > 2			As per quote	E
Class 2-9 Buildings 500-2000 m2	\$2,874.54	\$287.45	\$3,162.00	E
Any class of building where a performance solution is proposed			As per quote	E

Other Construction Certificates

Subdivision/Roads and Drainage

Stormwater Drainage /m	\$8.18	\$0.82	\$9.00	E
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Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Subdivision/Roads and Drainage [continued]

Roads per lane /m	\$6.73	\$0.67	\$7.40	E
Special Infrastructure (eg Roundabouts, Detention Basin or Bridge etc)	Quotation			E
OR Full cost recovery for service in addition to above fee where referred to external party for determination	Full Cost Recovery			E

Modification of Construction Certificate

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

Subdivision - Resubmission

Resubmission of Construction Certificate for Subdivision Roads and Drainage (following previous refusal) – with amendments	25% original fee			E
Resubmission of Construction Certificate of Subdivision Roads and Drainage - with amendments	50% original fee			E

Other

The fee payable for the lodgement of a certificate on the planning portal	0.40 fee unit			A
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Occupation Certificate

Registration of certificate on planning portal.	\$40.00	\$0.00	\$40.00	A
Occupation Certificate (Class 10a buildings)	\$114.98	\$11.50	\$126.48	E
Occupation Certificate (Class 1a Buildings)	\$172.48	\$17.25	\$189.72	E
Occupation Certificate (Class 2-9 buildings including change of use)	\$227.27	\$22.73	\$250.00	E

Complying Development Fee

General Fees

Pre-lodgement fee for CDC (where a proposal cannot be complying development, this fee will be deducted from the cost of a construction certificate application lodged with Council)	\$383.28	\$38.33	\$421.60	E
Class 10b excluding swimming pools	\$814.46	\$81.45	\$895.90	E
Swimming Pools > 40kL	\$863.64	\$86.36	\$950.00	E
Swimming Pools > 40kL	\$1,005.91	\$100.59	\$1,106.50	E
Class 10(a) Buildings < 100 m2	\$1,149.82	\$114.98	\$1,264.80	E
Class 10(a) Buildings > 100 m2	\$1,197.72	\$119.77	\$1,317.50	E
Class 1 Buildings < 200 m2	\$2,395.46	\$239.55	\$2,635.00	E
Class 1 Buildings 200-400 m2	\$2,587.09	\$258.71	\$2,845.80	E

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

General Fees [continued]

Class 1 Buildings > 400 m2 or any dual occupancy or multi-dwelling development	\$2,874.54	\$287.45	\$3,162.00	E
Class 2-9 Buildings < 500 m2	\$3,353.64	\$335.36	\$3,689.00	E
Class 2-9 Buildings 500-2000 m2	\$3,832.72	\$383.27	\$4,216.00	E
Class 2-9 Buildings > 2000 m2 or rise in stories > 2			As per quote	E
Any class of building where a performance solution is proposed			As per quote	E
OR Full cost recovery for service in addition to above fee where referred to external party for determination			Full Cost Recovery	E

Modification of Complying Development Certificate Application

Other Modification of Application (prior to determination)	50% original fee	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	E
* to be considered minor a maximum of 3 elements for the works may be amended		
Other Modification (post determination)	75% original fee	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	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	E
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Other

Registration of Complying Development Certificate on planning portal	0.36 fee unit	A
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Compliance Inspections (Construction Stages)

Cost Per Inspection (or re-inspection)	\$191.82	\$19.18	\$211.00	E
Subdivision or Civil Infrastructure for Council ownership – For number of Inspection at \$155 per inspection			Quotation	E
Based on Inspection Test Plan (ITP) for subdivision .	\$191.82	\$19.18	\$211.00	E

Planning Reform Fund Fee

Section 256A of the Environmental Planning and Assessment Regulation 2000

Section 266 of the Environmental Planning and Assessment Reg 2021	64c/\$1,000 minus \$5 (only applies to development over \$50,000)	A
Component of DA fee where cost of development is greater than \$50,000		

Integrated Development and Concurrence Fee

Section 252A & 253 of the Environmental Planning and Assessment Regulation 2000

Council processing fee (for each integrated referral required)	1.64 fee unit	A
Applications requiring concurrence (not assumed concurrence)	1.64 fee unit	A
Application referred to Design Review Panel	35.08 fee unit	A

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Integrated Development and Concurrence Fee [continued]

Payable direct to each approval or concurrence body	3.74 fee unit	A
Cheque to be made out to concurrence authority		

Long Service Levy

Payable prior to release of Construction Certificate

Long Service Levy (Payable prior to release of Construction Certificate)	0.25% of Cost of Development for building works over \$250,000 in value	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	\$3,858.50	\$0.00	\$3,858.50	E
Category 2 – land area affected by PP is 1000sqm to 5 ha	\$6,431.00	\$0.00	\$6,431.00	E
Category 3 – land area affected by PP is over 5 ha	\$7,717.50	\$0.00	\$7,717.50	E

Stage 2: Gateway Determination

Category 1 – enabling clause (change to LEP text only) or land area affected by PP is less than 1000sqm	\$5,145.50	\$0.00	\$5,145.50	E
Category 2 – land area affected by PP is 1000sqm to 5 ha	\$6,431.00	\$0.00	\$6,431.00	E
Category 3 – land area affected by PP is over 5 ha	\$12,862.50	\$0.00	\$12,862.50	E

Other

Specialist studies required by Gateway Determination			At Cost	E
PP reconsideration or amendment fee – applicant request for reconsideration or for amendment of PP at any time	\$2,572.50	\$0.00	\$2,572.50	E
Public hearing	\$2,572.50	\$0.00	\$2,572.50	E

Variation to Development Consent

Section 4.55 (1) Modification

Correction of a minor error, misdescription or miscalculation	0.83 fee unit	A
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Section 4.55 (1a) Modification

Minimal environmental impact (including Section 4.56)	Lesser of 7.54 fee unit or 50% original DA fee	A
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The maximum fee for an application under Section 4.55 (1A) of the Act, or under Section 4.56 (1) of the Act in respect of a modification which, in the opinion of the consent authority, is of minimal environmental impact is 7.54 fee unit or 50% of the fee of the original DA, whichever is lesser.

Section 4.55 (2) - other modifications

If the DA involved no building work	50% of DA Fee	A
if the original fee was less than \$100	50% of DA Fee	A
if the original application was for a dwelling house <\$100,000	2.22 fee units	A

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

If the original estimated cost of the development was:

Up to \$5,000	0.64 fee unit	A
\$5,001 – \$250,000	0.99 fee units plus an additional \$1.50 for each \$1,000 (or part of \$1,000) by which estimated cost exceeds \$5000	A
\$250,001 – \$500,000	5.85 fee units plus an additional \$0.85 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$250,000	A
\$500,001 – \$1,000,000	8.33 fee units plus an additional \$0.50 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$500,000	A
\$1,000,001 – \$10,000,000	11.54 fee units plus an additional \$0.40 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000	A
More than \$10,000,000	55.40 fee units plus an additional \$0.27 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000	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	A
DA involves erection of dwelling < \$100,000	2.22 fee unit	A

If the original estimated cost on the DA was:

Up to \$5,000	0.64 fee unit	A
\$5,001 – \$250,000	1.00 fee unit plus an additional \$1.50 for each \$1,000 (or part of \$1,000) of the original estimated cost	A
\$250,000 – \$500,000	5.85 fee units plus an additional \$0.85 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$250,00	A
\$500,001 – \$1,000,000	8.33 fee units plus an additional \$0.50 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$500,00	A
\$1,000,001 – \$10,000,000	11.54 fee units plus an additional \$0.40 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000	A
More than \$10,000,001	55.40 fee units plus an additional \$0.40 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000	A

Advertising Fees

Notification Fee - Development Applications and Modifications to Development Consents (letters to neighbours and newspaper publication)

Giving Notice - Other

Integrated (advertised) development	12.92 fee unit	A
Clause 252 of EP&A Regulation 2000 - applies only to specific heritage, water and environmental DA's (full advertisement in paper)		
Prohibited Development	12.92 fee unit	A

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Giving Notice - Other [continued]

Designated development			25.96 fee unit	A
Clause 252 of EP&A Regulation 2000 (full advertisement in paper)				
Community Participation Plan requires notice to be given (Type B development)	\$101.18	\$0.00	\$101.18	E
Community Participation Plant requires notice to be given (Type C development)	\$316.20	\$0.00	\$316.20	E
Modification Application requiring Notice	\$101.18	\$0.00	\$101.18	
Notification of Planning Agreement	\$316.20	\$0.00	\$316.20	A
Notification of Complying Development Certificate (in addition to application fees)	\$101.00	\$0.00	\$101.00	E
Section 85A (11) of the EP&A Regulation (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 Environmental Planning & Assessment Act or Strata Titles Act

Subdivision of land (per lot)	\$70.00	\$0.00	\$70.00	A
Includes boundary adjustments				
Strata (per lot)	\$70.00	\$0.00	\$70.00	A
Consolidation to provide one (1) lot	\$70.00	\$0.00	\$70.00	A
Plan checking fee for works as executed (per lot)	\$243.00	\$0.00	\$243.00	E
Administration fee for legal documents requiring execution by Council	\$263.50	\$0.00	\$263.50	E
Registration of Subdivision Certificate issued by private certifier	\$36.00	\$0.00	\$36.00	A

Naming of New Roads

Associated with subdivisions	\$420.50	\$0.00	\$420.50	E
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Water and Sewerage Connection Fees

See under heading "WATER AND SEWER FEES AND CHARGES"

