

Finance & Governance Advisory Committee

Business Paper

12 June 2025



Terms of Reference

1. Objective

The objectives of the Finance and Governance Committee (the Committee) are to:

- Provide an enhanced level of oversight and engagement over Finance and Governance matters.
- Enable Councillors and senior staff to consider issues, trends and opportunities relating to Finance and Governance services and activities.
- Ensure Council's Finance and Governance services and activities are aligned with the Community Strategic Plan goals and Council's priorities, as articulated in the Delivery Program.

2. Scope

The Committee will report to Council and provide advice and recommendations on matters relevant to Finance and Governance. Muswellbrook Shire Council authorises the Committee, within the scope of its role and responsibilities to:

- monitor and review the financial performance, position and sustainability of Council.
- develop and review Council policies.
- provide input into goals and targets to achieve financial objectives, including development and review of the Long-Term Financial Plan.
- provide input into allocation and monitoring of funding for major projects.
- consider upcoming grant opportunities and review the status of proposed and submitted grant applications.
- ensure Council's awarding of grants and contributions programs are timely, fair, and equitable to the community.
- provide input and review the Enterprise Risk Management Framework.
- provide input and monitor progress on the Integrated Planning and Reporting Framework.
- enable Councillor oversight of Audit and organisational improvement.

3. Authority

Muswellbrook Shire Council authorises the Committee, within the scope of its role and responsibilities, to:

- Use delegated authority to place Council policies on Public Exhibition.
- Use delegated authority to make decisions regarding the submission of applications for grant programs.
- Use delegated authority to make decisions on the awarding of community grant applications received by Council.
- Request information required to inform decision making.
- Request staff and external parties to present information at Committee meetings to assist in understanding any matter under consideration.
- Obtain external legal or other professional advice, as considered necessary, to meet its responsibilities (in accordance with Council Budget and procurement arrangements and subject to prior consultation with the General Manager).



4. Composition and Tenure

Members of the Committee are elected by Council.

Members (voting)

The members of the Committee shall be 6 Councillors and are listed below.

All members of the Committee are entitled to one vote and, in the event of an equal vote, the Chair has a casting vote.

Attendees (non-voting)

The following Council officers will act as liaison officers to the Committee:

- General Manager
- Chief Financial Officer
- Director - Community and Economy
- Director - Infrastructure & Property
- Director - Environment and Planning
- Financial Controller
- Grants and Community Engagement Advisor
- Manager Governance and Risk

Invitees (non-voting) for specific Agenda items

Other officers may attend by invitation as requested by the Committee or the General Manager.

5. Responsibilities of Members

Members of the Committee will:

- Make decisions in line with the relevant legislative and regulatory requirements.
- Contribute the time needed to review and understand the papers provided.
- Apply sound objectivity and judgement.
- Express opinions frankly and respectfully and ask questions to obtain a greater understanding of the issues.
- Act, and be seen to act, properly and in accordance with the requirements of the law and Council's Code of Conduct and Code of Meeting Practice.
- Act in good faith and fidelity in the interests of Council and the community.

6. Reporting

Following each meeting, the minutes will be reported to the next Council Meeting and the Chair will be required to provide a brief summary.

7. Meetings

- The Committee will meet at 4.00pm on the second Thursday of every month.
- Meetings of the Committee must be advertised, recorded and published to Council's website.
- The need for any additional meetings will be decided by the Chair of the Committee, though other Committee members or Council Staff may make requests to the Chair for additional meetings.
- The Committee shall comply with Council's adopted Code of Meeting Practice and Code of Conduct.
- Meetings of the Committee are open to the public to attend.

8. Attendance at Meetings and Quorums

A quorum will consist of four (4) Committee members. Meetings will be held in person.



Councillors may attend and participate in meetings of the committee by audio-visual link with the approval of the committee.

9. Voting

The Committee is expected to make decisions by consensus, however, if voting becomes necessary, then the details of the vote are to be recorded in the minutes. Each member of the Committee shall be entitled to one vote only with the Chair having a casting vote in the event of a tied vote.

10. Secretariat

The General Manager will ensure that appropriate secretariat support is provided to the Committee. The Secretariat will ensure the agenda for each meeting and supporting papers are circulated at least 5 days before the meeting and will ensure minutes of the meeting are prepared and maintained.

Minutes shall be approved by the Chair and circulated to all Committee members within one week of the meeting and filed in accordance with Council's Records Management Policy.

11. Conflicts of Interest

Members of Council committees must comply with the applicable provisions of Council's Code of Conduct in carrying out their functions as Council officials. It is the personal responsibility of Council officials to comply with the standards in the Code of Conduct and regularly review their personal circumstances with this in mind.

Committee members must declare any conflict of interest at the start of each meeting or before discussion of a relevant agenda item or topic. Details of any conflict of interest should be appropriately minuted.

Where members or invitees at Committee meetings are deemed to have a real or perceived conflict of interest, it may be appropriate they be excused from Committee deliberations on the issue where the conflict of interest may exist.

12. Induction

New members will receive relevant information and briefings on their appointment to assist them to meet their Committee responsibilities.

13. Review of Committee Terms of Reference

At least once every two years the Committee will review the Committee's Terms of Reference and make recommendations on any changes to Council for its determination.

Any changes to the Committee Terms of Reference must be approved by Council.



MUSWELLBROOK SHIRE COUNCIL

P.O Box 122
MUSWELLBROOK

11 June, 2025

Cr R. Scholes (Chair)
Cr R. Mahajan (Deputy Chair)
Cr A. Barry
Cr L. Dunn
Cr J. Drayton
Cr M. Morris
Mr D. Finnigan (General Manager)
Mr J. Hogan (Chief Financial Officer)
Ms S. Welchman (Director – Community & Economy)
Ms K. Hamm (Manager – Governance & Risk)

You are hereby requested to attend the Finance & Governance Advisory Committee to be held in the Meeting Room / Teams, Muswellbrook Library, 126 Bridge Street, Muswellbrook on **12 June 2025** commencing at **4:00 pm**.

Josh Hogan
CHIEF FINANCIAL OFFICER



Order of Business

1 Acknowledgement of Country.....	7
2 Apologies.....	7
3 Confirmation of Minutes of Previous Meeting	7
4 Disclosure of Any Pecuniary and Non-Pecuniary Interests.....	11
5 Business Arising.....	11
6 Business	12
6.1 Monthly Financial Report - May 2025	12
6.2 Report on Investments held as at 31 May 2025	25
6.3 2025-26 Making of the Rates & Annual Charges	38
6.4 DRAFT MSC Revenue Policy 2025/2026 for Adoption.....	46
6.5 DRAFT MSC Fees & Charges 2025/26 for Adoption.....	87
6.6 DRAFT 2025/2026 Budget Estimates	155
7 Closed Committee	165
8 Date of Next Meeting.....	165
9 Closure	165



1 Acknowledgement of Country

Acknowledgement of Country

Council would like to respectfully acknowledge the local Aboriginal people who are the Traditional Owners and custodians of the land on which this meeting takes place

2 Apologies

3 Confirmation of Minutes of Previous Meeting

RECOMMENDATION

The Minutes of the Finance & Governance Advisory Committee Meeting held on **15 May, 2025**, a copy of which has been distributed to all members, be taken as read and confirmed as a true record.

Moved: _____ **Seconded:** _____

MINUTES OF THE FINANCE AND GOVERNANCE ADVISORY COMMITTEE MEETING OF THE MUSWELLBROOK SHIRE COUNCIL HELD IN THE SEMINAR ROOMS, MUSWELLBROOK LIBRARY, 126 BRIDGE STREET, MUSWELLBROOK ON THURSDAY 15 MAY 2025 COMMENCING AT 4:00PM.

PRESENT: Cr R. Scholes (Chair), Cr A. Barry, Cr J. Drayton and Cr M. Morris.

IN ATTENDANCE: Cr S. Ward, Mr D. Finnigan (General Manager), Mr J. Hogan (Chief Financial Officer (VC)), Mr M. Lysaught (Director - Infrastructure & Property), Ms J. Hayes (Financial Controller), Mr I. Skaines (Grants & Community Engagement Co-Ordinator (VC)) and Ms L Ward (EA to Mayor and GM).

1 Acknowledgement of Country

The Acknowledgement of Country was read by Cr. R. Scholes.

2 Apologies

RESOLVED on the motion of Cr J. Drayton and Cr A. Barry that:

The apologies for inability to attend the meeting submitted by Cr L. Dunn and Cr R. Mahajan be ACCEPTED.

In Favour: Cr R. Scholes, Cr A. Barry, Cr J. Drayton and Cr M. Morris

Against: Nil

3 Confirmation of Minutes of Previous Meeting

RESOLVED on the motion of Cr M. Morris and Cr A. Barry that:

The Minutes of the Finance & Governance Advisory Committee Meeting held on **10 April, 2025**, a copy of which has been distributed to all members, be taken as read and confirmed as a true record.

In Favour: Cr R. Scholes, Cr A. Barry, Cr J. Drayton and Cr M. Morris

Against: Nil

4 Disclosure of Any Pecuniary and Non-Pecuniary Interests

Nil

5 Business Arising

Nil



6 Business

6.1 Report on Investments held as at 30 April 2025

RESOLVED on the motion of Cr A. Barry and Cr M. Morris that:

The Finance & Governance Advisory Committee notes Council's Investments as at 30 April 2025.

In Favour: Cr R. Scholes, Cr A. Barry, Cr J. Drayton and Cr M. Morris

Against: Nil

6.2 Monthly Financial Report - April 2025

RESOLVED on the motion of Cr M. Morris and Cr J. Drayton that:

Council notes the Financial Reports for the month ending 30 April 2025.

In Favour: Cr R. Scholes, Cr A. Barry, Cr J. Drayton and Cr M. Morris

Against: Nil

6.3 March 2025 Quarterly Budget Review

RESOLVED on the motion of Cr A. Barry and Cr M. Morris that:

The Committee ENDORSES the proposed changes in the March 2025 Quarterly Budget Review.

In Favour Cr R. Scholes, Cr A. Barry, Cr J. Drayton and Cr M. Morris

Against: Nil

7 Closed Committee

Nil

8 Date of Next Meeting

12 June, 2025



FINANCE AND GOVERNANCE COMMITTEE MINUTES

15 May 2025

9 Closure

The meeting was declared closed at 4:30pm.

.....
Mr D. Finnigan
General Manager

.....
Cr R. Scholes
Chairperson



4 Disclosure of Any Pecuniary and Non-Pecuniary Interests

5 Business Arising

Nil



6 Business

6.1 Monthly Financial Report - May 2025

Responsible Officer: General Manager

Author: Finance Business Partner

Community Strategic Plan: 6 - *Community Leadership*

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

Delivery Program Goal: 6.2.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.

Operational Plan Action: 6.2.1.1 - Provide transparent reporting to the community about Council's finances.

Attachments: 1. Monthly Report - May 2025 [6.1.1 - 10 pages]

PURPOSE

To provide an overview of the monthly financial performance of Council's General, Water, Sewer, and Future Funds, and to identify and explain any material variances against Council's approved budget for the month ending 31 May 2025.

OFFICER'S RECOMMENDATION

Council notes the Financial Reports for the month ending 31 May 2025.

Moved: _____ **Seconded:** _____

REPORT

Please refer to the attachment for May 2025 details of:

- Monthly & Year-to-Date operating performance by Fund;
- Capital Project Spend; and
- Outstanding Debtor Balances.

Overview

The 2025-2026 Budget and long-term financial plan, as well as March quarterly budget review is complete. The preparation of the end of the year financial statements is expected to commence by the end of the month.

The rates and charges are budgeted and levied in the month of July for the whole year. Presently, revenue shows variance against budget, which is expected to be received later in the year.



Material Exceptions:

General Fund

Revenue:

- Total revenue is \$53.26M against the May budget of \$55.67M, resulting in a negative variance of \$2.41M.
 - Rates and Charges are budgeted and recognised in July.
 - User Charges and Fees overall are in positive variance. However, the Transport for NSW ordered works program is having a negative variance due to timing of the receipt of funds, which is expected to be received in June 2025.
 - Operating grants: 85% of Financial Assistance Grant was received in advance and was transferred to the reserve.
 - VPA funding is expected to be received later in the year.
 - Other revenue shows an unfavourable variance due to timing on property rental income and incentives for Work Health and Safety incentives.
 - Internal Revenue: YTD unfavourable variance is related to transfers from reserves, which will occur in June.

Expenses:

- Overall costs are 79% against annual budgets, having a favourable variance of \$7.52M,
 - Roads & Drainage - Transport for NSW works, regional emergency road repair fund,
 - Property & Building,
 - Waste Management, and
 - legal costs favourable variance.

Water Fund

Revenue:

- Overall, water revenue shows a favourable variance against budget of \$0.35M.
- Water User Charges and Fees revenue show a favourable variance after water billing cycle in May 25.

Expenses:

- Expenses show a favourable variance of \$310K due to the savings in materials and labour cost.
- Materials and contracts have positive variance due to chemical and water treatment cost savings.

Sewer Fund

Revenue:

- Revenue is having favourable variance against budget after May billing cycle.

Expenses:

- Overall, Sewer Costs show a favourable variance against budget of \$1.11M.



- The sewer costs positive variance includes from utilities bill (\$274k) due to a difference in timings. Materials and contracts have a favourable variance due to YTD savings in sewer treatment costs.

Future Fund

Revenue:

- Overall revenue is in line with budget, having favourable variance of \$0.29M.

Expenses:

- Overall expenses show a favourable variance of \$0.23M.

Capital Projects

- YTD Capital Spend is \$20.39M, which equates to 35% of the total updated Capital Budget, including carryovers.

Muswellbrook Shire Council

Financial Report - May 2025



Council Consolidated								
Account Group	YTD Actuals	YTD Budget	YTD Var	YTD % Spend vs Budget	Full-Year Original Budget	March Review Budget	YTD as % of FY Budget	Variance Commentary (By material exception)
	YTD				Full Year			
Revenue								
Rates and Charges	\$36,700,622	\$36,423,336	\$277,286	1%	\$35,993,634	\$36,423,336	101%	<p>* Rates and charges budgets are allocated and levied in July. Revenue is showing an unfavourable variance against budget. This is due to outstanding ordered works for Transport for NSW for the period, Grants to be received and 85% of Financial Assistance Grant (FAG) has been received in the 2024 in advance. These monies were transferred to the FAG Reserve.</p> <p>Investment Interest to be accrued at year end. Interest will be accrued on a monthly basis from next financial year.</p> <p>See individual funds for commentary specific to that fund</p>
User Charges and Fees	\$20,493,820	\$19,979,742	\$514,078	3%	\$21,294,328	\$21,804,804	94%	
Interest and Investments Revenues	\$3,001,667	\$3,216,093	(\$214,426)	-7%	\$3,509,869	\$3,509,869	86%	
Other Revenues	\$287,589	\$361,391	(\$73,802)	-20%	\$299,668	\$394,402	73%	
Operating Grants and Contributions	\$8,045,215	\$9,522,338	(\$1,477,123)	-16%	\$9,465,797	\$10,392,162	77%	
Internal Revenue	\$7,023,444	\$7,275,540	(\$252,096)	-3%	\$8,025,590	\$7,940,129	88%	
Total Revenue	\$75,552,357	\$76,778,440	(\$1,226,083)	-2%	\$78,588,886	\$80,464,702	94%	
Expenses								
Wages and Salaries	\$15,519,506	\$16,408,176	\$888,670	5%	\$18,002,105	\$17,906,991	87%	<p>Overall costs have a favourable variance against the annual budget after the March Quarterly Budget Review. There is a favourable variance in Wages and Salaries due to staff vacancies. Materials and Contracts is showing favourable variance due to pending expenditure for Transport for NSW Grants and other projects.</p>
Materials and Contracts	\$20,597,029	\$26,520,114	\$5,923,085	22%	\$26,438,356	\$28,942,610	71%	
Other Costs	\$4,796,042	\$6,597,200	\$1,801,158	27%	\$7,478,047	\$7,090,834	68%	
Borrowing Costs	\$2,230,379	\$2,383,711	\$153,332	6%	\$2,674,278	\$2,601,453	86%	
Overheads	\$5,201,537	\$5,263,495	\$61,958	1%	\$5,918,547	\$5,744,292	91%	
Depreciation	\$14,529,755	\$14,891,834	\$362,079	2%	\$16,252,138	\$16,252,138	89%	See individual funds for commentary specific to that fund
Total Expenses	\$62,874,248	\$72,064,529	\$9,190,281	13%	\$76,763,471	\$78,538,318	80%	
Result	\$12,678,109	\$4,713,911	\$7,964,198		\$1,825,415	\$1,926,384		

Muswellbrook Shire Council

Financial Report - May 2025



General Fund								
Account Group	YTD Actuals	YTD Budget	YTD Var	YTD % Spend vs Budget	Full-Year Original Budget	March Review Budget	YTD as % of FY Budget	Variance Commentary (By material exception)
Revenue	YTD				Full Year			
Rates and Charges	\$27,216,608	\$27,115,706	\$100,902	0%	\$26,686,004	\$27,115,706	100%	*Rates and charges budgets are allocated and levied in July. *Overall revenue is short of YTD budgets by 4%. User Charges and Fees: overall in positive variance, however shortfall in budget for Transport NSW works program(\$521k); expected to be received later; Other Revenue variance is a result of Building Rental Income of (\$38K) not yet received. Operating Grants & Contributions: 85% of FAG monies were received in advance and has been transferred to the Reserve; Denman Children's Centre (\$1.316M). VPA funds are expected to be received later in the year. Internal Revenue: YTD unfavourable variance is related to transfers from Reserves, which will occur later in the year.
User Charges and Fees	\$8,544,172	\$8,394,868	\$149,304	2%	\$8,598,475	\$9,161,702	93.26%	
Interest and Investments Revenues	\$2,229,648	\$2,348,201	(\$118,553)	-5%	\$2,562,699	\$2,562,699	87%	
Other Revenues	\$286,985	\$359,923	(\$72,938)	-20%	\$296,026	\$392,800	73%	
Operating Grants and Contributions	\$7,962,298	\$9,451,987	(\$1,489,689)	-16%	\$9,597,109	\$10,315,385	77%	
Internal Revenue	\$7,023,444	\$8,003,925	(\$980,481)	-12%	\$8,438,166	\$8,735,049	80%	
Total Revenue	\$53,263,155	\$55,674,610	(\$2,411,455)	-4%	\$56,178,479	\$58,283,341	91%	
Expenses								
Wages and Salaries	\$13,505,240	\$13,950,427	\$445,187	3%	\$15,319,851	\$15,224,737	88.71%	Overall costs have a favourable variance of 14% against annual budgets. Materials & contracts : Grants funds not yet spent - Denman Children's Centre(\$441k) & Regional Emergency Repair(\$1M). Other costs : Legal costs (\$ 650k), Utility bills yet to be received (\$184k). Borrowing Costs favourable variance is due to timing of when repayments are due.
Materials and Contracts	\$16,157,406	\$21,430,076	\$5,272,670	25%	\$21,143,497	\$23,387,620	69%	
Other Costs	\$3,270,448	\$4,740,640	\$1,470,192	31%	\$5,167,345	\$5,098,008	64.15%	
Borrowing Costs	\$569,926	\$703,460	\$133,534	19%	\$762,266	\$767,718	74%	
Overheads	\$2,045,186	\$2,108,404	\$63,218	3%	\$2,300,997	\$2,300,997	89%	
Depreciation	\$10,379,325	\$10,523,268	\$143,943	1%	\$11,484,523	\$11,484,523	90%	
Total Expenses	\$45,927,531	\$53,456,274	\$7,528,743	14%	\$56,178,479	\$58,263,603	79%	
Result	\$7,335,624	\$2,218,336	\$5,117,288		\$0	\$19,738		

Muswellbrook Shire Council

Financial Report - May 2025



Water Fund								
Account Group	YTD Actuals	YTD Budget	YTD Var	YTD % Spend vs Budget	Full-Year Original Budget	March Review Budget	YTD as % of FY Budget	Variance Commentary (By material exception)
Revenue	YTD				Full Year			
Rates and Charges	\$2,379,127	\$2,379,111	\$16	0%	\$2,379,111	\$2,379,111	100%	*Rates and Charges budgets are allocated and levied in July.
User Charges and Fees	\$5,047,318	\$4,984,760	\$62,558	1%	\$5,440,096	\$5,440,096	93%	
Interest and Investments Revenues	\$493,415	\$584,096	(\$90,681)	-16%	\$637,451	\$637,451	77%	*Water User Charges and Fees has a favourable variance of 5% to YTD budget following final Water bill raised in May 25.
Other Revenues	\$0	\$0	\$0	0%	\$0	\$0	0%	
Operating Grants and Contributions	\$43,843	\$35,073	\$8,770	25%	\$38,277	\$38,277	115%	
Internal Revenue	\$0	(\$378,043)	\$378,043	-100%	(\$412,576)	(\$412,576)	0%	
Total Revenue	\$7,963,703	\$7,604,997	\$358,706	5%	\$8,082,359	\$8,082,359	99%	
Expenses								
Wages and Salaries	\$1,234,355	\$1,337,924	\$103,569	8%	\$1,460,138	\$1,460,138	85%	* Overall, costs are in line with annual budgets. Materials & Contracts : positive variance due to chemical costs & Water Treatment (\$220k). Other costs : The Utilities budget was adjusted down for in the March QBR and now more inline with actual cost.
Materials and Contracts	\$2,269,576	\$2,459,355	\$189,779	8%	\$2,458,506	\$2,684,006	85%	
Other Costs	\$276,003	\$294,553	\$18,550	6%	\$541,556	\$316,056	87%	
Borrowing Costs	\$0	\$0	\$0	0%	\$0	\$0	0%	
Overheads	\$1,107,011	\$1,106,569	(\$442)	0%	\$1,207,649	\$1,207,649	92%	
Depreciation	\$2,001,411	\$2,000,254	(\$1,157)	0%	\$2,182,969	\$2,182,969	92%	
Total Expenses	\$6,888,356	\$7,198,656	\$310,300	4%	\$7,850,818	\$7,850,818	88%	
Result	\$1,075,347	\$406,341	\$669,006		\$231,541	\$231,541		

Muswellbrook Shire Council

Financial Report - May 2025



Sewer Fund								
Account Group	YTD Actuals	YTD Budget	YTD Var	YTD % Spend vs Budget	Full-Year Original Budget	March Review Budget	YTD as % of FY Budget	Variance Commentary (By material exception)
Revenue	YTD				Full Year			
Rates and Charges	\$7,104,887	\$6,928,519	\$176,368	3%	\$6,928,519	\$6,928,519	103%	*Overall Revenue has favourable variance of 7%. Rates and charges : budgets are levied in July. Additional Business water and sewer charges received in May 25. User fees and charges : user charges for sewerage, include reuse sales charges are slightly above YTD Budget by 1%.
User Charges and Fees	\$430,110	\$426,536	\$3,574	1%	\$465,498	\$465,498	92%	
Interest and Investments Revenues	\$278,604	\$283,796	(\$5,192)	-2%	\$309,719	\$309,719	90%	
Other Revenues	\$0	\$0	\$0	0%	\$0	\$0	0%	
Operating Grants and Contributions	\$39,074	\$35,278	\$3,796	11%	(\$169,589)	\$38,500	101%	
Internal Revenue	\$0	(\$350,342)	\$350,342	-100%	\$0	(\$382,344)	0%	
Total Revenue	\$7,852,675	\$7,323,786	\$528,889	7%	\$7,534,147	\$7,359,892	107%	
Expenses								
Wages and Salaries	\$641,478	\$875,546	\$234,068	27%	\$955,523	\$955,523	67%	* Overall, costs show a favourable variance of 17% against annual budgets. Materials & contracts : positive variance due to sewer mains & treatment costs (\$322k). Other costs : Utilities (\$274k) positive variance due to timing difference in billing.
Materials and Contracts	\$1,064,391	\$1,460,572	\$396,181	27%	\$1,596,924	\$1,593,989	67%	
Other Costs	\$472,253	\$757,438	\$285,185	38%	\$817,889	\$817,889	58%	
Borrowing Costs	\$537,273	\$540,643	\$3,370	1%	\$587,093	\$590,028	91%	
Overheads	\$914,411	\$914,046	(\$365)	0%	\$1,171,795	\$997,540	92%	
Depreciation	\$1,999,967	\$2,194,214	\$194,247	9%	\$2,394,646	\$2,394,646	84%	
Total Expenses	\$5,629,773	\$6,742,459	\$1,112,686	17%	\$7,523,870	\$7,349,615	77%	
Result	\$2,222,902	\$581,327	\$1,641,575		\$10,277	\$10,277		

Muswellbrook Shire Council

Financial Report - May 2025



Future Fund								
Account Group	YTD Actuals	YTD Budget	YTD Var	YTD % Spend vs Budget	Full-Year Original Budget	March Review Budget	YTD as % of FY Budget	Variance Commentary (By material exception)
	YTD				Full Year			
Revenue								
Rates and Charges	\$0	\$0	\$0	0%	\$0	\$0	0%	
User Charges and Fees	\$6,472,220	\$6,173,579	\$298,641	5%	\$6,790,259	\$6,737,508	96%	
Interest and Investments Revenues	\$0	\$0	\$0	0%	\$0	\$0	0%	
Other Revenues	\$604	\$1,468	(\$864)	-59%	\$3,642	\$1,602	38%	* Overall revenue has a 5% favourable result.
Operating Grants and Contributions	\$0	\$0	\$0	0%	\$0	\$0	0%	
Internal Revenue	\$0	\$0	\$0	0%	\$0	\$0	0%	
Total Revenue	\$6,472,824	\$6,175,046	\$297,778	5%	\$6,793,901	\$6,739,110	96%	
Expenses								
Wages and Salaries	\$138,433	\$244,279	\$105,846	43%	\$266,593	\$266,593	52%	
Materials and Contracts	\$1,105,656	\$1,170,111	\$64,455	6%	\$1,239,429	\$1,276,995	87%	
Other Costs	\$777,338	\$804,568	\$27,230	3%	\$951,257	\$858,881	91%	* Overall, costs show a favourable variance of 5 % against the budgets. Wages & Salaries , savings due to staff vacancies.
Borrowing Costs	\$1,123,180	\$1,139,609	\$16,429	1%	\$1,324,919	\$1,243,707	90%	
Overheads	\$1,134,929	\$1,134,477	(\$452)	0%	\$1,238,106	\$1,238,106	92%	
Depreciation	\$149,052	\$174,097	\$25,045	14%	\$190,000	\$190,000	78%	
Total Expenses	\$4,428,588	\$4,667,140	\$238,552	5%	\$5,210,304	\$5,074,282	87%	
Result	\$2,044,236	\$1,507,906	\$536,330		\$1,583,597	\$1,664,828		

Muswellbrook Shire Council

Financial Report - May 2025

Capital Costs (Incl. Loan Repayments & excl. Revenue)



	YTD Actuals	Carry Overs	Total Budget	September Review Budget	December Review Budget	Mar Review Change	Mar Review Budget	June Review Budget	YTD % Spend	Over Budget	Comments
General Fund Projects											
Planning, Community and Corporate Services Projects											
Adventure Playground - Wollombi Road	20,659	21,200	21,200	24,000	24,000	-	24,000	24,000	97%		
Aquatic Centres Programme	186,643	89,953	409,953	409,953	409,953	(204,660)	205,293	205,293	46%		
Art Acquisitions	78,039	-	70,000	70,000	70,000	-	70,000	78,039	111%		
Art Centre Offsite Storage	-	-	821,893	821,893	821,893	(821,893)	-	-	0%		
Buildings New and Replacement	197,296	1,523,248	2,023,248	1,773,248	1,773,248	(435,132)	1,338,116	1,338,116	10%		
Bylong Valley Way Kerrabee Safety Improvements	56,153	-	-	-	-	200,000	200,000	200,000	0%		
Capital Works Contingency	49,283	-	130,000	130,000	130,000	-	130,000	130,000	38%		
Civic Precinct (Town Square)	(315,563)	1,705,062	2,885,362	2,885,362	2,885,362	(1,985,362)	900,000	900,000	-11%		
Aquatic Centre Loan	9,307	-	142,749	142,749	142,749	-	142,749	142,749	7%		
Denman Netball Courts	-	-	280,173	-	-	-	-	-	0%		
Denman Tourist Park	55,849	-	546,766	546,766	546,766	(546,766)	-	55,849	10%		
Demolish Existing Amenity Building - Bowman Park	195,767	-	-	-	-	215,000	215,000	250,000	0%		
Demolition for Civic Precinct	367,653	-	-	-	-	1,077,327	1,077,327	1,077,327	0%		
Future Fund Contribution	-	-	775,000	775,000	775,000	-	775,000	775,000	0%		
General Design Program	-	45,513	95,513	95,513	95,513	-	95,513	95,513	0%		
Hunter Beach	-	10,161	10,161	10,161	10,161	-	10,161	10,161	0%		
Information Technology Strategy	183,097	-	200,000	200,000	200,000	-	200,000	200,000	92%		
Karoola Park Citizens Walk Pathway	-	9,004	9,004	9,004	9,004	-	9,004	9,004	0%		
Karoola Park-Community Assets Program (CAP)	974,828	-	-	1,569,375	1,569,375	-	1,569,375	1,569,375	0%		
Library Books General Capital Purchases (General)	46,380	18,403	108,403	108,403	108,403	-	108,403	108,403	43%		
Library Subsidy Projects	41,254	106,668	106,668	106,668	142,883	-	142,883	142,883	39%		
Local Priority Grant	14,791	61,943	72,943	72,943	92,633	-	92,633	92,633	20%		
Loan - Staff Housing	36,678	-	40,013	40,013	40,013	-	40,013	40,013	92%		
Loan - 140 Bridge Street	2,669	-	5,414	5,414	5,414	-	5,414	5,414	49%		
Loan - 88 Bridge Street	26,727	-	54,210	54,210	54,210	-	54,210	54,210	49%		
Loan - Campbells Corner	111,022	-	225,180	225,180	225,180	-	225,180	225,180	49%		
Loan - Donald Horne	112,763	-	229,044	229,044	229,044	-	229,044	229,044	49%		
Major Landcare Projects	-	-	75,000	75,000	75,000	-	75,000	-	0%		
Muscle Creek Catchment Strategy	340	82,081	82,081	82,081	82,081	-	82,081	82,081	0%		
Muscle Creek Emergency Stabilisation	-	-	250,000	250,000	250,000	-	250,000	250,000	0%		
Olympic Park Project	349,479	459,362	5,064,705	5,064,705	5,064,705	(4,104,525)	960,180	960,180	7%		
Performance and Convention Centre	54,845	502,747	3,102,747	3,102,747	3,102,747	(2,632,888)	469,859	469,859	2%		
Purchase of Land - Companion Animal Impounding Facili	49,995	-	150,000	150,000	150,000	-	150,000	154,557	33%		
Recreation Capital Works	1,059,961	891,888	1,266,888	1,264,088	1,264,088	(117,200)	1,146,888	1,146,888	84%		
Resources for Regions 9 - Denman Rec Area	1,566,048	1,832,546	1,832,546	2,446,063	2,446,063	(757,055)	1,689,008	1,689,008	85%		
Resources for Regions 9 - Depot	198,426	313,714	4,513,714	4,513,714	4,513,714	(4,263,714)	250,000	250,000	4%		
Resources for Regions 9 - Campbells Corner	72,366	167,521	867,521	867,521	867,521	(717,521)	150,000	150,000	8%		
STEM Equipment Replacement	-	140,324	250,324	250,324	250,324	-	250,324	250,324	0%		
Simpson Park	7,954	-	403,871	403,871	403,871	(303,871)	100,000	100,000	2%		
Waste Flip Screen	-	102,960	102,960	102,960	102,960	-	102,960	102,960	0%		
Total Planning, Community and Corporate Services	5,810,709	8,084,298	27,225,254	28,877,973	28,933,878	(15,398,260)	13,535,618	13,564,063	21%	-	
Roads and Drainage Projects											
Bridge St Footpath	52,400	-	69,926	69,926	69,926	-	69,926	69,926	75%		

Muswellbrook Shire Council

Financial Report - May 2025

Capital Costs (Incl. Loan Repayments & excl. Revenue)