Planning Certificates

Certificate Section 10.7 (2) per allotment (approx 5 day turnaround)			0.62 fee unit	A
Urgency Fee for Section 10.7 (2) in addition to above (approx 2 day turnaround)	\$100.00	\$0.00	\$100.00	E
Certificate Section 10.7 (5) in addition to 10.7 (2)			0.94 fee unit	A
Certificate of Outstanding Notices (Section 735(a) of the Local Government Act and Schedule 5 of the Environmental Planning and Assessment Act)	\$120.00	\$0.00	\$120.00	A

Sewer Drainage Plan

No charge for owners or contractors

Cost per plan			0.62 fee unit	E
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Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Building Certificates

Building Certificate	\$250.00	\$0.00	\$250.00	A
Building Certificate not exceeding 200 Sq.M.	\$250.00	\$0.00	\$250.00	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			A
Building Certificate exceeding 2,000 Sq.M.	\$1,165 plus additional \$0.075 per Sq.M. for each Sq.M. over 2000			A
Reinspection Fee	\$90.00	\$0.00	\$90.00	A
Copy of a building certificate	\$13.00	\$0.00	\$13.00	A

Fire Safety

Approval to Burn Administration Fee	\$15.00	\$0.00	\$15.00	E
Fire Safety Inspection – Owner requested	\$260 per hour (minimum 1 hour)			E
Reinspection fee (Only applies if outstanding work has not been completed)	\$191.82	\$19.18	\$211.00	E

Shows and Events

Temporary Event - Food Preparation and Sales Application	\$100.00	\$0.00	\$100.00	E
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Request for Property Information

Fee for service responding to enquiries requiring search of records, analysis of information and/or a written response – Dwelling Permissibility	\$263.50	\$0.00	\$263.50	E
Fee for service responding to enquiries requiring search of records, analysis of information and/or a written response – Flood Levels and associated flooding information	\$263.50	\$0.00	\$263.50	E
Fee for service responding to enquiries requiring search of records, analysis of information and/or a written response	\$250.00	\$0.00	\$250.00	E
Fee for certified copy of plan	0.62 fee unit			E
Fee for retrieval of historical records	\$126.48	\$0.00	\$126.48	E

Planning Portal Record Processing Fee (hard copy or digital records)

Less than 25 pages	\$25.00	\$0.00	\$25.00	E
25 to 50 pages	\$50.00	\$0.00	\$50.00	E
Over 50 pages	Not Accepted			

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	\$263.50	\$0.00	\$263.50	E
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Environmental Products

Compost Bins	\$61.36	\$6.14	\$67.50	D
Worm Farms	\$105.00	\$10.50	\$115.50	D

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Rural Addressing

Supply of Rural Addressing Plates- per number (includes one inspection)	\$180.91	\$18.09	\$199.00	E
Replacement or additional plates (same number)	\$59.09	\$5.91	\$65.00	E
Reinspection Fee	\$180.91	\$18.09	\$199.00	E

Swimming Pool Certificates

Inspection and issue

Certificate of Compliance under Swimming Pools Act (including one inspection)	\$136.36	\$13.64	\$150.00	A
Re-inspection fee	\$90.91	\$9.09	\$100.00	A
Enter pool details into NSW Swimming Pool Register	\$9.09	\$0.91	\$10.00	A
Application for exemption	\$250.00	\$0.00	\$250.00	E

Environmental Health Inspections

Maintaining register and reporting to Govt. agencies and inspections

Registration or update of details of business under the Public Health Act or Food Act (excluding caravan parks and water carters)	\$0.00	\$0.00	\$0.00	
Underground Petroleum Storage Systems	\$173.00	\$0.00	\$173.00	A
Fees prescribed by the State - POEO Act			PRESCRIBED	A

Food Act

Annual Administration & Inspection Fee for Food Premises including fixed premises, mobile vending vehicles, home based businesses

Note: Definitions shown below fees

Annual Administration P3 Premises as classified in Food Authority (low risk)	\$180.00	\$0.00	\$180.00	E
Annual Administration P1 & P2 Premises as classified in Food Authority Guideline (Medium to High Risk) – Premises with 5 or less FTE staff	\$300.00	\$0.00	\$300.00	E
Annual Administration P1 & P2 Premises as classified in Food Authority Guideline (Medium to High Risk) – More than 5 but not more than 50 FTE staff	\$400.00	\$0.00	\$400.00	E
Annual Administration P1 & P2 Premises as classified in Food Authority Guideline (Medium to High Risk) – Premises with more than 50 FTE staff	\$800.00	\$0.00	\$800.00	E

Definition: Low risk, P3 businesses sell only foods that are non-potentially hazardous and pre packaged ie newsagents, confectionary stores, bottle shops

Definition: Medium P2 and High P1 risk businesses handle foods that support the growth of pathogenic micro-organisms and have the potential to cause illness ie cafes, takeaways, bistros

High Risk businesses are further characterised by risk increasing factors such as providing to vulnerable populations ie child care centres, or have a history of non-compliance with the Food Act and associated legislation

Note: Number of food handlers x hours each spends handling food per week divided by 38 hours = FTE
Eg 3 food handlers x 13 hours = 39 hours divided by 38 = approx. 1 FTE food handler

Inspection Fee (including fixed premises, mobile vending vehicles, home based, temporary stalls)	\$199.00	\$0.00	\$199.00	E
Re-inspection Fees following non-compliant inspection – unsatisfactory re-inspection	\$199.00	\$0.00	\$199.00	

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Food Act [continued]

Fees prescribed by the State - Food Act			PRESCRIBED	A
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Public Health Act

Fees prescribed by the State - Public Health Act			PRESCRIBED	n/a
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Skin Penetration Premises

Such as Hairdressers and Barbers, Beauty and Nail Salons and Tattoo and Piercing Parlours

Inspection fee	\$199.00	\$0.00	\$199.00	E
Re-inspection fees following non-compliance – unsatisfactory re-inspection	\$199.00	\$0.00	\$199.00	E

Regulated Premises, Public Swimming Pool and Spa Inspections (water quality)

Inspection	\$199.00	\$0.00	\$199.00	E
Reinspection following non-compliance – unsatisfactory reinspection	\$199.00	\$0.00	\$199.00	E
Water Analysis Samples			At Cost	E

Boarding Houses

Inspection fee (as per Boarding Houses Act 2012)	\$199.00	\$0.00	\$199.00	E
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Section 68 of the LOCAL GOVERNMENT ACT

Install manufactured home, moveable dwelling (includes inspections) outside of an approved caravan park or manufactured home estate	\$1,265.00	\$0.00	\$1,265.00	E
Install manufactured home, moveable dwelling on an approved dwelling site within a caravan park, manufactured home estate etc; (includes inspections)	\$822.00	\$0.00	\$822.00	E
Install Oil or Solid Fuel Heating Appliance (includes inspections)	\$393.50	\$0.00	\$393.50	E
Use of Community Land (engaging in trade or business busking etc)	\$393.50	\$0.00	\$393.50	E
Swing or hoist goods over road	\$393.50	\$0.00	\$393.50	E
Water Supply, sewerage and stormwater drainage work	\$199.50	\$0.00	\$199.50	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	E
General approvals / application not specifically mentioned elsewhere	\$393.50	\$0.00	\$393.50	E

Approval To Burn

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

Water Carters

Inspection	\$199.00	\$0.00	\$199.00	E
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Caravan Parks

Application to Operate a Caravan Park or camping ground	\$393.50	\$0.00	\$393.50	E
Inspection Fee	\$263.50	\$0.00	\$263.50	E

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

On-site Sewage Management

Application Charges

Install & Construct On-site Sewage Management System (includes inspection and approval to operate)	\$500.00	\$0.00	\$500.00	E
Install & Construct On-site Sewage Management System: Commercial Systems – Greater than 5000L/day (includes inspection and approval to operate)	\$885.50	\$0.00	\$885.50	E

Modify On-site Sewage Management System

Domestic Systems – System and Disposal Area	\$426.00	\$0.00	\$426.00	E
Domestic Systems – System only	\$180.00	\$0.00	\$180.00	E
Domestic Systems – Disposal Area only	\$220.00	\$0.00	\$220.00	D
Modify Approval to install prior to any works commencing – no inspections necessary	\$130.50	\$0.00	\$130.50	E
Commercial Systems – System and Disposal Area	\$694.50	\$0.00	\$694.50	E
Commercial Systems – System only	\$322.00	\$0.00	\$322.00	E
Commercial Systems – Disposal Area only	\$386.50	\$0.00	\$386.50	E

Approval to Operate

Invoiced in July per year for 5 yearly approval to operate			56.00/year	E
ATO Inspection			No Charge	n/a

Inspection of On-site Sewage Management

Any inspection not related to routine ATO inspection (per system)	\$211.00	\$0.00	\$211.00	E
Re-inspection	\$211.00	\$0.00	\$211.00	E

Use of Footpaths and Road Reserves

Annual Permit Fee	\$142.50	\$0.00	\$142.50	E
A Frame Signage	\$96.50	\$0.00	\$96.50	E
Outdoor Seating (occupied area subject of permit)	\$16.50	\$0.00	\$16.50	E
Display of Goods (occupied area subject of permit)	\$16.50	\$0.00	\$16.50	E

Approvals Under Section 125 Roads Act

New Footway Dining application	\$393.50	\$0.00	\$393.50	E
Application for renewal (lodged prior to expiry of existing approval)	\$206.50	\$0.00	\$206.50	E

Approvals Under Section 138 Roads Act

See under heading "ROADS"

Trade Waste Fees

Trade Waste Applications

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

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Liquid Trade Waste Applications