	YTD Actuals	Carry Overs	Total Budget	September Review Budget	December Review Budget	Mar Review Change	Mar Review Budget	June Review Budget	YTD % Spend	Over Budget	Comments
Bridges Renewal Programme	139,311	92,496	342,496	342,496	342,496	(142,496)	200,000	200,000	41%		
Carpark Renewal Programme	-	-	100,000	100,000	100,000	-	100,000	100,000	0%		
CPTIGS - Bus Shelter	51,592	198,916	198,916	198,916	198,916	-	198,916	198,916	26%		
Drainage Devices Programme	155,672	-	500,000	500,000	500,000	-	500,000	500,000	31%		
Dry Creek Road-Replacement of Road Causeway	652,318	-	-	705,157	705,157	-	705,157	705,157	0%		
Flood Warning Systems	120,045	147,856	147,856	147,856	147,856	-	147,856	147,856	81%		
Footpath and Cycleway Renewal Programme	199,999	-	200,000	200,000	200,000	-	200,000	200,000	100%		
Heavy Patching Programme	598,180	-	750,000	716,944	716,944	-	716,944	716,944	80%		
Hunter Beach to CBD Pathway	-	-	600,000	600,000	600,000	(400,000)	200,000	200,000	0%		
Kamilaroi, Cassidy, Thompson Shared Path	28,345	-	-	100,625	100,625	-	100,625	100,625	0%		
Palace Street Rehabilitation	1,088,112	-	-	1,510,954	1,510,954	-	1,510,954	1,510,954	0%		
Resilience Works Karoola Park	20,491	443,014	443,014	443,014	443,014	(430,374)	12,640	20,491	5%		
Kerb and Gutter Replacement Programme	202,259	-	535,000	535,000	535,000	(180,000)	355,000	355,000	38%		
Large Plant Items	353,621	1,223,878	1,923,878	1,923,878	1,923,878	-	1,923,878	1,923,878	18%		
Leachate Dam	-	25,795	475,795	475,795	475,795	-	475,795	475,795	0%		
ARGN 960 Natural Disaster Event - Baerami Creek Cau	-	672,039	672,039	672,039	672,039	-	672,039	672,039	0%		
New Footpath and Cycleway Programme	310	-	145,000	145,000	145,000	(144,000)	1,000	1,000	0%		
Possum Gully Realignment	114,538	-	-	-	-	200,000	200,000	200,000	0%		
Purchase of Vehicles	437,962	207,993	607,993	607,993	607,993	10,264	618,257	618,257	72%		
Rainbow Creek Bridge	316,222	274,687	374,687	666,113	666,113	-	666,113	666,113	84%		
Regional Road Renewal Programme	-	-	69,000	69,000	69,000	69,000	138,000	138,000	0%		
Resources for Regions- Round 7	782,855	828,733	828,733	828,733	828,733	550,000	1,378,733	1,378,733	94%		
Resources for Regions 9	1,354,612	1,687,822	1,687,822	1,687,822	1,687,822	-	1,687,822	1,687,822	80%		
Road Resealing Programme	996,779	-	1,000,000	1,000,000	1,000,000	-	1,000,000	1,000,000	100%		
Roads Capital Contingency	15,460	-	150,000	150,000	150,000	-	150,000	150,000	10%		
Roads to Recovery Program	(7,928)	577,898	1,155,796	751,270	751,270	(751,270)	-	-	-1%		
Rural Road Regravelling Programme	190,192	-	250,000	250,000	250,000	-	250,000	250,000	76%		
Rural Road Renewal Programme	364,650	264,886	764,886	764,886	764,886	-	764,886	764,886	48%		
Stormwater Drainage (new)	-	-	150,000	150,000	150,000	-	150,000	150,000	0%		
Transport Vehicles	156,788	160,000	360,000	360,000	360,000	-	360,000	360,000	44%		
Urban Road Renewal Programme	641,903	355,132	755,132	755,132	755,132	(201,617)	553,515	641,903	85%		
Widden Creek Stabilisation Works	139,481	144,880	144,880	144,880	144,880	-	144,880	144,880	96%		
Widden Bridge/Traffic Signals/Kenilworth St	-	-	90,250	90,250	90,250	-	90,250	90,250	0%		
Wilkinson Bridge	103,169	-	112,617	112,617	112,617	-	112,617	112,617	92%		
Yarraman Road Upgrade	66,666	71,882	71,882	71,882	71,882	-	71,882	71,882	93%		
Total Roads and Drainage	9,336,004	7,377,907	15,677,598	17,848,178	17,848,178	(1,420,493)	16,427,685	16,523,924	60%	-	
Total General Fund	15,146,713	15,462,205	42,902,852	46,726,151	46,782,056	(16,818,753)	29,963,303	30,087,987	35%	-	

Muswellbrook Shire Council

Financial Report - May 2025

Capital Costs (Incl. Loan Repayments & excl. Revenue)



	YTD Actuals	Carry Overs	Total Budget	September Review Budget	December Review Budget	Mar Review Change	Mar Review Budget	June Review Budget	YTD % Spend	Over Budget	Comments
Future Fund Projects											
Brook Street Plaza	68,874	-	74,993	74,993	74,993	-	74,993	74,993	92%		
Town Education Campus	45,828	-	49,995	49,995	49,995	-	49,995	49,995	92%		
Seven Hills	220,278	-	446,776	446,776	446,776	-	446,776	446,776	49%		
Marketplace loan repayments	1,225,283	-	1,056,040	1,056,040	1,056,040	-	1,056,040	1,225,283	116%		
Renewal of Existing Assets/New Acquisitions	357,388	264,618	665,412	665,412	665,412	-	665,412	665,412	54%		
Throsby ACT	476,666	-	520,000	520,000	520,000	-	520,000	520,000	92%		
Upgrade of Loxton House	136,066	-	-	-	-	268,125	268,125	268,125	0%		
Total Future Fund	2,530,383	264,618	2,813,216	2,813,216	2,813,216	268,125	3,081,341	3,250,584	90%	-	
Sewer Fund											
Access & Security Improvements RWTW	51,980	-	150,000	150,000	200,000	-	200,000	200,000	35%		
Loan - Sewer RWTW	652,590	-	712,698	712,698	712,698	-	712,698	712,698	92%		
Mains Renewal and Replacement	7,206	-	200,000	200,000	150,000	-	150,000	150,000	4%		
Operations Contingency Project	38,711	-	50,000	50,000	50,000	-	50,000	50,000	77%		
Sewer Plant and Equipment	-	80,000	180,000	180,000	180,000	-	180,000	180,000	0%		
Skellatar Main	51,518	-	104,299	104,299	104,299	-	104,299	104,299	49%		
Solar Array	573,330	699,622	699,622	699,622	699,622	-	699,622	699,622	82%		
System Plant Asset Renewals	82,305	108,017	528,017	528,017	528,017	-	528,017	441,017	16%		
Transportation System Improvement	220,569	95,964	595,964	595,964	595,964	-	595,964	595,964	37%		
Upgrade Sewer Pump Station 1	41,106	87,094	1,987,094	1,987,094	1,987,094	(987,094)	1,000,000	1,000,000	2%		
Total Sewer Fund	1,719,315	1,070,697	5,207,694	5,207,694	5,207,694	(987,094)	4,220,600	4,133,600	33%	-	

Muswellbrook Shire Council

Financial Report - May 2025

Capital Costs (Incl. Loan Repayments & excl. Revenue)



	YTD Actuals	Carry Overs	Total Budget	September Review Budget	December Review Budget	Mar Review Change	Mar Review Budget	June Review Budget	YTD % Spend	Over Budget	Comments
Water Fund											
Asbestos, Earthworks, Security	40,299	-	150,000	150,000	150,000	-	150,000	150,000	27%		
Laboratory Equipment		-	20,000	20,000	20,000	-	20,000	20,000	0%		
BP0154 Betterment Denman	73,486	-	-	-	-	-	-	445,200	0%		
BP0156 Betterment Muswellbrook	69,228	-	-	-	-	-	-	262,122	0%		
Corrosive Chemicals Facilities Audit	-	-	-	-	-	300,000	300,000	300,000	0%		
Mains Renewal and Replacement (inc Carryover)	213,294	390,285	890,285	890,285	740,285	-	740,285	740,285	24%		
Operations Contingency Project	35,280	-	50,000	50,000	50,000	-	50,000	50,000	71%		
Replacement of Water Meters Programme	48,414	-	65,000	65,000	65,000	-	65,000	65,000	74%		
GLE Pipeline	101,745	1,362,625	18,362,625	1,362,625	1,362,625	(862,625)	500,000	500,000	1%		
System Plant Asset Renewals	281,161	331,398	881,398	881,398	881,398	-	881,398	881,398	32%		
Upgrade Fluoride Dosing System WTP	51,918	150,598	150,598	150,598	150,598	-	150,598	150,598	34%		
Vehicle-Equipment Replacement	41,552	65,000	165,000	165,000	315,000	-	315,000	315,000	25%		
Water Stop Valve Replacement	39,740	-	200,000	200,000	200,000	-	200,000	200,000	20%		
Total Water Fund	996,117	2,299,906	20,934,906	3,934,906	3,934,906	(562,625)	3,372,281	4,079,603	5%	-	
Consolidated Total	20,392,528	19,097,426	71,858,668	58,681,967	58,737,872	- 18,100,347	40,637,525	41,551,774	35%	-	



Debtor Balances as at 31 May 2025

Account	120 days	90 days	60 days	30 days	Current	Balance
Waste Depot Charges	\$88,681	\$2,132	\$46,699	\$314,354	\$239,207	\$691,074
Inspection Fees	\$18,043	(\$100)	\$0	\$0	\$7,666	\$25,609
Sam Adams College Rent	\$0	\$0	\$0	\$0	\$59,123	\$59,123
Council Properties - Future Fund *	\$158,636	\$23,761	\$23,517	\$19,671	\$241,007	\$466,592
Council Properties - Marketplace *	\$263,715	\$14,261	\$17,248	\$40,975	\$132,722	\$468,921
Council Properties - Education Fund	\$4,811	\$0	\$11,816	\$1,135	\$11,816	\$29,578
Recreation	\$602	\$171	\$6,930	\$182	\$375	\$8,260
Sundries**	\$455,680	\$2,260,204	\$4,791	\$2,157,656	\$38,963	\$4,917,294
Water Tanker Sales	\$2,364	\$0	\$0	\$27	\$14,846	\$17,237
Trade Waste Charges	\$342	\$0	\$0	\$0	\$0	\$342
Muswellbrook Sewer	\$8,473	\$0	\$0	\$0	\$36,704	\$45,177
GST Tax Debtor	(\$81,077)	\$0	\$0	\$0	\$92,682	\$11,605
TOTAL	\$920,271	\$2,300,429	\$111,001	\$2,534,001	\$875,110	\$6,740,813

*Balances include rent deferrals due to COVID, and other commercial receivables currently with debt recovery/legal services.

**Grant funding expected to be received soon

**6.2 Report on Investments held as at 31 May 2025**

Responsible Officer: General Manager

Author: Financial Controller

Community Strategic Plan: 6 - *Community Leadership*

24.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.

Delivery Program Goal: 6.2.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.

Operational Plan Action: 6.2.1.1 - Provide transparent reporting to the community about Council's finances.

Attachments:

1. Portfolio Valuations Report - 31 May 2025 [**6.2.1** - 3 pages]
2. Trading Limit Report - 31 May 2025 [**6.2.2** - 8 pages]

PURPOSE

To submit for Council's information the list of financial investments currently held by Council in accordance with the Regulation.

OFFICER'S RECOMMENDATION

The Finance & Governance Advisory Committee notes Council's Investments as at 31 May 2025.

Moved: _____ **Seconded:** _____

REPORT

Clause 212 (1) of the *Local Government (General) Regulation 2005* requires details of funds invested, as at the end of the preceding month, to be reported to an ordinary meeting of Council.

Funds invested under Section 625 of the *Local Government Act 1993*, as at 31 May 2025, are shown in the attachments.

COMMENT:

As at 31 May 2025, Council held \$102.7M in cash and investments, with a weighted running yield of 4.96%.

Investment interest rates have shown a decline reflected in a reduced yield on new investments.

The Reserve Bank of Australia (RBA) current cash rate is 3.85% after a reduction of 25 base points announced on 20 May 2025.



During the month of May 2025, the following investment movements occurred:

1. A term deposit matured on 15 May 2025 for a total of \$1.5M; reinvested with RaboBank for 12 months with a yield of 4.50%pa.
2. The maturity of a \$750k floating rate note with Qld Police Credit Union was reinvested with a three-year floating rate note on 22 May 2025. The yield of 1.50% plus BBSW (bank bill swap rate) was 3.85% at the time of purchase, so the total yield was 5.35%.

There were no trading limit breaches during the month.

The Responsible Accounting Officer certifies that the investments listed have been made in accordance with the Act, the Regulations, and Council's Investment Policy. This includes investments that have been made in accordance with the Minister's Orders that have been subsequently amended. "Grandfathering" provisions still allow the holding of these investments. A detailed list of investments is attached.



**Portfolio Valuation Report
Muswellbrook Shire Council
As At 31 May 2025**

	Fixed Interest Security	ISIN	Face Value Original	Bond Factor	Face Value Current	Capital Price	Accrued Interest Price	Market Value	% Total Value	Running Yield	Weighted Running Yield
At Call Deposit											
	Westpac Bus Prem At Call		7,350,139.05	1.00000000	7,350,139.05	100.000	0.000	7,350,139.05	7.00%	4.44%	
	Westpac Muswellbrook Trading Acct At Call		1,454,443.10	1.00000000	1,454,443.10	100.000	0.000	1,454,443.10	1.39%	0.00%	
			8,804,582.15		8,804,582.15			8,804,582.15	8.39%		3.71%
Fixed Rate Bond											
	BOQ 4.7 27 Jan 2027 Fixed	AU3CB0296168	4,000,000.00	1.00000000	4,000,000.00	100.885	1.610	4,099,800.00	3.91%	4.77%	
	BOQ 5.3 30 Apr 2029 Fixed	AU3CB0308955	2,000,000.00	1.00000000	2,000,000.00	103.085	0.449	2,070,680.00	1.97%	5.31%	
	JUDO 6.4 26 Sep 2025 Fixed	AU3CB0292480	500,000.00	1.00000000	500,000.00	100.268	1.148	507,080.00	0.48%	6.44%	
	NTTC 1.1 15 Dec 2025 - Issued 31 August 2021 - Muswellbrook Council Fixed		2,000,000.00	1.00000000	2,000,000.00	100.000	0.503	2,010,060.00	1.92%	1.10%	
	NTTC 1.1 15 Dec 2025 - Issued 6 September 2021 - Muswellbrook Council Fixed		1,500,000.00	1.00000000	1,500,000.00	100.000	0.503	1,507,545.00	1.44%	1.10%	
			10,000,000.00		10,000,000.00			10,195,165.00	9.72%		3.67%
Floating Rate Note											
	AMP 1.27 13 Sep 2027 FRN	AU3FN0091674	1,000,000.00	1.00000000	1,000,000.00	100.096	1.166	1,012,620.00	0.96%	5.37%	
	Auswide 1.5 07 Nov 2025 FRN	AU3FN0073037	1,000,000.00	1.00000000	1,000,000.00	100.323	0.350	1,006,730.00	0.96%	5.33%	
	Auswide 1.5 17 Mar 2026 FRN	AU3FN0076352	2,000,000.00	1.00000000	2,000,000.00	100.456	1.154	2,032,200.00	1.94%	5.61%	
	Auswide 1.6 22 Mar 2027 FRN	AU3FN0086104	1,500,000.00	1.00000000	1,500,000.00	100.659	1.065	1,525,860.00	1.45%	5.72%	
	Auswide 1.33 13 Sep 2027 FRN	AU3FN0091575	1,000,000.00	1.00000000	1,000,000.00	100.139	1.179	1,013,180.00	0.97%	5.44%	
	BAL 1.55 22 Feb 2027 FRN	AU3FN0075461	5,500,000.00	1.00000000	5,500,000.00	100.560	0.130	5,537,950.00	5.28%	5.25%	
	BAL 1.7 21 Feb 2028 FRN	AU3FN0085031	2,000,000.00	1.00000000	2,000,000.00	100.927	0.149	2,021,520.00	1.93%	5.39%	
	CUA 1.65 09 Feb 2027 FRN	AU3FN0074787	6,000,000.00	1.00000000	6,000,000.00	101.348	0.329	6,100,620.00	5.81%	5.41%	
	CACU 1.7 21 Sep 2026 FRN	AU3FN0081287	1,750,000.00	1.00000000	1,750,000.00	100.017	1.130	1,770,072.50	1.69%	5.81%	
	MYS 0.65 16 Jun 2025 FRN	AU3FN0061024	3,000,000.00	1.00000000	3,000,000.00	100.011	0.979	3,029,700.00	2.89%	4.76%	
	NPBS 1.85 14 Feb 2029 FRN	AU3FN0085023	2,000,000.00	1.00000000	2,000,000.00	102.207	0.263	2,049,400.00	1.95%	5.56%	
	NPBS 1.25 21 Jan 2030 FRN	AU3FN0094827	4,000,000.00	1.00000000	4,000,000.00	99.818	0.556	4,014,960.00	3.83%	5.19%	
	PCU 1.15 08 Nov 2027 FRN	AU3FN0093423	1,000,000.00	1.00000000	1,000,000.00	100.058	0.313	1,003,710.00	0.96%	4.97%	
	Qld Police 1.75 06 Dec 2025 FRN	AU3FN0073979	2,000,000.00	1.00000000	2,000,000.00	100.588	1.383	2,039,420.00	1.94%	5.87%	
	Qld Police 1.65 18 Sep 2026 FRN	AU3FN0081295	3,000,000.00	1.00000000	3,000,000.00	101.160	1.168	3,069,840.00	2.93%	5.76%	
	Qld Police 1.5 22 May 2028 FRN	AU3FN0098844	750,000.00	1.00000000	750,000.00	100.081	0.129	751,575.00	0.72%	5.23%	
	UBS Aust 0.87 30 Jul 2025 FRN	AU3FN0055307	1,650,000.00	1.00000000	1,650,000.00	100.075	0.403	1,657,887.00	1.58%	4.67%	
	UBS Aust 1.55 12 May 2028 FRN	AU3FN0077970	4,000,000.00	1.00000000	4,000,000.00	102.082	0.279	4,094,440.00	3.90%	5.27%	
			43,150,000.00		43,150,000.00			43,731,684.50	41.67%		5.37%
Term Deposit											
	AMP 5.35 16 Jun 2025 732DAY TD		4,000,000.00	1.00000000	4,000,000.00	100.000	5.101	4,204,032.88	4.01%	5.35%	
	AMP 5.2 17 Jun 2025 308DAY TD		1,500,000.00	1.00000000	1,500,000.00	100.000	4.146	1,562,186.30	1.49%	5.20%	
	AMP 5.25 01 Dec 2025 732DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	2.589	1,025,890.41	0.98%	5.25%	
	AMP 4.95 21 Jan 2026 365DAY TD		1,250,000.00	1.00000000	1,250,000.00	100.000	1.763	1,272,037.68	1.21%	4.95%	



**Portfolio Valuation Report
Muswellbrook Shire Council
As At 31 May 2025**

Fixed Interest Security	ISIN	Face Value Original	Bond Factor	Face Value Current	Capital Price	Accrued Interest Price	Market Value	% Total Value	Running Yield	Weighted Running Yield
BOQ 4.9 01 Oct 2025 761DAY TD		3,000,000.00	1.00000000	3,000,000.00	100.000	3.638	3,109,142.46	2.96%	4.90%	
BVIC 5.1 13 Nov 2025 335DAY TD		3,000,000.00	1.00000000	3,000,000.00	100.000	2.361	3,070,841.10	2.93%	5.10%	
CCU 4.75 04 Mar 2026 365DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	1.145	1,011,452.05	0.96%	4.75%	
CUSA 4.8 13 Oct 2025 185DAY TD		500,000.00	1.00000000	500,000.00	100.000	0.658	503,287.67	0.48%	4.80%	
DFB 5.45 04 Dec 2025 730DAY TD		2,000,000.00	1.00000000	2,000,000.00	100.000	8.108	2,162,156.16	2.06%	5.45%	
JUDO 5.7 11 Jul 2025 730DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	5.044	1,050,441.10	1.00%	5.70%	
JUDO 4.65 11 Mar 2026 365DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	1.032	1,010,319.18	0.96%	4.65%	
JUDO 4.65 30 Mar 2026 369DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	0.841	1,008,408.22	0.96%	4.65%	
PCUSA 5.11 27 Nov 2025 365DAY TD		1,500,000.00	1.00000000	1,500,000.00	100.000	2.590	1,538,850.00	1.47%	5.11%	
RABO 5.04 29 Jul 2025 274DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	2.969	1,029,687.67	0.98%	5.04%	
RABO 5.33 30 Jul 2025 365DAY TD		2,000,000.00	1.00000000	2,000,000.00	100.000	4.454	2,089,076.72	1.99%	5.33%	
RABO 5.31 30 Sep 2025 425DAY TD		3,000,000.00	1.00000000	3,000,000.00	100.000	4.408	3,132,240.81	2.98%	5.31%	
RABO 5.28 Oct 2025 365DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	2.945	1,029,452.05	0.98%	5.00%	
RABO 4.71 25 Feb 2026 365DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	1.226	1,012,258.90	0.96%	4.71%	
RABO 4.5 15 May 2026 365DAY TD		1,500,000.00	1.00000000	1,500,000.00	100.000	0.197	1,502,958.90	1.43%	4.50%	
RABO 5.25 05 Jul 2027 1096DAY TD		2,000,000.00	1.00000000	2,000,000.00	100.000	4.761	2,095,219.18	2.00%	5.25%	
RABO 5.2 31 Jul 2028 1462DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	4.345	1,043,452.05	0.99%	5.20%	
RABO 5.07 27 Oct 2028 1460DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	2.986	1,029,864.38	0.98%	5.07%	
RABO 5.4 04 Jul 2029 1826DAY TD		2,000,000.00	1.00000000	2,000,000.00	100.000	4.897	2,097,939.72	2.00%	5.40%	
RABO 5.25 30 Jul 2029 1826DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	4.387	1,043,869.86	0.99%	5.25%	
RABO 4.97 05 Feb 2030 1826DAY TD		1,500,000.00	1.00000000	1,500,000.00	100.000	1.566	1,523,488.35	1.45%	4.97%	
SCC 5.37 13 Jun 2025 365DAY TD		1,000,000.00	1.00000000	1,000,000.00	100.000	5.179	1,051,787.40	1.00%	5.37%	
		40,750,000.00		40,750,000.00			42,210,341.19	40.22%		5.13%
Fixed Interest Total		102,704,582.15		102,704,582.15			104,941,772.84	100.00%		4.96%



**Portfolio Valuation Report
Muswellbrook Shire Council
As At 31 May 2025**

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Report Code: TBSBP100EXT-01.21
Report Description: Portfolio Valuation As At Date
Parameters:
Term Deposit Interest Included
Cash Excluded
Settlement Date-Based Balances



Trading Limit Report 125
Muswellbrook Shire Council
As At 30 May 2025

1 Issuer Trading Limits

Issuer	Issuer Rating Group (Long Term)	Issuer Parent	Already Traded (with Issuer Group) Face Value Notional	Limit For Book or Entity	Trading Limit	Trading Limit Type	Trading Limit Value	Trading Limit Used (%)	Trading Limit Available (%)	Trading Limit Available (Value)	Trading Limit Exceeded (%)	Trading Limit Exceeded (\$)
AMP Bank Ltd	BBB+ to BBB-		8,750,000.00	Book	10.00	% of 98,018,548.60	9,801,854.86	89.00	11.00	1,051,855	0.00	0
ANZ Banking Group Ltd	AA+ to AA-		0.00	Book	30.00	% of 98,018,548.60	29,405,564.58	0.00	100.00	29,405,565	0.00	0
Australian Unity Bank (BPSS20)	BBB+ to BBB-		0.00	Book	10.00	% of 98,018,548.60	9,801,854.86	0.00	100.00	9,801,855	0.00	0
Auswide Bank Limited	BBB+ to BBB-		5,500,000.00	Book	10.00	% of 98,018,548.60	9,801,854.86	56.00	44.00	4,301,855	0.00	0
Bank Australia Limited	BBB+ to BBB-		7,500,000.00	Book	10.00	% of 98,018,548.60	9,801,854.86	77.00	23.00	2,301,855	0.00	0
Bank of Melbourne	AA+ to AA-	Westpac Banking Corporation Ltd	4,118,548.60	Book	30.00	% of 98,018,548.60	29,405,564.58	14.00	86.00	25,287,016	0.00	0
Bank of Queensland Ltd	A+ to A-		9,000,000.00	Book	10.00	% of 98,018,548.60	9,801,854.86	92.00	8.00	801,855	0.00	0
BankSA	AA+ to AA-	Westpac Banking Corporation Ltd	4,118,548.60	Book	30.00	% of 98,018,548.60	29,405,564.58	14.00	86.00	25,287,016	0.00	0
BankVic	BBB+ to BBB-		3,000,000.00	Book	10.00	% of 98,018,548.60	9,801,854.86	31.00	69.00	6,801,855	0.00	0
BankWest Ltd	AA+ to AA-	Commonwealth Bank of Australia Ltd	0.00	Book	30.00	% of 98,018,548.60	29,405,564.58	0.00	100.00	29,405,565	0.00	0
Bendigo & Adelaide Bank Ltd	A+ to A-		0.00	Book	10.00	% of 98,018,548.60	9,801,854.86	0.00	100.00	9,801,855	0.00	0
Beyond Bank Australia Ltd	BBB+ to BBB-		0.00	Book	10.00	% of 98,018,548.60	9,801,854.86	0.00	100.00	9,801,855	0.00	0
Coastline Credit Union Ltd	BBB+ to BBB-		1,000,000.00	Book	10.00	% of 98,018,548.60	9,801,854.86	10.00	90.00	8,801,855	0.00	0
Commonwealth Bank of Australia Ltd	AA+ to AA-		0.00	Book	30.00	% of 98,018,548.60	29,405,564.58	0.00	100.00	29,405,565	0.00	0
Credit Suisse Sydney	BBB+ to BBB-		0.00	Book	20.00	% of 98,018,548.60	19,603,709.72	0.00	100.00	19,603,710	0.00	0
Credit Union Australia Ltd t/as Great Southern Bank	BBB+ to BBB-		6,000,000.00	Book	10.00	% of 98,018,548.60	9,801,854.86	61.00	39.00	3,801,855	0.00	0
Credit Union SA Limited	BBB+ to BBB-		500,000.00	Book	10.00	% of 98,018,548.60	9,801,854.86	5.00	95.00	9,301,855	0.00	0
Defence Bank Ltd	BBB+ to BBB-		2,000,000.00	Book	10.00	% of 98,018,548.60	9,801,854.86	20.00	80.00	7,801,855	0.00	0
Greater Bank - a division of Newcastle Greater Mutual Group Limited	BBB+ to BBB-	Newcastle Greater Mutual Group Ltd	6,000,000.00	Book	10.00	% of 98,018,548.60	9,801,854.86	61.00	39.00	3,801,855	0.00	0
Heritage and People's Choice Limited	BBB+ to BBB-		0.00	Book	10.00	% of 98,018,548.60	9,801,854.86	0.00	100.00	9,801,855	0.00	0
Illawarra Credit Union Ltd	BBB+ to BBB-		1,750,000.00	Book	10.00	% of 98,018,548.60	9,801,854.86	18.00	82.00	8,051,855	0.00	0
ING Bank Australia Limited	A+ to A-		0.00	Book	10.00	% of 98,018,548.60	9,801,854.86	0.00	100.00	9,801,855	0.00	0
Investec Bank Australia Limited	A+ to A-		0.00	Book	10.00	% of 98,018,548.60	9,801,854.86	0.00	100.00	9,801,855	0.00	0
Judo Bank	BBB+ to BBB-		3,500,000.00	Book	10.00	% of 98,018,548.60	9,801,854.86	36.00	64.00	6,301,855	0.00	0
Macquarie Bank Ltd	A+ to A-		0.00	Book	20.00	% of 98,018,548.60	19,603,709.72	0.00	100.00	19,603,710	0.00	0
ME Bank - a division of Bank of Queensland Ltd	A+ to A-	Bank of Queensland Ltd	9,000,000.00	Book	10.00	% of 98,018,548.60	9,801,854.86	92.00	8.00	801,855	0.00	0
Members Banking Group Limited t/as RACQ Bank	BBB+ to BBB-		0.00	Book	10.00	% of 98,018,548.60	9,801,854.86	0.00	100.00	9,801,855	0.00	0
MyState Bank Ltd	BBB+ to BBB-		3,000,000.00	Book	10.00	% of 98,018,548.60	9,801,854.86	31.00	69.00	6,801,855	0.00	0
National Australia Bank Ltd	AA+ to AA-		0.00	Book	30.00	% of 98,018,548.60	29,405,564.58	0.00	100.00	29,405,565	0.00	0
Newcastle Greater Mutual Group Ltd	BBB+ to BBB-		6,000,000.00	Book	10.00	% of 98,018,548.60	9,801,854.86	61.00	39.00	3,801,855	0.00	0

Laminar Capital Confidential / Printed 2 June 2025 / Page 1 of 8



Trading Limit Report 125
Muswellbrook Shire Council
As At 30 May 2025

1 Issuer Trading Limits

Issuer	Issuer Rating Group (Long Term)	Issuer Parent	Already Traded (with Issuer Group) Face Value Notional	Limit For Book or Entity	Trading Limit	Trading Limit Type	Trading Limit Value	Trading Limit Used (%)	Trading Limit Available (%)	Trading Limit Available (Value)	Trading Limit Exceeded (%)	Trading Limit Exceeded (\$)
Northern Territory Treasury Corporation	AA+ to AA-		3,500,000.00	Book	30.00	% of 98,018,548.60	29,405,564.58	12.00	88.00	25,905,565	0.00	0
NSW Treasury Corporation	AA+ to AA-		0.00	Book	100.00	% of 98,018,548.60	98,018,548.60	0.00	100.00	98,018,549	0.00	0
P&N Bank Ltd	BBB+ to BBB-		0.00	Book	10.00	% of 98,018,548.60	9,801,854.86	0.00	100.00	9,801,855	0.00	0
Police Bank Ltd	BBB+ to BBB-		1,000,000.00	Book	10.00	% of 98,018,548.60	9,801,854.86	10.00	90.00	8,801,855	0.00	0
Police Credit Union	N/R		1,500,000.00	Book	5.00	% of 98,018,548.60	4,900,927.43	31.00	69.00	3,400,927	0.00	0
QPCU LTD t/a QBANK	BBB+ to BBB-		5,750,000.00	Book	10.00	% of 98,018,548.60	9,801,854.86	59.00	41.00	4,051,855	0.00	0
Rabobank Australia Ltd	A+ to A-		18,000,000.00	Book	20.00	% of 98,018,548.60	19,603,709.72	92.00	8.00	1,603,710	0.00	0
Rabobank Nederland Australia Branch	A+ to A-		0.00	Book	20.00	% of 98,018,548.60	19,603,709.72	0.00	100.00	19,603,710	0.00	0
Royal Bank of Scotland	A+ to A-		0.00	Book	5.00	% of 98,018,548.60	4,900,927.43	0.00	100.00	4,900,927	0.00	0
Rural Bank Ltd	A+ to A-	Bendigo & Adelaide Bank Ltd	0.00	Book	10.00	% of 98,018,548.60	9,801,854.86	0.00	100.00	9,801,855	0.00	0
Southern Cross CU	N/R		1,000,000.00	Book	5.00	% of 98,018,548.60	4,900,927.43	20.00	80.00	3,900,927	0.00	0
St George Bank Limited	AA+ to AA-	Westpac Banking Corporation Ltd	4,118,548.60	Book	30.00	% of 98,018,548.60	29,405,564.58	14.00	86.00	25,287,016	0.00	0
Suncorp Bank (Norfina Ltd) - Subsidiary of ANZ	AA+ to AA-	ANZ Banking Group Ltd	0.00	Book	20.00	% of 98,018,548.60	19,603,709.72	0.00	100.00	19,603,710	0.00	0
UBS Australia Ltd	AA+ to AA-		5,650,000.00	Book	20.00	% of 98,018,548.60	19,603,709.72	29.00	71.00	13,953,710	0.00	0
Westpac Banking Corporation Ltd	AA+ to AA-		4,118,548.60	Book	30.00	% of 98,018,548.60	29,405,564.58	14.00	86.00	25,287,016	0.00	0
			125,374,194.40				749,841,896.79			624,467,709		0
			(Excluding Parent Group Duplicates)									
			98,018,548.60									



2 Security Rating Group Trading Limits

Security Rating Group	Already Traded Face Value Notional	Limit For Book or Trading Entity	Trading Limit	Trading Limit Type	Trading Limit Value	Trading Limit Used (%)	Trading Limit Available (%)	Trading Limit Available (Value)	Trading Limit Exceeded (%)	Trading Limit Exceeded (\$)
AAA	0.00	Book	100.00	% of 98,018,548.60	98,018,548.60	0.00	100.00	98,018,549	0.00	0
AA+ to AA-	0.00	Book	100.00	% of 98,018,548.60	98,018,548.60	0.00	100.00	98,018,549	0.00	0
A+ to A-	18,500,000.00	Book	70.00	% of 98,018,548.60	68,612,984.02	27.00	73.00	50,112,984	0.00	0
A1+	4,118,548.60	Book	100.00	% of 98,018,548.60	98,018,548.60	4.00	96.00	93,900,000	0.00	0
A1	11,150,000.00	Book	100.00	% of 98,018,548.60	98,018,548.60	11.00	89.00	86,868,549	0.00	0
A2	31,250,000.00	Book	70.00	% of 98,018,548.60	68,612,984.02	46.00	54.00	37,362,984	0.00	0
A3	1,000,000.00	Book	60.00	% of 98,018,548.60	58,811,129.16	2.00	98.00	57,811,129	0.00	0
BBB+ to BBB-	29,500,000.00	Book	60.00	% of 98,018,548.60	58,811,129.16	50.00	50.00	29,311,129	0.00	0
N/R	2,500,000.00	Book	10.00	% of 98,018,548.60	9,801,854.86	26.00	74.00	7,301,855	0.00	0
	98,018,548.60				656,724,275.62			558,705,728		0

Notes

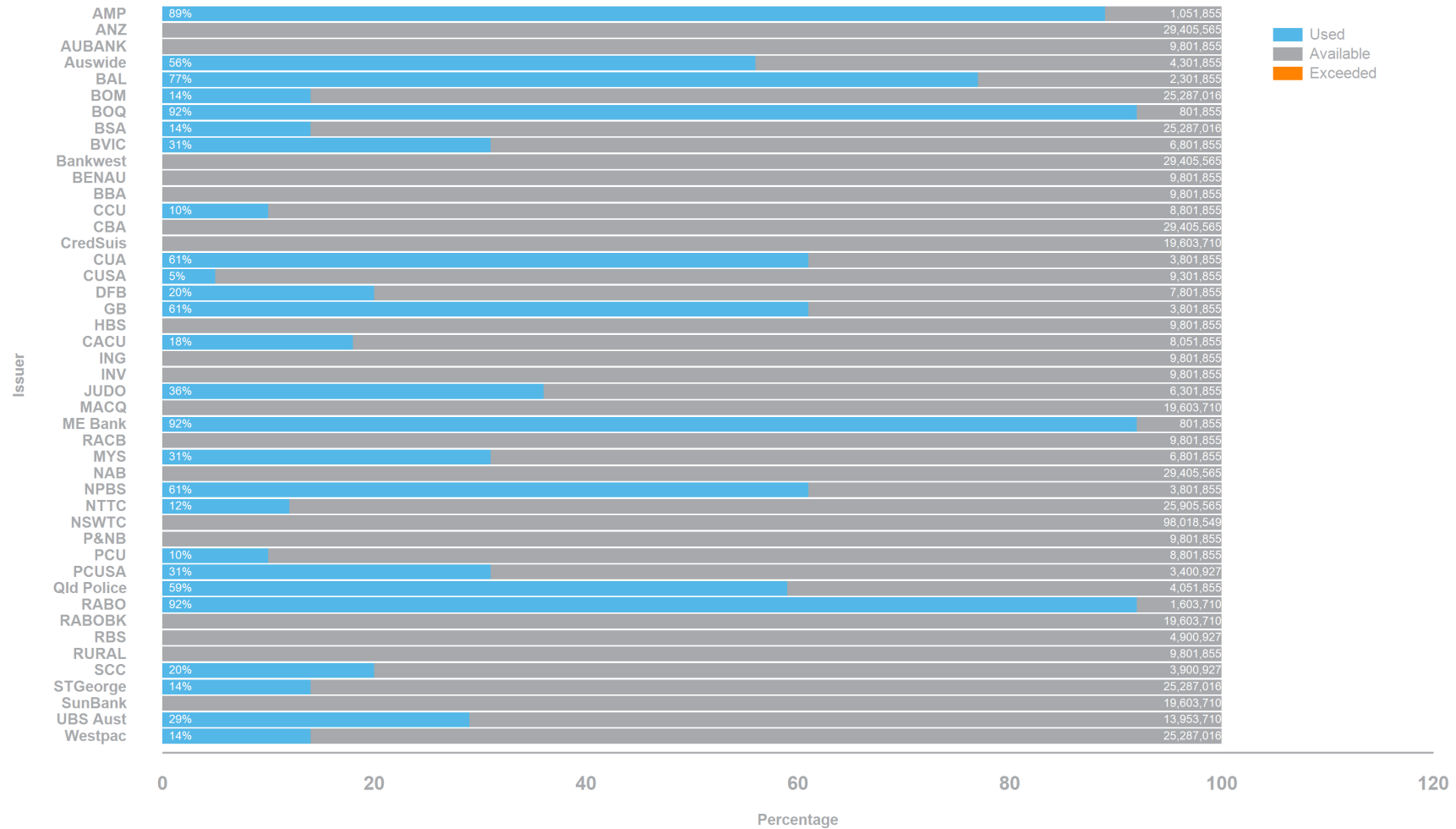
1. In instances where long securities have a term remaining which is less than 365 days, the issuer's short term rating is used instead of the security's (presumably long term) rating.