Applications

Approval to Discharge Liquid Trade Waste (Classification A)	\$448.00	\$0.00	\$448.00	E
Approval to Discharge Liquid Trade Waste (Classification B & C)	\$1,062.00	\$0.00	\$1,062.00	E
Approval to Discharge Liquid Trade Waste (Classification S)	\$1,108.50	\$0.00	\$1,108.50	E
Extend or renew an approval with no change in conditions	\$381.50	\$0.00	\$381.50	E
Transfer an approval to a new discharger with the same conditions at the same premises	\$163.00	\$0.00	\$163.00	

Annual Trade Waste Fee (annual inspections)

Category 1 Discharger	\$154.50	\$0.00	\$154.50	E
Category 2 Discharger	\$240.50	\$0.00	\$240.50	E
Category 3 Discharger	\$807.00	\$0.00	\$807.00	E
Re-Inspection Fee	\$221.00	\$0.00	\$221.00	E

Trade Waste Usage Charge

Applied with Trade Waste Discharge Factor

Category 1 Discharger without appropriate pre-treatment (\$/kL) (non compliant)	\$1.80	\$0.00	\$1.80	E
Category 2 Discharger with appropriate pre-treatment (\$/kL)	\$1.80	\$0.00	\$1.80	E
Category 2 Discharger without appropriate pre-treatment (\$/kL) (non compliant)	\$22.50	\$0.00	\$22.50	E
Annual food waste disposal charge – (\$/beds)	\$39.50	\$0.00	\$39.50	E
Portable toilet waste (\$/kL)	\$20.50	\$0.00	\$20.50	E
Septic Waste (\$/kL) (Within LGA)	\$8.00	\$0.00	\$8.00	E
Septic Waste (\$/kL) (Outside LGA)	\$21.60	\$0.00	\$21.60	E
Attendance at site to carry out approval (\$/hr)	\$140.00	\$0.00	\$140.00	E

Excess Mass Charges for Category 3 Discharges - per kg

Refer to equation 1 in section 4.7.7 of the Policy

Aluminium	\$0.90	\$0.00	\$0.90	E
Ammonia (as N)	\$2.70	\$0.00	\$2.70	E
Arsenic	\$89.50	\$0.00	\$89.50	E
Barium	\$44.50	\$0.00	\$44.50	E
Biochemical Oxygen Demand (BOD) up to 600 mg/L)	\$0.80	\$0.00	\$0.80	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	\$0.90	\$0.00	\$0.90	E
Bromine	\$17.50	\$0.00	\$17.50	E
Cadmium	\$409.00	\$0.00	\$409.00	E
Chloride			No Charge	E
Chlorinated Hydrocarbons	\$44.50	\$0.00	\$44.50	E
Chlorinated Phenolics	\$1,785.00	\$0.00	\$1,785.00	E
Chlorine	\$1.80	\$0.00	\$1.80	E
Chromium	\$30.00	\$0.00	\$30.00	E

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

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

Cobalt	\$18.00	\$0.00	\$18.00	E
Copper	\$18.00	\$0.00	\$18.00	E
Cyanide	\$89.00	\$0.00	\$89.00	E
Fluoride	\$4.50	\$0.00	\$4.50	E
Formaldehyde	\$1.80	\$0.00	\$1.80	E
Oil and Grease (Total O and G)	\$1.60	\$0.00	\$1.60	E
Herbicides/Defoliants	\$892.50	\$0.00	\$892.50	E
Iron	\$1.80	\$0.00	\$1.80	E
Lead	\$44.50	\$0.00	\$44.50	E
Lithium	\$9.00	\$0.00	\$9.00	E
Manganese	\$9.00	\$0.00	\$9.00	E
Mercaptans	\$89.20	\$0.00	\$89.20	E
Mercury	\$2,975.00	\$0.00	\$2,975.00	E
Methylene Blue Active Substances (MBAS)	\$0.90	\$0.00	\$0.90	E
Molybdenum	\$0.90	\$0.00	\$0.90	E
Nickel	\$30.00	\$0.00	\$30.00	E
Nitrogen (as TKN – Total Kjeldahl Nitrogen)	\$0.20	\$0.00	\$0.20	E
Organoarsenic Compounds	\$892.50	\$0.00	\$892.50	E
Pesticides General (excludes organochlorines and organophosphates)	\$892.50	\$0.00	\$892.50	E
Petroleum Hydrocarbons (non-flammable)	\$3.00	\$0.00	\$3.00	E
Phenolic Compounds (non-chlorinated)	\$9.00	\$0.00	\$9.00	E
Phosphorous (Total P)	\$1.80	\$0.00	\$1.80	E
Polynuclear Aromatic Hydrocarbons (PAHs)	\$18.20	\$0.00	\$18.20	E
Selenium	\$63.00	\$0.00	\$63.00	E
Silver	\$1.60	\$0.00	\$1.60	E
Sulphate (SO4)	\$0.14	\$0.00	\$0.14	E
Sulphide	\$1.80	\$0.00	\$1.80	E
Sulphite	\$2.00	\$0.00	\$2.00	E
Suspended Solids (SS)	\$1.20	\$0.00	\$1.20	E
Thiosulphate	\$0.40	\$0.00	\$0.40	E
Tin	\$9.00	\$0.00	\$9.00	E
Total Dissolved Solids (TDS)	\$0.05	\$0.00	\$0.05	E
Uranium	\$9.00	\$0.00	\$9.00	E
Zinc	\$18.10	\$0.00	\$18.10	E

Non-Compliance Excess Mass Charges

Refer to equations 4 & 5 in the Policy

Details	Refer to section 4.7.9 equations 4 & 5 in the Liquid Trade Waste Policy	n/a
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Non-Compliance pH Charge

Refer to equation 3 in the Policy

Details	Refer to section 4.7.9 equation 3 in the Liquid Trade Waste Policy	n/a
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Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Non-Compliance pH Charge [continued]

K for pH coefficient calculation charge	0.506 (refer to section 4.7.9 in the Liquid Trade Waste Policy)	E
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Regulatory Services

Companion Animals

Lifetime registration

Fees prescribed by the State - NSW Companion Animals Act 1998

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

Impounding Fees

Impounding fee	\$69.00	\$0.00	\$69.00	E
Additional Impound Fee (of same animal) in a calendar year	\$138.00	\$0.00	\$138.00	E
Maintenance and care per day thereafter/or part day	\$27.50	\$0.00	\$27.50	E
Microchipping (if applicable)	\$42.50	\$0.00	\$42.50	E
Vaccination (all dogs are vaccinated)	\$39.50	\$0.00	\$39.50	E
Veterinary Treatment	At Cost			E
Treatment incurred during impoundment (i.e. necessary grooming, worming, bathing)	At Cost			E

Animal Adoption

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

Dogs

Puppies <6 months	\$369.55	\$36.95	\$406.50	E
Adults – 6 months - 6 years	\$318.18	\$31.82	\$350.00	E
Seniors – 6+ years	\$215.45	\$21.55	\$237.00	E

Cats

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

Kittens <6 months	\$205.00	\$20.50	\$225.50	E
Adults – 6 months - 6 years	\$164.55	\$16.45	\$181.00	E
Seniors – 6+ years	\$112.73	\$11.27	\$124.00	E

Rescue Agencies

Microchipping	\$16.82	\$1.68	\$18.50	E
Vaccinations	\$27.73	\$2.77	\$30.50	E

Surrender Fee

Surrender Fee	\$72.00	\$0.00	\$72.00	E
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Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Declared Dangerous Dogs Fees

Dangerous Dog Enclosure Certificate of Compliance	\$189.50	\$0.00	\$189.50	A
Dangerous Dog Collar XL	\$65.00	\$6.50	\$71.50	E
Dangerous Dog Collar L	\$59.09	\$5.91	\$65.00	E
Dangerous Dog Collar M	\$51.82	\$5.18	\$57.00	E
Dangerous Dog Collar SML	\$48.18	\$4.82	\$53.00	E
Dangerous Dog Sign	\$42.27	\$4.23	\$46.50	E

Stock Impounding

Impounding Act 1993

Impounding Fee	\$105.45	\$0.00	\$105.45	E
Feed per head per day	\$13.50	\$0.00	\$13.50	E
Maintenance per hour (includes Ranger feeding)	\$85.50	\$0.00	\$85.50	E
Transport using vehicle per hour (Ranger Vehicle)	\$46.00	\$0.00	\$46.00	E
Hired Transport			At Cost	E
Notification Fee	\$101.00	\$0.00	\$101.00	E

Impounded Vehicles

Impounding Fee	\$105.45	\$0.00	\$105.45	E
Towing Fee			At Cost	E
Notification Fee	\$101.00	\$0.00	\$101.00	E
Storage (per week)			At Cost	E

General Impounding Fee (all other impoundments)

Impounding Fee	\$65.00	\$0.00	\$65.00	B
Notification Fee	\$101.00	\$0.00	\$101.00	E

Cat Trap Hire - Feral Cats Only

Hire fee	\$0.00	\$0.00	\$0.00	C
Deposit	\$0.00	\$0.00	\$0.00	C
Late Return Fee	\$0.00	\$0.00	\$0.00	C

Development Contributions

(Under Section 7.11 of the Environmental Planning & Assessment 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	\$2,383.50	\$0.00	\$2,383.50	E
b) Roads and Drainage	\$1,284.50	\$0.00	\$1,284.50	E

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Muswellbrook [continued]

c) Open Space and Community Facilities	\$2,383.50	\$0.00	\$2,383.50	E
d) Roads and Drainage	\$1,284.50	\$0.00	\$1,284.50	E