3 Term Group Trading Limits

Term Group	Already Traded Face Value Notional	Limit For Book or Trading Entity	Trading Limit	Trading Limit Type	Trading Limit Value	Trading Limit Used (%)	Trading Limit Available (%)	Trading Limit Available (Value)	Trading Limit Exceeded (%)	Trading Limit Exceeded (\$)
0-1 Year	50,018,548.60	Book	100.00	% of 98,018,548.60	98,018,548.60	51.00	49.00	48,000,000	0.00	0
1-3 Year	33,500,000.00	Book	70.00	% of 98,018,548.60	68,612,984.02	49.00	51.00	35,112,984	0.00	0
3-5 Year	14,500,000.00	Book	40.00	% of 98,018,548.60	39,207,419.44	37.00	63.00	24,707,419	0.00	0
5+ Year	0.00	Book	10.00	% of 98,018,548.60	9,801,854.86	0.00	100.00	9,801,855	0.00	0
	98,018,548.60				215,640,806.92			117,622,258		0

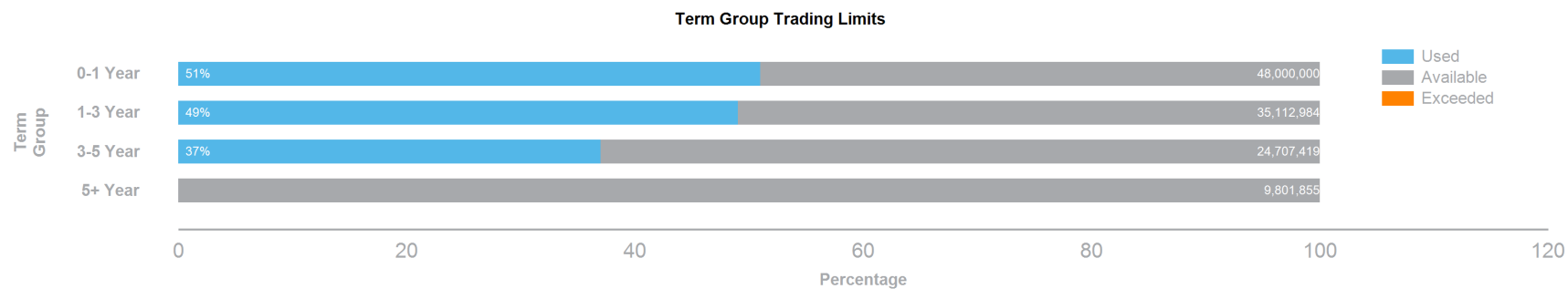
Issuer Trading Limits







Trading Limit Report 125
Muswellbrook Shire Council
As At 30 May 2025





Trading Limit Report 125
Muswellbrook Shire Council
As At 30 May 2025

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Report Code: TBSBP125EXT-00.16
 Report Description: Trading Limit Performance As At Date
 Parameters:
 As At/Scenario Date: 30 May 2025
 Balance Date: 1 June 2025 (but 30 May 2025 used instead)
 Trading Entity: Muswellbrook Shire Council
 Trading Book: Muswellbrook Shire Council
 Report Mode: BalOnly
 Using Face Value
 Trading Entity and Book Limits
 Effects of Parent/Child Issuers Not Ignored



6.3 2025-26 Making of the Rates & Annual Charges

Attachments:	Nil
Responsible Officer:	Derek Finnigan - General Manager
Author:	Revenue Accountant
Community Plan Issue:	1 - Economic Prosperity
Community Plan Goal:	Not Applicable
Community Plan Strategy:	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.

PURPOSE

To make the rates and annual charges for the 2025/26 financial year to raise Council's revenue as outlined in the 2025/26 Budget and Revenue Policy.

OFFICER'S RECOMMENDATION

The Finance Committee NOTES the Making of the Rates & Annual Charges for the 2025/2026 financial year.

Moved: _____ **Seconded:** _____

BACKGROUND

At the 24 June 2025 Ordinary Council Meeting, Council will review for adoption the 2025/26 Operational and Capital budget. In adopting the Revenue Policy, Council agrees on the rates and charges to be levied for 2025/26.

CONSULTATION

The draft Revenue Policy was placed on public exhibition as part of the draft 2025/26 Operational Plan.

REPORT

This report has been written to enable Council to raise the revenues as outlined in the adopted Operational Plan, Budget, and Revenue Policy.

The recommendations follow the statutory requirements as set out in the *Local Government Act 1993*.

The Council is referred to the Item in this Council Agenda recommending the adoption of the Operational Plan, Revenue Policy, Budget, and Fees & Charges and the consideration of the criteria relevant in determining the base amount of a rate, pursuant to section 536 of the *Local Government Act*.



It is recommended that:

Council MAKES the following Ordinary rates for the 2025/26 Financial Year:

GENERAL FUND

Rate Type	Category	Sub-Category	Ad Valorem Cents in \$	Base Amount/ Min \$	Base Amount % of Total Rate Levied	Estimated Yield
Ordinary	Residential	Residential – General	0.297626	\$240	18.10%	\$1,287,413
Ordinary	Residential	Residential – Muswellbrook & Denman	0.425976	\$290	31.11%	\$5,579,677
Ordinary	Farmland	Farmland – General	0.185010	\$400	12.63%	\$1,131,058
Ordinary	Farmland	Farmland – Irrigable	0.210000	\$440	9.66%	\$491,804
Ordinary	Mining	Mining – General	0.630100	\$15,000	1.22%	\$13,479,820
Ordinary	Business	Business – General	0.851417	\$250	7.61%	\$1,534,847
Ordinary	Business	Business – Power Generation - Non-Renewable	5.499070	\$25,000	15.65%	\$319,454
Ordinary	Business	Business – Thomas Mitchell Drive Industrial Centre	0.799326	\$275	9.95%	\$414,543
Ordinary	Business	Business – Showground Release Area	0.178168	\$250	1.9%	\$13,185
Ordinary	Business	Business – Mine Rehabilitation	0.630100	\$15,000	0%	\$0
Ordinary	Business	Business – Power Generation - Non-Renewable-Rehabilitation	5.499070	\$25,000	0%	\$0

WATER CHARGES

Council MAKES the following water charges for the 2025/26 Financial Year:

1. A Water Service Availability Charge is charged on each parcel of rateable land that is supplied with water from a water pipe of the Council and land that is situated within 225 metres of a water pipe of the Council (whether actually supplied with water from any water pipe of the Council). The Water Service Availability Charge is based on the service size of the connection to the water supply line. The Water Service Availability Charges to be levied for the year commencing 1 July 2025 are:



Water Service Charge Category	Amount
Availability Charge (Not Connected)	\$280.50
Availability Charge (Connected – per service size)	
20mm service	\$280.50
25mm service	\$438.00
32mm service	\$718.00
40mm service	\$1,122.00
50mm service	\$1,753.00
65mm service	\$2,963.00
80mm service	\$4,488.00
100mm service	\$7,013.00
150mm service	\$15,778.00

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 charged per kilolitre of water supplied to each parcel of rateable land from a water pipe of the Council. The water consumption tariffs for the year commencing 1 July 2025 are:

Consumption Tariff		(\$/Kl)
Residential	Tier 1 (1-350Kl per annum)	\$3.00 per kilolitre
	Tier 2 (>350Kl per annum)	\$4.50 per kilolitre
Non-Residential		\$4.10 per kilolitre

SEWERAGE CHARGES

Council MAKES the following sewer charges for the 2025/26 Financial Year:

An annual charge for sewer is applicable to each parcel of rateable land except:

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

1. Residential Sewer Charges

A Sewer Service Availability Charge is charged on each parcel of rateable land categorised within the Residential category 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 2025 are:

**Sewer Service Availability Charge**

Residential Sewer Availability Charge (Vacant) \$436.00

Residential Sewer Charge (Occupied) \$1,119.00

2. Non-Residential Sewer Service Availability Charge

A Non-Residential Sewer Service Availability Charge is charged on each parcel of rateable land not categorised within the Residential category for which the service is provided or proposed to be provided. The Non-Residential Sewer Service Availability Charge to be levied with respect to each relevant parcel for the year commencing 1 July 2025 will be based on the following formula:

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

SC = Sewerage Charge

SDF = Sewerage Discharge Factor

AC = Availability Charge

C = Total Water Consumption for Meter

UC = Sewer Usage Charge

The Availability Charges for the year commencing 1 July 2025 are:

Availability Charge Category	Amount
Availability Charge (Not Connected)	\$436.00
Availability Charge (Connected – per service charge)	
20mm service	\$436.00
25mm service	\$681.25
32mm service	\$1,116.16
40mm service	\$1,744.00
50mm service	\$2,725.00
65mm service	\$4,605.25
80mm service	\$6,976.00
100mm service	\$10,900.00
150mm service	\$24,525.00

The Sewer Usage Charge for the year commencing 1 July 2025 is:

Sewer Usage Charge**(\$/KL)**

Non-Residential Sewer Usage Charge

\$4.10 per kilolitre



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

DOMESTIC WASTE MANAGEMENT CHARGES

Council MAKES for each parcel of rateable land categorised for rating purposes as Residential and situated within the urban area in which a Domestic Waste Management Service is able to be provided, the following waste charges for the 2025/26 Financial Year:

Domestic Waste Management Service Charge	Amount
Urban Domestic Waste Management Availability Charge ⁽¹⁾	\$135.00
Urban Domestic Waste Management Service Charge ⁽²⁾	\$599.00
Weekly Collection Domestic Waste Service Charge– Red Lid Bin Only	\$145.00
Upsize to 240L Domestic Waste Service Charge – Red Lid Bin Only	\$160.00
Additional Urban Domestic Waste Management Service Charge	\$180.00
Additional Urban Domestic Waste Management Recycling Service Charge	\$115.00
Additional Urban Domestic Waste Management FOGO Waste Service Charge	\$100.00

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

Council MAKES for each parcel of rateable land categorised for rating purposes as

Residential or Farmland and situated within the rural area in which a Domestic Waste Management Service is able to be provided, the following waste charges for the 2025/26 Financial Year:

Rural Domestic Waste Management Service Charge	Amount
Urban Domestic Waste Management Availability Charge ⁽¹⁾	\$135.00
Urban Domestic Waste Management Service Charge ⁽²⁾	\$456.00
Weekly Collection Domestic Waste Service Charge– Red Lid Bin Only	\$145.00
Upsize to 240L Domestic Waste Service Charge – Red Lid Bin Only	\$160.00
Additional Urban Domestic Waste Management Service Charge	\$180.00



Additional Urban Domestic Waste Management Recycling Service Charge	\$115.00
Additional Urban Domestic Waste Management FOGO Waste Service Charge	\$100.00

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

Council MAKES for each parcel of rateable land not categorised for rating purposes as Residential and situated within the urban area in which a Waste Management Service is able to be provided, the following waste charges for the 2025/26 Financial Year:

Waste Management Service Charge	Amount
Urban Waste Management Availability Charge – Non-Domestic (1)	\$135.00
Waste Management Service Charge (2)	\$456.00
Additional Waste Management Service Charge	\$145.00
Weekly Collection Waste Management Service - Red Lid bin only	\$160.00
Upsize to 240L Waste Management Service Charge – Red Lid Bin only	\$180.00
Additional Waste Management Recycling Service Charge	\$115.00
Waste Management FOGO Waste Service Charge	\$100.00

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

Council MAKES for 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 able to be provided, the following waste charges for the 2025/26 Financial Year:

Rural Waste Management Service Charge	Amount
Rural Waste Management Availability Charge – Non-Domestic (1)	\$135.00
Rural Waste Management Service Charge (2)	\$456.00



Additional Rural Waste Management Service Charge	\$145.00
Weekly Collection Waste Management Service - Red Lid bin only	\$160.00
Upsize to 240L Waste Management Service Charge – Red Lid Bin only	\$180.00
Additional Rural Waste Management Recycling Service Charge	\$115.00
Rural Waste Management FOGO Waste Service Charge	\$100.00

- (1) This charge applies to vacant rateable land not categorised for rating purposes as Residential or Farmland and situated within the rural area in which a Rural Waste Management Service is able to be provided.
- (2) Each habitable premises is entitled to one approved mobile waste bin service per fortnight and one fortnightly collection of recyclable material for each Rural Waste Management Service Charge.

STORMWATER MANAGEMENT CHARGE

Council MAKES a Stormwater Management Charge for 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 exemption or variation to the charge is provided in accordance with the document “Stormwater Management Service Charge Guidelines” issued by the Division of Local Government in July 2006, for the 2024/2026 Financial Year at a rate of \$25.00 per parcel of rateable land and \$12.50 per residential strata unit.

Where a non-residential 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

INTEREST ON OVERDUE ACCOUNTS

The Council hereby determines and orders that overdue rates and charges for the year commencing 1 July 2025 will, in pursuance of section 566 of the *Local Government Act 1993* (NSW), accrue interest on a daily basis. The rate of interest will be the maximum rate allowable, as determined by the Minister for Local Government, being ten point five per cent (10.5%) per annum for the 2025-2026 rating year.

**HUNTER CATCHMENT CONTRIBUTION**

Council:

1. Notes that the NSW Government's Hunter Local Land Services has determined the Hunter Catchment Contribution rate for the 2025/26 rating year at 0.00657 cents in the dollar on all relevant properties within the Muswellbrook Shire Local Government Area, with a land value in excess of \$300;
2. Adopts the making, levying and collection of the Hunter Catchment Contribution on behalf of Hunter Local Land Services at the rate detailed in Paragraph 1; and
3. Adopts the rate of commission payable to Council for the collection of the 2025/26 Catchment Contribution at 5% of the Hunter Catchment Contributions collected, as determined by Hunter Local Land Services.

OPTIONS

The only viable option is for Council to pass the recommended resolution, and this is the mechanics of implementing the Revenue Policy, as adopted by Council. If Council wants to vary any of the resolutions, other than to rectify any error within them, the resulting revenue impact will need to be modelled and the Revenue Policy would need to be amended and re-exhibited.

CONCLUSION

The making of Rates and Annual charges is an administrative function usually undertaken as part of the adoption of the Integrated Planning and Reporting (IP&R) document suite.

FINANCIAL IMPLICATIONS

The resolutions to make the rates will enable Council to collect the revenue of \$37.8M as budgeted in the 2025/26 Operational Plan and Budget.

POLICY IMPLICATIONS

This report implements existing policy decisions.

STATUTORY/ LEGAL IMPLICATIONS

The statutory requirements relating to the making and levying of rates are included in sections 493 to 607 of the *Local Government Act 1993*. In addition, the Office of Local Government (OLG) published a guidance document titled "Council Rating and Revenue Raising Manual" and this document is available to be viewed on the OLG website.

Council must pass a resolution to make the rates before it can levy rates and charges on properties each year. The resolutions must be passed by 31 July each year which is the last date that a Council can "make" a rate or charge for the new 2025/26 financial year.

OPERATIONAL PLAN IMPLICATIONS

The report raises the revenues of \$37.8M as budgeted for in the Operational Plan and Budget.

RISK MANAGEMENT IMPLICATIONS

The form of the resolutions has been structured to ensure compliance with Council's legal requirements.

**6.4 DRAFT MSC Revenue Policy 2025/2026 for Adoption**

Responsible Officer:	General Manager
Author:	Revenue Accountant
Community Plan Issue:	6 - <i>Community Leadership</i> Collaborative and responsive leadership that meets the expectations and anticipates the needs of the community
Delivery Program Goal:	6.2.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.
Operational Plan Action:	6.2.1.1 - Provide transparent reporting to the community about Council's finances.
Attachments:	<ol style="list-style-type: none">1. Revenue Policy 2025-26 - 11 June 2024 for adoption [6.4.1 - 18 pages]2. Revenue Policy 2025 26 Tracked Changes 11 June 2024 for adoption [6.4.2 - 18 pages]

EXECUTIVE SUMMARY

The Revenue Policy outlines how Council plans to raise income to fund its services, infrastructure, and operations over the coming financial year. It helps ensure transparency, financial sustainability, and alignment with the community's priorities as outlined in the council's Delivery Program and Operational Plan, and covers:

- Rates: details on how rates will be structured and calculated (e.g. ordinary rates, special rates, minimum rates),
- Fees and Charges: the schedule of fees for council services and facilities,
- Annual Charges: charges for services including water supply, sewerage services, waste management and stormwater, and

The Revenue Policy is required to be updated annually and placed on public exhibition for 28 days prior to adoption.

OFFICER'S RECOMMENDATION

The Committee RECOMMENDS Council adopts the DRAFT 2025/26 Revenue Policy.

Moved: _____ **Seconded:** _____

BACKGROUND

Under Section 405 of the New South Wales Local Government Act 1993, Council is required to place its annual Draft Operational Plan (including Budget, Revenue Policy, and Fees and Charges schedule) on public exhibition for at least 28 days.

REPORT

Each council is required to determine the combination of rates, charges, fees, and pricing



policies needed to fund the services it provides to the community. Council's annual Revenue Policy sets out the approach Council will take in setting rates in the Shire and the amounts applicable to each land category. The Revenue Policy also outlines various charges applicable for services such as Waste Management, Water, and Sewerage management.

The DRAFT 2025/26 Revenue Policy and a separate version with tracked changes are attached for review.

Key Changes for 2025/26

- 1) The latest 2024 Base Date land values from the Valuer General have been used in calculating the rates.
- 2) The 2025/26 Rate Peg set for Muswellbrook Shire Council by the Independent Pricing and Regulatory Tribunal (IPART) is 3.9%.
- 3) The Mining sub-categories of Mining - Underground and Mining – Metallurgical have been removed.
- 4) The Business – Power Generation sub-category has been renamed as Business – Power Generation – Non-Renewable.
- 5) A new sub-category of Business – Power Generation – Rehabilitation has been added.

Charges and Tariffs for 2025/26:

The following proposals outline important adjustments to Muswellbrook Shire Council's charges and tariffs for the upcoming 2025/26 financial year. To enhance understanding of these changes, comparative tables have been included to illustrate the proposed adjustments alongside previous years' charges and tariffs.

Water Charges

The proposed water service availability charges for the 2025/26 financial year are designed to distribute costs fairly among users while ensuring the sustainability of water services. These charges are aligned with reflecting the rising costs of water supply and infrastructure maintenance.

Proposed Water Service Availability Charges Compared to Previous Years:

Water Access Charges					
Service Size	2021-22	2022-23	2023-24	2024-2025	Proposed 2025-2026
Vacant	209.00	223.00	256.00	270.00	280.50
20mm	209.00	223.00	256.00	270.00	280.50
25mm	327.00	348.00	400.00	422.00	438.00
32mm	535.00	571.00	655.00	691.00	718.00
40mm	836.00	892.00	1,024.00	1,080.00	1,122.00
50mm	1,306.00	1,394.00	1,600.00	1,688.00	1,753.00
65mm	2,208.00	2,355.00	2,704.00	2,852.00	2,963.00
80mm	3,344.00	3,568.00	4,096.00	4,320.00	4,488.00
100mm	5,225.00	5,575.00	6,400.00	6,750.00	7,013.00
150mm	11,756.00	12,544.00	14,400.00	15,188.00	15,778.00



Water Tariff Structure

A tiered pricing approach will be implemented to promote conservation. This structure charges higher rates for increased consumption, thereby encouraging responsible water usage among residents.

Proposed Water Tariff Rates and previous year

Tariff	2024/2025 Tariff (\$/KL)	Proposed 2025/26 Tariff (\$/KL)
Residential - Step 1 (0-350)	\$2.80	\$3.00
Residential - Step 2(>350)	\$3.95	\$4.50
Non-Residential	\$3.80	\$4.10

Historical Water Tariff Table

Year	Step 1	Step 2	% Increase - Step 1	% Increase - Step 2
2025/2026	3.00	4.50	7%	14%
2024/2025	2.80	3.95	15%	15%
2023/2024	2.43	3.43	15%	15%
2022/2023	2.11	2.98	8%	7%
2021/2022	1.96	2.78	3%	2%
2020/2021	1.91	2.72	1%	0%
2019/2020	1.90	2.71	2%	0%

Domestic Waste Charges

Domestic waste charges are essential for funding waste collection, management, and recycling services. The proposed adjustments ensure that all residents contribute equitably to waste management efforts, supporting sustainability initiatives within the Shire.

Service	2024-25	2025-2026	Change	Change %
Domestic Waste - 3 bin service	\$ 560.00	\$599	\$39.00	7%
Waste Management & Rural Waste Management - 2 bin service	\$ 425.00	\$456	\$31.00	7%
Rural Domestic - 2 bin service	\$ 425.00	\$456	\$31.00	7%
Additional Red	\$ 125.00	\$145	\$20.00	16%
Additional Yellow	\$ 98.00	\$115	\$17.00	17%
Additional Green	\$ 80.00	\$100	\$20.00	25%
Waste availability - Vacant land	\$ 127.00	\$135	\$8.00	6%



Service	2024-25	2025-2026	Change	Change %
Weekly Domestic	\$ 100.00	\$160	\$60.00	60%
Weekly Business	\$ 100.00	\$160	\$60.00	60%
Upsize Domestic	\$ 266.00	\$180	-\$86.00	-32%
Upsize Business	\$ 266.00	\$180	-\$86.00	-32%

Sewer Charges

Proposed sewer service availability charges are designed to cover the costs associated with providing sewerage services, maintaining infrastructure, and ensuring compliance with environmental regulations. These charges will see an increase of 4%.

Proposed Sewer Charges and previous year

2024-25 Tariff	Service	Proposed Tariff 2025-26
\$1,076.00	Residential sewer charge	\$1,119.00
\$ 419.00	Availability Charge Vacant/Base Non-Residential Sewer Charge	\$ 436.00

The proposed changes to water charges, tariffs, domestic waste management fees and sewer are designed to support the financial sustainability of Muswellbrook Shire Council while encouraging responsible usage among residents and businesses. The adjustments reflect rising operational costs and align with Council's commitment to providing high-quality services to the community.

CONSULTATION

Financial Controller

Chief Financial Officer

General Manager

Department Managers

Council Officers

FINANCIAL CONSIDERATIONS

The resolutions to make the rates will enable Council to collect the rates revenue outlined in the 2025/26 Revenue Policy.



STATUTORY IMPLICATIONS

The statutory requirements relating to the making and levying of rates are included in sections 493 to 607 of the Local Government Act 1993. In addition, the Office of Local Government published a guidance document titled “Council Rating and Revenue Raising Manual” and this document is available to be viewed on the Office of Local Government website.

LEGAL IMPLICATIONS

Council must pass a resolution to make the rates before it can levy rates and charges on properties each year. The resolutions must be passed by 31 July each year, which is the last date that a Council can “make” a rate or charge for the new 2025/26 financial year.

OPTIONS

- 1) Council may adopt the DRAFT 2025/26 Revenue Policy, or
- 2) Council may request amendments to the DRAFT 2025/26 Revenue Policy and place the updated DRAFT 2025/26 Revenue Policy on public exhibition for 28 days.

Draft Revenue Policy

2025/2026

Authorised by:	Internal/External:	External
Date:	Minute No:	
Review timeframe:	4 years	
Review due date:		
Department:	Finance	
Document Owner:	Chief Finance Officer	

Table of Contents

1. Policy Objective	3
2. Rating	3
2.1 General Valuation	3
2.2 Rating Method	3
2.3 Structure of the Rate	6
2.4 Interest on Overdue Amounts	6
2.5 Summary of Rating Philosophy	7
2.6 Matters Considered in Determining the Amount of a Rate	7
3. Charges	8
3.1 Water Charges	8
3.1.1 Availability Charges	8
3.2 Water and Sewerage Charges – General	9
3.2.1 Best Practice Charging	9
3.3 Stormwater Management Charge	11
3.4 On-Site Sewer Management System – “Approved to Operate”	12
Statement of Rates Proposed to be Levied for 2025/2026	13
4. Version History	18

1. Policy Objective

The objective of this Policy is to outline Council's rating and charges framework and provide for the 2025/26 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).

2.1 General Valuation

A revaluation of all land parcels in the Muswellbrook Shire local government area occurred in 2024, with a base date of 1 July 2024.

These valuations will be used for rating purposes from 1 July 2025. These valuations will continue to be used until revised through general and/or special re-valuations by the Valuer General.

2.2 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;
3. 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:

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

Business – Power Generation - Non-Renewable

Council determines a sub-category for the category “Business” called “Business – Power Generation – Non-Renewable” 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 generated from non-renewable resources; or
- the storage of, or capacity to store, more than 10 megawatt hours of electricity generated from non-renewable resources;

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

For the purpose of this sub-category “electricity generated from non-renewable resources” means electricity generated from coal, natural gas, oil or nuclear energy resources.

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 removal of buildings and infrastructure;
- b) the treatment or management of disturbed land or water for the purpose of establishing and maintaining a safe and stable environment; and

- c) 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.

Business – Power Generation - Non-Renewable - Rehabilitation

Council determines a sub-category for the category "Business called "Business – Power Generation - Non-Renewable - 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) power generation (non-renewable) operations,

and the land cannot be sub-categorised as 'Business – Power Generation (Non-Renewable)'.

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

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

For the purposes of this sub-category, "power generation (non-renewable)" means the generation of electricity from coal, natural gas, oil or nuclear energy resources.

2.3 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".

2.4 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 2025/2026 financial year has been determined by the minister. The rate set for 2025-2026 will be 10.5%. This remains the same as 2024-2025 rate.

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.

2.5 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.

2.6 Matters Considered in Determining the Amount of a Rate

Council considers 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.

3. 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.

3.1 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.

3.1.1 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.

3.2 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.

3.2.1 Best Practice Charging

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

3.2.1.1 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.

3.2.1.2 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.

3.2.1.3 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.

3.2.1.4 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 are 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.

3.2.1.4.1 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.

3.2.1.4.2 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.

3.2.1.4.3 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.

3.2.1.5 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.

3.3 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.

3.4 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 2025/2026

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 2025/2026 rating year, IPART has set Muswellbrook Shire's rate peg at 3.9%.

Rate Type	Category	Sub-Category	Ad Valorem Cents in \$	Base Amount / Min \$	Base Amount % of Total Rate Levied	Yield (Est.)
Ordinary	Residential	Residential – General	0.297626	\$240	18.10%	\$1,287,413
Ordinary	Residential	Residential – Muswellbrook & Denman	0.425976	\$290	31.11%	\$5,579,677
Ordinary	Farmland	Farmland – General	0.185010	\$400	12.63%	\$1,131,058
Ordinary	Farmland	Farmland – Irrigable	0.210000	\$440	9.66%	\$491,804
Ordinary	Mining	Mining – General	0.630100	\$15,000	1.22%	\$13,479,820
Ordinary	Business	Business – General	0.851417	\$250	7.61%	\$1,534,847
Ordinary	Business	Business – Power Generation – Non-Renewable	5.499070	\$25,000	15.65%	\$319,454
Ordinary	Business	Business – Thomas Mitchell Drive Industrial Centre	0.799326	\$275	9.95%	\$414,543
Ordinary	Business	Business – Showground Release Area	0.178168	\$250	1.90%	\$13,185
Ordinary	Business	Mine Rehabilitation	0.630100	\$15,000	0%	\$0
Ordinary	Business	Power Generation – Non-Renewable – Rehabilitation	5.499070	\$25,000	0%	\$0

Water Charges

For 2025/2026, 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 2025 are:

Water Service Charge Category	Amount
Availability Charge (Not Connected)	\$280.50
Availability Charge (Connected)	
- 20mm service	\$280.50
- 25mm service	\$438.00
- 32mm service	\$718.00
- 40mm service	\$1,122.00
- 50mm service	\$1,753.00
- 65mm service	\$2,963.00
- 80mm service	\$4,488.00
- 100mm service	\$7,013.00
- 150mm service	\$15,778.00

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 2025 are:

Consumption Tariff	Tier ¹	\$ per Kilolitre (KL)
Residential (rateable land categorised as residential for the purposes of ordinary rates)	Tier 1 (1-350KL per annum)	\$3.00
	Tier 2 (>350KL per annum)	\$4.50
Non-Residential (rateable land not categorised as residential for the purposes of ordinary rates)	N/A	\$4.10

Sewerage Charges

For 2025/2026, 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

¹ Where applicable

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 2025 are:

Sewer Service Availability Charge:

Residential Sewer Availability Charge (Vacant)	\$436.00
Residential Sewer Charge (Occupied)	\$1,119.00

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 2025, will be based on the following formula:

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

SC = Sewerage Charge

C = Total water consumption for meter

SDF = Sewerage Discharge Factor

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

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

Availability Charges Table: The Availability Charges for the year commencing 1 July 2025 are:

Availability Charge Category	Amount
AC - Availability Charge (Not Connected)	\$436.00
AC - Availability Charge (Connected)	
20mm service	\$436.00
25mm service	\$681.25
32mm service	\$1,116.16
40mm service	\$1,744.00
50mm service	\$2,725.00
65mm service	\$4,605.25
80mm service	\$6,976.00
100mm service	\$10,900.00
150mm service	\$24,525.00

Sewer Usage Charge Table: The Sewer Usage Charge for the year commencing 1 July 2025 is:

Sewer Usage Charge	\$ per Kilolitre (KL)
Non-Residential Sewer Usage Charge	\$4.10

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 2025/2026 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)	\$135.00
Urban Domestic Waste Management Service Charge (2)	\$599.00
Additional Urban Domestic Waste Management Service Charge	\$145.00
Weekly Collection Domestic Waste Service - Red Lid bin only	\$160.00
Upsize to 240L Domestic Waste Service Charge – Red Lid Bin only	\$180.00
Additional Urban Domestic Waste Management Recycling Service Charge	\$115.00
Additional Urban Domestic Waste Management FOGO Waste Service Charge	\$100.00

- (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 2025/2026 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)	\$135.00
Rural Domestic Waste Management Service Charge (2)	\$456.00
Additional Rural Domestic Waste Management Service Charge	\$145.00
Weekly Collection Domestic Waste Service - Red Lid bin only	\$160.00
Upsize to 240L Domestic Waste Service Charge – Red Lid Bin only	\$180.00
Additional Rural Domestic Waste Management Recycling Service Charge	\$115.00
Rural Domestic Waste Management FOGO Waste Service Charge	\$100.00

- (1) This charge applies to vacant rateable land categorised for rating purposes as Residential or Farmland and situated within the rural area in which a Rural Domestic Waste Management Service is available.
- (2) Each habitable premises is entitled to one approved mobile residual waste bin and one recyclable material bin per fortnight for each Rural Domestic Waste Management Service Charge.

Waste Management Charges

For 2025/2026, 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 2025/2026 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)	\$135.00
Waste Management Service Charge (2)	\$456.00
Additional Waste Management Service Charge	\$145.00
Weekly Collection Waste Management Service - Red Lid bin only	\$160.00
Upsize to 240L Waste Management Service Charge – Red Lid Bin only	\$180.00
Additional Waste Management Recycling Service Charge	\$115.00
Waste Management FOGO Waste Service Charge	\$100.00

- (3) 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.
- (4) 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 2025/2026, 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)	\$135.00
Rural Waste Management Service Charge (2)	\$456.00
Additional Rural Waste Management Service Charge	\$145.00
Weekly Collection Waste Management Service - Red Lid bin only	\$160.00
Upsize to 240L Waste Management Service Charge – Red Lid Bin only	\$180.00
Additional Rural Waste Management Recycling Service Charge	\$115.00
Rural Waste Management FOGO Waste Service Charge	\$100.00

- (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 determined the rate for 2025/2026, for the Hunter Catchment Contribution is to be 0.000657.

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.

4. Version History

This section identifies authors who reviewed the Policy and the date that it became effective.

V.	Date	Modified by	Amendments/Previous adoption details
1.	11/06/2025	Rates Officer	Updated for 2025/26 Adoption

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Draft Revenue Policy

20245/20256

Authorised by:	Internal/External:	External
Date:	Minute No:	
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Table of Contents

1. Policy Objective.....	3
2. Rating	3
2.1 General Valuation	3
2.2 Rating Method	3
2.3 Structure of the Rate	7
2.4 Interest on Overdue Amounts	7
2.5 Summary of Rating Philosophy	7
2.6 Matters Considered in Determining the Amount of a Rate	8
3. Charges	8
3.1 Water Charges.....	8
3.1.1 Availability Charges.....	9
3.2 Water and Sewerage Charges – General.....	9
3.2.1 Best Practice Charging	9
3.3 Stormwater Management Charge	12
3.4 On-Site Sewer Management System – “Approved to Operate”	12
Statement of Rates Proposed to be Levied for 2025/2026	13
4. Version History	18

1. Policy Objective

The objective of this Policy is to outline Council's rating and charges framework and provide for the 2024~~45~~/25~~56~~ 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).

2.1 General Valuation

A revaluation of all land parcels in the Muswellbrook Shire local government area occurred in 2022~~24~~, with a base date of 1 July 2022~~24~~.

These valuations will be used for rating purposes from 1 July 2023~~35~~. These valuations will continue to be used until revised through general and/or special re-valuations by the Valuer General.

2.2 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;
3. 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 - [Non-Renewable](#);
- Business – Thomas Mitchell Drive Industrial Centre;
- Business – Showground Release Area; [or](#)
- [Business – Mine Rehabilitation](#); [or](#)
- [Business – Power Generation – Non-Renewable – Rehabilitation](#).

Business – Power Generation - Non-Renewable

Council determines a sub-category for the category “Business” called “Business – Power Generation - [Non-Renewable](#)” 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 [generated from non-renewable resources](#); or
- the storage of, or capacity to store, more than 10 megawatt hours of electricity [generated from non-renewable resources](#);

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

[For the purpose of this sub-category “electricity generated from non-renewable resources” means electricity generated from coal, natural gas, oil or nuclear energy resources.](#)

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 removal of buildings and infrastructure](#);
- a)b) the treatment or management of disturbed land or water for the purpose of establishing and maintaining a safe and stable environment; and
- b)c) 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.

Business – Power Generation - Non-Renewable - Rehabilitation

[Council determines a sub-category for the category “Business called “Business – Power Generation - Non-Renewable - 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) [power generation \(non-renewable\) operations](#).

[and the land cannot be sub-categorised as ‘Business – Power Generation \(Non-Renewable\)’.](#)

[For the purposes of this sub-category, “rehabilitation” includes:](#)

- a) [removal of buildings and infrastructure](#);
- b) [the treatment or management of disturbed land or water for the purpose of establishing and maintaining a safe and stable environment; and](#)

- c) [the design and construction of landforms as well as the establishment of sustainable ecosystems or alternative vegetation.](#)

[For the purposes of this sub-category, "power generation \(non-renewable\)" means the generation of electricity from coal, natural gas, oil or nuclear energy resources.](#)

2.3 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".

2.4 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~~5~~/202~~6~~ financial year has been [determined by the minister](#). The rate ~~for set for 2025-2026~~ will be [10.5%](#). This remains the same as 2024-2025 rate. ~~023/2024 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.

2.5 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.

2.6 Matters Considered in Determining the Amount of a Rate

Council considers 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.

3. 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.

3.1 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.

3.1.1 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.

3.2 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.

3.2.1 Best Practice Charging

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

3.2.1.1 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.

3.2.1.2 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.

3.2.1.3 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.

3.2.1.4 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 are 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.

3.2.1.4.1 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.

3.2.1.4.2 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.

3.2.1.4.3 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.

3.2.1.5 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.

3.3 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.

3.4 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~~5~~/2025~~6~~

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~~5~~/2025~~6~~ rating year, IPART has set Muswellbrook Shire's rate peg at 4.53.9%.

Rate Type	Category	Sub-Category	Ad Valorem Cents in \$	Base Amount / Min \$	Base Amount % of Total Rate Levied	Yield (Est.)
Ordinary	Residential	Residential – General	0.29 22097 626	\$240	18.10%	\$1,218,031 287,41 3
Ordinary	Residential	Residential – Muswellbrook & Denman	0.42 74055 976	\$290	321.11%	\$5,294,206 579,67 7
Ordinary	Farmland	Farmland – General	0.18 15215 010	\$400	13.10 12.63%	\$1,108,691 131,05 8
Ordinary	Farmland	Farmland – Irrigable	0.20 94931 0000	\$440	10.399 6.6%	\$478,361 191,804
Ordinary	Mining	Mining – General	0.78 42800 630100	\$15,000	1.242%	\$13,314,820 479,8 20
Ordinary	Mining	Mining – Underground Coal Mining	0.824051	\$15,000	4.34%	\$345,444
Ordinary	Mining	Mining – Metallurgical Coal Mining	0.824051	\$15,000	9.91%	\$1,646,621
Ordinary	Business	Business – General	0.83 51417 5192	\$250	7.681%	\$1,556,087 534,84 7
Ordinary	Business	Business – Power Generation – Non-Renewable	5.29 76004 99070	\$25,000	16.265.65%	\$307,463 19,454
Ordinary	Business	Business – Thomas Mitchell Drive Industrial Centre	0.89 82627 99326	\$275	10.349 9.95%	\$98,983 414,543
Ordinary	Business	Business – Showground Release Area	0.17 71351 8168	\$250	1.970%	\$12,690 3,185
Ordinary	Business	Mine Rehabilitation	0.78 42800 630100	\$15,000	0%	\$0
Ordinary	Business	Power Generation – Non-Renewable – Rehabilitation	5.499070	\$25,000	0%	\$0

Water Charges

Muswellbrook Shire Council:
Record Number: [] (Uncontrolled document when printed)

Date printed: 11 June 2025
Page 13 of 18

For 2024⁵/2025⁶, 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 2024⁵ are:

Water Service Charge Category	Amount
Availability Charge (Not Connected)	\$270.00 \$280.50
Availability Charge (Connected)	
- 20mm service	\$270.00 \$280.50
- 25mm service	\$422.00 \$438.00
- 32mm service	\$691.00 \$718.00
- 40mm service	\$1,080.00 \$1,122.00
- 50mm service	\$1,688.00 \$1,753.00
- 65mm service	\$2,852.00 \$2,963.00
- 80mm service	\$4,320.00 \$4,488.00
- 100mm service	\$6,750.00 \$7,013.00
- 150mm service	\$15,188.00 \$15,778.00

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 2024⁵ are:

Consumption Tariff	Tier ¹	\$ per Kilolitre (KL)
Residential (rateable land categorised as residential for the purposes of ordinary rates)	Tier 1 (1-350KL per annum)	\$2.80 \$3.00
	Tier 2 (>350KL per annum)	\$3.95 \$4.50
Non-Residential (rateable land not categorised as residential for the purposes of ordinary rates)	N/A	\$3.80 \$4.10

Sewerage Charges

For 2024⁵/2025⁶, Council is proposing to levy Sewerage Service Availability Charges as set out 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

¹ Where applicable

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 2024⁴⁵ are:

Sewer Service Availability Charge:

Residential Sewer Availability Charge (Vacant)	\$419.00 436.00
Residential Sewer Charge (Occupied)	\$1,119 076.00

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 2024⁴⁵, will be based on the following formula:

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

SC = Sewerage Charge

C = Total water consumption for meter

SDF = Sewerage Discharge Factor

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

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

Availability Charges Table: The Availability Charges for the year commencing 1 July 2024⁴⁵ are:

Availability Charge Category	Amount
AC - Availability Charge (Not Connected)	\$419.00 436.00
AC - Availability Charge (Connected)	
20mm service	\$419.00 436.00
25mm service	\$654.69 681.25
32mm service	\$1,072.64 1,116.16
40mm service	\$1,676.00 1,744.00
50mm service	\$2,618.75 2,725.00
65mm service	\$4,425.69 4,605.25
80mm service	\$6,704.00 6,976.00
100mm service	\$10,475.00 10,900.00
150mm service	\$23,568.75 24,525.00

Sewer Usage Charge Table: The Sewer Usage Charge for the year commencing 1 July 2024⁴⁵ is:

Sewer Usage Charge	\$ per Kilolitre (KL)
--------------------	-----------------------

Non-Residential Sewer Usage Charge	\$3,804.10
------------------------------------	-----------------------

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~~5~~/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)	\$1,363 5.00
Urban Domestic Waste Management Service Charge (2)	\$5,609 9.00
Additional Urban Domestic Waste Management Service Charge	\$1,24 5.00
Weekly Collection Domestic Waste Service - Red Lid bin only	\$1,06 0.00
Upsize to 240L Domestic Waste Service Charge – Red Lid Bin only	\$1,802 66.00
Additional Urban Domestic Waste Management Recycling Service Charge	\$1,159 8.00
Additional Urban Domestic Waste Management FOGO Waste Service Charge	\$1,008 0.00

- (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~~5~~/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)	\$1,273 5.00
Rural Domestic Waste Management Service Charge (2)	\$4,255 6.00
Additional Rural Domestic Waste Management Service Charge	\$1,24 5.00
Weekly Collection Domestic Waste Service - Red Lid bin only	\$1,06 0.00
Upsize to 240L Domestic Waste Service Charge – Red Lid Bin only	\$1,802 66.00
Additional Rural Domestic Waste Management Recycling Service Charge	\$1,159 8.00
Rural Domestic Waste Management FOGO Waste Service Charge	\$1,08 0.00

- (1) This charge applies to vacant rateable land categorised for rating purposes as Residential or Farmland and situated within the rural area in which a Rural Domestic Waste Management Service is available.
- (2) Each habitable premises is entitled to one approved mobile residual waste bin and one recyclable material bin per fortnight for each Rural Domestic Waste Management Service

Charge.

Waste Management Charges

For 2025~~4~~/2025~~6~~, 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~~5~~/2025~~6~~ 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)	\$1 2735 .00
Waste Management Service Charge (2)	\$4 2556 .00
Additional Waste Management Service Charge	\$1 425 .00
Weekly Collection Waste Management Service - Red Lid bin only	\$1 6000 .00
Upsize to 240L Waste Management Service Charge – Red Lid Bin only	\$1 80266 .00
Additional Waste Management Recycling Service Charge	\$1 1598 .00
Waste Management FOGO Waste Service Charge	\$1 080 .00

- (3) 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.
- (4) 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~~5~~/2025~~6~~, 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)	\$1 3527 .00
Rural Waste Management Service Charge (2)	\$4 5625 .00
Additional Rural Waste Management Service Charge	\$1 425 .00
Weekly Collection Waste Management Service - Red Lid bin only	\$1 600 .00
Upsize to 240L Waste Management Service Charge – Red Lid Bin only	\$1 80266 .00
Additional Rural Waste Management Recycling Service Charge	\$1 1598 .00
Rural Waste Management FOGO Waste Service Charge	\$1 080 .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

Muswellbrook Shire Council:
Record Number: [] (Uncontrolled document when printed)

Date printed: 11 June 2025
Page 17 of 18

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~~5~~/2025~~6~~, for the Hunter Catchment Contribution is to be 0.000657. ~~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.

4. Version History

This section identifies authors who reviewed the Policy and the date that it became effective.

V.	Date	Modified by	Amendments/Previous adoption details
1.	18 1 /02 6 /2025	Rates Officer	Updated for 2024 5 /2025 6 Budget Estimates Adoption

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6.5 DRAFT MSC Fees & Charges 2025/26 for Adoption

Responsible Officer:	General Manager
Author:	Assistant Accountant
Community Plan Issue:	6 - <i>Community Leadership</i>
Community Plan Goal:	24.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.
Community Plan Strategy:	6.2.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.
Attachments:	1. Draft 2025-26 Fees and Charges - Final [6.5.1 - 66 pages]

PURPOSE

To provide the DRAFT 2025/2026 Fees and Charges report for the consideration of the Finance and Governance Committee.

OFFICER'S RECOMMENDATION

The Finance and Governance Advisory Committee recommends Council adopts the draft 2025/2026 Fees and Charges.

Moved: _____ **Seconded:** _____

BACKGROUND

Under Section 405 of the New South Wales Local Government Act 1993, Council is required to place its annual Draft Operational Plan (including Budget, Revenue Policy, and Fees and Charges schedule) on public exhibition for a period of 28 days.

REPORT

The Fees & Charges schedule outlines the various amounts Council will levy in a financial year for specific services provided. The draft 2025/2026 Fees & Charges schedule has been reviewed and updated to reflect changes in underlying costs and the range of services Council provides.

- Request modifications to the DRAFT 2025/2026 Fees and Charges.

During the 28-day exhibition period, the following changes were made to the Draft 2025-26 Fees and Charges:

- Updated Environmental Planning Unit fee updated to \$113.90 to reflect March 25 CPI, page 34
- Addition of Waste Solar Panel Recycling Fee, page 27
- Addition of Aquatic Centre Squad Fees, page 23
- Addition of Stage & PA System Hire Fees, pages 10



- Addition of Muswellbrook Training Centre of Excellence room hire, page 18
- Removal of 6m Inflatable Outdoor Cinema Screen Package Fee, page 10

CONSULTATION

Financial Controller

Chief Financial Officer

General Manager

Council Directors and Managers

Finance Review and Advisory Committee

Council Officers



Fees & Charges 2025/26

Table Of Contents

Muswellbrook Shire Council	9
Administration	9
Administration Centre Room Hire	9
Councillors Room	9
Loxton Room	9
Weidmann Room	9
Banners	9
Business Paper	9
Copy of Council Business Paper, Late Items & Minutes.....	9
Cemetery Fees	9
Right of Burial Fees	9
Certificates	10
Credit Card Payments	10
Dishonoured Payments	10
Enquiry Fee	10
Environmental Services Fees and Charges.....	10
Event Equipment Hire	10
Stage.....	10
Stage, PA System, Table & Chair Hire.....	10
MSC Branded Popup Marquee Hire.....	11
Visitors Information Centre - Photocopying.....	11
Government Information (Public Access) Act 2009 (GIPA)	11
Photocopying/Printing	11
Document Scanning.....	11
All Council Properties	11
Muswellbrook Regional Art Centre.....	11
Administration Charges.....	12
Sale of Land for unpaid rates and charges.....	12
Hall Hire.....	12
Denman Memorial Hall.....	12
Indoor Sports Centre Complex - Denman.....	12
Indoor Sports Centre - Muswellbrook	13
Muswellbrook Regional Art Centre.....	13
During Art Centre Hours	13
Outside Art Centre Hours	13
Senior Citizens Centre.....	13
Stan Thiess Centre.....	14
Muswellbrook Shire Libraries	14
Seminar Room	14
Library Meeting Room 1	14
Library Meeting Room 2 (Community Room)	14
Denman Library Community Room	14
Local Studies Room	15
DHB STEM Innovation Lab	15
DHB Meeting Room.....	15
DHB Foyer	15
DHB - Melt Equipment & Consumables	16

Table Of Contents [continued]

Muswellbrook Training Centre of Excellence.....	18
Casual Hirer's Insurance	18
Private Works	19
Property - Transfer Listing	19
Public Gates/Grid	19
Roads	19
Occupancy Fees - Work Zones	19
Rural Areas - per m2	19
Residential - per m2	19
Tourist Area and/or Industrial Area - per m2	19
CBD - per m2	19
Other	20
Assessment fee further to above charges	20
S138 Roads Act - Road Opening Permit	20
Works Enabling Deed	20
Closure of a Public Road	20
Restricted Access (Over size/ Over mass) Vehicle Approval	20
Contribution for new Kerb and Gutter/Footpaths (Policy - K 10/1)	21
Shows and Events - at council grounds and facilities	21
Security Bonds	21
Sporting Fees	21
Casual Hirer	21
Regular Users - per registered player - per season	21
Aquatic Centres.....	22
Muswellbrook and Denman.....	22
Turnstile	22
20 Visit Pass	22
Year Pass	22
6 month Pass	22
Corporate Membership	22
School Groups.....	22
Pool Space Hire	23
Swimming Club	23
Learn to Swim.....	23
School Learn to Swim.....	23
Squad Fees	23
Private Lessons.....	23
Swim Fitness	23
10 Visit Pass	23
20 Visit Pass	23
Other	23
Denman Only Season Pass	24
Muswellbrook Fitness Centre	24
Gym	24
Gym - 20 Visit Pass	24
Gym Direct Debit	24
Gym & Swim Direct Debit	24

continued on next page ...

Page 3 of 66

Table Of Contents [continued]

Upfront 1 month Gym	24
Upfront 1 month Gym & Swim	24
12 months Upfront Gym	24
12 months Upfront Gym & Swim	25
Muswellbrook Shire Libraries	25
Borrowers	25
Binding Documents (A4 only)	25
Family History Search.....	25
Holds and Reservations	25
Laminating	25
Digital Readers	25
Lost and Damaged Material.....	25
Photocopying	25
Scanning	26
Waste Management Facilities	26
Mobile Garbage Bin Fees	26
Collection of Wheelie Bin other than Scheduled Collection	26
Replacement of Damaged/Lost Wheelie Bin	26
Disposal Fees - Muswellbrook Waste and Recycling Facility	26
Mixed Waste.....	26
Domestic recyclables - Muswellbrook Shire origin only.....	27
Bricks & Concrete	27
Green Waste	27
Whitegoods.....	27
Scrap Metal	27
Community Recycling Centre	28
Tyres - off Rims	28
Tyres - on Rims	28
Excavated Natural Material (Clean Soil).....	28
Timber, Timber Pallets.....	28
Dead Animals (RSPCA Exempt).....	29
Asbestos	29
Mattress Recycling.....	30
Products & Services	30
Issue of Weighbridge Certificate	30
Recovered Goods.....	30
Garden Products	30
Disposal Fees - Denman Transfer Station (Domestic Waste Only)	30
Domestic Mixed Waste	30
Domestic Recyclable Materials - Muswellbrook Shire origin only	31
Domestic Green Waste	31
Whitegoods.....	31
Scrap Metal	31
Waste Oil	31
E-Waste	31
Tyres - off Rims	31
Tyres - on Rims	31
Water and Sewer Fees and Charges	32

continued on next page ...

Page 4 of 66

Table Of Contents [continued]

Water Connection Fees	32
New Services (no existing service pipe)	32
New Services (connect to existing service pipe)	32
Other Services	32
Reconnection (following disconnection) normal working hours	32
Backflow Prevention	32
Water Meter Testing	32
Test Fee	32
Transfer location at owners request	32
Water Flow/Pressure Investigation.....	32
Water Sales	33
Tanker Sales (per kilolitre)	33
Hire of Metered Hydrant.....	33
Bulk Water Filling Stations.....	33
Water Management Act Approval	33
Sewerage Fees	33
Provision of New Sewer Junction.....	33
Sewer and Water Headworks	33
Trade Waste Applications	34
Environmental Services Fees and Charges - Fees associated with development.....	34
Development Application	34
General Fees	34
DA Subdivision Fees.....	34
Designated Developments (in addition to fees above).....	34
Prelodgement Meeting	34
Construction Certificate	34
Other Construction Certificates.....	35
Subdivision/Roads and Drainage	35
Modification of Construction Certificate.....	35
Subdivision - Resubmission	35
Other	35
Occupation Certificate	35
Complying Development Fee	36
General Fees	36
Modification of Complying Development Certificate Application	36
Resubmission.....	36
Other	36
Compliance Inspections (Construction Stages)	36
Planning Reform Fund Fee.....	37
Integrated Development and Concurrence Fee.....	37
Long Service Levy.....	37
Planning Proposals	37
Stage 1: Lodgement	37
Stage 2: Gateway Determination	37
Other	37
Variation to Development Consent.....	38
Section 4.55 (1) Modification	38
Section 4.55 (1a) Modification	38
Section 4.55 (2) - other modifications	38

continued on next page ...

Page 5 of 66

Table Of Contents [continued]

If the original estimated cost of the development was:.....	38
Request for Review of Determination of a DA.....	38
If the original estimated cost on the DA was:.....	38
Advertising Fees	39
Giving Notice - Other	39
Subdivision Certificate Application Fees.....	39
Naming of New Roads	39
Water and Sewerage Connection Fees	39
Planning Certificates.....	40
Sewer Drainage Plan.....	40
Building Certificates	40
Fire Safety	40
Shows and Events.....	40
Request for Property Information.....	40
Planning Portal Record Processing Fee (hard copy or digital records)	40
Council Certificate Advice.....	41
Environmental Products.....	41
Rural Addressing	41
Swimming Pool Certificates	41
Environmental Health Inspections	41
Food Act.....	41
Public Health Act.....	42
Skin Penetration Premises	42
Regulated Premises, Public Swimming Pool and Spa Inspections (water quality)	42
Boarding Houses.....	42
Section 68 of the LOCAL GOVERNMENT ACT	42
Approval To Burn	43
Water Carters	43
Caravan Parks	43
On-site Sewage Management.....	43
Application Charges	43
Modify On-site Sewage Management System	43
Approval to Operate.....	43
Inspection of On-site Sewage Management	43
Use of Footpaths and Road Reserves.....	43
Approvals Under Section 125 Roads Act.....	44
Approvals Under Section 138 Roads Act.....	44
Trade Waste Fees	44
Trade Waste Applications	44
Liquid Trade Waste Applications.....	44
Applications	44
Annual Trade Waste Fee (annual inspections).....	44
Trade Waste Usage Charge.....	44
Excess Mass Charges for Category 3 Discharges - per kg.....	44
Non-Compliance Excess Mass Charges	46
Non-Compliance pH Charge.....	46
Regulatory Services.....	46
Companion Animals.....	46

continued on next page ...

Page 6 of 66

Table Of Contents [continued]

Lifetime registration.....	46
Impounding Fees.....	46
Animal Adoption.....	46
Dogs	46
Cats.....	47
Rescue Agencies.....	47
Surrender Fee.....	47
Declared Dangerous Dogs Fees	47
Stock Impounding	47
Impounded Vehicles	47
General Impounding Fee (all other impoundments).....	47
Cat Trap Hire - Feral Cats Only	47
Development Contributions	48
Urban Subdivision or Dwelling - Medium Density	48
Muswellbrook	48
Denman	48
Rural Lot or Dwelling	48
South Muswellbrook Commercial Development	48
Tourist Development.....	48
West Denman.....	48
Open Space Recreational Sporting Facilities.....	48
Community Facilities	49
Stormwater Management.....	49
Transport Facilities	49
Plan Management Administration	49
Development Contributions (Section 7.12).....	49
Estimated cost of development	49
Development Contributions - Extractive Industries (Section 7.11)	49

Explanation Table

Columns

Fee (excl. GST)	Fee (excl. GST) (25/26)
GST	GST Amount (25/26)
Fee (incl. GST)	Fee (incl. GST) (25/26)
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 25/26			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	\$58.64	\$5.86	\$64.50	E
Per Day - 8 Hours	\$425.91	\$42.59	\$468.50	E

Loxton Room

Per Hour	\$58.64	\$5.86	\$64.50	E
Per Day - 8 hours	\$425.91	\$42.59	\$468.50	E

Weidmann Room

Per hour	\$37.73	\$3.77	\$41.50	E
Per Day - 8 Hours	\$266.36	\$26.64	\$293.00	E

Banners

Installation of Banners (not for profit)	\$394.50	\$0.00	\$394.50	E
Cleaning and Storage, installation & removal (once only payment)	\$656.50	\$0.00	\$656.50	E

Business Paper

Copy of Council Business Paper, Late Items & Minutes

12 Months Service	\$486.50	\$0.00	\$486.50	E
6 Months Service	\$248.00	\$0.00	\$248.00	E

Cemetery Fees

Right of Burial Fees

Council Policy C10/2

General Cemetery – Purchase of 2.4 x 1.2m plot	\$553.00	\$0.00	\$553.00	E
Lawn Cemetery – Purchase of 2.4 x 1.2m plot	\$2,007.50	\$0.00	\$2,007.50	E
Columbarium – Purchase of one niche	\$282.00	\$0.00	\$282.00	E
Columbarium – Installation of plaque and ashes	\$133.18	\$13.32	\$146.50	E
Memorial Wall – Installation of plaque	\$69.55	\$6.95	\$76.50	E
Interment Levy Fee - Ashes	\$63.00	\$6.30	\$69.30	A
Interment Levy Fee - Burial	\$156.00	\$15.60	\$171.60	A

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Right of Burial Fees [continued]

Bronze Plaque	Charged separately at cost plus 10%			E
Permission to erect structure (e.g. headstone, slab, and concrete kerbing etc.)	\$93.50	\$0.00	\$93.50	D

Certificates

Section 603 Certificate LGA 1993	\$100.00	\$0.00	\$100.00	A
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Credit Card Payments

Merchant Fee Recovery	Fee is charged in accordance with the merchant fee charged by the financial institution.			E
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Dishonoured Payments

Dishonoured Direct Debits, returned to Council	\$21.00	\$0.00	\$21.00	E
Dishonoured Cheques, returned to Council	\$21.00	\$0.00	\$21.00	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	\$21.50	\$0.00	\$21.50	E
Plus Hourly Charge	\$51.50	\$0.00	\$51.50	E

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

Stage, PA System, Table & Chair Hire

Stage 3x3 Half Day	\$400.00	\$40.00	\$440.00	E
Stage 3x3 Full Day	\$450.00	\$45.00	\$495.00	E
Stage 4x3 Half Day	\$430.00	\$43.00	\$473.00	E
Stage 4x3 Full Day	\$480.00	\$48.00	\$528.00	E
Stage 5x3 Half Day	\$460.00	\$46.00	\$506.00	E
Stage 5x3 Full Day	\$510.00	\$51.00	\$561.00	E
Stage 6x3 Half Day	\$490.00	\$49.00	\$539.00	E
Stage 6x3 Full Day	\$540.00	\$54.00	\$594.00	E
PA System (cordless) Half Day	\$50.00	\$5.00	\$55.00	E
PA System (cordless) Full Day	\$100.00	\$10.00	\$110.00	E
Trestle Table 750 x 1800mm	\$16.82	\$1.68	\$18.50	E
White Plastic Chair	\$6.36	\$0.64	\$7.00	E

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

MSC Branded Popup Marquee Hire

Marquee 3m x 3m	\$58.64	\$5.86	\$64.50	E
Marquee 3m x 4m	\$175.91	\$17.59	\$193.50	E
Marquee 4m x 8m	\$319.55	\$31.95	\$351.50	E

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)	\$31.00	\$0.00	\$31.00	A
Processing Fee	\$31.00	\$0.00	\$31.00	A
Internal Processing Fee	\$41.50	\$0.00	\$41.50	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	E
B/W – A3	\$1.18	\$0.12	\$1.30	E
Colour – A3	\$2.00	\$0.20	\$2.20	E
B/W – A1	\$12.18	\$1.22	\$13.40	E
Colour – A1	\$16.27	\$1.63	\$17.90	E
B/W – A0	\$17.91	\$1.79	\$19.70	E
Colour – A0	\$21.82	\$2.18	\$24.00	E

Document Scanning

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

Bond (refunded after inspection). Except shows and events (see Shows & Events Listing)	\$550.00	\$0.00	\$550.00	E
Cleaning Charge – minimum (2 hours if not left clean)	\$170.00	\$17.00	\$187.00	E
Cleaning charge – per hour thereafter	\$68.18	\$6.82	\$75.00	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

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Muswellbrook Regional Art Centre [continued]

Viola Bromley Art Prize	\$18.18	\$1.82	\$20.00	D
Mullins Conceptual Photography Prize	\$40.91	\$4.09	\$45.00	E
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
Uncollected Work Storage Fee Per Day		Minimum Fee \$20.00 Incl GST		E

Administration Charges

Refund and Transfer Balances Processing (Rates and Water)	\$15.59	\$0.00	\$15.59	E
Rates and Water re-issue (print & postage)	\$10.00	\$0.00	\$10.00	E
Rates and Water Notice re-issue (email copy)	\$5.20	\$0.00	\$5.20	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)	\$53.18	\$5.32	\$58.50	C
Daily Hire - 8 Hours	\$345.45	\$34.55	\$380.00	C
Half-Day Hire - 4 Hours	\$181.36	\$18.14	\$199.50	C

Indoor Sports Centre Complex - Denman

Regular Group bookings available

Per Day (Whole Facility) - 8 hours	\$342.73	\$34.27	\$377.00	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	\$52.27	\$5.23	\$57.50	C
Basketball Court - Casual Hire (Seniors)	\$25.91	\$2.59	\$28.50	C
Basketball Court - Casual Hire (Juniors Under 18s)			Free of Charge	n/a
Basketball Court (per hour) – User Groups	\$36.36	\$3.64	\$40.00	C
Basketball Court - User Groups (Seniors)	\$18.18	\$1.82	\$20.00	C
Basketball Court - User Groups (Juniors Under 18s)			Free of Charge	n/a
Squash Courts (per court, per hour) – Casual Hire	\$25.45	\$2.55	\$28.00	C
Squash Courts (per court, per hour) – User Groups	\$19.09	\$1.91	\$21.00	C
Tennis Courts (per court, per hour) – Day – Casual Hire	\$18.18	\$1.82	\$20.00	C
Tennis Courts (per court, per hour) - Day - Casual Hire (Seniors)	\$9.09	\$0.91	\$10.00	C
Tennis Courts (per court, per hour) - Day - Casual Hire (Juniors Under 18s)			Free of Charge	n/a
Tennis Courts (per court, per hour) – Day – User Groups	\$15.00	\$1.50	\$16.50	C