Denman

a) Open Space and Community Facilities	\$1,834.00	\$0.00	\$1,834.00	E
b) Roads and Drainage	\$1,284.50	\$0.00	\$1,284.50	E
c) Open Space and Community Facilities	\$1,834.00	\$0.00	\$1,834.00	E
d) Roads and Drainage	\$1,284.50	\$0.00	\$1,284.50	E

Rural Lot or Dwelling

a) Bushfire Protection	\$3,562.50	\$0.00	\$3,562.50	E
b) Rural Roads	\$3,663.50	\$0.00	\$3,663.50	E
c) Open Space & Community Facilities	\$1,523.00	\$0.00	\$1,523.00	E
d) Bushfire Protection	\$3,562.50	\$0.00	\$3,562.50	E
e) Rural Roads	\$3,663.50	\$0.00	\$3,663.50	E
f) Open Space & Community Facilities	\$1,523.00	\$0.00	\$1,523.00	E

South Muswellbrook Commercial Development

Road Upgrading	16.64/m2	E
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Tourist Development

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

Open Space Recreational Sporting Facilities

Per Person	\$432.50	\$0.00	\$432.50	E
One Bedroom	\$647.50	\$0.00	\$647.50	E
Two Bedroom	\$865.50	\$0.00	\$865.50	E
Three or more Bedroom dwelling	\$1,080.50	\$0.00	\$1,080.50	E
Per lot	\$1,080.50	\$0.00	\$1,080.50	E

Community Facilities

Per Person	\$545.00	\$0.00	\$545.00	E
One Bedroom	\$818.00	\$0.00	\$818.00	E
Two Bedroom	\$1,089.00	\$0.00	\$1,089.00	E
Three or more Bedroom dwelling	\$1,362.00	\$0.00	\$1,362.00	E
Per lot	\$1,362.00	\$0.00	\$1,362.00	E

Stormwater Management

Per Person	\$1,926.50	\$0.00	\$1,926.50	E
One Bedroom	\$2,890.00	\$0.00	\$2,890.00	E
Two Bedroom	\$3,852.00	\$0.00	\$3,852.00	E
Three or more Bedroom dwelling	\$4,815.50	\$0.00	\$4,815.50	E

Name	Year 24/25			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Stormwater Management [continued]

Per lot	\$4,815.50	\$0.00	\$4,815.50	E
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Transport Facilities

Per Person	\$3,745.00	\$0.00	\$3,745.00	E
One Bedroom	\$5,617.50	\$0.00	\$5,617.50	E
Two Bedroom	\$7,491.00	\$0.00	\$7,491.00	E
Three or more Bedroom dwelling	\$9,363.50	\$0.00	\$9,363.50	E
Per lot	\$9,363.50	\$0.00	\$9,363.50	E

Plan Management Administration

Per Person	\$128.00	\$0.00	\$128.00	E
One Bedroom	\$193.00	\$0.00	\$193.00	E
Two Bedroom	\$257.50	\$0.00	\$257.50	E
Three or more Bedroom dwelling	\$322.00	\$0.00	\$322.00	E
Per lot	\$322.00	\$0.00	\$322.00	E

Development Contributions (Section 7.12)

(Under Section 7.12 of the Environmental Planning & Assessment Act 1979) - Section 94A
Development Contributions Plan 2009
- Subject to CPI Increase

Estimated cost of development

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

Development Contributions - Extractive Industries (Section 7.11)

Levy for material removed	As per agreement with Council	E
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Cancellations within 24 hours (50% of quoted fee) - per hour	[DHB Foyer]	15
Cancellations within 24 hours (50% of quoted fee) - Up to 3 hours	[Seminar Room]	14
Cancellations within 24 hours (50% of quoted fee) - Up to 3 hours	[Library Meeting Room 1]	14
Cancellations within 24 hours (50% of quoted fee) - Up to 3 hours	[Library Meeting Room 2 (Community Room)]	14
Cancellations within 24 hours (50% of quoted fee) - Up to 3 hours	[DHB STEM Innovation Lab]	14
Cancellations within 24 hours (50% of quoted fee) - Up to 3 hours	[DHB Foyer]	15
Cancellations within 24 Hours (50% of quoted room hire fee) - per hour	[DHB Meeting Room]	15
Cancellations within 24 Hours (50% of quoted room hire fee) - Up to 3 hours	[DHB Meeting Room]	15
Cancellations within 24 Hours for all bookings outside of business hours	[DHB STEM Innovation Lab]	15
Cancellations within 24 Hours for all bookings outside of business hours	[DHB Meeting Room]	15
Cancellations within 24 Hours for all bookings outside of business hours	[DHB Foyer]	15
Canteen Hire	[Casual Hirer]	20
Canteen Hire (per hour)	[Indoor Sports Centre - Muswellbrook]	13
Car Bodies - ID required	[Scrap Metal]	26
Cars, Station Wagons and wheelie bins	[Domestic Mixed Waste]	29
Cars, Station Wagons and wheelie bins	[Domestic Green Waste]	29
Category 1 – enabling clause (change to LEP text only) or land area affected by PP is less than 1000sqm	[Stage 1: Lodgement]	36
Category 1 – enabling clause (change to LEP text only) or land area affected by PP is less than 1000sqm	[Stage 2: Gateway Determination]	36
Category 1 Discharger	[Annual Trade Waste Fee (annual inspections)]	43
Category 1 Discharger without appropriate pre-treatment (\$/kL) (non compliant)	[Trade Waste Usage Charge]	43
Category 2 – land area affected by PP is 1000sqm to 5 ha	[Stage 1: Lodgement]	36
Category 2 – land area affected by PP is 1000sqm to 5 ha	[Stage 2: Gateway Determination]	36

C [continued]

Category 2 Discharger	[Annual Trade Waste Fee (annual inspections)]	43
Category 2 Discharger with appropriate pre-treatment (\$/kL)	[Trade Waste Usage Charge]	43
Category 2 Discharger without appropriate pre-treatment (\$/kL) (non compliant)	[Trade Waste Usage Charge]	43
Category 3 – land area affected by PP is over 5 ha	[Stage 1: Lodgement]	36
Category 3 – land area affected by PP is over 5 ha	[Stage 2: Gateway Determination]	36
Category 3 Discharger	[Annual Trade Waste Fee (annual inspections)]	43
Certificate of Compliance under Swimming Pools Act (including one inspection)	[Swimming Pool Certificates]	40
Certificate of Outstanding Notices	[Planning Certificates]	38
Certificate Section 10.7 (2) per allotment	[Planning Certificates]	38
Certificate Section 10.7 (5) in addition to 10.7 (2)	[Planning Certificates]	38
Chair Hire	[Indoor Sports Centre - Muswellbrook]	13
Child Swim Fit – Member	[20 Visit Pass]	22
Child Swim Fit – Non Member	[20 Visit Pass]	22
Child up to 16 years – Member Single	[Swim Fitness]	22
Child up to 16 years – Non Member Single	[Swim Fitness]	22
Chloride	[Excess Mass Charges for Category 3 Discharges - per kg]	43
Chlorinated Hydrocarbons	[Excess Mass Charges for Category 3 Discharges - per kg]	43
Chlorinated Phenolics	[Excess Mass Charges for Category 3 Discharges - per kg]	43
Chlorine	[Excess Mass Charges for Category 3 Discharges - per kg]	43
Chromium	[Excess Mass Charges for Category 3 Discharges - per kg]	43
Class 1 Buildings < 200 m2	[Construction Certificate]	33
Class 1 Buildings < 200 m2	[General Fees]	34
Class 1 Buildings > 400 m2 or any dual occupancy or multi-dwelling development	[Construction Certificate]	33
Class 1 Buildings > 400 m2 or any dual occupancy or multi-dwelling development	[General Fees]	35
Class 1 buildings 200-400 m2	[Construction Certificate]	33
Class 1 Buildings 200-400 m2	[General Fees]	34
Class 10(a) Buildings < 100 m2	[Construction Certificate]	33
Class 10(a) Buildings < 100 m2	[General Fees]	34
Class 10(a) Buildings > 100 m2	[Construction Certificate]	33
Class 10(a) Buildings > 100 m2	[General Fees]	34
Class 10b excluding swimming pools	[General Fees]	34
Class 10b excluding swimming pools per Certificate	[Construction Certificate]	33
Class 2-9 Buildings < 500 m2	[Construction Certificate]	33
Class 2-9 Buildings < 500 m2	[General Fees]	35
Class 2-9 Buildings > 2000 m2 or rise in stories > 2	[Construction Certificate]	33
Class 2-9 Buildings > 2000 m2 or rise in stories > 2	[General Fees]	35
Class 2-9 Buildings 500-2000 m2	[Construction Certificate]	33
Class 2-9 Buildings 500-2000 m2	[General Fees]	35
Clean soil, per tonne or part thereof	[Excavated Natural Material (Clean Soil)]	27
Clean Wood Waste	[Timber, Timber Pallets]	27
Cleaning and Storage, installation & removal (once only payment)	[Banners]	9
Cleaning Charge – minimum (2 hours if not left clean)	[All Council Properties]	11
Cleaning charge – per hour thereafter	[All Council Properties]	11
Cleaning Fee	[Seminar Room]	14
Cleaning Fee	[DHB STEM Innovation Lab]	15
Cleaning Fee	[DHB Meeting Room]	15
Cleaning Fee	[DHB Foyer]	15
Cobalt	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Colour – A1	[Photocopying/Printing]	11
Colour - A3	[Visitors Information Centre - Photocopying]	11
Colour – A3	[Photocopying/Printing]	11
Colour – A3	[Photocopying]	24
Colour - A4	[Visitors Information Centre - Photocopying]	11
Colour – A4	[Photocopying/Printing]	11
Colour – A4	[Photocopying]	24
Colour – AO	[Photocopying/Printing]	11
Columbarium – Installation of plaque and ashes	[Right of Burial Fees]	9
Columbarium – Purchase of one niche	[Right of Burial Fees]	9
Commercial Driveway Crossing	[S138 Roads Act - Road Opening Permit]	18
Commercial Systems – Disposal Area only	[Modify On-site Sewage Management System]	42
Commercial Systems – System and Disposal Area	[Modify On-site Sewage Management System]	42