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Page 12 of 66

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Indoor Sports Centre Complex - Denman [continued]

Tennis Courts (per court, per hour) - Day - User Groups (Seniors)	\$7.73	\$0.77	\$8.50	C
Tennis Courts (per court, per hour) - Day - User Groups (Juniors Under 18s)	Free of Charge			n/a
Tennis Courts (per court, per hour) – Night – Casual Hire	\$25.45	\$2.55	\$28.00	C
Tennis Courts (per court, per hour) - Night - Casual Hire (Seniors)	\$12.73	\$1.27	\$14.00	C
Tennis Courts (per court, per hour) - Night - Casual Hire (Juniors Under 18s)	Free of Charge			n/a
Tennis Courts (per court, per hour) – Night – User Groups	\$37.27	\$3.73	\$41.00	C
Tennis Courts (per court, per hour) - Night - User Groups (Seniors)	\$18.64	\$1.86	\$20.50	C
Tennis Courts (per court, per hour) - Night - User Groups (Juniors Under 18s)	Free of Charge			n/a
Mezzanine Floor Area (per hour) – Day	\$19.55	\$1.95	\$21.50	C
Mezzanine Floor Area (per hour) – Night	\$25.45	\$2.55	\$28.00	C
Playgroups & community groups (maximum 3 hours)	\$29.55	\$2.95	\$32.50	C

Indoor Sports Centre - Muswellbrook

Per Day (Whole Facility) - 8 hours	\$342.73	\$34.27	\$377.00	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	\$4.32	\$0.43	\$4.75	C
Basketball Court (one court) – Casual Hire - Per Hour	\$52.27	\$5.23	\$57.50	C
Basketball Court – (two court, per hour) – Casual Hire	\$90.45	\$9.05	\$99.50	C
Basketball Court (one court) – User Groups - Per Hour	\$36.36	\$3.64	\$40.00	C
Basketball Court – (two court, per hour) – Users Group	\$60.00	\$6.00	\$66.00	C
Individual Practice (per hour) – Casual Hire	\$23.64	\$2.36	\$26.00	C
Gymnasium Only (per hour)	\$19.54	\$1.95	\$21.50	C
Meeting Room (small, per hour)	\$23.64	\$2.36	\$26.00	C
Canteen Hire (per hour)	\$23.64	\$2.36	\$26.00	C
Table Hire	\$7.73	\$0.77	\$8.50	C
Chair Hire	\$2.64	\$0.26	\$2.90	C

Muswellbrook Regional Art Centre

During Art Centre Hours

Gallery Hire Hourly Base Rate	\$86.36	\$8.64	\$95.00	C
Refundable Security Deposit	10% of hire fee			C

Outside Art Centre Hours

Gallery Hire Hourly Base Rate	\$131.82	\$13.18	\$145.00	C
Refundable Security Deposit	10% of hire fee			C

Senior Citizens Centre

Per Day - 8 Hours	\$292.73	\$29.27	\$322.00	C
Per Half Day - 4 Hours	\$170.00	\$17.00	\$187.00	E

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

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	\$292.73	\$29.27	\$322.00	C
Per Half-Day - 4 Hours	\$170.00	\$17.00	\$187.00	C
Additional Hours	\$37.27	\$3.73	\$41.00	C
Playgroups & community groups (maximum 3 hours)	\$29.55	\$2.95	\$32.50	C

Muswellbrook Shire Libraries

Seminar Room

Per Hour	\$81.82	\$8.18	\$90.00	C
Up to 3 hours	\$244.55	\$24.45	\$269.00	C
1 day during Business Hours	\$325.91	\$32.59	\$358.50	C
Cancellations within 24 hours (50% of quoted fee) - per hour	\$40.45	\$4.05	\$44.50	C
Cancellations within 24 hours (50% of quoted fee) - Up to 3 hours	\$121.95	\$12.19	\$134.14	E
Cancellations within 24 hours (50% of quoted fee) - 1 Day during Business hours	\$163.02	\$16.30	\$179.32	E
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	n/a
Up to 3 hours – Visitor & Business use	\$10.00	\$1.00	\$11.00	C
1 Day during Business Hours	\$72.27	\$7.23	\$79.50	C
Cancellations within 24 hours (50% of quoted fee) - Up to 3 hours	\$4.96	\$0.50	\$5.45	E
Cancellations within 24 hours (50% of quoted fee) - 1 Day during Business hours	\$36.13	\$3.61	\$39.74	E

Library Meeting Room 2 (Community Room)

Community Organisations - Up to 3 Hours			FREE	n/a
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	\$17.94	\$1.79	\$19.74	E
Cancellations within 24 hours (50% of quoted fee) - Up to 3 hours	\$54.31	\$5.43	\$59.74	E
Cancellations within 24 hours (50% of quoted fee) - 1 Day during Business hours	\$72.27	\$7.23	\$79.50	E

Denman Library Community Room

Community Organisations - Up to 3 Hours			FREE	n/a
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

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

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	\$81.82	\$8.18	\$90.00	E
Up to 3 Hours	\$244.55	\$24.45	\$269.00	E
1 Day during Business Hours	\$325.91	\$32.59	\$358.50	E
Cancellations within 24 hours (50% of quoted fee) - per hour	\$40.45	\$4.05	\$44.50	E
Cancellations within 24 hours (50% of quoted fee) - Up to 3 hours	\$121.82	\$12.18	\$134.00	E
Cancellations within 24 hours (50% of quoted fee) - 1 Day during Business hours	\$162.73	\$16.27	\$179.00	E
Cancellations within 24 Hours for all bookings outside of business hours	75% of quoted fee			E
Cleaning Fee	\$67.73	\$6.77	\$74.50	E
Administration Charge per Hour up to 2hrs (Monday - Friday for all hrs beyond 7pm)	\$103.90	\$10.39	\$114.29	E
Administration Charge per Hour after 2hrs (Monday - Friday for all hrs beyond 7pm)	\$141.68	\$14.17	\$155.85	E
Administration Charge per Hour up to 2hrs (Saturday)	\$103.90	\$10.39	\$114.29	E
Administration Charge per Hour after 2hrs (Saturday)	\$141.68	\$14.17	\$155.85	E
Administration Charge per Hour (Sunday & Public Holiday)	\$141.68	\$14.17	\$155.85	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	\$81.71	\$8.17	\$89.88	E
Up to 3 Hours	\$244.55	\$24.45	\$269.00	E
1 day during Business Hours	\$325.91	\$32.59	\$358.50	E
Cancellations within 24 Hours (50% of quoted room hire fee) - per hour	\$40.45	\$4.05	\$44.50	E
Cancellations within 24 Hours (50% of quoted room hire fee) - Up to 3 hours	\$121.82	\$12.18	\$134.00	E
Cancellations within 24 hours (50% of quoted fee) - 1 Day during Business hours	\$162.73	\$16.27	\$179.00	E
Cancellations within 24 Hours for all bookings outside of business hours	75% of quoted fee			E
Cleaning Fee	\$67.73	\$6.77	\$74.50	E
Administration Charge per Hour up to 2hrs (Monday - Friday for all hrs beyond 7pm)	\$103.90	\$10.39	\$114.29	E
Administration Charge per Hour after 2hrs (Monday - Friday for all hrs beyond 7pm)	\$141.82	\$14.18	\$156.00	E
Administration Charge per Hour up to 2hrs (Saturday)	\$103.90	\$10.39	\$114.29	E
Administration Charge per Hour after 2hrs (Saturday)	\$141.82	\$14.18	\$156.00	E
Administration Charge per Hour (Sunday & Public Holiday)	\$141.68	\$14.17	\$155.85	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.

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

DHB Foyer [continued]

Per Hour	\$49.09	\$4.91	\$54.00	E
Up to 3 Hours	\$146.36	\$14.64	\$161.00	E
1 day during Business Hours	\$195.45	\$19.55	\$215.00	E
Cancellations within 24 hours (50% of quoted fee) - per hour	\$24.55	\$2.45	\$27.00	E
Cancellations within 24 hours (50% of quoted fee) - Up to 3 hours	\$73.18	\$7.32	\$80.50	E
Cancellations within 24 hours (50% of quoted fee) - 1 Day during Business hours	\$97.73	\$9.77	\$107.50	E
Cancellations within 24 Hours for all bookings outside of business hours	75% of quoted fee			E
Cleaning Fee	\$67.73	\$6.77	\$74.50	E
Administration Charge per Hour up to 2hrs (Monday - Friday for all hrs beyond 7pm)	\$104.09	\$10.41	\$114.50	E
Administration Charge per Hour after 2hrs (Monday - Friday for all hrs beyond 7pm)	\$141.68	\$14.17	\$155.85	E
Administration Charge per Hour up to 2hrs (Saturday)	\$104.09	\$10.41	\$114.50	E
Administration Charge per Hour after 2hrs (Saturday)	\$141.82	\$14.18	\$156.00	E
Administration Charge per Hour (Sunday & Public Holiday)	\$141.82	\$14.18	\$156.00	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			

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

DHB - Melt Equipment & Consumables [continued]

Group 2 Equipment - Per Use Per Day	Instrument	Muswellbrook LGA inc. GST	External i nc. 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 \$40/hour	External inc. GST \$80/hour	E
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

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Page 17 of 66

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

DHB - Melt Equipment & Consumables [continued]

Training		Muswellbrook LGA inc. GST	External inc. GST	E
	Training fee for equipment usage	\$40/hour	\$80/hour	

Muswellbrook Training Centre of Excellence

The Hive Co-Working Space - Hot Desk per hour (up to 3hrs)	\$15.00	\$1.50	\$16.50	E
The Hive Co-Working Space - Hot Desk per day (> 3hrs)	\$60.00	\$6.00	\$66.00	E
The Hive Co-Working Space - Dedicated Desk per month	\$500.00	\$50.00	\$550.00	E
Training Room 1- 60 pax (Theatre) per hour (up to 3 hrs)	\$90.00	\$9.00	\$99.00	E
Training Room 1- 60 pax (Theatre) per day (>3 hrs)	\$350.00	\$35.00	\$385.00	E
Meeting Room - 20 pax per hour (up to 3 hrs)	\$50.00	\$5.00	\$55.00	E
Meeting Room - 20 pax per day (> 3 hrs)	\$300.00	\$30.00	\$330.00	E
Cancellation for Business Hours Bookings within 24 hours (50% of quoted hire) - per hour Hot Desk	\$7.50	\$0.75	\$8.25	E
Cancellation for Business Hours Booking within 24 hours (50% of quoted hire) - per day Hot Desk	\$30.00	\$3.00	\$33.00	E
Cancellation for Business Hours Booking within 24 hours (50% of quoted room hire) - per hour Training Room 1 & 2	\$45.00	\$4.50	\$49.50	E
Cancellation for Business Hours Bookings within 24 hours (50% of quoted room hire) - per day Training Room 1 & 2	\$175.00	\$17.50	\$192.50	E
Cancellation for Business Hours Bookings within 24 hours (50% of quoted room hire) - per hour Meeting Room	\$25.00	\$2.50	\$27.50	E
Cancellation for Business Hours Bookings within 24 hours (50% of quoted room hire) - per day Meeting Room	\$150.00	\$15.00	\$165.00	E
Cancellation After Hours Bookings within 24 hours (75% of quoted hire) - per hour Hot Desk	\$11.27	\$1.13	\$12.40	E
Cancellation After Hours Bookings within 24 hours (75% of quoted hire) - per day Hot Desk	\$45.00	\$4.50	\$49.50	E
Cancellation After Hours Bookings within 24 hours (75% of quoted room hire) - per hour Training Room 1 & 2	\$67.50	\$6.75	\$74.25	E
Cancellation After Hours Bookings within 24 hours (75% of quoted room hire) - per day Training Room 1 & 2	\$262.50	\$26.25	\$288.75	E
Cancellation After Hours Bookings within 24 hours (75% of quoted room hire) - per hour Meeting Room	\$37.50	\$3.75	\$41.25	E
Cancellation After Hours Bookings within 24 hours (75% of quoted room hire) - per day Meeting Room	\$225.00	\$22.50	\$247.50	E
After-Hours Surcharge (Mon-Fri after 4:30pm, Sat & Sun) Training Room 1 & 2, Meeting Room Per hour or thereof	\$50.00	\$5.00	\$55.00	E
Cleaning Fee Training Room 1 & 2, Meeting Room	\$75.00	\$7.50	\$82.50	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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Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Private Works

Section 67 LGA 1993

Labour costs	Labour costs (including on-costs) plus 40% + 10% GST			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	\$212.00	\$0.00	\$212.00	D
Monthly Listing	\$29.50	\$0.00	\$29.50	D

Public Gates/Grid

Application – Roads Act 1993 – Div. 2 Part 9	\$415.00	\$0.00	\$415.00	E
Inspection	\$415.00	\$0.00	\$415.00	E
2 inspections included				
Additional reinspection	\$212.00	\$0.00	\$212.00	E

Roads

Occupancy Fees - Work Zones

Work zones and temporary structures within Road Reserves

Rural Areas - per m2

First 15 weeks	\$1.40	\$0.00	\$1.40	E
15 to 30 weeks	\$1.97	\$0.00	\$1.97	E
Over 30 weeks	\$4.00	\$0.00	\$4.00	E

Residential - per m2

First 15 weeks	\$1.97	\$0.00	\$1.97	E
15 to 30 weeks	\$4.00	\$0.00	\$4.00	E
Over 30 weeks	\$7.90	\$0.00	\$7.90	E

Tourist Area and/or Industrial Area - per m2

First 15 weeks	\$4.00	\$0.00	\$4.00	E
15 to 30 weeks	\$7.90	\$0.00	\$7.90	E
Over 30 weeks	\$15.80	\$0.00	\$15.80	E

CBD - per m2

First 15 weeks	\$7.90	\$0.00	\$7.90	E
15 to 30 weeks	\$12.50	\$0.00	\$12.50	E
Over 30 weeks	\$25.70	\$0.00	\$25.70	E

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Other

Fee	Subject of quote			E
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Assessment fee further to above charges

Fee	\$683.00	\$0.00	\$683.00	E
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S138 Roads Act - Road Opening Permit

Footways	\$205.50	\$0.00	\$205.50	E
Residential Driveway Crossing with Existing K & G	\$205.50	\$0.00	\$205.50	E
Residential Driveway Crossing with no Existing K & G	\$422.50	\$0.00	\$422.50	E
Rural driveway crossing	\$500.00	\$0.00	\$500.00	E
Commercial Driveway Crossing	\$500.00	\$0.00	\$500.00	E
Activities on Road Reserves	\$205.50	\$0.00	\$205.50	E
Stock on Road Reserves (grazing)	\$90.00	\$0.00	\$90.00	E
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	\$1,070.00	\$0.00	\$1,070.00	E
Roads Act 1993 Part 4 Standard 9 hours				
Processing Fee for closure	\$2,177.50	\$0.00	\$2,177.50	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			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	\$218.00	\$0.00	\$218.00	E
Review of route assessment	\$355.00	\$0.00	\$355.00	E
Observation if required (Additional fee apply for over 4 hours)	\$422.50	\$0.00	\$422.50	E

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

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

Construction cost of Kerb & Gutter per 1.m	\$409.50	\$0.00	\$409.50	E
Construction cost of Footpath per sq.m	\$357.00	\$0.00	\$357.00	E

Shows and Events - at council grounds and facilities

Events on Council grounds – Day & Night - 24 Hours	\$1,315.91	\$131.59	\$1,447.50	E
1 Day Hire				
Events on Council grounds – Day or Night - 12 Hours	\$889.55	\$88.95	\$978.50	E
Subsequent hire per day				
Refundable deposit	\$1,118.18	\$111.82	\$1,230.00	E
*Subject to condition inspection				

Security Bonds

Traffic Management Bond Administration Fee	\$313.50	\$0.00	\$313.50	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	\$10,951.00	\$0.00	\$10,951.00	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	\$2,190.00	\$0.00	\$2,190.00	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	\$171.55	\$17.15	\$188.70	E
Field Hire – Per Day	\$399.09	\$39.91	\$439.00	C
Field Hire – Per Half-Day	\$342.73	\$34.27	\$377.00	C
Canteen Hire	\$137.27	\$13.73	\$151.00	C

Regular Users - per registered player - per season

Seniors (18 years and over)	\$44.09	\$4.41	\$48.50	C
Use of Sporting Fields, Parks & Reserves by Fitness Trainers – 12 month Licence Agreement	\$601.82	\$60.18	\$662.00	C
Extra charge for lighting if used - \$50.00				
Use of Sporting Fields, Parks & Reserves by Fitness Trainers – 6 month Licence Agreement	\$399.09	\$39.91	\$439.00	C

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

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)	\$19.09	\$1.91	\$21.00	D
Spectator Fee	\$2.73	\$0.27	\$3.00	D
Swim/Sauna/Spa (combo entry) Adult	\$13.64	\$1.36	\$15.00	E
Swim/Sauna/Spa (combo entry) Concession	\$10.91	\$1.09	\$12.00	E
Ice Bath - Members	\$4.55	\$0.45	\$5.00	E
Ice Bath - Non Members	\$9.09	\$0.91	\$10.00	E
Recovery Day Pass (Sauna, Spa and Ice Bath)	\$18.18	\$1.82	\$20.00	E
Shower Fee	\$2.73	\$0.27	\$3.00	E

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	E
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	\$400.00	\$40.00	\$440.00	D
Concession	\$354.55	\$35.45	\$390.00	D
Family	\$800.00	\$80.00	\$880.00	D
Up to 2 adults and 5 children				
Annual Direct Debit Family Swim Pass	\$43.00 incl. GST - Per Fortnight			E

6 month Pass

Adult Pass	\$245.45	\$24.55	\$270.00	D
Concession	\$209.09	\$20.91	\$230.00	D
Family	\$477.27	\$47.73	\$525.00	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			n/a
Group Booking – per child	\$10.50	\$0.00	\$10.50	E

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Pool Space Hire

Hire of Pool Lane	\$31.82	\$3.18	\$35.00	D
Exclusive Hire of Indoor Pool (8 hours)	\$3,597.27	\$359.73	\$3,957.00	D
Each additional hour	\$335.45	\$33.55	\$369.00	D
Exclusive hire of Outdoor Pool (8 hours)	\$1,970.91	\$197.09	\$2,168.00	D
Each additional hour	\$335.45	\$33.55	\$369.00	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
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

Squad Fees

Direct Debit Squad	\$62.00 Incl. GST Per Fortnight			E
Squad Since Entry	\$11.82	\$1.18	\$13.00	E
Squad 20 Visit	\$181.82	\$18.18	\$200.00	E

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	\$17.27	\$1.73	\$19.00	D
Adult – Member Single	\$13.18	\$1.32	\$14.50	D
Child up to 16 years – Non Member Single	\$12.27	\$1.23	\$13.50	D
Child up to 16 years – Member Single	\$9.55	\$0.95	\$10.50	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

Other

Giant inflatable	\$245.45	\$24.55	\$270.00	D
Pool Room Hire – per hour	\$50.00	\$5.00	\$55.00	D
Pool Room Hire – per day	\$331.82	\$33.18	\$365.00	D

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Denman Only Season Pass

Adult Pass	\$177.27	\$17.73	\$195.00	E
Concession	\$131.82	\$13.18	\$145.00	E
Family	\$322.73	\$32.27	\$355.00	E

Muswellbrook Fitness Centre

Gym

Gym Joining Fee	\$40.91	\$4.09	\$45.00	D
Gym single entry	\$15.91	\$1.59	\$17.50	D

Gym - 20 Visit Pass

Gym (20 entries)	\$213.64	\$21.36	\$235.00	C
Gym Concession (20 entries)	\$163.64	\$16.36	\$180.00	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	\$36.36	\$3.64	\$40.00	D
Family	\$70.00	\$7.00	\$77.00	D

Upfront 1 month Gym

Adult	\$77.27	\$7.73	\$85.00	D
Concession	\$68.18	\$6.82	\$75.00	D
Family	\$145.45	\$14.55	\$160.00	D

Upfront 1 month Gym & Swim

Adult	\$109.09	\$10.91	\$120.00	E
Concession	\$100.00	\$10.00	\$110.00	E
Family	\$163.63	\$16.36	\$180.00	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

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

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	n/a
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Binding Documents (A4 only)

Up to 65 Sheets	\$7.73	\$0.77	\$8.50	E
Up to 120 sheets	\$10.00	\$1.00	\$11.00	E
Up to 240 sheets	\$13.18	\$1.32	\$14.50	E

Family History Search

Family History Research by Library Staff - per hour (minimum fee does not include document access fees)			Min. Fee \$60.00	E
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Holds and Reservations

Within Muswellbrook Shire Libraries			Nil	n/a
Inter Library Loan Requests	\$9.09	\$0.91	\$10.00	E
Inter Library Loan Requests (pensioners and school students)	\$5.00	\$0.50	\$5.50	E
Local Inter-Library Loan	\$3.18	\$0.32	\$3.50	E
ILRS Charges passed on when Library charged per request	\$34.40	\$0.00	\$34.40	E
ILRS Charges passed on for Electronic Delivery	\$20.36	\$2.04	\$22.40	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	\$570.45	\$57.05	\$627.50	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

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Photocopying [continued]

Colour – A3	\$0.91	\$0.09	\$1.00	E
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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.

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 140L Bin	\$81.00	\$0.00	\$81.00	E
Yellow Lid 240L Bin	\$98.50	\$0.00	\$98.50	E
Green Lid 240L Bin	\$98.50	\$0.00	\$98.50	E
Reinstatement of Removed Bin Due to Contamination	\$49.50	\$0.00	\$49.50	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	313.36	31.34	344.70
	NSW Waste Levy	100.30	00.00	100.30
	Total Price	413.66	31.34	445.00
Landfill Non - Compliance charge, per load	\$283.64	\$28.36	\$312.00	E
Applied on loads presented to the tip face that contain dangerous goods, inflammable or hazardous materials, batteries, liquid waste, scrap metal or tyres.				
Outside operating hours landfill call out	\$330.91	\$33.09	\$364.00	E
Charged for call out to emergency disposal when the landfill is normally closed.				

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

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	17.91	1.79	19.70	
	NSW Waste Levy	100.30	0.00	100.30	
	Total Price	118.21	1.79	\$120.00	

Bricks & Concrete

Concrete per tonne	Cost	GST	Total	E
Gate fee	236.09	23.61	259.70	
NSW Waste Levy	100.30	0.00	100.30	
Total Price	336.39	23.61	\$360.00	

Green Waste

Green waste per tonne	Cost	GST	Total	E
Gate fee	149.73	14.97	164.70	
NSW Waste Levy	100.30		100.30	
Total Price	250.03	14.97	265.00	

Green Waste consists of branches less than 150mm in diameter, grass, leaves, plants, loppings, tree trunks, tree stumps and similar materials and includes any mixture of those materials.

Whitegoods

Refrigerators, freezers & air conditioners	\$47.27	\$4.73	\$52.00	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			n/a
Car Bodies - ID required	\$56.82	\$5.68	\$62.50	E
VIN, frame or engine number mandatory. All fluids must have been removed. Tyres charged separately				
Solar Panels (each)	\$9.09	\$0.91	\$10.00	E

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Community Recycling Centre

Household Problem Wastes - domestic quantities only			FREE	n/a
<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)	\$10.45	\$1.05	\$11.50	E
Light Truck or 4WD Tyre	\$16.82	\$1.68	\$18.50	E
Truck Tyre	\$30.45	\$3.05	\$33.50	E
Tractor Tyre	\$60.00	\$6.00	\$66.00	E
Earthmoving Tyre	\$189.09	\$18.91	\$208.00	E

Tyres - on Rims

Passenger Tyre (or smaller)	\$20.00	\$2.00	\$22.00	E
Light Truck or 4WD Tyre	\$25.00	\$2.50	\$27.50	E
Truck Tyre	\$49.55	\$4.95	\$54.50	E

Excavated Natural Material (Clean Soil)

Clean soil, per tonne or part thereof		Cost	GST	Total	E
	Gate fee	28.82	2.88	31.70	
	NSW Waste Levy	100.30	0.00	100.30	
	Total Price	129.12	2.88	132.00	

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	313.36	31.34	344.70	
	NSW Waste Levy	100.30	0.00	100.30	
	Total Price	413.66	31.34	445.00	

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Timber, Timber Pallets [continued]

Clean Wood Waste	Cost	GST	Total	E
Gate fee	149.73	14.97	164.70	
NSW Waste Levy	100.30	0.00	100.30	
Total Price	250.03	14.97	\$265.00	

Clean 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). **Does not** include laminates, chipboards or particleboards.

Dead Animals (RSPCA Exempt)

Dog/Cat	Cost	GST	Total	E
Gate fee	22.89	2.29	25.10	
NSW Waste Levy	6.02	0.00	6.02	
Total Price	28.91	2.29	31.20	
Sheep/Goat	Cost	GST	Total	E
Gate fee	46.53	4.65	51.18	
NSW Waste Levy	6.02	0.00	6.02	
Total Price	52.55	4.65	57.20	
Horse/Cattle (by prior arrangement)	Cost	GST	Total	E
Gate fee	105.01	10.50	115.51	
NSW Waste Levy	30.09	0.00	30.09	
Total Price	135.10	10.50	145.60	

Booking required 24hrs notice

Native Animals	FREE	n/a
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Asbestos

Asbestos wrapped and labelled – per tonne, booking required	Cost	GST	Total	E
Gate fee	236.09	23.61	259.70	
NSW Waste Levy	100.30	0.00	100.30	
Total Price	336.39	23.61	360.00	

Asbestos means the fibrous form of those minerals silicates that 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.
<https://www.epa.nsw.gov.au/-/media/epa/corporate-site/resources/waste/23p4464-asbestos-and-waste-tyres-guidelines.pdf>
 Asbestos must be pre-booked, and if it is over 100 kg, it must be tracked through the Integrated Waste Tracking Solution.

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Asbestos [continued]

Asbestos burial per tonne (loads over 1 tonne, once per day)	\$236.36	\$23.64	\$260.00	E
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Mattress Recycling

Mattress or base, per each item		Cost	GST	Total	E
	Gate fee	40.35	4.03	44.38	
	NSW Waste Levy	6.02	0.00	6.02	
	Total Price	46.37	4.03	50.40	

Products & Services

Issue of Weighbridge Certificate

Vehicles up to and including 3 Tonne	\$31.36	\$3.14	\$34.50	E
Each Tonne over 3 Tonne	\$3.09	\$0.31	\$3.40	E

Recovered Goods

Reuse Shop items	Prices as marked			E
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Garden Products

Processed garden organics - pasteurised mulch	\$46.82	\$4.68	\$51.50	E
Pasteurised Mulch is recycled garden organics which have been processed to achieve pasteurisation.				
Processed clean timber - woodchip mulch	\$117.27	\$11.73	\$129.00	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	12.71	1.27	13.98	
	NSW Waste Levy	6.02	0.00	6.02	
	Total Price	18.73	1.27	20.00	
Vans, utilities, trailers		Cost	GST	Total	E
	Gate fee	41.28	4.13	45.41	
	NSW Waste Levy	30.09	0.00	30.09	
	Total Price	71.37	4.13	75.50	

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

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	10.44	1.04	11.48	
	NSW Waste Levy	6.02	0.00	6.02	
	Total Price	16.45	1.04	17.50	
Vans, utilities, trailers		Cost	GST	Total	E
	Gate fee	34.01	3.40	37.41	
	NSW Waste Levy	30.09	0.00	30.09	
	Total Price	64.10	3.40	\$67.50	

Whitegoods

Refrigerators, freezers and air conditioners	\$47.27	\$4.73	\$52.00	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	n/a
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Waste Oil

Domestic quantities only		FREE	n/a
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E-Waste

Domestic quantities only		FREE	n/a
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Tyres - off Rims

Denman - limit of 5 per transaction

Passenger Tyre (or smaller)	\$10.45	\$1.05	\$11.50	E
Light Truck or 4WD Tyre	\$16.82	\$1.68	\$18.50	E

Tyres - on Rims

Denman - limit of 5 per transaction

Passenger Tyre (or smaller)	\$20.00	\$2.00	\$22.00	E
Light Truck or 4WD Tyre	\$25.00	\$2.50	\$27.50	E

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

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	\$464.00	\$0.00	\$464.00	E
25mm water meter complete with dual check valve	\$699.50	\$0.00	\$699.50	E
Rural Water Connection (Conditions Apply)			Commercial Rate	E

Other Services

Disconnection of Water Meter at Service (service capped)	\$312.50	\$0.00	\$312.50	E
Disconnection of Water Service at Main	\$1,203.50	\$0.00	\$1,203.50	E

Reconnection (following disconnection) normal working hours

Reconnection of Water Meter at Service (following disconnection)	\$417.50	\$0.00	\$417.50	E
Removal of water restriction device on water meters	\$220.50	\$0.00	\$220.50	E

Backflow Prevention

Backflow prevention devices on existing commercial/industrial services

Water Meter Testing

Local Government (General) Regulation 2005. Section 158

Special Reading Fee	\$119.50	\$0.00	\$119.50	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	\$577.50	\$0.00	\$577.50	E
Test Fee – 20, 25 and 32mm service @ 6 Flow Rates	\$608.00	\$0.00	\$608.00	E
Test Fee – 40mm service @ 4 Flow Rates	\$668.50	\$0.00	\$668.50	E
Test Fee – 40mm service @ 6 Flow Rates	\$699.50	\$0.00	\$699.50	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	\$717.50	\$0.00	\$717.50	E
Testing Max/Min Pressure supplied (at property service line only)	\$408.50	\$0.00	\$408.50	E

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Water Sales

Tanker Sales (per kilolitre)

Muswellbrook	\$4.70	\$0.00	\$4.70	E
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Hire of Metered Hydrant

Security Deposit (refundable subject to payment of outstanding charges)	\$2,264.00	\$0.00	\$2,264.00	E
Hire charge (per month or part thereof)	\$89.55	\$8.95	\$98.50	E
Water Consumption	\$6.20	\$0.00	\$6.20	E

Bulk Water Filling Stations

Muswellbrook and Denman - not available at Sandy Hollow

Filling Stations (Muswellbrook and Denman only)	\$4.05 per kilolitre			E
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Water Management Act Approval

Application for Notice of Requirement for single dwelling & dual occupancy	\$162.50	\$0.00	\$162.50	E
Application for Compliance Certificate for single dwelling & dual occupancy	\$162.50	\$0.00	\$162.50	E
Application for Notice of Requirement for all other developments	\$391.00	\$0.00	\$391.00	E
Application for Compliance Certificate for all other developments	\$391.00	\$0.00	\$391.00	E
Inspection of Works (determined in Notice of Requirement) per inspection	\$257.00	\$0.00	\$257.00	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)	\$9,680.50	\$0.00	\$9,680.50	E
Sewer Headworks – all areas (per ET – equivalent tenement)	\$7,515.50	\$0.00	\$7,515.50	E

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

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

Fee Unit is 113.90.

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
\$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	\$348.45	\$34.85	\$383.30	E
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Construction Certificate

Class 10b excluding swimming pools per Certificate	\$696.88	\$69.69	\$766.57	E
Swimming Pools < 40kL per application	\$746.67	\$74.67	\$821.33	E

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Construction Certificate [continued]

Swimming Pools > 40KL per application	\$846.22	\$84.62	\$930.85	E
Class 10(a) Buildings < 100 m2	\$846.22	\$84.62	\$930.85	E
Class 10(a) Buildings > 100 m2	\$895.99	\$89.60	\$985.59	E
Class 1 Buildings < 200 m2	\$1,592.91	\$159.29	\$1,752.20	E
Class 1 buildings 200-400 m2	\$1,791.98	\$179.20	\$1,971.18	E
Class 1 Buildings > 400 m2 or any dual occupancy or multi-dwelling development	\$1,991.10	\$199.11	\$2,190.21	E
Class 2-9 Buildings < 500 m2	\$2,488.88	\$248.89	\$2,737.77	E
Class 2-9 Buildings > 2000 m2 or rise in stories > 2			As per quote	E
Class 2-9 Buildings 500-2000 m2	\$2,986.65	\$298.66	\$3,285.31	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	\$8.55	\$0.85	\$9.40	E
Roads per lane /m	\$7.00	\$0.70	\$7.70	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* Modification 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 Modification (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)	\$119.46	\$11.95	\$131.41	E

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Occupation Certificate [continued]

Occupation Certificate (Class 1a Buildings)	\$179.21	\$17.92	\$197.13	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)	\$398.23	\$39.82	\$438.05	E
Class 10b excluding swimming pools	\$846.22	\$84.62	\$930.85	E
Swimming Pools < 40kL	\$863.64	\$86.36	\$950.00	E
Swimming Pools > 40kL	\$1,045.00	\$104.50	\$1,149.50	E
Class 10(a) Buildings < 100 m2	\$1,194.66	\$119.47	\$1,314.13	E
Class 10(a) Buildings > 100 m2	\$1,244.43	\$124.44	\$1,368.87	E
Class 1 Buildings < 200 m2	\$2,488.88	\$248.89	\$2,737.77	E
Class 1 Buildings 200-400 m2	\$2,688.00	\$268.80	\$2,956.80	E
Class 1 Buildings > 400 m2 or any dual occupancy or multi-dwelling development	\$2,986.65	\$298.66	\$3,285.31	E
Class 2-9 Buildings < 500 m2	\$3,484.43	\$348.44	\$3,832.88	E
Class 2-9 Buildings 500-2000 m2	\$3,982.20	\$398.22	\$4,380.42	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)	\$199.09	\$19.91	\$219.00	E
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Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Compliance Inspections (Construction Stages) [continued]

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 .	\$199.09	\$19.91	\$219.00	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
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	\$4,009.00	\$0.00	\$4,009.00	E
Category 2 – land area affected by PP is 1000sqm to 5 ha	\$6,682.00	\$0.00	\$6,682.00	E
Category 3 – land area affected by PP is over 5 ha	\$8,018.50	\$0.00	\$8,018.50	E

Stage 2: Gateway Determination

Category 1 – enabling clause (change to LEP text only) or land area affected by PP is less than 1000sqm	\$5,346.00	\$0.00	\$5,346.00	E
Category 2 – land area affected by PP is 1000sqm to 5 ha	\$6,682.00	\$0.00	\$6,682.00	E
Category 3 – land area affected by PP is over 5 ha	\$13,364.00	\$0.00	\$13,364.00	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	\$2,673.00	\$0.00	\$2,673.00	E
Public hearing	\$2,673.00	\$0.00	\$2,673.00	E

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

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

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 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

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

If the original estimated cost on the DA was: [continued]

\$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
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)	\$105.13	\$0.00	\$105.13	E
Community Participation Plan requires notice to be given (Type C development)	\$328.53	\$0.00	\$328.53	E
Modification Application requiring Notice	\$105.13	\$0.00	\$105.13	E
Notification of Planning Agreement	\$328.53	\$0.00	\$328.53	A
Notification of Complying Development Certificate (in addition to application fees)	\$105.00	\$0.00	\$105.00	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)	\$252.50	\$0.00	\$252.50	E
Administration fee for legal documents requiring execution by Council	\$274.00	\$0.00	\$274.00	E
Registration of Subdivision Certificate issued by private certifier	\$36.00	\$0.00	\$36.00	A

Naming of New Roads

Associated with subdivisions	\$437.00	\$0.00	\$437.00	E
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Water and Sewerage Connection Fees

See under heading "WATER AND SEWER FEES AND CHARGES"

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

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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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)	\$199.09	\$19.91	\$219.00	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	\$274.00	\$0.00	\$274.00	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	\$274.00	\$0.00	\$274.00	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	\$131.41	\$0.00	\$131.41	E

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

Less than 25 pages	\$25.00	\$0.00	\$25.00	E
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Page 40 of 66

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

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

25 to 50 pages	\$50.00	\$0.00	\$50.00	E
Over 50 pages			Not Accepted	n/a

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	\$274.00	\$0.00	\$274.00	E
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Environmental Products

Compost Bins	\$63.64	\$6.36	\$70.00	D
Worm Farms	\$109.09	\$10.91	\$120.00	D

Rural Addressing

Supply of Rural Addressing Plates- per number (includes one inspection)	\$188.18	\$18.82	\$207.00	E
Replacement or additional plates (same number)	\$61.36	\$6.14	\$67.50	E
Reinspection Fee	\$188.18	\$18.82	\$207.00	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	A
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

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Food Act [continued]

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
<p>Definition: Low risk, P3 businesses sell only foods that are non-potentially hazardous and pre packaged ie newsagents, confectionary stores, bottle shops</p> <p>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</p> <p>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</p> <p>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</p>				
Inspection Fee (including fixed premises, mobile vending vehicles, home based, temporary stalls)	\$207.00	\$0.00	\$207.00	E
Re-inspection Fees following non-compliant inspection – unsatisfactory re-inspection	\$207.00	\$0.00	\$207.00	E
Fees prescribed by the State - Food Act	PRESCRIBED			A

Public Health Act

Fees prescribed by the State - Public Health Act	PRESCRIBED			A
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Skin Penetration Premises

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

Inspection fee	\$207.00	\$0.00	\$207.00	E
Re-inspection fees following non-compliance – unsatisfactory re-inspection	\$207.00	\$0.00	\$207.00	E

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

Inspection	\$207.00	\$0.00	\$207.00	E
Reinspection following non-compliance – unsatisfactory reinspection	\$207.00	\$0.00	\$207.00	E
Water Analysis Samples	At Cost			E

Boarding Houses

Inspection fee (as per Boarding Houses Act 2012)	\$207.00	\$0.00	\$207.00	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	\$1,314.50	\$0.00	\$1,314.50	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)	\$409.00	\$0.00	\$409.00	E
Use of Community Land (engaging in trade or business busking etc)	\$409.00	\$0.00	\$409.00	E
Swing or hoist goods over road	\$409.00	\$0.00	\$409.00	E
Water Supply, sewerage and stormwater drainage work	\$207.50	\$0.00	\$207.50	E

NB: Thomas Mitchell Industrial Estate is exempt regarding sewerage connection

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Section 68 of the LOCAL GOVERNMENT ACT [continued]

Stormwater Drainage work (connection to Council drainage or new work for Council ownership)			Quotation	E
General approvals / application not specifically mentioned elsewhere	\$409.00	\$0.00	\$409.00	E

Approval To Burn

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

Water Carters

Inspection	\$207.00	\$0.00	\$207.00	E
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Caravan Parks

Application to Operate a Caravan Park or camping ground	\$409.00	\$0.00	\$409.00	E
Inspection Fee	\$274.00	\$0.00	\$274.00	E

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)	\$920.00	\$0.00	\$920.00	E

Modify On-site Sewage Management System

Domestic Systems – System and Disposal Area	\$442.50	\$0.00	\$442.50	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	\$135.50	\$0.00	\$135.50	E
Commercial Systems – System and Disposal Area	\$721.50	\$0.00	\$721.50	E
Commercial Systems – System only	\$334.50	\$0.00	\$334.50	E
Commercial Systems – Disposal Area only	\$401.50	\$0.00	\$401.50	E

Approval to Operate

Invoiced in July per year for 5 yearly approval to operate			\$6.00/year	E
ATO Inspection			No Charge	n/a

Inspection of On-site Sewage Management

Any inspection not related to routine ATO inspection (per system)	\$219.00	\$0.00	\$219.00	E
Re-inspection	\$219.00	\$0.00	\$219.00	E

Use of Footpaths and Road Reserves

Annual Permit Fee	\$148.00	\$0.00	\$148.00	E
A Frame Signage	\$100.50	\$0.00	\$100.50	E
Outdoor Seating (occupied area subject of permit)	\$17.00	\$0.00	\$17.00	E
Display of Goods (occupied area subject of permit)	\$17.00	\$0.00	\$17.00	E

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Approvals Under Section 125 Roads Act

New Footway Dining application	\$409.00	\$0.00	\$409.00	E
Application for renewal (lodged prior to expiry of existing approval)	\$214.50	\$0.00	\$214.50	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)

Liquid Trade Waste Applications

Applications

Approval to Discharge Liquid Trade Waste (Classification A)	\$465.50	\$0.00	\$465.50	E
Approval to Discharge Liquid Trade Waste (Classification B & C)	\$1,103.50	\$0.00	\$1,103.50	E
Approval to Discharge Liquid Trade Waste (Classification S)	\$1,151.50	\$0.00	\$1,151.50	E
Extend or renew an approval with no change in conditions	\$396.50	\$0.00	\$396.50	E
Transfer an approval to a new discharger with the same conditions at the same premises	\$169.50	\$0.00	\$169.50	E

Annual Trade Waste Fee (annual inspections)

Category 1 Discharger	\$160.50	\$0.00	\$160.50	E
Category 2 Discharger	\$250.00	\$0.00	\$250.00	E
Category 3 Discharger	\$838.50	\$0.00	\$838.50	E
Re-Inspection Fee	\$229.50	\$0.00	\$229.50	E

Trade Waste Usage Charge

Applied with Trade Waste Discharge Factor

Category 1 Discharger without appropriate pre-treatment (\$/kL) (non compliant)	\$1.90	\$0.00	\$1.90	E
Category 2 Discharger with appropriate pre-treatment (\$/kL)	\$1.90	\$0.00	\$1.90	E
Category 2 Discharger without appropriate pre-treatment (\$/kL) (non compliant)	\$23.40	\$0.00	\$23.40	E
Annual food waste disposal charge – (\$/beds)	\$41.00	\$0.00	\$41.00	E
Portable toilet waste (\$/kL)	\$21.50	\$0.00	\$21.50	E
Septic Waste (\$/kL) (Within LGA)	\$8.50	\$0.00	\$8.50	E
Septic Waste (\$/kL) (Outside LGA)	\$22.40	\$0.00	\$22.40	E
Attendance at site to carry out approval (\$/hr)	\$145.50	\$0.00	\$145.50	E

Excess Mass Charges for Category 3 Discharges - per kg

Refer to equation 1 in section 4.7.7 of the Policy

Aluminium	\$0.95	\$0.00	\$0.95	E
Ammonia (as N)	\$2.85	\$0.00	\$2.85	E
Arsenic	\$93.00	\$0.00	\$93.00	E

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

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

Barium	\$46.00	\$0.00	\$46.00	E
Biochemical Oxygen Demand (BOD) up to 600 mg/L)	\$0.95	\$0.00	\$0.95	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	\$0.95	\$0.00	\$0.95	E
Bromine	\$18.20	\$0.00	\$18.20	E
Cadmium	\$425.00	\$0.00	\$425.00	E
Chloride			No Charge	n/a
Chlorinated Hydrocarbons	\$46.00	\$0.00	\$46.00	E
Chlorinated Phenolics	\$1,854.50	\$0.00	\$1,854.50	E
Chlorine	\$1.90	\$0.00	\$1.90	E
Chromium	\$31.00	\$0.00	\$31.00	E
Cobalt	\$18.70	\$0.00	\$18.70	E
Copper	\$18.70	\$0.00	\$18.70	E
Cyanide	\$93.00	\$0.00	\$93.00	E
Fluoride	\$4.70	\$0.00	\$4.70	E
Formaldehyde	\$1.90	\$0.00	\$1.90	E
Oil and Grease (Total O and G)	\$1.70	\$0.00	\$1.70	E
Herbicides/Defoliants	\$927.50	\$0.00	\$927.50	E
Iron	\$1.90	\$0.00	\$1.90	E
Lead	\$46.50	\$0.00	\$46.50	E
Lithium	\$9.50	\$0.00	\$9.50	E
Manganese	\$9.50	\$0.00	\$9.50	E
Mercaptans	\$92.70	\$0.00	\$92.70	E
Mercury	\$3,091.50	\$0.00	\$3,091.50	E
Methylene Blue Active Substances (MBAS)	\$0.94	\$0.00	\$0.94	E
Molybdenum	\$0.94	\$0.00	\$0.94	E
Nickel	\$31.50	\$0.00	\$31.50	E
Nitrogen (as TKN – Total Kjeldahl Nitrogen)	\$0.21	\$0.00	\$0.21	E
Organoarsenic Compounds	\$927.50	\$0.00	\$927.50	E
Pesticides General (excludes organochlorines and organophosphates)	\$927.50	\$0.00	\$927.50	E
Petroleum Hydrocarbons (non-flammable)	\$3.10	\$0.00	\$3.10	E
Phenolic Compounds (non-chlorinated)	\$9.50	\$0.00	\$9.50	E
Phosphorous (Total P)	\$1.90	\$0.00	\$1.90	E
Polynuclear Aromatic Hydrocarbons (PAHs)	\$18.90	\$0.00	\$18.90	E
Selenium	\$65.50	\$0.00	\$65.50	E
Silver	\$1.80	\$0.00	\$1.80	E
Sulphate (SO4)	\$0.15	\$0.00	\$0.15	E
Sulphide	\$1.90	\$0.00	\$1.90	E
Sulphite	\$2.08	\$0.00	\$2.08	E
Suspended Solids (SS)	\$1.30	\$0.00	\$1.30	E
Thiosulphate	\$0.42	\$0.00	\$0.42	E
Tin	\$9.50	\$0.00	\$9.50	E
Total Dissolved Solids (TDS)	\$0.10	\$0.00	\$0.10	E

continued on next page ...

Page 45 of 66

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

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

Uranium	\$9.50	\$0.00	\$9.50	E
Zinc	\$18.80	\$0.00	\$18.80	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
K for pH coefficient calculation charge	0.506 (refer to section 4.7.9 in the Liquid Trade Waste Policy)	E

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	\$71.50	\$0.00	\$71.50	E
Additional Impound Fee (of same animal) in a calendar year	\$143.50	\$0.00	\$143.50	E
Maintenance and care per day thereafter/or part day	\$28.50	\$0.00	\$28.50	E
Microchipping (if applicable)	\$44.00	\$0.00	\$44.00	E
Vaccination (all dogs are vaccinated)	\$41.00	\$0.00	\$41.00	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	\$384.09	\$38.41	\$422.50	E
Adults – 6 months - 6 years	\$330.45	\$33.05	\$363.50	E
Seniors – 6+ years	\$223.64	\$22.36	\$246.00	E

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Cats

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

Kittens <6 months	\$213.18	\$21.32	\$234.50	E
Adults – 6 months - 6 years	\$170.91	\$17.09	\$188.00	E
Seniors – 6+ years	\$117.27	\$11.73	\$129.00	E

Rescue Agencies

Microchipping	\$17.27	\$1.73	\$19.00	E
Vaccinations	\$28.64	\$2.86	\$31.50	E

Surrender Fee

Surrender Fee	\$75.00	\$0.00	\$75.00	E
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Declared Dangerous Dogs Fees

Dangerous Dog Enclosure Certificate of Compliance	\$197.00	\$0.00	\$197.00	A
Dangerous Dog Collar XL	\$67.73	\$6.77	\$74.50	E
Dangerous Dog Collar L	\$61.36	\$6.14	\$67.50	E
Dangerous Dog Collar M	\$53.64	\$5.36	\$59.00	E
Dangerous Dog Collar SML	\$50.00	\$5.00	\$55.00	E
Dangerous Dog Sign	\$44.09	\$4.41	\$48.50	E

Stock Impounding

Impounding Act 1993

Impounding Fee	\$109.56	\$0.00	\$109.56	E
Feed per head per day	\$14.00	\$0.00	\$14.00	E
Maintenance per hour (includes Ranger feeding)	\$89.00	\$0.00	\$89.00	E
Transport using vehicle per hour (Ranger Vehicle)	\$48.00	\$0.00	\$48.00	E
Hired Transport			At Cost	E
Notification Fee	\$105.00	\$0.00	\$105.00	E

Impounded Vehicles

Impounding Fee	\$109.56	\$0.00	\$109.56	E
Towing Fee			At Cost	E
Notification Fee	\$105.00	\$0.00	\$105.00	E
Storage (per week)			At Cost	E

General Impounding Fee (all other impoundments)

Impounding Fee	\$67.50	\$0.00	\$67.50	B
Notification Fee	\$105.00	\$0.00	\$105.00	E

Cat Trap Hire - Feral Cats Only

Hire fee	\$0.00	\$0.00	\$0.00	C
Deposit	\$0.00	\$0.00	\$0.00	C

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Cat Trap Hire - Feral Cats Only [continued]

Late Return Fee	\$0.00	\$0.00	\$0.00	C
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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	\$2,476.50	\$0.00	\$2,476.50	E
b) Roads and Drainage	\$1,334.50	\$0.00	\$1,334.50	E
c) Open Space and Community Facilities	\$2,476.50	\$0.00	\$2,476.50	E
d) Roads and Drainage	\$1,334.50	\$0.00	\$1,334.50	E

Denman

a) Open Space and Community Facilities	\$1,905.50	\$0.00	\$1,905.50	E
b) Roads and Drainage	\$1,334.50	\$0.00	\$1,334.50	E
c) Open Space and Community Facilities	\$1,905.50	\$0.00	\$1,905.50	E
d) Roads and Drainage	\$1,334.50	\$0.00	\$1,334.50	E

Rural Lot or Dwelling

a) Bushfire Protection	\$3,701.50	\$0.00	\$3,701.50	E
b) Rural Roads	\$3,806.50	\$0.00	\$3,806.50	E
c) Open Space & Community Facilities	\$1,582.50	\$0.00	\$1,582.50	E
d) Bushfire Protection	\$3,701.50	\$0.00	\$3,701.50	E
e) Rural Roads	\$3,806.50	\$0.00	\$3,806.50	E
f) Open Space & Community Facilities	\$1,582.50	\$0.00	\$1,582.50	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	\$449.50	\$0.00	\$449.50	E
One Bedroom	\$673.00	\$0.00	\$673.00	E
Two Bedroom	\$899.50	\$0.00	\$899.50	E
Three or more Bedroom dwelling	\$1,122.50	\$0.00	\$1,122.50	E

Name	Year 25/26			Fee Type
	Fee (excl. GST)	GST	Fee (incl. GST)	

Open Space Recreational Sporting Facilities [continued]

Per lot	\$1,122.50	\$0.00	\$1,122.50	E
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Community Facilities

Per Person	\$566.50	\$0.00	\$566.50	E
One Bedroom	\$850.00	\$0.00	\$850.00	E
Two Bedroom	\$1,131.50	\$0.00	\$1,131.50	E
Three or more Bedroom dwelling	\$1,415.00	\$0.00	\$1,415.00	E
Per lot	\$1,415.00	\$0.00	\$1,415.00	E

Stormwater Management

Per Person	\$2,001.50	\$0.00	\$2,001.50	E
One Bedroom	\$3,002.50	\$0.00	\$3,002.50	E
Two Bedroom	\$4,002.00	\$0.00	\$4,002.00	E
Three or more Bedroom dwelling	\$5,003.50	\$0.00	\$5,003.50	E
Per lot	\$5,003.50	\$0.00	\$5,003.50	E

Transport Facilities

Per Person	\$3,891.00	\$0.00	\$3,891.00	E
One Bedroom	\$5,836.50	\$0.00	\$5,836.50	E
Two Bedroom	\$7,783.00	\$0.00	\$7,783.00	E
Three or more Bedroom dwelling	\$9,728.50	\$0.00	\$9,728.50	E
Per lot	\$9,728.50	\$0.00	\$9,728.50	E

Plan Management Administration

Per Person	\$133.00	\$0.00	\$133.00	E
One Bedroom	\$200.50	\$0.00	\$200.50	E
Two Bedroom	\$267.50	\$0.00	\$267.50	E
Three or more Bedroom dwelling	\$334.50	\$0.00	\$334.50	E
Per lot	\$334.50	\$0.00	\$334.50	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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Fee Name	Parent Name	Page
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Index of all Fees

1

1 day during Business Hours	[Seminar Room]	14
1 day during Business Hours	[DHB Meeting Room]	15
1 day during Business Hours	[DHB Foyer]	16
1 Day during Business Hours	[Library Meeting Room 1]	14
1 Day during Business Hours	[DHB STEM Innovation Lab]	15
1 Day During Business Hours	[Library Meeting Room 2 (Community Room)]	14
1 Day During Business Hours	[Denman Library Community Room]	14
12 Months Service	[Copy of Council Business Paper, Late Items & Minutes]	9
15 to 30 weeks	[Rural Areas - per m2]	19
15 to 30 weeks	[Residential - per m2]	19
15 to 30 weeks	[Tourist Area and/or Industrial Area - per m2]	19
15 to 30 weeks	[CBD - per m2]	19

2

203 x 426mm pouch (A3)	[Laminating]	25
20mm water meter complete with dual check valve	[New Services (connect to existing service pipe)]	32
216mm x 303mm pouch (A4)	[Laminating]	25
25 to 50 pages	[Planning Portal Record Processing Fee (hard copy or digital records)]	41
25mm water meter complete with dual check valve	[New Services (connect to existing service pipe)]	32

6

6 Months Service	[Copy of Council Business Paper, Late Items & Minutes]	9
60 x 95mm pouch	[Laminating]	25

A

A Frame Signage	[Use of Footpaths and Road Reserves]	43
a) Bushfire Protection	[Rural Lot or Dwelling]	48
a) Open Space and Community Facilities	[Muswellbrook]	48
a) Open Space and Community Facilities	[Denman]	48
A1 and A0	[Document Scanning]	11
Active Over 50s	[10 Visit Pass]	23
Activities on Road Reserves	[S138 Roads Act - Road Opening Permit]	20
Additional Costs	[Closure of a Public Road]	20
Additional Costs - Specialist Service	[DHB - Melt Equipment & Consumables]	17
Additional Hours	[Stan Thiess Centre]	14
Additional Impound Fee (of same animal) in a calendar year	[Impounding Fees]	46
Additional reinspection	[Public Gates/Grid]	19
Administration Charge per Hour (Sunday & Public Holiday)	[DHB STEM Innovation Lab]	15
Administration Charge per Hour (Sunday & Public Holiday)	[DHB Meeting Room]	15
Administration Charge per Hour (Sunday & Public Holiday)	[DHB Foyer]	16
Administration Charge per Hour after 2hrs (Monday - Friday for all hrs beyond 7pm)	[DHB STEM Innovation Lab]	15
Administration Charge per Hour after 2hrs (Monday - Friday for all hrs beyond 7pm)	[DHB Meeting Room]	15
Administration Charge per Hour after 2hrs (Monday - Friday for all hrs beyond 7pm)	[DHB Foyer]	16
Administration Charge per Hour after 2hrs (Saturday)	[DHB STEM Innovation Lab]	15
Administration Charge per Hour after 2hrs (Saturday)	[DHB Meeting Room]	15
Administration Charge per Hour after 2hrs (Saturday)	[DHB Foyer]	16
Administration Charge per Hour up to 2hrs (Monday - Friday for all hrs beyond 7pm)	[DHB STEM Innovation Lab]	15
Administration Charge per Hour up to 2hrs (Monday - Friday for all hrs beyond 7pm)	[DHB Meeting Room]	15
Administration Charge per Hour up to 2hrs (Monday - Friday for all hrs beyond 7pm)	[DHB Foyer]	16

continued on next page ...

Page 50 of 66

Fee Name	Parent Name	Page
A [continued]		
Administration Charge per Hour up to 2hrs (Saturday)	[DHB STEM Innovation Lab]	15
Administration Charge per Hour up to 2hrs (Saturday)	[DHB Meeting Room]	15
Administration Charge per Hour up to 2hrs (Saturday)	[DHB Foyer]	16
Administration Cost - Sale of Land for Unpaid rates and charges	[Sale of Land for unpaid rates and charges]	12
Administration fee for legal documents requiring execution by Council	[Subdivision Certificate Application Fees]	39
Adult	[Gym Direct Debit]	24
Adult	[Gym & Swim Direct Debit]	24
Adult	[Upfront 1 month Gym]	24
Adult	[Upfront 1 month Gym & Swim]	24
Adult	[12 months Upfront Gym]	24
Adult	[12 months Upfront Gym & Swim]	25
Adult – Member Single	[Swim Fitness]	23
Adult – Non Member Single	[Swim Fitness]	23
Adult Pass	[6 month Pass]	22
Adult Pass	[Year Pass]	22
Adult Pass	[Denman Only Season Pass]	24
Adult Visit Spa Sauna (20 entries)	[20 Visit Pass]	22
Adult Visit Spa Sauna Concession (20 entries)	[20 Visit Pass]	22
Adults – 6 months - 6 years	[Dogs]	46
Adults – 6 months - 6 years	[Cats]	47
After-Hours Surcharge (Mon-Fri after 4:30pm, Sat & Sun) Training Room 1 & 2, Meeting Room Per hour or thereof	[Muswellbrook Training Centre of Excellence]	18
Aluminium	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Ammonia (as N)	[Excess Mass Charges for Category 3 Discharges - per kg]	44
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	[Food Act]	41
Annual Administration P1 & P2 Premises as classified in Food Authority Guideline (Medium to High Risk) – Premises with 5 or less FTE staff	[Food Act]	41
Annual Administration P1 & P2 Premises as classified in Food Authority Guideline (Medium to High Risk) – Premises with more than 50 FTE staff	[Food Act]	42
Annual Administration P3 Premises as classified in Food Authority (low risk)	[Food Act]	41
Annual Direct Debit Family Swim Pass	[Year Pass]	22
Annual food waste disposal charge – (\$/beds)	[Trade Waste Usage Charge]	44
Annual Listing	[Property - Transfer Listing]	19
Annual Permit Fee	[Use of Footpaths and Road Reserves]	43
Any class of building where a performance solution is proposed	[Construction Certificate]	35
Any class of building where a performance solution is proposed	[General Fees]	36
Any inspection not related to routine ATO inspection (per system)	[Inspection of On-site Sewage Management]	43
Application – Roads Act 1993 – Div. 2 Part 9	[Public Gates/Grid]	19
Application Fee (includes 1 hour processing)	[Government Information (Public Access) Act 2009 (GIPA)]	11
Application for Compliance Certificate for all other developments	[Water Management Act Approval]	33
Application for Compliance Certificate for single dwelling & dual occupancy	[Water Management Act Approval]	33
Application for exemption	[Swimming Pool Certificates]	41
Application for Notice of Requirement for all other developments	[Water Management Act Approval]	33
Application for Notice of Requirement for single dwelling & dual occupancy	[Water Management Act Approval]	33
Application for renewal (lodged prior to expiry of existing approval)	[Approvals Under Section 125 Roads Act]	44
Application referred to Design Review Panel	[Integrated Development and Concurrence Fee]	37
Application to Operate a Caravan Park or camping ground	[Caravan Parks]	43

continued on next page ...

Page 51 of 66

Fee Name	Parent Name	Page
A [continued]		
Applications requiring concurrence (not assumed concurrence)	[Integrated Development and Concurrence Fee]	37
Approval to Burn Administration Fee	[Fire Safety]	40
Approval to Discharge Liquid Trade Waste (Classification A)	[Applications]	44
Approval to Discharge Liquid Trade Waste (Classification B & C)	[Applications]	44
Approval to Discharge Liquid Trade Waste (Classification S)	[Applications]	44
Aqua Aerobics/Zumba – Member	[10 Visit Pass]	23
Aquatic Centre (20 entries)	[20 Visit Pass]	22
Aquatic Centre Concession (20 entries)	[20 Visit Pass]	22
Arsenic	[Excess Mass Charges for Category 3 Discharges - per kg]	44
Asbestos burial per tonne (loads over 1 tonne, once per day)	[Asbestos]	30
Asbestos wrapped and labelled – per tonne, booking required	[Asbestos]	29
Associated with subdivisions	[Naming of New Roads]	39
ATO Inspection	[Approval to Operate]	43
Attendance at site to carry out approval (\$/hr)	[Trade Waste Usage Charge]	44
B		
b) Roads and Drainage	[Muswellbrook]	48
b) Roads and Drainage	[Denman]	48
b) Rural Roads	[Rural Lot or Dwelling]	48
B/W – A0	[Photocopying/Printing]	11
B/W – A1	[Photocopying/Printing]	11
B/W - A3	[Visitors Information Centre - Photocopying]	11
B/W – A3	[Photocopying/Printing]	11
B/W – A3	[Photocopying]	25
B/W – A4	[Photocopying/Printing]	11
B/W – A4	[Photocopying]	25
B/W- A4	[Visitors Information Centre - Photocopying]	11
Barium	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Based on Inspection Test Plan (ITP) for subdivision	[Compliance Inspections (Construction Stages)]	37
Basketball Court – (two court, per hour) – Casual Hire	[Indoor Sports Centre - Muswellbrook]	13
Basketball Court – (two court, per hour) – Users Group	[Indoor Sports Centre - Muswellbrook]	13
Basketball Court - Casual Hire (Juniors Under 18s)	[Indoor Sports Centre Complex - Denman]	12
Basketball Court - Casual Hire (Seniors)	[Indoor Sports Centre Complex - Denman]	12
Basketball Court - User Groups (Juniors Under 18s)	[Indoor Sports Centre Complex - Denman]	12
Basketball Court - User Groups (Seniors)	[Indoor Sports Centre Complex - Denman]	12
Basketball Court (one court) – Casual Hire - Per Hour	[Indoor Sports Centre - Muswellbrook]	13
Basketball Court (one court) – User Groups - Per Hour	[Indoor Sports Centre - Muswellbrook]	13
Basketball Court (per hour) – Casual Hire	[Indoor Sports Centre Complex - Denman]	12
Basketball Court (per hour) – User Groups	[Indoor Sports Centre Complex - Denman]	12
Biochemical Oxygen Demand (BOD) up to 600 mg/L)	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Bond (refunded after inspection). Except shows and events (see Shows & Events Listing)	[All Council Properties]	11
Booked per term payable in advance – non refundable	[Learn to Swim]	23
Booking – minimum 2 hours	[Casual Hirer]	21
Boron	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Borrowers Card	[Lost and Damaged Material]	25
Breeder	[Lifetime registration]	46
Bromine	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Bronze Plaque	[Right of Burial Fees]	10
Brown Corrugated cardboard (BCC), clean and flattened	[Domestic recyclables - Muswellbrook Shire origin only]	27
Building Certificate	[Building Certificates]	40
Building Certificate exceeding 2,000 Sq.M.	[Building Certificates]	40
Building Certificate exceeding 200 Sq.M. but not exceeding 2000 Sq.M	[Building Certificates]	40

continued on next page ...

Page 52 of 66

Fee Name	Parent Name	Page
B [continued]		
Building Certificate not exceeding 200 Sq.M.	[Building Certificates]	40
Business Users - Per Hour	[Library Meeting Room 2 (Community Room)]	14
Business Users - Per Hour	[Denman Library Community Room]	14
Business Users - Up to 3 Hours	[Library Meeting Room 2 (Community Room)]	14
Business Users - Up to 3 Hours	[Denman Library Community Room]	14
C		
c) Open Space & Community Facilities	[Rural Lot or Dwelling]	48
c) Open Space and Community Facilities	[Muswellbrook]	48
c) Open Space and Community Facilities	[Denman]	48
Cadmium	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Cancellation After Hours Bookings within 24 hours (75% of quoted hire) - per day Hot Desk	[Muswellbrook Training Centre of Excellence]	18
Cancellation After Hours Bookings within 24 hours (75% of quoted hire) - per hour Hot Desk	[Muswellbrook Training Centre of Excellence]	18
Cancellation After Hours Bookings within 24 hours (75% of quoted room hire) - per day Meeting Room	[Muswellbrook Training Centre of Excellence]	18
Cancellation After Hours Bookings within 24 hours (75% of quoted room hire) - per day Training Room 1 & 2	[Muswellbrook Training Centre of Excellence]	18
Cancellation After Hours Bookings within 24 hours (75% of quoted room hire) - per hour Meeting Room	[Muswellbrook Training Centre of Excellence]	18
Cancellation After Hours Bookings within 24 hours (75% of quoted room hire) - per hour Training Room 1 & 2	[Muswellbrook Training Centre of Excellence]	18
Cancellation for Business Hours Booking within 24 hours (50% of quoted hire) - per day Hot Desk	[Muswellbrook Training Centre of Excellence]	18
Cancellation for Business Hours Booking within 24 hours (50% of quoted room hire) - per hour Training Room 1 & 2	[Muswellbrook Training Centre of Excellence]	18
Cancellation for Business Hours Bookings within 24 hours (50% of quoted hire) - per hour Hot Desk	[Muswellbrook Training Centre of Excellence]	18
Cancellation for Business Hours Bookings within 24 hours (50% of quoted room hire) - per day Meeting Room	[Muswellbrook Training Centre of Excellence]	18
Cancellation for Business Hours Bookings within 24 hours (50% of quoted room hire) - per day Training Room 1 & 2	[Muswellbrook Training Centre of Excellence]	18
Cancellation for Business Hours Bookings within 24 hours (50% of quoted room hire) - per hour Meeting Room	[Muswellbrook Training Centre of Excellence]	18
Cancellations within 24 hours (50% of quoted fee) - 1 Day during Business hours	[Seminar Room]	14
Cancellations within 24 hours (50% of quoted fee) - 1 Day during Business hours	[Library Meeting Room 1]	14
Cancellations within 24 hours (50% of quoted fee) - 1 Day during Business hours	[Library Meeting Room 2 (Community Room)]	14
Cancellations within 24 hours (50% of quoted fee) - 1 Day during Business hours	[DHB STEM Innovation Lab]	15
Cancellations within 24 hours (50% of quoted fee) - 1 Day during Business hours	[DHB Meeting Room]	15
Cancellations within 24 hours (50% of quoted fee) - 1 Day during Business hours	[DHB Foyer]	16
Cancellations within 24 hours (50% of quoted fee) - per hour	[Seminar Room]	14
Cancellations within 24 hours (50% of quoted fee) - per hour	[Library Meeting Room 2 (Community Room)]	14
Cancellations within 24 hours (50% of quoted fee) - per hour	[DHB STEM Innovation Lab]	15
Cancellations within 24 hours (50% of quoted fee) - per hour	[DHB Foyer]	16
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

continued on next page ...