C [continued]

Commercial Systems – System only	[Modify On-site Sewage Management System]	42
Commingled Recyclables	[Domestic recyclables - Muswellbrook Shire origin only]	25
Commingled Recyclables - domestic quantities only	[Domestic Recyclable Materials - Muswellbrook Shire origin only]	29
Commission on Sale of Works	[Muswellbrook Regional Art Centre]	11
Community Organisations - Up to 3 Hours	[Denman Library Community Room]	14
Community Organisations - Up to 3 Hours	[Library Meeting Room 2 (Community Room)]	14
Community Participation Plan requires notice to be given (Type B development)	[Giving Notice - Other]	38
Community Participation Plant requires notice to be given (Type C development)	[Giving Notice - Other]	38
Compost Bins	[Environmental Products]	39
Concession	[Turnstile]	20
Concession	[6 month Pass]	21
Concession	[Year Pass]	21
Concession	[Denman Only Season Pass]	22
Concession	[Gym Direct Debit]	23
Concession	[Gym & Swim Direct Debit]	23
Concession	[Upfront 1 month Gym]	23
Concession	[Upfront 1 month Gym & Swim]	23
Concession	[12 months Upfront Gym]	23
Concession	[12 months Upfront Gym & Swim]	23
Concrete per tonne	[Bricks & Concrete]	26
Consolidation to provide one (1) lot	[Subdivision Certificate Application Fees]	38
Construction cost of Footpath per sq.m	[Contribution for new Kerb and Gutter/Footpaths (Policy - K 10/1)]	19
Construction cost of Kerb & Gutter per 1.m	[Contribution for new Kerb and Gutter/Footpaths (Policy - K 10/1)]	19
Consumables	[DHB - Melt Equipment & Consumables]	17
Copper	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Copy of a building certificate	[Building Certificates]	39
Corporate Gym Membership - Per Visit	[Corporate Membership]	21
Correction of a minor error, misdescription or miscalculation	[Section 4.55 (1) Modification]	36
Cost Per Inspection (or re-inspection)	[Compliance Inspections (Construction Stages)]	35
Cost per plan	[Sewer Drainage Plan]	38
Council processing fee (for each integrated referral required)	[Integrated Development and Concurrence Fee]	35
Cyanide	[Excess Mass Charges for Category 3 Discharges - per kg]	44

D

d) Bushfire Protection	[Rural Lot or Dwelling]	47
d) Roads and Drainage	[Muswellbrook]	47
d) Roads and Drainage	[Denman]	47
DA involves erection of dwelling < \$100,000	[Request for Review of Determination of a DA]	37
Daily Hire - 8 Hours	[Denman Memorial Hall]	12
Dangerous Dog Collar XL	[Declared Dangerous Dogs Fees]	46
Dangerous Dog Collar L	[Declared Dangerous Dogs Fees]	46
Dangerous Dog Collar M	[Declared Dangerous Dogs Fees]	46
Dangerous Dog Collar SML	[Declared Dangerous Dogs Fees]	46
Dangerous Dog Enclosure Certificate of Compliance	[Declared Dangerous Dogs Fees]	46
Dangerous Dog Sign	[Declared Dangerous Dogs Fees]	46
Deposit	[Cat Trap Hire - Feral Cats Only]	46
De-sexed animals	[Lifetime registration]	45
De-sexed animals – pensioner concession	[Lifetime registration]	45
Design by Council – Driveways or other Infrastructure	[S138 Roads Act - Road Opening Permit]	19
Designated development	[Giving Notice - Other]	38
Details	[Non-Compliance Excess Mass Charges]	44
Details	[Non-Compliance pH Charge]	44
Development involving the erection of a dwelling-house with an estimated construction cost of \$100,000 or less	[General Fees]	33
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	[General Fees]	33
Disconnection of Water Meter at Service (service capped)	[Other Services]	30
Disconnection of Water Service at Main	[Other Services]	30
Dishonoured Cheques, returned to Council	[Dishonoured Payments]	10

D [continued]

Dishonoured Direct Debits, returned to Council	[Dishonoured Payments]	10
Display of Goods (occupied area subject of permit)	[Use of Footpaths and Road Reserves]	42
Dog/Cat	[Dead Animals (RSPCA Exempt)]	27
Domestic quantities only	[Waste Oil]	30
Domestic quantities only	[E-Waste]	30
Domestic Systems – Disposal Area only	[Modify On-site Sewage Management System]	42
Domestic Systems – System and Disposal Area	[Modify On-site Sewage Management System]	42
Domestic Systems – System only	[Modify On-site Sewage Management System]	42

E

e) Rural Roads	[Rural Lot or Dwelling]	47
Each additional hour	[Pool Space Hire]	21
Each additional hour	[Pool Space Hire]	21
Each Tonne over 3 Tonne	[Issue of Weighbridge Certificate]	28
Earthmoving Tyre	[Tyres - off Rims]	27
Enter pool details into NSW Swimming Pool Register	[Swimming Pool Certificates]	40
Events on Council grounds – Day & Night - 24 Hours	[Shows and Events - at council grounds and facilities]	19
Events on Council grounds – Day or Night - 12 Hours	[Shows and Events - at council grounds and facilities]	19
Exclusive Hire of Indoor Pool (8 hours)	[Pool Space Hire]	21
Exclusive hire of Outdoor Pool (8 hours)	[Pool Space Hire]	21
Extend or renew an approval with no change in conditions	[Applications]	43

F

f) Open Space & Community Facilities	[Rural Lot or Dwelling]	47
Family	[6 month Pass]	21
Family	[Year Pass]	21
Family	[Denman Only Season Pass]	22
Family	[Gym Direct Debit]	23
Family	[Gym & Swim Direct Debit]	23
Family	[Upfront 1 month Gym]	23
Family	[Upfront 1 month Gym & Swim]	23
Family	[12 months Upfront Gym]	23
Family	[12 months Upfront Gym & Swim]	23
Family History Research by Library Staff - per hour (minimum fee does not include document access fees)	[Family History Search]	24
Family Up to 2 adults and 5 Children)	[Turnstile]	20
Fee	[Other]	18
Fee	[Assessment fee further to above charges]	18
Fee	[Designated Developments (in addition to fees above)]	33
Fee	[Prelodgement Meeting]	33
Fee for certified copy of plan	[Request for Property Information]	39
Fee for council to certify satisfaction of a condition of consent or confirm construction plans are not inconsistent with DA approved plans	[Council Certificate Advice]	39
Fee for retrieval of historical records	[Request for Property Information]	39
Fee for service responding to enquiries requiring search of records, analysis of information and/or a written response	[Request for Property Information]	39
Fee for service responding to enquiries requiring search of records, analysis of information and/or a written response – Dwelling Permissibility	[Request for Property Information]	39
Fee for service responding to enquiries requiring search of records, analysis of information and/or a written response – Flood Levels and associated flooding information	[Request for Property Information]	39
Feed per head per day	[Stock Impounding]	46
Fees prescribed by the State - Food Act	[Food Act]	41
Fees prescribed by the State - POEO Act	[Environmental Health Inspections]	40
Fees prescribed by the State - Public Health Act	[Public Health Act]	41
Field Hire – Per Day	[Casual Hirer]	20
Field Hire – Per Half-Day	[Casual Hirer]	20
Filling Stations (Muswellbrook and Denman only)	[Bulk Water Filling Stations]	31
Fire Flow Investigation	[Water Flow/Pressure Investigation]	31

F [continued]

Fire Safety Inspection – Owner requested	[Fire Safety]	39
First 15 weeks	[Rural Areas - per m2]	18
First 15 weeks	[Residential - per m2]	18
First 15 weeks	[Tourist Area and/or Industrial Area - per m2]	18
First 15 weeks	[CBD - per m2]	18
Five years and under (swimming)	[Turnstile]	20
Fluoride	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Footways	[S138 Roads Act - Road Opening Permit]	18
Formaldehyde	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Free to not for profit and charity groups	[Outside Art Centre Hours]	13
Free to Not for profit and charity groups	[Private Functions]	13

G

Gallery Hire Hourly Base Rate	[During Art Centre Hours]	13
Gallery Hire Hourly Base Rate	[Outside Art Centre Hours]	13
Gallery Membership - Per Person	[Muswellbrook Regional Art Centre]	11
General approvals / application not specifically mentioned elsewhere	[Section 68 of the LOCAL GOVERNMENT ACT]	41
General Cemetery – Purchase of 2.4 x 1.2m plot	[Right of Burial Fees]	9
General solid waste (putrescible & non-putrescible)	[Mixed Waste]	25
Giant inflatable	[Other]	22
Giving information	[Enquiry Fee]	10
Green Lid Bin	[Replacement of Damaged/Lost Wheelie Bin]	25
Green waste per tonne	[Green Waste]	26
Group 1 Equipment - Facility Access	[DHB - Melt Equipment & Consumables]	16
Group 2 Equipment - Per Use Per Day	[DHB - Melt Equipment & Consumables]	16
Group Booking – per child	[School Groups]	21
Gym (20 entries)	[Gym - 20 Visit Pass]	23
Gym Concession (20 entries)	[Gym - 20 Visit Pass]	23
Gym concession/student	[Gym]	22
Gym Joining Fee	[Gym]	22
Gym single entry	[Gym]	22
Gymnasium Only (per hour)	[Indoor Sports Centre - Muswellbrook]	13