Page 53 of 66

Fee Name	Parent Name	Page
C [continued]		
Cancellations within 24 hours (50% of quoted fee) - Up to 3 hours	[DHB STEM Innovation Lab]	15
Cancellations within 24 hours (50% of quoted fee) - Up to 3 hours	[DHB Foyer]	16
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]	16
Canteen Hire	[Casual Hirer]	21
Canteen Hire (per hour)	[Indoor Sports Centre - Muswellbrook]	13
Car Bodies - ID required	[Scrap Metal]	27
Cars, Station Wagons and wheelie bins	[Domestic Mixed Waste]	30
Cars, Station Wagons and wheelie bins	[Domestic Green Waste]	31
Category 1 – enabling clause (change to LEP text only) or land area affected by PP is less than 1000sqm	[Stage 1: Lodgement]	37
Category 1 – enabling clause (change to LEP text only) or land area affected by PP is less than 1000sqm	[Stage 2: Gateway Determination]	37
Category 1 Discharger	[Annual Trade Waste Fee (annual inspections)]	44
Category 1 Discharger without appropriate pre-treatment (\$/kL) (non compliant)	[Trade Waste Usage Charge]	44
Category 2 – land area affected by PP is 1000sqm to 5 ha	[Stage 1: Lodgement]	37
Category 2 – land area affected by PP is 1000sqm to 5 ha	[Stage 2: Gateway Determination]	37
Category 2 Discharger	[Annual Trade Waste Fee (annual inspections)]	44
Category 2 Discharger with appropriate pre-treatment (\$/kL)	[Trade Waste Usage Charge]	44
Category 2 Discharger without appropriate pre-treatment (\$/kL) (non compliant)	[Trade Waste Usage Charge]	44
Category 3 – land area affected by PP is over 5 ha	[Stage 1: Lodgement]	37
Category 3 – land area affected by PP is over 5 ha	[Stage 2: Gateway Determination]	37
Category 3 Discharger	[Annual Trade Waste Fee (annual inspections)]	44
Certificate of Compliance under Swimming Pools Act (including one inspection)	[Swimming Pool Certificates]	41
Certificate of Outstanding Notices	[Planning Certificates]	40
Certificate Section 10.7 (2) per allotment	[Planning Certificates]	40
Certificate Section 10.7 (5) in addition to 10.7 (2)	[Planning Certificates]	40
Chair Hire	[Indoor Sports Centre - Muswellbrook]	13
Child up to 16 years – Member Single	[Swim Fitness]	23
Child up to 16 years – Non Member Single	[Swim Fitness]	23
Chloride	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Chlorinated Hydrocarbons	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Chlorinated Phenolics	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Chlorine	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Chromium	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Class 1 Buildings < 200 m2	[Construction Certificate]	35
Class 1 Buildings < 200 m2	[General Fees]	36
Class 1 Buildings > 400 m2 or any dual occupancy or multi-dwelling development	[Construction Certificate]	35
Class 1 Buildings > 400 m2 or any dual occupancy or multi-dwelling development	[General Fees]	36
Class 1 buildings 200-400 m2	[Construction Certificate]	35
Class 1 Buildings 200-400 m2	[General Fees]	36
Class 10(a) Buildings < 100 m2	[Construction Certificate]	35
Class 10(a) Buildings < 100 m2	[General Fees]	36
Class 10(a) Buildings > 100 m2	[Construction Certificate]	35
Class 10(a) Buildings > 100 m2	[General Fees]	36
Class 10b excluding swimming pools	[General Fees]	36
Class 10b excluding swimming pools per Certificate	[Construction Certificate]	34
Class 2-9 Buildings < 500 m2	[Construction Certificate]	35

continued on next page ...

Page 54 of 66

Fee Name	Parent Name	Page
C [continued]		
Class 2-9 Buildings < 500 m2	[General Fees]	36
Class 2-9 Buildings > 2000 m2 or rise in stories > 2	[Construction Certificate]	35
Class 2-9 Buildings > 2000 m2 or rise in stories > 2	[General Fees]	36
Class 2-9 Buildings 500-2000 m2	[Construction Certificate]	35
Class 2-9 Buildings 500-2000 m2	[General Fees]	36
Clean soil, per tonne or part thereof	[Excavated Natural Material (Clean Soil)]	28
Clean Wood Waste	[Timber, Timber Pallets]	29
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]	16
Cleaning Fee Training Room 1 & 2, Meeting Room	[Muswellbrook Training Centre of Excellence]	18
Cobalt	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Colour – A1	[Photocopying/Printing]	11
Colour - A3	[Visitors Information Centre - Photocopying]	11
Colour – A3	[Photocopying/Printing]	11
Colour – A3	[Photocopying]	26
Colour - A4	[Visitors Information Centre - Photocopying]	11
Colour – A4	[Photocopying/Printing]	11
Colour – A4	[Photocopying]	25
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]	20
Commercial Systems – Disposal Area only	[Modify On-site Sewage Management System]	43
Commercial Systems – System and Disposal Area	[Modify On-site Sewage Management System]	43
Commercial Systems – System only	[Modify On-site Sewage Management System]	43
Commingled Recyclables	[Domestic recyclables - Muswellbrook Shire origin only]	27
Commingled Recyclables - domestic quantities only	[Domestic Recyclable Materials - Muswellbrook Shire origin only]	31
Commission on Sale of Works	[Muswellbrook Regional Art Centre]	12
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]	39
Community Participation Plant requires notice to be given (Type C development)	[Giving Notice - Other]	39
Compost Bins	[Environmental Products]	41
Concession	[Turnstile]	22
Concession	[6 month Pass]	22
Concession	[Year Pass]	22
Concession	[Denman Only Season Pass]	24
Concession	[Gym Direct Debit]	24
Concession	[Gym & Swim Direct Debit]	24
Concession	[Upfront 1 month Gym]	24
Concession	[Upfront 1 month Gym & Swim]	24
Concession	[12 months Upfront Gym]	24
Concession	[12 months Upfront Gym & Swim]	25
Concrete per tonne	[Bricks & Concrete]	27
Consolidation to provide one (1) lot	[Subdivision Certificate Application Fees]	39
Construction cost of Footpath per sq.m	[Contribution for new Kerb and Gutter/Footpaths (Policy - K 10/1)]	21
Construction cost of Kerb & Gutter per 1.m	[Contribution for new Kerb and Gutter/Footpaths (Policy - K 10/1)]	21
Consumables	[DHB - Melt Equipment & Consumables]	17
Copper	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Copy of a building certificate	[Building Certificates]	40
Corporate Gym Membership - Per Visit	[Corporate Membership]	22
Correction of a minor error, misdescription or miscalculation	[Section 4.55 (1) Modification]	38
Cost Per Inspection (or re-inspection)	[Compliance Inspections (Construction Stages)]	36
Cost per plan	[Sewer Drainage Plan]	40
Council processing fee (for each integrated referral required)	[Integrated Development and Concurrence Fee]	37
Cyanide	[Excess Mass Charges for Category 3 Discharges - per kg]	45

Fee Name	Parent Name	Page
D		
d) Bushfire Protection	[Rural Lot or Dwelling]	48
d) Roads and Drainage	[Muswellbrook]	48
d) Roads and Drainage	[Denman]	48
DA involves erection of dwelling < \$100,000	[Request for Review of Determination of a DA]	38
Daily Hire - 8 Hours	[Denman Memorial Hall]	12
Dangerous Dog Collar XL	[Declared Dangerous Dogs Fees]	47
Dangerous Dog Collar L	[Declared Dangerous Dogs Fees]	47
Dangerous Dog Collar M	[Declared Dangerous Dogs Fees]	47
Dangerous Dog Collar SML	[Declared Dangerous Dogs Fees]	47
Dangerous Dog Enclosure Certificate of Compliance	[Declared Dangerous Dogs Fees]	47
Dangerous Dog Sign	[Declared Dangerous Dogs Fees]	47
Deposit	[Cat Trap Hire - Feral Cats Only]	47
De-sexed animals	[Lifetime registration]	46
De-sexed animals – pensioner concession	[Lifetime registration]	46
Design by Council – Driveways or other Infrastructure	[S138 Roads Act - Road Opening Permit]	20
Designated development	[Giving Notice - Other]	39
Details	[Non-Compliance Excess Mass Charges]	46
Details	[Non-Compliance pH Charge]	46
Development involving the erection of a dwelling-house with an estimated construction cost of \$100,000 or less	[General Fees]	34
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]	34
Direct Debit Squad	[Squad Fees]	23
Disconnection of Water Meter at Service (service capped)	[Other Services]	32
Disconnection of Water Service at Main	[Other Services]	32
Dishonoured Cheques, returned to Council	[Dishonoured Payments]	10
Dishonoured Direct Debits, returned to Council	[Dishonoured Payments]	10
Display of Goods (occupied area subject of permit)	[Use of Footpaths and Road Reserves]	43
Dog/Cat	[Dead Animals (RSPCA Exempt)]	29
Domestic quantities only	[Waste Oil]	31
Domestic quantities only	[E-Waste]	31
Domestic Systems – Disposal Area only	[Modify On-site Sewage Management System]	43
Domestic Systems – System and Disposal Area	[Modify On-site Sewage Management System]	43
Domestic Systems – System only	[Modify On-site Sewage Management System]	43
E		
e) Rural Roads	[Rural Lot or Dwelling]	48
Each additional hour	[Pool Space Hire]	23
Each additional hour	[Pool Space Hire]	23
Each Tonne over 3 Tonne	[Issue of Weighbridge Certificate]	30
Earthmoving Tyre	[Tyres - off Rims]	28
Enter pool details into NSW Swimming Pool Register	[Swimming Pool Certificates]	41
Events on Council grounds – Day & Night - 24 Hours	[Shows and Events - at council grounds and facilities]	21
Events on Council grounds – Day or Night - 12 Hours	[Shows and Events - at council grounds and facilities]	21
Exclusive Hire of Indoor Pool (8 hours)	[Pool Space Hire]	23
Exclusive hire of Outdoor Pool (8 hours)	[Pool Space Hire]	23
Extend or renew an approval with no change in conditions	[Applications]	44
F		
f) Open Space & Community Facilities	[Rural Lot or Dwelling]	48
Family	[6 month Pass]	22
Family	[Year Pass]	22
Family	[Denman Only Season Pass]	24
Family	[Gym Direct Debit]	24
Family	[Gym & Swim Direct Debit]	24
Family	[Upfront 1 month Gym]	24
Family	[Upfront 1 month Gym & Swim]	24
Family	[12 months Upfront Gym]	24
Family	[12 months Upfront Gym & Swim]	25

continued on next page ...

Page 56 of 66

Fee Name	Parent Name	Page
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F [continued]

Family History Research by Library Staff - per hour (minimum fee does not include document access fees)	[Family History Search]	25
Family Up to 2 adults and 5 Children)	[Turnstile]	22
Fee	[Other]	20
Fee	[Assessment fee further to above charges]	20
Fee	[Designated Developments (in addition to fees above)]	34
Fee	[Prelodgement Meeting]	34
Fee for certified copy of plan	[Request for Property Information]	40
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]	41
Fee for retrieval of historical records	[Request for Property Information]	40
Fee for service responding to enquiries requiring search of records, analysis of information and/or a written response	[Request for Property Information]	40
Fee for service responding to enquiries requiring search of records, analysis of information and/or a written response – Dwelling Permissibility	[Request for Property Information]	40
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]	40
Feed per head per day	[Stock Impounding]	47
Fees prescribed by the State - Food Act	[Food Act]	42
Fees prescribed by the State - POEO Act	[Environmental Health Inspections]	41
Fees prescribed by the State - Public Health Act	[Public Health Act]	42
Field Hire – Per Day	[Casual Hirer]	21
Field Hire – Per Half-Day	[Casual Hirer]	21
Filling Stations (Muswellbrook and Denman only)	[Bulk Water Filling Stations]	33
Fire Flow Investigation	[Water Flow/Pressure Investigation]	32
Fire Safety Inspection – Owner requested	[Fire Safety]	40
First 15 weeks	[Rural Areas - per m2]	19
First 15 weeks	[Residential - per m2]	19
First 15 weeks	[Tourist Area and/or Industrial Area - per m2]	19
First 15 weeks	[CBD - per m2]	19
Five years and under (swimming)	[Turnstile]	22
Fluoride	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Footways	[S138 Roads Act - Road Opening Permit]	20
Formaldehyde	[Excess Mass Charges for Category 3 Discharges - per kg]	45

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]	12
General approvals / application not specifically mentioned elsewhere	[Section 68 of the LOCAL GOVERNMENT ACT]	43
General Cemetery – Purchase of 2.4 x 1.2m plot	[Right of Burial Fees]	9
General solid waste (putrescible & non-putrescible)	[Mixed Waste]	26
Giant inflatable	[Other]	23
Giving information	[Enquiry Fee]	10
Green Lid 240L Bin	[Replacement of Damaged/Lost Wheelie Bin]	26
Green waste per tonne	[Green Waste]	27
Group 1 Equipment - Facility Access	[DHB - Melt Equipment & Consumables]	16
Group 2 Equipment - Per Use Per Day	[DHB - Melt Equipment & Consumables]	17
Group Booking – per child	[School Groups]	22
Gym (20 entries)	[Gym - 20 Visit Pass]	24
Gym Concession (20 entries)	[Gym - 20 Visit Pass]	24
Gym Joining Fee	[Gym]	24
Gym single entry	[Gym]	24
Gymnasium Only (per hour)	[Indoor Sports Centre - Muswellbrook]	13

H

Half-Day Hire - 4 Hours	[Denman Memorial Hall]	12
Herbicides/Defoliant	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Hire charge (per month or part thereof)	[Hire of Metered Hydrant]	33

continued on next page ...

Page 57 of 66

Fee Name	Parent Name	Page
H [continued]		
Hire fee	[Cat Trap Hire - Feral Cats Only]	47
Hire of Hall (hourly rate)	[Denman Memorial Hall]	12
Hire of Pool Lane	[Pool Space Hire]	23
Hired Transport	[Stock Impounding]	47
Horse/Cattle (by prior arrangement)	[Dead Animals (RSPCA Exempt)]	29
Household Problem Wastes - domestic quantities only	[Community Recycling Centre]	28
I		
Ice Bath - Members	[Turnstile]	22
Ice Bath - Non Members	[Turnstile]	22
If the DA involved no building work	[Section 4.55 (2) - other modifications]	38
if the original application was for a dwelling house <\$100,000	[Section 4.55 (2) - other modifications]	38
if the original fee was less than \$100	[Section 4.55 (2) - other modifications]	38
ILRS Charges passed on for Electronic Delivery	[Holds and Reservations]	25
ILRS Charges passed on when Library charged per request	[Holds and Reservations]	25
Impounding fee	[Impounding Fees]	46
Impounding Fee	[Stock Impounding]	47
Impounding Fee	[Impounded Vehicles]	47
Impounding Fee	[General Impounding Fee (all other impoundments)]	47
Individual Practice (per hour) – Casual Hire	[Indoor Sports Centre - Muswellbrook]	13
Inspection	[Public Gates/Grid]	19
Inspection	[Water Carters]	43
Inspection	[Regulated Premises, Public Swimming Pool and Spa Inspections (water quality)]	42
Inspection fee	[Skin Penetration Premises]	42
Inspection Fee	[Caravan Parks]	43
Inspection fee (as per Boarding Houses Act 2012)	[Boarding Houses]	42
Inspection Fee (including fixed premises, mobile vending vehicles, home based, temporary stalls)	[Food Act]	42
Inspection of Works (determined in Notice of Requirement) per inspection	[Water Management Act Approval]	33
Install & Construct On-site Sewage Management System (includes inspection and approval to operate)	[Application Charges]	43
Install & Construct On-site Sewage Management System: Commercial Systems – Greater than 5000L/day (includes inspection and approval to operate)	[Application Charges]	43
Install manufactured home, moveable dwelling (includes inspections) outside of an approved caravan park or manufactured home estate	[Section 68 of the LOCAL GOVERNMENT ACT]	42
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]	42
Install Oil or Solid Fuel Heating Appliance (includes inspections)	[Section 68 of the LOCAL GOVERNMENT ACT]	42
Installation of Banners (not for profit)	[Banners]	9
Insurance for Casual Hire of Council facilities	[Casual Hirer's Insurance]	18
Integrated (advertised) development	[Giving Notice - Other]	39
Inter Library Loan Requests	[Holds and Reservations]	25
Inter Library Loan Requests (pensioners and school students)	[Holds and Reservations]	25
Interment Levy Fee - Ashes	[Right of Burial Fees]	9
Interment Levy Fee - Burial	[Right of Burial Fees]	9
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]	43
Iron	[Excess Mass Charges for Category 3 Discharges - per kg]	45
K		
K for pH coefficient calculation charge	[Non-Compliance pH Charge]	46
Key Deposit (refundable)	[All Council Properties]	11
Kittens <6 months	[Cats]	47

Fee Name	Parent Name	Page
L		
Labour costs	[Private Works]	19
Landfill Non - Compliance charge, per load	[Mixed Waste]	26
Large events and large events within Olympic Park and Ogilvie Street Denman	[Security Bonds]	21
Late Return Fee	[Cat Trap Hire - Feral Cats Only]	48
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]	45
Less than \$5,000	[General Fees]	34
Less than 25 pages	[Planning Portal Record Processing Fee (hard copy or digital records)]	40
Levy for material removed	[Development Contributions - Extractive Industries (Section 7.11)]	49
Library Members - Up to 3 Hours	[Library Meeting Room 1]	14
Light Truck or 4WD Tyre	[Tyres - off Rims]	28
Light Truck or 4WD Tyre	[Tyres - on Rims]	28
Light Truck or 4WD Tyre	[Tyres - off Rims]	31
Light Truck or 4WD Tyre	[Tyres - on Rims]	31
Lithium	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Local Inter-Library Loan	[Holds and Reservations]	25
Long Service Levy (Payable prior to release of Construction Certificate)	[Long Service Levy]	37
M		
Maintenance and care per day thereafter/or part day	[Impounding Fees]	46
Maintenance per hour (includes Ranger feeding)	[Stock Impounding]	47
Major works on road reserves- for projects undertaken through development and/or where assets are transferred to Council.	[Works Enabling Deed]	20
Manganese	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Marquee 3m x 3m	[MSC Branded Popup Marquee Hire]	11
Marquee 3m x 4m	[MSC Branded Popup Marquee Hire]	11
Marquee 4m x 8m	[MSC Branded Popup Marquee Hire]	11
Mattress or base, per each item	[Mattress Recycling]	30
Meeting Room - 20 pax per day (> 3 hrs)	[Muswellbrook Training Centre of Excellence]	18
Meeting Room - 20 pax per hour (up to 3 hrs)	[Muswellbrook Training Centre of Excellence]	18
Meeting Room (small, per hour)	[Indoor Sports Centre - Muswellbrook]	13
Membership	[Borrowers]	25
Memorial Wall – Installation of plaque	[Right of Burial Fees]	9
Mercaptans	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Merchant Fee Recovery	[Credit Card Payments]	10
Mercury	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Methylene Blue Active Substances (MBAS)	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Mezzanine Floor Area (per hour) – Day	[Indoor Sports Centre Complex - Denman]	13
Mezzanine Floor Area (per hour) – Night	[Indoor Sports Centre Complex - Denman]	13
Microchipping	[Rescue Agencies]	47
Microchipping (if applicable)	[Impounding Fees]	46
Minimal environmental impact (including Section 4.56)	[Section 4.55 (1a) Modification]	38
Minor* Modification of Application (prior to determination)	[Modification of Construction Certificate]	35
Minor* Modification (post determination)	[Modification of Construction Certificate]	35
Minor* Modification (post determination)	[Modification of Complying Development Certificate Application]	36
Minor* Modification of Application (prior to determination)	[Modification of Complying Development Certificate Application]	36
Modification Application requiring Notice	[Giving Notice - Other]	39
Modify Approval to install prior to any works commencing – no inspections necessary	[Modify On-site Sewage Management System]	43
Molybdenum	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Monthly Listing	[Property - Transfer Listing]	19
More than \$10,000,000	[General Fees]	34
More than \$10,000,000	[If the original estimated cost of the development was:]	38
More than \$10,000,001	[If the original estimated cost on the DA was:]	39
Mullins Conceptual Photography Prize	[Muswellbrook Regional Art Centre]	12
Muswellbrook	[Tanker Sales (per kilolitre)]	33
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

Fee Name	Parent Name	Page
N		
Native Animals	[Dead Animals (RSPCA Exempt)]	29
New Footway Dining application	[Approvals Under Section 125 Roads Act]	44
New Roads plus \$ per additional lot	[DA Subdivision Fees]	34
New services (no existing service pipe)	[New Services (no existing service pipe)]	32
Nickel	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Nitrogen (as TKN – Total Kjeldahl Nitrogen)	[Excess Mass Charges for Category 3 Discharges - per kg]	45
No building or demolition work proposed in DA	[Request for Review of Determination of a DA]	38
No new Roads plus \$ per additional lot	[DA Subdivision Fees]	34
Non-desexed animals	[Lifetime registration]	46
Notification Fee	[Stock Impounding]	47
Notification Fee	[Impounded Vehicles]	47
Notification Fee	[General Impounding Fee (all other impoundments)]	47
Notification of Complying Development Certificate (in addition to application fees)	[Giving Notice - Other]	39
Notification of Planning Agreement	[Giving Notice - Other]	39
O		
Observation if required (Additional fee apply for over 4 hours)	[Restricted Access (Over size/ Over mass) Vehicle Approval]	20
Occupation Certificate (Class 10a buildings)	[Occupation Certificate]	35
Occupation Certificate (Class 1a Buildings)	[Occupation Certificate]	36
Occupation Certificate (Class 2-9 buildings including change of use)	[Occupation Certificate]	36
Oil and Grease (Total O and G)	[Excess Mass Charges for Category 3 Discharges - per kg]	45
One Bedroom	[Open Space Recreational Sporting Facilities]	48
One Bedroom	[Community Facilities]	49
One Bedroom	[Stormwater Management]	49
One Bedroom	[Transport Facilities]	49
One Bedroom	[Plan Management Administration]	49
Online Store Flat Rate Shipping	[Muswellbrook Regional Art Centre]	12
OR Full cost recovery for service in addition to above fee where referred to external party for determination	[Subdivision/Roads and Drainage]	35
OR Full cost recovery for service in addition to above fee where referred to external party for determination	[General Fees]	36
Organoarsenic Compounds	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Other Modification (post determination)	[Modification of Construction Certificate]	35
Other Modification (post determination)	[Modification of Complying Development Certificate Application]	36
Other Modification of Application (prior to determination)	[Modification of Construction Certificate]	35
Other Modification of Application (prior to determination)	[Modification of Complying Development Certificate Application]	36
Outdoor Seating (occupied area subject of permit)	[Use of Footpaths and Road Reserves]	43
Outside operating hours landfill call out	[Mixed Waste]	26
Over 30 weeks	[Rural Areas - per m2]	19
Over 30 weeks	[Residential - per m2]	19
Over 30 weeks	[Tourist Area and/or Industrial Area - per m2]	19
Over 30 weeks	[CBD - per m2]	19
Over 50 pages	[Planning Portal Record Processing Fee (hard copy or digital records)]	41
P		
PA System (cordless) Full Day	[Stage, PA System, Table & Chair Hire]	10
PA System (cordless) Half Day	[Stage, PA System, Table & Chair Hire]	10
Passenger Tyre (or smaller)	[Tyres - off Rims]	28
Passenger Tyre (or smaller)	[Tyres - on Rims]	28
Passenger Tyre (or smaller)	[Tyres - off Rims]	31
Passenger Tyre (or smaller)	[Tyres - on Rims]	31
Payable direct to each approval or concurrence body	[Integrated Development and Concurrence Fee]	37
Per Day - 8 hours	[Loxton Room]	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]	14
Per Day (Whole Facility) - 8 hours	[Indoor Sports Centre Complex - Denman]	12
Per Day (Whole Facility) - 8 hours	[Indoor Sports Centre - Muswellbrook]	13

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Page 60 of 66

Fee Name	Parent Name	Page
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P [continued]

Per Half Day - 4 Hours	[Senior Citizens Centre]	13
Per Half-Day - 4 Hours	[Stan Thiess Centre]	14
Per Half-Day (Whole Facility) - 4 hours	[Indoor Sports Centre Complex - Denman]	12
Per Half-Day (Whole Facility) - 4 hours	[Indoor Sports Centre - Muswellbrook]	13
Per hour	[Weidmann Room]	9
Per Hour	[DHB Meeting Room]	15
Per Hour	[Councillors Room]	9
Per Hour	[Loxton Room]	9
Per Hour	[Seminar Room]	14
Per Hour	[DHB STEM Innovation Lab]	15
Per Hour	[DHB Foyer]	16
Per lot	[Open Space Recreational Sporting Facilities]	49
Per lot	[Community Facilities]	49
Per lot	[Stormwater Management]	49
Per lot	[Transport Facilities]	49
Per lot	[Plan Management Administration]	49
Per Person	[Open Space Recreational Sporting Facilities]	48
Per Person	[Community Facilities]	49
Per Person	[Stormwater Management]	49
Per Person	[Transport Facilities]	49
Per Person	[Plan Management Administration]	49
Per Scan – 10 pages or less	[Scanning]	26
Per Scan – more than 10 pages	[Scanning]	26
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]	20
Pesticides General (excludes organochlorines and organophosphates)	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Petroleum Hydrocarbons (non-flammable)	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Phenolic Compounds (non-chlorinated)	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Phosphorous (Total P)	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Plan checking fee for works as executed (per lot)	[Subdivision Certificate Application Fees]	39
Plant & Equipment Occupation (Standing Plant) within Road Reserve including CBD Bond	[Security Bonds]	21
Plant costs	[Private Works]	19
Playgroups & community groups (maximum 3 hours)	[Indoor Sports Centre Complex - Denman]	13
Playgroups & community groups (maximum 3 hours)	[Stan Thiess Centre]	14
Plus administration fee	[Restricted Access (Over size/ Over mass) Vehicle Approval]	20
Plus Hourly Charge	[Enquiry Fee]	10
Polynuclear Aromatic Hydrocarbons (PAHs)	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Pool Room Hire – per day	[Other]	23
Pool Room Hire – per hour	[Other]	23
Portable toilet waste (\$/kL)	[Trade Waste Usage Charge]	44
PP reconsideration or amendment fee – applicant request for reconsideration or for amendment of PP at any time	[Other]	37
Preliminary Investigation Fee	[Closure of a Public Road]	20
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]	36
Private Lessons – 1 person per class	[Learn to Swim]	23
Processed clean timber - woodchip mulch	[Garden Products]	30
Processed garden organics - pasteurised mulch	[Garden Products]	30
Processing Fee	[Government Information (Public Access) Act 2009 (GIPA)]	11
Processing Fee	[Lost and Damaged Material]	25
Processing Fee for closure	[Closure of a Public Road]	20
Prohibited Development	[Giving Notice - Other]	39
Provision of new sewer junction	[Provision of New Sewer Junction]	33
Public hearing	[Other]	37
Puppies <6 months	[Dogs]	46

R

Raising/Lowering Manhole (new development)	[Provision of New Sewer Junction]	33
Rates and Water Notice re-issue (email copy)	[Administration Charges]	12
Rates and Water re-issue (print & postage)	[Administration Charges]	12

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Page 61 of 66

Fee Name	Parent Name	Page
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R [continued]

Reconnection of Water Meter at Service (following disconnection)	[Reconnection (following disconnection) normal working hours]	32
Recovery Day Pass (Sauna, Spa and Ice Bath)	[Turnstile]	22
Red Lid 140L Bin	[Replacement of Damaged/Lost Wheelie Bin]	26
Refrigerators, freezers & air conditioners	[Whitegoods]	27
Refrigerators, freezers & air conditioners with CFC degassing certificate	[Whitegoods]	27
Refrigerators, freezers and air conditioners	[Whitegoods]	31
Refrigerators, freezers and air conditioners with CFC degassing certificate	[Whitegoods]	31
Refund and Transfer Balances Processing (Rates and Water)	[Administration Charges]	12
Refundable deposit	[Shows and Events - at council grounds and facilities]	21
Refundable Security Deposit	[During Art Centre Hours]	13
Refundable Security Deposit	[Outside Art Centre Hours]	13
Registration of certificate on planning portal.	[Occupation Certificate]	35
Registration of Complying Development Certificate on planning portal	[Other]	36
Registration of Subdivision Certificate issued by private certifier	[Subdivision Certificate Application Fees]	39
Registration or update of details of business under the Public Health Act or Food Act (excluding caravan parks and water carters)	[Environmental Health Inspections]	41
Re-inspection	[Inspection of On-site Sewage Management]	43
Re-inspection fee	[Swimming Pool Certificates]	41
Reinspection Fee	[Building Certificates]	40
Reinspection Fee	[Rural Addressing]	41
Re-Inspection Fee	[Annual Trade Waste Fee (annual inspections)]	44
Reinspection fee (Only applies if outstanding work has not been completed)	[Fire Safety]	40
Re-inspection fees following non-compliance – unsatisfactory re-inspection	[Skin Penetration Premises]	42
Re-inspection Fees following non-compliant inspection – unsatisfactory re-inspection	[Food Act]	42
Reinspection following non-compliance – unsatisfactory reinspection	[Regulated Premises, Public Swimming Pool and Spa Inspections (water quality)]	42
Reinstatement of Removed Bin Due to Contamination	[Replacement of Damaged/Lost Wheelie Bin]	26
Removal of water restriction device on water meters	[Reconnection (following disconnection) normal working hours]	32
Replacement Fee	[Digital Readers]	25
Replacement or additional plates (same number)	[Rural Addressing]	41
Residential Driveway Crossing with Existing K & G	[S138 Roads Act - Road Opening Permit]	20
Residential Driveway Crossing with no Existing K & G	[S138 Roads Act - Road Opening Permit]	20
Resubmission of Complying Development (Following previous refusal) – no amendments	[Resubmission]	36
Resubmission of Construction Certificate for Subdivision Roads and Drainage (following previous refusal) – with amendments	[Subdivision - Resubmission]	35
Resubmission of Construction Certificate of Subdivision Roads and Drainage - with amendments	[Subdivision - Resubmission]	35
Reuse Shop items	[Recovered Goods]	30
Review of route assessment	[Restricted Access (Over size/ Over mass) Vehicle Approval]	20
Road Restoration – (Bitumen Surface)	[S138 Roads Act - Road Opening Permit]	20
Road Upgrading	[South Muswellbrook Commercial Development]	48
Roads per lane /m	[Subdivision/Roads and Drainage]	35
Route assessment – as per 3rd party quote	[Restricted Access (Over size/ Over mass) Vehicle Approval]	20
Rural driveway crossing	[S138 Roads Act - Road Opening Permit]	20
Rural Water Connection (Conditions Apply)	[New Services (connect to existing service pipe)]	32

S

School Groups (>1 hour)	[School Groups]	22
School Groups (half day, per student) - 4 hours	[Indoor Sports Centre - Muswellbrook]	13
Scrap Metal recycling	[Scrap Metal]	27
Scrap Metal, domestic quantities only	[Scrap Metal]	31
Section 266 of the Environmental Planning and Assessment Reg 2021	[Planning Reform Fund Fee]	37

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Page 62 of 66

Fee Name	Parent Name	Page
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S [continued]

Section 603 Certificate LGA 1993	[Certificates]	10
Security Bond - For Damage to Public Infrastructure	[Security Bonds]	21
Security Deposit (refundable subject to payment of outstanding charges)	[Hire of Metered Hydrant]	33
Selenium	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Seniors – 6+ years	[Dogs]	46
Seniors – 6+ years	[Cats]	47
Seniors (18 years and over)	[Regular Users - per registered player - per season]	21
Septic Waste (\$/kL) (Outside LGA)	[Trade Waste Usage Charge]	44
Septic Waste (\$/kL) (Within LGA)	[Trade Waste Usage Charge]	44
Sewer Extension (Commercial)	[Provision of New Sewer Junction]	33
Sewer Headworks – all areas (per ET – equivalent tenement)	[Sewer and Water Headworks]	33
Sheep/Goat	[Dead Animals (RSPCA Exempt)]	29
Shower Fee	[Turnstile]	22
Silver	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Single Entry (all)	[Turnstile]	22
Solar Panels (each)	[Scrap Metal]	27
Special Infrastructure (eg Roundabouts, Detention Basin or Bridge etc)	[Subdivision/Roads and Drainage]	35
Special Reading Fee	[Water Meter Testing]	32
Specialist studies required by Gateway Determination	[Other]	37
Spectator Fee	[Turnstile]	22
Squad 20 Visit	[Squad Fees]	23
Squad Since Entry	[Squad Fees]	23
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
Stage 3x3 Full Day	[Stage, PA System, Table & Chair Hire]	10
Stage 3x3 Half Day	[Stage, PA System, Table & Chair Hire]	10
Stage 4x3 Full Day	[Stage, PA System, Table & Chair Hire]	10
Stage 4x3 Half Day	[Stage, PA System, Table & Chair Hire]	10
Stage 5x3 Full Day	[Stage, PA System, Table & Chair Hire]	10
Stage 5x3 Half Day	[Stage, PA System, Table & Chair Hire]	10
Stage 6x3 Full Day	[Stage, PA System, Table & Chair Hire]	10
Stage 6x3 Half Day	[Stage, PA System, Table & Chair Hire]	10
Stock on Road Reserves (grazing)	[S138 Roads Act - Road Opening Permit]	20
Storage (per week)	[Impounded Vehicles]	47
Stores and materials costs	[Private Works]	19
Stormwater Drainage /m	[Subdivision/Roads and Drainage]	35
Stormwater Drainage work (connection to Council drainage or new work for Council ownership)	[Section 68 of the LOCAL GOVERNMENT ACT]	43
Strata (per lot)	[Subdivision Certificate Application Fees]	39
Strata plus \$ per additional lot	[DA Subdivision Fees]	34
Subdivision of land (per lot)	[Subdivision Certificate Application Fees]	39
Subdivision or Civil Infrastructure for Council ownership – For number of Inspection at \$155 per inspection	[Compliance Inspections (Construction Stages)]	37
Sulphate (SO4)	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Sulphide	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Sulphite	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Supervising staff, carers and trainers	[School Groups]	22
Supply of Rural Addressing Plates- per number (includes one inspection)	[Rural Addressing]	41
Surrender Fee	[Surrender Fee]	47
Suspended Solids (SS)	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Swim/Sauna/Spa (combo entry) Adult	[Turnstile]	22
Swim/Sauna/Spa (combo entry) Concession	[Turnstile]	22
Swimming Pools < 40kL	[General Fees]	36
Swimming Pools < 40kL per application	[Construction Certificate]	34
Swimming Pools > 40kL	[General Fees]	36
Swimming Pools > 40KL per application	[Construction Certificate]	35
Swing or hoist goods over road	[Section 68 of the LOCAL GOVERNMENT ACT]	42

T

Table Hire	[Indoor Sports Centre - Muswellbrook]	13
Technology Hire (e-readers, tablets, Daisy readers)	[Digital Readers]	25

continued on next page ...