H

Half-Day Hire - 4 Hours	[Denman Memorial Hall]	12
Herbicides/Defoliants	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Hire charge (per month or part thereof)	[Hire of Metered Hydrant]	31
Hire fee	[Cat Trap Hire - Feral Cats Only]	46
Hire of Hall (hourly rate)	[Denman Memorial Hall]	12
Hire of Pool Lane	[Pool Space Hire]	21
Hired Transport	[Stock Impounding]	46
Horse/Cattle (by prior arrangement)	[Dead Animals (RSPCA Exempt)]	28
Hourly Rate Per Person	[During Art Centre Hours]	13
Hourly Rate Per Person	[Outside Art Centre Hours]	13
Household Problem Wastes - domestic quantities only	[Community Recycling Centre]	26

I

If the DA involved no building work	[Section 4.55 (2) - other modifications]	36
if the original application was for a dwelling house <\$100,000	[Section 4.55 (2) - other modifications]	36
if the original fee was less than \$100	[Section 4.55 (2) - other modifications]	36
ILRS Charges passed on for Electronic Delivery	[Holds and Reservations]	24
ILRS Charges passed on when Library charged per request	[Holds and Reservations]	24
Impounding fee	[Impounding Fees]	45
Impounding Fee	[Stock Impounding]	46
Impounding Fee	[Impounded Vehicles]	46
Impounding Fee	[General Impounding Fee (all other impoundments)]	46
Individual Practice (per hour) – Casual Hire	[Indoor Sports Centre - Muswellbrook]	13
Inspection	[Public Gates/Grid]	18
Inspection	[Water Carters]	41
Inspection	[Regulated Premises, Public Swimming Pool and Spa Inspections (water quality)]	41

I [continued]

Inspection fee	[Skin Penetration Premises]	41
Inspection Fee	[Caravan Parks]	41
Inspection fee (as per Boarding Houses Act 2012)	[Boarding Houses]	41
Inspection Fee (including fixed premises, mobile vending vehicles, home based, temporary stalls)	[Food Act]	40
Inspection of Works (determined in Notice of Requirement) per inspection	[Water Management Act Approval]	32
Install & Construct On-site Sewage Management System (includes inspection and approval to operate)	[Application Charges]	42
Install & Construct On-site Sewage Management System: Commercial Systems – Greater than 5000L/day (includes inspection and approval to operate)	[Application Charges]	42
Install manufactured home, moveable dwelling (includes inspections) outside of an approved caravan park or manufactured home estate	[Section 68 of the LOCAL GOVERNMENT ACT]	41
Install manufactured home, moveable dwelling on an approved dwelling site within a caravan park, manufactured home estate etc; (includes inspections)	[Section 68 of the LOCAL GOVERNMENT ACT]	41
Install Oil or Solid Fuel Heating Appliance (includes inspections)	[Section 68 of the LOCAL GOVERNMENT ACT]	41
Installation of Banners (not for profit)	[Banners]	9
Insurance for Casual Hire of Council facilities	[Casual Hirer's Insurance]	17
Integrated (advertised) development	[Giving Notice - Other]	37
Inter Library Loan Requests	[Holds and Reservations]	24
Inter Library Loan Requests (pensioners and school students)	[Holds and Reservations]	24
Internal Processing Fee	[Government Information (Public Access) Act 2009 (GIPA)]	11
Invoiced in July per year for 5 yearly approval to operate	[Approval to Operate]	42
Iron	[Excess Mass Charges for Category 3 Discharges - per kg]	44

K

K for pH coefficient calculation charge	[Non-Compliance pH Charge]	45
Key Deposit (refundable)	[All Council Properties]	11
Kittens <6 months	[Cats]	45

L

Labour costs	[Private Works]	17
Landfill Non - Compliance charge, per load	[Mixed Waste]	25
Large events and large events within Olympic Park and Ogilvie Street Denman	[Security Bonds]	20
Late Return Fee	[Cat Trap Hire - Feral Cats Only]	46
Lawn Cemetery – Purchase of 2.4 x 1.2m plot	[Right of Burial Fees]	9
Lead	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Less than \$5,000	[General Fees]	32
Less than 25 pages	[Planning Portal Record Processing Fee (hard copy or digital records)]	39
Levy for material removed	[Development Contributions - Extractive Industries (Section 7.11)]	48
Library Members - Up to 3 Hours	[Library Meeting Room 1]	14
Light Truck or 4WD Tyre	[Tyres - off Rims]	26
Light Truck or 4WD Tyre	[Tyres - on Rims]	27
Light Truck or 4WD Tyre	[Tyres - off Rims]	30
Light Truck or 4WD Tyre	[Tyres - on Rims]	30
Lithium	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Local Inter-Library Loan	[Holds and Reservations]	24
Long Service Levy (Payable prior to release of Construction Certificate)	[Long Service Levy]	36

M

Maintenance and care per day thereafter/or part day	[Impounding Fees]	45
Maintenance per hour (includes Ranger feeding)	[Stock Impounding]	46
Major works on road reserves- for projects undertaken through development and/or where assets are transferred to Council.	[Works Enabling Deed]	19

M [continued]

Manganese	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Marquee 3m x 3m	[MSC Branded Popup Marquee Hire]	10
Marquee 3m x 4m	[MSC Branded Popup Marquee Hire]	10
Marquee 4m x 8m	[MSC Branded Popup Marquee Hire]	10
Mattress or base, per each item	[Mattress Recycling]	28
Meeting Room (small, per hour)	[Indoor Sports Centre - Muswellbrook]	13
Membership	[Borrowers]	23
Memorial Wall – Installation of plaque	[Right of Burial Fees]	9
Mercaptans	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Merchant Fee Recovery	[Credit Card Payments]	10
Mercury	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Methylene Blue Active Substances (MBAS)	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Mezzanine Floor Area (per hour) – Day	[Indoor Sports Centre Complex - Denman]	12
Mezzanine Floor Area (per hour) – Night	[Indoor Sports Centre Complex - Denman]	12
Microchipping	[Rescue Agencies]	45
Microchipping (if applicable)	[Impounding Fees]	45
Minimal environmental impact (including Section 4.56)	[Section 4.55 (1a) Modification]	36
Minor* Modification of Application (prior to determination)	[Modification of Construction Certificate]	34
Minor* Modification (post determination)	[Modification of Construction Certificate]	34
Minor* Modification (post determination)	[Modification of Complying Development Certificate Application]	35
Minor* Modification of Application (prior to determination)	[Modification of Complying Development Certificate Application]	35
Modification Application requiring Notice	[Giving Notice - Other]	38
Modify Approval to install prior to any works commencing – no inspections necessary	[Modify On-site Sewage Management System]	42
Molybdenum	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Monthly Listing	[Property - Transfer Listing]	17
More than \$10,000,000	[General Fees]	33
More than \$10,000,000	[If the original estimated cost of the development was:]	37
More than \$10,000,001	[If the original estimated cost on the DA was:]	37
Mullins Conceptual Photography Prize	[Muswellbrook Regional Art Centre]	11
Muswellbrook	[Tanker Sales (per kilolitre)]	31
Muswellbrook Art Prize - Ceramics	[Muswellbrook Regional Art Centre]	11
Muswellbrook Art Prize – Painting	[Muswellbrook Regional Art Centre]	11
Muswellbrook Art Prize – Works on Paper	[Muswellbrook Regional Art Centre]	11

N

Native Animals	[Dead Animals (RSPCA Exempt)]	28
New Footway Dining application	[Approvals Under Section 125 Roads Act]	42
New Roads plus \$ per additional lot	[DA Subdivision Fees]	33
New services (no existing service pipe)	[New Services (no existing service pipe)]	30
Nickel	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Nitrogen (as TKN – Total Kjeldahl Nitrogen)	[Excess Mass Charges for Category 3 Discharges - per kg]	44
No building or demolition work proposed in DA	[Request for Review of Determination of a DA]	37
No new Roads plus \$ per additional lot	[DA Subdivision Fees]	33
Non-desexed animals	[Lifetime registration]	45
Notification Fee	[Stock Impounding]	46
Notification Fee	[Impounded Vehicles]	46
Notification Fee	[General Impounding Fee (all other impoundments)]	46
Notification of Complying Development Certificate (in addition to application fees)	[Giving Notice - Other]	38
Notification of Planning Agreement	[Giving Notice - Other]	38

O

Observation if required (Additional fee apply for over 4 hours)	[Restricted Access (Over size/ Over mass) Vehicle Approval]	19
Occupation Certificate (Class 10a buildings)	[Occupation Certificate]	34
Occupation Certificate (Class 1a Buildings)	[Occupation Certificate]	34
Occupation Certificate (Class 2-9 buildings including change of use)	[Occupation Certificate]	34
Oil and Grease (Total O and G)	[Excess Mass Charges for Category 3 Discharges - per kg]	44
One Bedroom	[Open Space Recreational Sporting Facilities]	47
One Bedroom	[Community Facilities]	47
One Bedroom	[Stormwater Management]	47

O [continued]

One Bedroom	[Transport Facilities]	48
One Bedroom	[Plan Management Administration]	48
Online Store Flat Rate Shipping	[Muswellbrook Regional Art Centre]	11
OR Full cost recovery for service in addition to above fee where referred to external party for determination	[Subdivision/Roads and Drainage]	34
OR Full cost recovery for service in addition to above fee where referred to external party for determination	[General Fees]	35
Organoarsenic Compounds	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Other Modification (post determination)	[Modification of Construction Certificate]	34
Other Modification (post determination)	[Modification of Complying Development Certificate Application]	35
Other Modification of Application (prior to determination)	[Modification of Construction Certificate]	34
Other Modification of Application (prior to determination)	[Modification of Complying Development Certificate Application]	35
Outdoor Seating (occupied area subject of permit)	[Use of Footpaths and Road Reserves]	42
Outside operating hours landfill call out	[Mixed Waste]	25
Over 30 weeks	[Rural Areas - per m2]	18
Over 30 weeks	[Residential - per m2]	18
Over 30 weeks	[Tourist Area and/or Industrial Area - per m2]	18
Over 30 weeks	[CBD - per m2]	18
Over 50 pages	[Planning Portal Record Processing Fee (hard copy or digital records)]	39

P

Passenger Tyre (or smaller)	[Tyres - off Rims]	26
Passenger Tyre (or smaller)	[Tyres - on Rims]	27
Passenger Tyre (or smaller)	[Tyres - off Rims]	30
Passenger Tyre (or smaller)	[Tyres - on Rims]	30
Payable direct to each approval or concurrence body	[Integrated Development and Concurrence Fee]	36
Per Day - 8 hours	[Loxton House]	9
Per Day - 8 Hours	[Councillors Room]	9
Per Day - 8 Hours	[Weidmann Room]	9
Per Day - 8 Hours	[Senior Citizens Centre]	13
Per Day - 8 Hours	[Stan Thiess Centre]	13
Per Day (Whole Facility) - 8 hours	[Indoor Sports Centre Complex - Denman]	12
Per Day (Whole Facility) - 8 hours	[Indoor Sports Centre - Muswellbrook]	12
Per Half Day - 4 Hours	[Senior Citizens Centre]	13
Per Half-Day - 4 Hours	[Stan Thiess Centre]	13
Per Half-Day (Whole Facility) - 4 hours	[Indoor Sports Centre Complex - Denman]	12
Per Half-Day (Whole Facility) - 4 hours	[Indoor Sports Centre - Muswellbrook]	12
Per hour	[Weidmann Room]	9
Per Hour	[DHB Meeting Room]	15
Per Hour	[Councillors Room]	9
Per Hour	[Loxton House]	9
Per Hour	[Seminar Room]	13
Per Hour	[DHB STEM Innovation Lab]	14
Per Hour	[DHB Foyer]	15
Per lot	[Open Space Recreational Sporting Facilities]	47
Per lot	[Community Facilities]	47
Per lot	[Stormwater Management]	48
Per lot	[Transport Facilities]	48
Per lot	[Plan Management Administration]	48
Per Person	[Open Space Recreational Sporting Facilities]	47
Per Person	[Community Facilities]	47
Per Person	[Stormwater Management]	47
Per Person	[Transport Facilities]	48
Per Person	[Plan Management Administration]	48
Per Scan – 10 pages or less	[Scanning]	24
Per Scan – more than 10 pages	[Scanning]	24
Permission to erect structure (e.g. headstone, slab, and concrete kerbing etc.)	[Right of Burial Fees]	10
Permit fee	[Restricted Access (Over size/ Over mass) Vehicle Approval]	19
Pesticides General (excludes organochlorines and organophosphates)	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Petroleum Hydrocarbons (non-flammable)	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Phenolic Compounds (non-chlorinated)	[Excess Mass Charges for Category 3 Discharges - per kg]	44

P [continued]

Phosphorous (Total P)	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Plan checking fee for works as executed (per lot)	[Subdivision Certificate Application Fees]	38
Plant & Equipment Occupation (Standing Plant) within Road Reserve including CBD Bond	[Security Bonds]	20
Plant costs	[Private Works]	17
Playgroups & community groups (maximum 3 hours)	[Indoor Sports Centre Complex - Denman]	12
Playgroups & community groups (maximum 3 hours)	[Stan Thiess Centre]	13
Plus administration fee	[Restricted Access (Over size/ Over mass) Vehicle Approval]	19
Plus Hourly Charge	[Enquiry Fee]	10
Polynuclear Aromatic Hydrocarbons (PAHs)	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Pool Room Hire – per day	[Other]	22
Pool Room Hire – per hour	[Other]	22
Portable toilet waste (\$/kL)	[Trade Waste Usage Charge]	43
PP reconsideration or amendment fee – applicant request for reconsideration or for amendment of PP at any time	[Other]	36
Preliminary Investigation Fee	[Closure of a Public Road]	19
Pre-lodgement fee for CDC (where a proposal cannot be complying development, this fee will be deducted from the cost of a construction certificate application lodged with Council)	[General Fees]	34
Private Lessons – 1 person per class	[Learn to Swim]	22
Processed clean timber - woodchip mulch	[Garden Products]	29
Processed garden organics - pasteurised mulch	[Garden Products]	29
Processing Fee	[Government Information (Public Access) Act 2009 (GIPA)]	11
Processing Fee	[Lost and Damaged Material]	24
Processing Fee for closure	[Closure of a Public Road]	19
Prohibited Development	[Giving Notice - Other]	37
Provision of new sewer junction	[Provision of New Sewer Junction]	32
Public hearing	[Other]	36
Puppies <6 months	[Dogs]	45

R

Raising/Lowering Manhole (new development)	[Provision of New Sewer Junction]	32
Rates and Water Notice re-issue (print copy)	[Administration Charges]	12
Reconnection of Water Meter at Service (following disconnection)	[Reconnection (following disconnection) normal working hours]	30
Red Lid Bin	[Replacement of Damaged/Lost Wheelie Bin]	25
Refrigerators, freezers & air conditioners	[Whitegoods]	26
Refrigerators, freezers & air conditioners with CFC degassing certificate	[Whitegoods]	26
Refrigerators, freezers and air conditioners	[Whitegoods]	30
Refrigerators, freezers and air conditioners with CFC degassing certificate	[Whitegoods]	30
Refund and Transfer Balances Processing (Rates and Water)	[Administration Charges]	12
Refundable deposit	[Shows and Events - at council grounds and facilities]	19
Refundable Security Deposit	[During Art Centre Hours]	13
Refundable Security Deposit	[Outside Art Centre Hours]	13
Registration of certificate on planning portal.	[Occupation Certificate]	34
Registration of Complying Development Certificate on planning portal	[Other]	35
Registration of Subdivision Certificate issued by private certifier	[Subdivision Certificate Application Fees]	38
Registration or update of details of business under the Public Health Act or Food Act (excluding caravan parks and water carters)	[Environmental Health Inspections]	40
Re-inspection	[Inspection of On-site Sewage Management]	42
Re-inspection fee	[Swimming Pool Certificates]	40
Reinspection Fee	[Building Certificates]	39
Reinspection Fee	[Rural Addressing]	40
Re-Inspection Fee	[Annual Trade Waste Fee (annual inspections)]	43
Reinspection fee (Only applies if outstanding work has not been completed)	[Fire Safety]	39
Re-inspection fees following non-compliance – unsatisfactory re-inspection	[Skin Penetration Premises]	41

R [continued]

Re-inspection Fees following non-compliant inspection – unsatisfactory re-inspection	[Food Act]	40
Reinspection following non-compliance – unsatisfactory reinspection	[Regulated Premises, Public Swimming Pool and Spa Inspections (water quality)]	41
Reinstatement of Removed Bin Due to Contamination	[Replacement of Damaged/Lost Wheelie Bin]	25
Removal of water restriction device on water meters	[Reconnection (following disconnection) normal working hours]	30
Replacement Fee	[Digital Readers]	24
Replacement or additional plates (same number)	[Rural Addressing]	40
Residential Driveway Crossing with Existing K & G	[S138 Roads Act - Road Opening Permit]	18
Residential Driveway Crossing with no Existing K & G	[S138 Roads Act - Road Opening Permit]	18
Resubmission of Complying Development (Following previous refusal) – no amendments	[Resubmission]	35
Resubmission of Construction Certificate for Subdivision Roads and Drainage (following previous refusal) – with amendments	[Subdivision - Resubmission]	34
Resubmission of Construction Certificate of Subdivision Roads and Drainage - with amendments	[Subdivision - Resubmission]	34
Reuse Shop items	[Recovered Goods]	29
Review of route assessment	[Restricted Access (Over size/ Over mass) Vehicle Approval]	19
Road Restoration – (Bitumen Surface)	[S138 Roads Act - Road Opening Permit]	19
Road Upgrading	[South Muswellbrook Commercial Development]	47
Roads per lane /m	[Subdivision/Roads and Drainage]	34
Route assessment – as per 3rd party quote	[Restricted Access (Over size/ Over mass) Vehicle Approval]	19
Rural driveway crossing	[S138 Roads Act - Road Opening Permit]	18
Rural Water Connection (Conditions Apply)	[New Services (connect to existing service pipe)]	30