Page 63 of 66

Fee Name	Parent Name	Page
T [continued]		
Temporary Event - Food Preparation and Sales Application	[Shows and Events]	40
Tennis Courts (per court, per hour) – Day – Casual Hire	[Indoor Sports Centre Complex - Denman]	12
Tennis Courts (per court, per hour) - Day - Casual Hire (Seniors)	[Indoor Sports Centre Complex - Denman]	12
Tennis Courts (per court, per hour) - Day - Casual Hire(Juniors Under 18s)	[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) - Day - User Groups (Juniors Under 18s)	[Indoor Sports Centre Complex - Denman]	13
Tennis Courts (per court, per hour) - Day - User Groups (Seniors)	[Indoor Sports Centre Complex - Denman]	13
Tennis Courts (per court, per hour) – Night – Casual Hire	[Indoor Sports Centre Complex - Denman]	13
Tennis Courts (per court, per hour) - Night - Casual Hire (Juniors Under 18s)	[Indoor Sports Centre Complex - Denman]	13
Tennis Courts (per court, per hour) - Night - Casual Hire (Seniors)	[Indoor Sports Centre Complex - Denman]	13
Tennis Courts (per court, per hour) – Night – User Groups	[Indoor Sports Centre Complex - Denman]	13
Tennis Courts (per court, per hour) - Night - User Groups (Juniors Under 18s)	[Indoor Sports Centre Complex - Denman]	13
Tennis Courts (per court, per hour) - Night - User Groups (Seniors)	[Indoor Sports Centre Complex - Denman]	13
Test Fee – 20, 25 and 32mm service @ 4 Flow Rates	[Test Fee]	32
Test Fee – 20, 25 and 32mm service @ 6 Flow Rates	[Test Fee]	32
Test Fee – 40mm service @ 4 Flow Rates	[Test Fee]	32
Test Fee – 40mm service @ 6 Flow Rates	[Test Fee]	32
Test Fee – 50mm and greater	[Test Fee]	32
Testing Max/Min Pressure supplied (at property service line only)	[Water Flow/Pressure Investigation]	32
The fee payable for the lodgement of a certificate on the planning portal	[Other]	35
The Hive Co-Working Space - Dedicated Desk per month	[Muswellbrook Training Centre of Excellence]	18
The Hive Co-Working Space - Hot Desk per day (> 3hrs)	[Muswellbrook Training Centre of Excellence]	18
The Hive Co-Working Space - Hot Desk per hour (up to 3hrs)	[Muswellbrook Training Centre of Excellence]	18
Thiosulphate	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Third Party Works Impacting Road Reserves	[S138 Roads Act - Road Opening Permit]	20
Three or more Bedroom dwelling	[Open Space Recreational Sporting Facilities]	48
Three or more Bedroom dwelling	[Community Facilities]	49
Three or more Bedroom dwelling	[Stormwater Management]	49
Three or more Bedroom dwelling	[Transport Facilities]	49
Three or more Bedroom dwelling	[Plan Management Administration]	49
Tin	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Total Dissolved Solids (TDS)	[Excess Mass Charges for Category 3 Discharges - per kg]	45
Tourism Facilities	[Tourist Development]	48
Towing Fee	[Impounded Vehicles]	47
Tractor Tyre	[Tyres - off Rims]	28
Traffic Management Bond Administration Fee	[Security Bonds]	21
Training	[DHB - Melt Equipment & Consumables]	18
Training nights and club events	[Swimming Club]	23
Training Room 1- 60 pax (Theatre) per day (>3 hrs)	[Muswellbrook Training Centre of Excellence]	18
Training Room 1- 60 pax (Theatre) per hour (up to 3 hrs)	[Muswellbrook Training Centre of Excellence]	18
Transfer an approval to a new discharger with the same conditions at the same premises	[Applications]	44
Transfer location at owners request (includes raising service) – Residential/Industrial/Commercial	[Transfer location at owners request]	32
Transport using vehicle per hour (Ranger Vehicle)	[Stock Impounding]	47
Treated timber – contaminated, painted or mixed with other materials (per tonne)	[Timber, Timber Pallets]	28

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Page 64 of 66

Fee Name	Parent Name	Page
T [continued]		
Treatment incurred during impoundment (i.e. necessary grooming, worming, bathing)	[Impounding Fees]	46
Trestle Table 750 x 1800mm	[Stage, PA System, Table & Chair Hire]	10
Truck Tyre	[Tyres - off Rims]	28
Truck Tyre	[Tyres - on Rims]	28
Two Bedroom	[Open Space Recreational Sporting Facilities]	48
Two Bedroom	[Community Facilities]	49
Two Bedroom	[Stormwater Management]	49
Two Bedroom	[Transport Facilities]	49
Two Bedroom	[Plan Management Administration]	49
U		
Uncollected Work Storage Fee Per Day	[Muswellbrook Regional Art Centre]	12
Underground Petroleum Storage Systems	[Environmental Health Inspections]	41
Up to \$5,000	[If the original estimated cost of the development was:]	38
Up to \$5,000	[If the original estimated cost on the DA was:]	38
Up to 120 sheets	[Binding Documents (A4 only)]	25
Up to 240 sheets	[Binding Documents (A4 only)]	25
Up to 3 hours	[Seminar Room]	14
Up to 3 Hours	[DHB STEM Innovation Lab]	15
Up to 3 Hours	[DHB Meeting Room]	15
Up to 3 Hours	[DHB Foyer]	16
Up to 3 hours – Visitor & Business use	[Library Meeting Room 1]	14
Up to 65 Sheets	[Binding Documents (A4 only)]	25
Uranium	[Excess Mass Charges for Category 3 Discharges - per kg]	46
Urgency Fee for Section 10.7 (2) in addition to above	[Planning Certificates]	40
Use of Community Land (engaging in trade or business busking etc)	[Section 68 of the LOCAL GOVERNMENT ACT]	42
Use of Sporting Fields, Parks & Reserves by Fitness Trainers – 12 month Licence Agreement	[Regular Users - per registered player - per season]	21
Use of Sporting Fields, Parks & Reserves by Fitness Trainers – 6 month Licence Agreement	[Regular Users - per registered player - per season]	21
V		
Vaccination (all dogs are vaccinated)	[Impounding Fees]	46
Vaccinations	[Rescue Agencies]	47
Vans, utilities, trailers	[Domestic Mixed Waste]	30
Vans, utilities, trailers	[Domestic Green Waste]	31
Vehicles up to and including 3 Tonne	[Issue of Weighbridge Certificate]	30
Veterinary Treatment	[Impounding Fees]	46
Viola Bromley Art Prize	[Muswellbrook Regional Art Centre]	12
W		
Water Analysis Samples	[Regulated Premises, Public Swimming Pool and Spa Inspections (water quality)]	42
Water Consumption	[Hire of Metered Hydrant]	33
Water Headworks – all areas (per ET – equivalent tenement)	[Sewer and Water Headworks]	33
Water Supply, sewerage and stormwater drainage work	[Section 68 of the LOCAL GOVERNMENT ACT]	42
White Plastic Chair	[Stage, PA System, Table & Chair Hire]	10
Within Muswellbrook Shire Libraries	[Holds and Reservations]	25
Works Enabling Deed	[S138 Roads Act - Road Opening Permit]	20
Works on Road Reserve - Located within CBD - General Bond	[Security Bonds]	21
Works within Road Reserve - Location other than CBD - General Bond	[Security Bonds]	21
Worm Farms	[Environmental Products]	41
Y		
Yellow Lid 240L Bin	[Replacement of Damaged/Lost Wheelie Bin]	26

Fee Name	Parent Name	Page
Z		
Zinc	[Excess Mass Charges for Category 3 Discharges - per kg]	46
Other		
\$1,000,001 – \$10,000,000	[General Fees]	34
\$1,000,001 – \$10,000,000	[If the original estimated cost of the development was:]	38
\$1,000,001 – \$10,000,000	[If the original estimated cost on the DA was:]	39
\$100001 – \$200000	[Estimated cost of development]	49
\$250,000 – \$500,000	[If the original estimated cost on the DA was:]	38
\$250,001 – \$500,000	[General Fees]	34
\$250,001 – \$500,000	[If the original estimated cost of the development was:]	38
\$5,001 – \$250,000	[If the original estimated cost of the development was:]	38
\$5,001 – \$250,000	[If the original estimated cost on the DA was:]	38
\$5,001 – \$50,000	[General Fees]	34
\$50,001 – \$250,000	[General Fees]	34
\$500,001 – \$1,000,000	[General Fees]	34
\$500,001 – \$1,000,000	[If the original estimated cost of the development was:]	38
\$500,001 – \$1,000,000	[If the original estimated cost on the DA was:]	39
< \$100000	[Estimated cost of development]	49
>\$200000	[Estimated cost of development]	49

**6.6 DRAFT 2025/2026 Budget Estimates**

Responsible Officer: General Manager

Author: Financial Controller

Community Strategic Plan: 6 - *Community Leadership*

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

Delivery Program Goal:

6.2.1 - Maintain a strong focus on financial discipline to enable Council to properly respond to the needs of the communities it serves.

Operational Plan Action:

6.2.1.1 - Provide transparent reporting to the community about Council's finances.

Attachments:

1. Draft Budget 2025-26 - Operational Plan Extract - Final [6.6.1 - 3 pages]
 2. Draft Budget 2025-26_-_ Funds [6.6.2 - 5 pages]
-

PURPOSE

To present the DRAFT 2025/26 Budget for the consideration of the Finance and Governance Committee.

OFFICER'S RECOMMENDATION

The Finance and Governance Committee NOTES the DRAFT 2025/26 Budget and recommends to Council for adoption.

Moved: _____

Seconded: _____

BACKGROUND

In line with Section 405 of the New South Wales Local Government Act 1993, Council has publicly exhibited its annual Draft Operational Plan (including Budget, Revenue Policy, and Fees and Charges Report) during May for the required 28 days.

REPORT

The annual budget is prepared as part of the Integrated Planning and Reporting Framework and forms part of the Operational Plan. The DRAFT 2025/26 Budget Estimates outline the projected operating and capital income and expenditure for the 2025/26 financial year. The development of the DRAFT Budget Estimates has been a collaborative process involving input from Councillors, staff across all levels of Council, and a range of other stakeholders.

In accordance with Council's Financial Management Policy, Council has prepared a DRAFT 2025/26 Budget with a focus on effective service delivery, operational efficiency and a minimum of break-even bottom-line results in each of the four Funds.

The General Fund has a break-even bottom line. The Water and Sewer Funds show small surpluses to help build reserves for future infrastructure investment and contingency. The



Future Fund shows a surplus in line with its objectives.

Preparation and adoption of a sustainable budget is critical to the appropriate management of Council's resources.

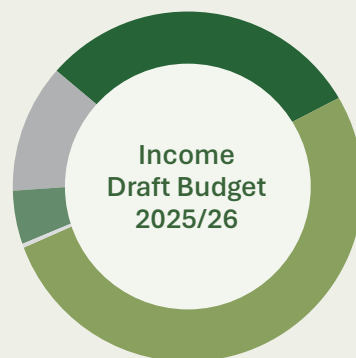
The draft 2025/26 Budget has been publicly exhibited for the required 28 days. No formal submissions have been received. Only minor, immaterial adjustments have been made to the budget draft, with no net impact on the bottom line.

The Draft 2025/26 Budget is attached for the Committee's review and to recommend to Council for adoption.

Funding our Plan

Council generates income to fund our services and invest in our assets. This income comes from rates, developer contributions, interest on investments, government grants, user charges and Council's business activities.

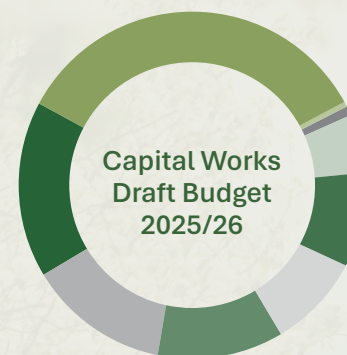
This funding is used to ensure we can maintain and improve our LGA as well as deliver a wide variety of services to the community.



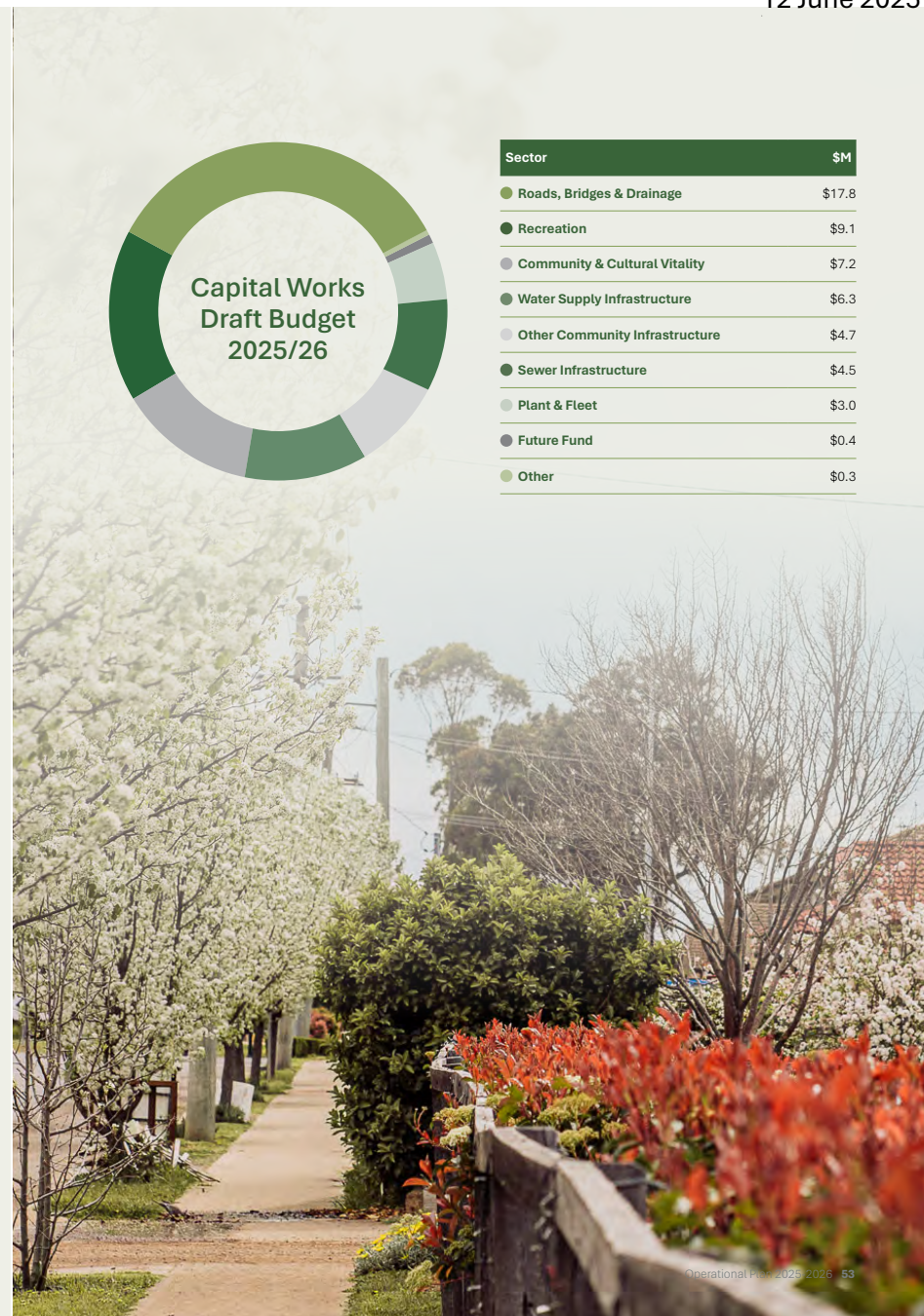
Sector	\$M	%
Rates & Charges	\$37.9	52
User Charges & Fees	\$22.4	31
Operating Grants & Contributions	\$8.2	11
Interest & Investments Revenues	\$3.4	5
Other Revenues	\$0.3	1



Sector	\$M	%
Materials & Services	\$21.6	33
Wages & Salaries	\$18.5	28
Depreciation	\$16.3	24
Other Costs	\$7.2	11
Borrowing Costs	\$2.6	4



Sector	\$M
Roads, Bridges & Drainage	\$17.8
Recreation	\$9.1
Community & Cultural Vitality	\$7.2
Water Supply Infrastructure	\$6.3
Other Community Infrastructure	\$4.7
Sewer Infrastructure	\$4.5
Plant & Fleet	\$3.0
Future Fund	\$0.4
Other	\$0.3



Our Operating and Capital Budget

2025/26 Budget Estimates

The Annual Budget translates Council’s strategic objectives into tangible actions. It supports the objectives set out in the Community Strategic Plan and Delivery Program by outlining annual funding commitments— defining investment priorities, directing expenditure, and articulating the expected outcomes for the community. By aligning long-term vision with short-term financial planning, the Budget enables Council to maintain strategic focus, respond proactively to emerging challenges, and continue providing essential services and infrastructure to support community wellbeing.

The Four Funds of Muswellbrook Shire Council

Muswellbrook Shire Council operates four separate funds to manage its operations. Each fund is maintained independently to ensure transparency and accountability in how council services are funded and delivered.

In accordance with Council’s Financial Management Policy, Council has prepared a DRAFT 2025/26 Budget with a minimum of a break-even bottom line in each of the four Funds. The General Fund has a break-even bottom line. The Water and Sewer Funds show small surpluses to help build reserves for future infrastructure investment and contingency. In line with its growth objectives, the Future Fund shows a surplus.

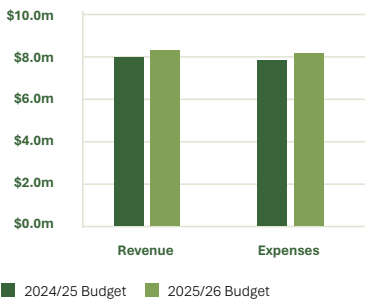
General Fund



Future Fund



Water Fund

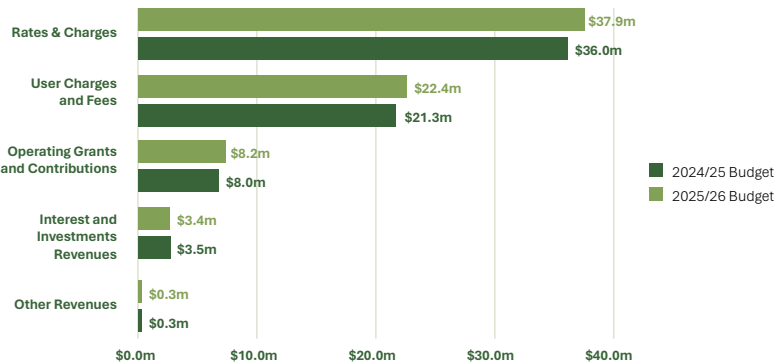


Sewer Fund



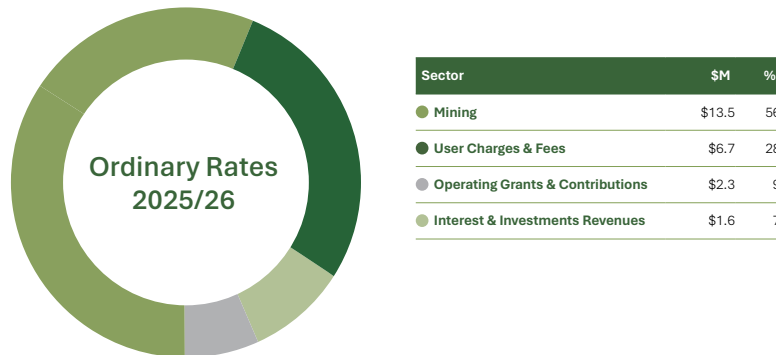
Capital Works 2025/26

Rates and Charges include: Ordinary Rates plus Water, Sewer and Domestic Waste annual charges.
User Charges and Fees include: Water usage charges, Waste Management fees, Planning Services fees, Aquatic Centre and other Community Services fees plus commercial property rental income.
Operating Grants & Contributions include: Federal Financial Assistance Grants, Roads & Drainage grants and Emergency Services contributions.
Interest & Investment Revenues: includes interest income from financial investments.



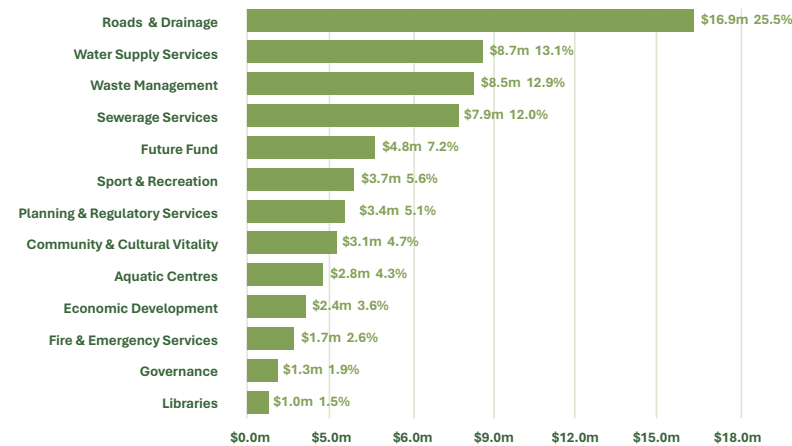
Consolidated 2025/26 Budget Rates and Annual Charges

Ordinary Rates: 8,050 rateable land parcels Rate Peg set by IPART: 3.9% gives a total Permissible Income of \$24.1M
Domestic Waste Annual Charges: \$4.0M, increase of ~7% to cover increasing costs
Water & Sewer Access Charges: Increase of ~5% and 4%, respectively, to cover increasing costs



Consolidated 2025/26 Budget Operating Expenditure

Roads and Drainage, Water Supply, Waste Management and Sewerage Services together account for 64% of Council's expenditure. Future Fund expenditure is more than offset by the investment returns.

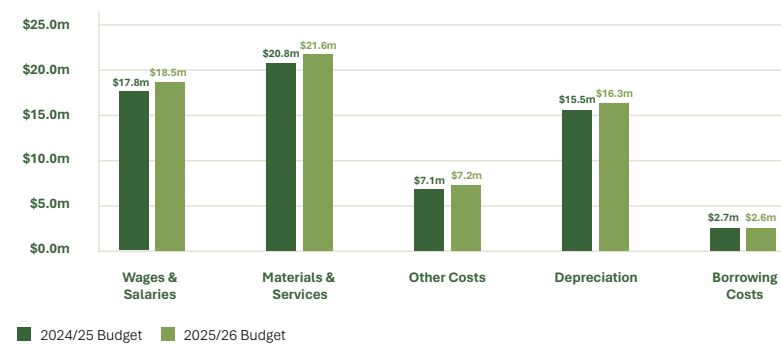


Consolidated 2025/26 Budget Operating Expenditure

Wages and Salaries: Up \$740k: 3% Award increase + one-off Award payments and 0.5% Superannuation increase.

Materials and Contracts: up \$863k (4%); increasing Water and Domestic Waste costs and other inflation effects.

Depreciation: projected to increase by 5%; combined effect of asset revaluations and new asset acquisition/



Capital Works 2025/26

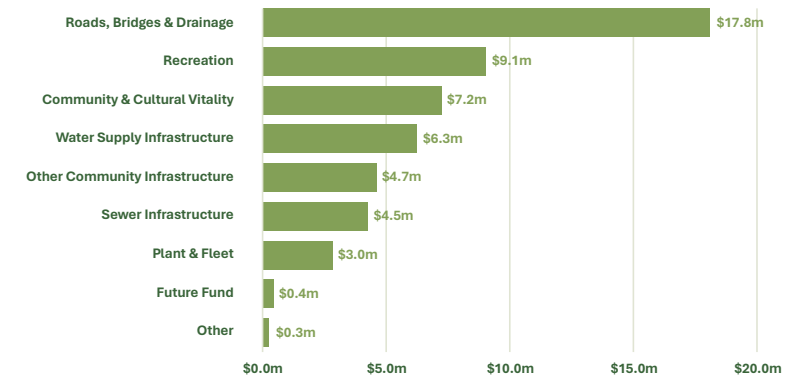
Council's 2025/26 capital works program focuses on key renewal works and completing the multi-year projects already in the pipeline. Only confirmed grant funding is included in the budget.

Roads, Bridges & Drainage: extensive renewals program and major projects for Wybong Rd and Bylong Valley Way.

Recreation: Tarinpa to CBD Pathway, Denman Tourist Park, Olympic Park and other projects.

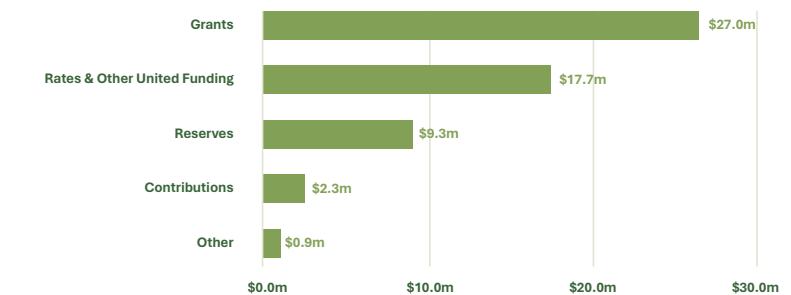
Community and Cultural Vitality: Civic Precinct, Pocket Park, Regional Entertainment Centre, reactivation of Campbell's Corner and other projects.

Other Community Infrastructure: Community Infrastructure Depot and other projects.



Capital Funding 2025/26

Capital works are funded through grants and contributions.





2025/26 Budget Estimates

Operating Budget Details by Fund

**Operating Budget 2025/26 - General Fund**

(\$000s)	2024/25 Budget	December 2024 Review Budget	2025/26 DRAFT Budget	25/26 Budget vs 24/25	25-26 vs 24-25 Budget
Revenue	51,326	57,959	53,382	2,056	4.0%
Rates and Charges	26,686	27,116	28,158	1,472	5.5%
User Charges and Fees	8,598	8,614	9,224	625	7.3%
Other Revenues	5,319	9,446	5,311	(7)	-0.1%
Operating Grants and Contributions	8,160	10,220	8,166	6	0.1%
Interest and Investments Revenues	2,563	2,563	2,522	(41)	-1.6%
Expenses	51,326	57,939	53,382	2,056	-4.0%
Wages and Salaries	15,320	15,782	16,195	875	-5.7%
Other Costs	5,099	5,106	5,194	96	-1.9%
Materials and Contracts	18,661	24,798	19,165	504	-2.7%
Depreciation	11,485	11,485	12,059	574	-5.0%
Borrowing Costs	762	768	770	7	-1.0%
Surplus/(Deficit)	-	20	(0)	0	0.0%

**Operating Budget 2025/26 - Water Fund**

(\$000s)	2024/25 Budget	December 2024 Review Budget	2025/26 DRAFT Budget	25/26 Budget vs 24/25	25-26 vs 24-25 Budget
Revenue	8,082	8,082	8,624	542	6.7%
Rates and Charges	2,379	2,379	2,504	125	5.3%
User Charges and Fees	5,440	5,440	5,847	407	7.5%
Other Revenues	(413)	(413)	(371)	42	-10.1%
Operating Grants and Contributions	38	38	39	1	2.5%
Interest and Investments Revenues	637	637	605	(33)	-5.1%
Expenses	7,851	7,851	8,337	486	-6.2%
Wages and Salaries	1,460	1,460	1,364	(96)	6.6%
Other Costs	542	542	557	15	-2.8%
Materials and Contracts	3,666	3,666	4,124	458	-12.5%
Depreciation	2,183	2,183	2,292	109	-5.0%
Borrowing Costs	-	-	-	-	0.0%
Surplus/(Deficit)	232	232	288	56	24.3%

**Operating Budget 2025/26 - Sewer Fund**

(\$000s)	2024/25 Budget	December 2024 Review Budget	2025/26 DRAFT Budget	25/26 Budget vs 24/25	25-26 vs 24-25 Budget
Revenue	7,534	7,534	7,946	411	5.5%
Rates and Charges	6,929	6,929	7,247	318	4.6%
User Charges and Fees	465	465	484	18	3.9%
Other Revenues	-	(208)	(147)	(147)	0.0%
Operating Grants and Contributions	(170)	39	39	209	-123.3%
Interest and Investments Revenues	310	310	323	13	4.2%
Expenses	7,524	7,524	7,715	191	-2.5%
Wages and Salaries	956	956	964	8	-0.9%
Other Costs	818	818	841	23	-2.8%
Materials and Contracts	2,769	2,766	2,844	75	-2.7%
Depreciation	2,395	2,395	2,514	120	-5.0%
Borrowing Costs	587	590	552	(35)	6.0%
Surplus/(Deficit)	10	10	230	220	

**Operating Budget 2025/26 - Future Fund**

(\$000s)	2024/25 Budget	December 2024 Review Budget	2025/26 DRAFT Budget	25/26 Budget vs 24/25	25-26 vs 24-25 Budget
Revenue	6,794	6,709	6,873	79	1.2%
User Charges and Fees	6,790	6,708	6,871	81	1.2%
Other Revenues	4	2	2	(2)	-54.9%
Expenses	5,210	5,044	5,179	(31)	-0.6%
Wages and Salaries	267	267	260	(7)	-2.6%
Other Costs	951	894	924	(27)	-2.8%
Materials and Contracts	2,478	2,450	2,503	26	1.0%
Depreciation	190	190	200	10	5.0%
Borrowing Costs	1,325	1,244	1,292	(33)	-2.5%
Surplus/(Deficit)	1,584	1,665	1,694	111	7.0%



7 Closed Committee

Nil

8 Date of Next Meeting

10 July, 2025

9 Closure