S

School Groups (>1 hour)	[School Groups]	21
School Groups (half day, per student) - 4 hours	[Indoor Sports Centre - Muswellbrook]	12
Scrap Metal recycling	[Scrap Metal]	26
Scrap Metal, domestic quantities only	[Scrap Metal]	30
Section 266 of the Environmental Planning and Assessment Reg 2021	[Planning Reform Fund Fee]	35
Section 603 Certificate LGA 1993	[Certificates]	10
Security Bond - For Damage to Public Infrastructure	[Security Bonds]	20
Security Deposit (refundable subject to payment of outstanding charges)	[Hire of Metered Hydrant]	31
Selenium	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Seniors – 6+ years	[Dogs]	45
Seniors – 6+ years	[Cats]	45
Seniors (18 years and over)	[Regular Users - per registered player - per season]	20
Septic Waste (\$/kL) (Outside LGA)	[Trade Waste Usage Charge]	43
Septic Waste (\$/kL) (Within LGA)	[Trade Waste Usage Charge]	43
Sewer Extension (Commercial)	[Provision of New Sewer Junction]	32
Sewer Headworks – all areas (per ET – equivalent tenement)	[Sewer and Water Headworks]	32
Sheep/Goat	[Dead Animals (RSPCA Exempt)]	28
Shower Fee	[Turnstile]	21
Silver	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Single Entry (all)	[Turnstile]	20
Special Infrastructure (eg Roundabouts, Detention Basin or Bridge etc)	[Subdivision/Roads and Drainage]	34
Special Reading Fee	[Water Meter Testing]	31
Specialist studies required by Gateway Determination	[Other]	36
Spectator Fee	[Turnstile]	20
Squash Courts (per court, per hour) – Casual Hire	[Indoor Sports Centre Complex - Denman]	12
Squash Courts (per court, per hour) – User Groups	[Indoor Sports Centre Complex - Denman]	12
Stock on Road Reserves (grazing)	[S138 Roads Act - Road Opening Permit]	18
Storage (per week)	[Impounded Vehicles]	46
Stores and materials costs	[Private Works]	17
Stormwater Drainage /m	[Subdivision/Roads and Drainage]	33
Stormwater Drainage work (connection to Council drainage or new work for Council ownership)	[Section 68 of the LOCAL GOVERNMENT ACT]	41
Strata (per lot)	[Subdivision Certificate Application Fees]	38

S [continued]

Strata plus \$ per additional lot	[DA Subdivision Fees]	33
Subdivision of land (per lot)	[Subdivision Certificate Application Fees]	38
Subdivision or Civil Infrastructure for Council ownership – For number of Inspection at \$155 per inspection	[Compliance Inspections (Construction Stages)]	35
Sulphate (SO4)	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Sulphide	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Sulphite	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Supervising staff, carers and trainers	[School Groups]	21
Supply of Rural Addressing Plates- per number (includes one inspection)	[Rural Addressing]	40
Surrender Fee	[Surrender Fee]	45
Suspended Solids (SS)	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Swim/Sauna/Spa (combo entry) Adult	[Turnstile]	20
Swim/Sauna/Spa (combo entry) Concession	[Turnstile]	20
Swimming Pools < 40kL per application	[Construction Certificate]	33
Swimming Pools > 40kL	[General Fees]	34
Swimming Pools > 40kL	[General Fees]	34
Swimming Pools > 40kL per application	[Construction Certificate]	33
Swing or hoist goods over road	[Section 68 of the LOCAL GOVERNMENT ACT]	41

T

Table Hire	[Indoor Sports Centre - Muswellbrook]	13
Technology Hire (e-readers, tablets, Daisy readers)	[Digital Readers]	24
Temporary Event - Food Preparation and Sales Application	[Shows and Events]	39
Tennis Courts (per court, per hour) – Day – Casual Hire	[Indoor Sports Centre Complex - Denman]	12
Tennis Courts (per court, per hour) – Day – User Groups	[Indoor Sports Centre Complex - Denman]	12
Tennis Courts (per court, per hour) – Night – Casual Hire	[Indoor Sports Centre Complex - Denman]	12
Tennis Courts (per court, per hour) – Night – User Groups	[Indoor Sports Centre Complex - Denman]	12
Test Fee – 20, 25 and 32mm service @ 4 Flow Rates	[Test Fee]	31
Test Fee – 20, 25 and 32mm service @ 6 Flow Rates	[Test Fee]	31
Test Fee – 40mm service @ 4 Flow Rates	[Test Fee]	31
Test Fee – 40mm service @ 6 Flow Rates	[Test Fee]	31
Test Fee – 50mm and greater	[Test Fee]	31
Testing Max/Min Pressure supplied (at property service line only)	[Water Flow/Pressure Investigation]	31
The fee payable for the lodgement of a certificate on the planning portal	[Other]	34
Thiosulphate	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Third Party Works Impacting Road Reserves	[S138 Roads Act - Road Opening Permit]	19
Three or more Bedroom dwelling	[Open Space Recreational Sporting Facilities]	47
Three or more Bedroom dwelling	[Community Facilities]	47
Three or more Bedroom dwelling	[Stormwater Management]	47
Three or more Bedroom dwelling	[Transport Facilities]	48
Three or more Bedroom dwelling	[Plan Management Administration]	48
Tin	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Total Dissolved Solids (TDS)	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Tourism Facilities	[Tourist Development]	47
Towing Fee	[Impounded Vehicles]	46
Tractor Tyre	[Tyres - off Rims]	26
Traffic Management Bond Administration Fee	[Security Bonds]	20
Training	[DHB - Melt Equipment & Consumables]	17
Training nights and club events	[Swimming Club]	21
Transfer an approval to a new discharger with the same conditions at the same premises	[Applications]	43
Transfer location at owners request (includes raising service) – Residential/Industrial/Commercial	[Transfer location at owners request]	31
Transport using vehicle per hour (Ranger Vehicle)	[Stock Impounding]	46
Treated timber – contaminated, painted or mixed with other materials (per tonne)	[Timber, Timber Pallets]	27

T [continued]

Treatment incurred during impoundment (i.e. necessary grooming, worming, bathing)	[Impounding Fees]	45
Trestle Table 750 x 1800mm	[Chair/Table Hire]	10
Truck Tyre	[Tyres - off Rims]	26
Truck Tyre	[Tyres - on Rims]	27
Two Bedroom	[Open Space Recreational Sporting Facilities]	47
Two Bedroom	[Community Facilities]	47
Two Bedroom	[Stormwater Management]	47
Two Bedroom	[Transport Facilities]	48
Two Bedroom	[Plan Management Administration]	48

U

Uncollected Work Storage Fee Per Day	[Muswellbrook Regional Art Centre]	12
Underground Petroleum Storage Systems	[Environmental Health Inspections]	40
Up to \$5,000	[If the original estimated cost of the development was:]	37
Up to \$5,000	[If the original estimated cost on the DA was:]	37
Up to 120 sheets	[Binding Documents (A4 only)]	24
Up to 240 sheets	[Binding Documents (A4 only)]	24
Up to 3 hours	[Seminar Room]	13
Up to 3 Hours	[DHB STEM Innovation Lab]	14
Up to 3 Hours	[DHB Meeting Room]	15
Up to 3 Hours	[DHB Foyer]	15
Up to 3 hours – Visitor & Business use	[Library Meeting Room 1]	14
Up to 65 Sheets	[Binding Documents (A4 only)]	23
Uranium	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Urgency Fee for Section 10.7 (2) in addition to above	[Planning Certificates]	38
Use of Community Land (engaging in trade or business busking etc)	[Section 68 of the LOCAL GOVERNMENT ACT]	41
Use of Sporting Fields, Parks & Reserves by Fitness Trainers – 12 month Licence Agreement	[Regular Users - per registered player - per season]	20
Use of Sporting Fields, Parks & Reserves by Fitness Trainers – 6 month Licence Agreement	[Regular Users - per registered player - per season]	20

V

Vaccination (all dogs are vaccinated)	[Impounding Fees]	45
Vaccinations	[Rescue Agencies]	45
Vans, utilities, trailers	[Domestic Mixed Waste]	29
Vans, utilities, trailers	[Domestic Green Waste]	29
Vehicles up to and including 3 Tonne	[Issue of Weighbridge Certificate]	28
Veterinary Treatment	[Impounding Fees]	45
Viola Bromley Art Prize	[Muswellbrook Regional Art Centre]	11

W

Water Analysis Samples	[Regulated Premises, Public Swimming Pool and Spa Inspections (water quality)]	41
Water Consumption	[Hire of Metered Hydrant]	31
Water Headworks – all areas (per ET – equivalent tenement)	[Sewer and Water Headworks]	32
Water Supply, sewerage and stormwater drainage work	[Section 68 of the LOCAL GOVERNMENT ACT]	41
White Plastic Chair	[Chair/Table Hire]	10
Within Muswellbrook Shire Libraries	[Holds and Reservations]	24
Works Enabling Deed	[S138 Roads Act - Road Opening Permit]	19
Works on Road Reserve - Located within CBD - General Bond	[Security Bonds]	20
Works within Road Reserve - Location other than CBD - General Bond	[Security Bonds]	20
Worm Farms	[Environmental Products]	39

Y

Yellow Lid Bin	[Replacement of Damaged/Lost Wheelie Bin]	25
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Z

Zinc	[Excess Mass Charges for Category 3 Discharges - per kg]	44
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Other

\$1,000,001 – \$10,000,000	[General Fees]	33
\$1,000,001 – \$10,000,000	[If the original estimated cost of the development was:]	37
\$1,000,001 – \$10,000,000	[If the original estimated cost on the DA was:]	37
\$100001 – \$200000	[Estimated cost of development]	48
\$250,000 – \$500,000	[If the original estimated cost on the DA was:]	37
\$250,001 – \$500,000	[General Fees]	33
\$250,001 – \$500,000	[If the original estimated cost of the development was:]	37
\$5,001 – \$250,000	[If the original estimated cost of the development was:]	37
\$5,001 – \$250,000	[If the original estimated cost on the DA was:]	37
\$5,001 – \$50,000	[General Fees]	32
\$50,001 – \$250,000	[General Fees]	32
\$500,001 – \$1,000,000	[General Fees]	33
\$500,001 – \$1,000,000	[If the original estimated cost of the development was:]	37
\$500,001 – \$1,000,000	[If the original estimated cost on the DA was:]	37
< \$100000	[Estimated cost of development]	48
>\$200000	[Estimated cost of development]	48