ARMIDALE Regional Council

ORDINARY MEETING OF COUNCIL

To be held on

Thursday, 26 April 2018
1pm

at

Armidale Council Chambers

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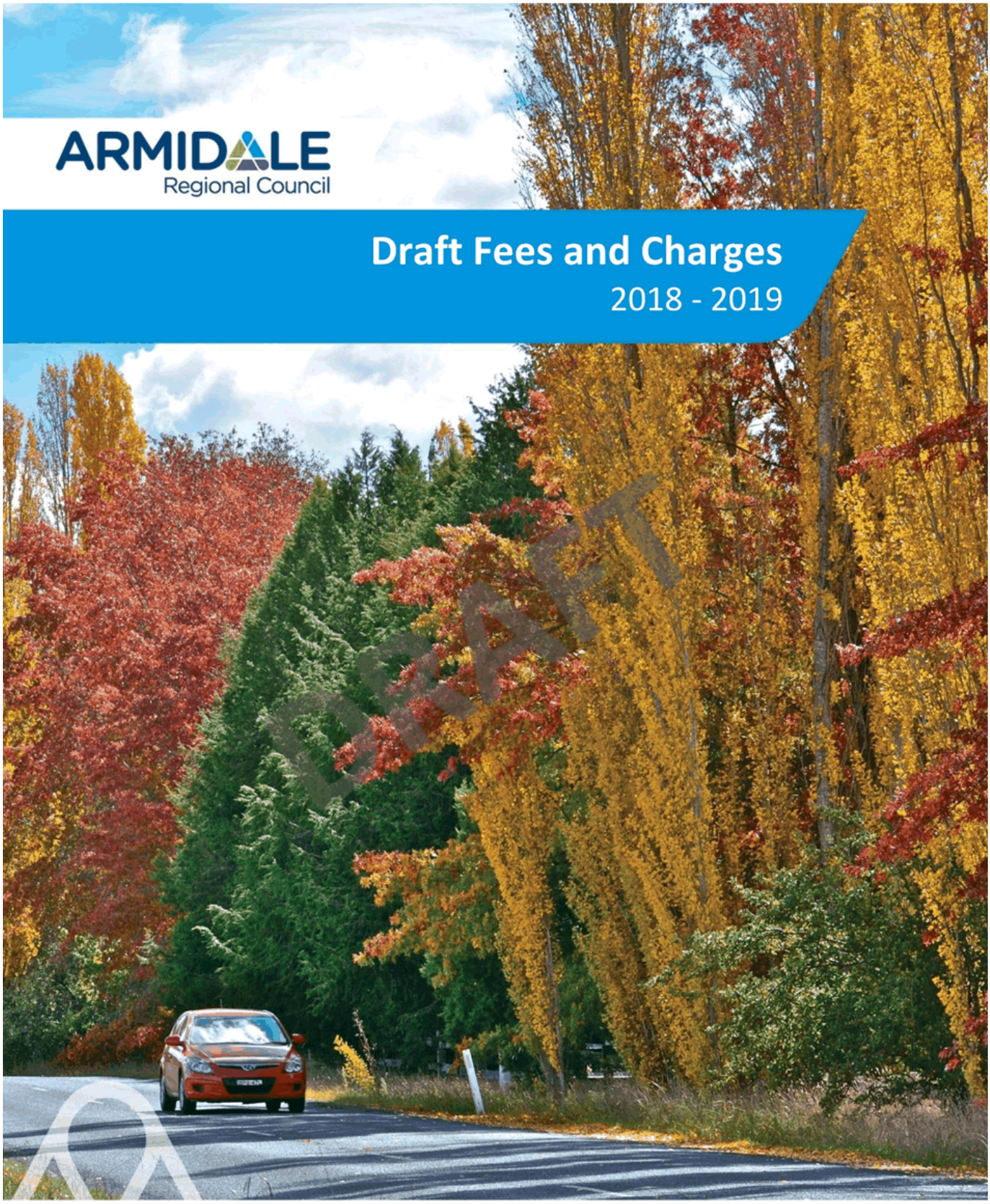
ARMIDALE
Regional Council
Draft Fees and Charges
2018 - 2019
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Unleash the opportunities
www.armidaleregional.nsw.gov.au

INTRODUCTION

Each year Council is required to determine fees and charges for services it provides.

The fees and charges are made up of fees provided under the relevant Acts, fees determined by Council and also recommendations from the Local Government and Shires Association of NSW.

Section 608 (1) of the Local Government Act 1993, provides that "a Council may charge and recover an approved fee for any service it provides..."

Subsection 2 describes the services for which an approved fee may be charged. These include:

1. Supplying a service, product or commodity.
2. Giving information.
3. Providing a service in connection with the exercise of a Council's regulatory functions – including receiving an application for approval, granting an approval, making an inspection or issuing a certiftcate.
4. Allowing admission to any building or enclosure.

Section 610. Effect of the Acts.

"(1) if the amount of a fee for a service is determined under another Act:

(a) Council may not determine an amount that is inconsistent with the amount determined under the other Act, and

(b) Council may not charge a fee in addition to the amount determined under the other Act".

"(2) if the charging of a fee for a service is prohibited under another Act, a Council must not charge a fee for the service under this Act".

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FIT FOR THE FUTURE

This Fees and Charges schedule has been prepared to meet NSW Office of Local Governments direction to ensure that all Councils are working towards financial sustainability.

This schedule includes a section to indicate where Council is recovering the "full cost" of a service, the "partial cost" of a service or where the costs of a service a "statutory fee" under an Act of Parliament.

Information on the Fit For Future Program can be obtained from www.fitforthefuture.nsw.gov.au

GOODS AND SERVICES TAX

Those goods and/or services that are subject to GST have been identified in the attached Fees and Charges Schedule by either a 'Y' or 'N'.

'Y' meaning GST is applicable and in accordance with the tax legislation the prices shown for those good and/or services are the GST inclusive price.

Those goods and/or services which are "GST free" or "GST EXEMPT" are indicated in the Schedule of Fess and Charges as 'N'

This schedule of fees and charges has been prepared using the best available information in relation to the GST impact on the fees and charges at the time of publication. However, there are still a number of fees and charges for which Council is not able to confirm the GST status.

Accordingly, if a fee that is shown as being subject to GST is subsequently proven not to be sugject to GST, then that fee will be amended by reducing the GST to nil. Conversely, if Council is advised that a fee which is shown as being not subject to GST becomes subject to GST then the fee will be increased, but only to the extent of the GST.

FEE REFUND OR WAIVER

Council may waive or reduce fees in accordance with section 610E of the Local Government Act 1993.

INTEREST CHARGES

Council is responsible for fixing, by formal resolution, the level of interest penalties to apply in respect of all overdue accounts.

In respect of rates and charges the maximum level of interest is determined each year and advised to Council by the Department of Local Government. Section 566 (3) states the rate of interest is set by the Council but must not exceed the rate specified for the time being by the Minister by notice publised in the Gazette. Council will apply the maximim amount of interest on the basis that it provides a penalty to those ratepayers who fail to meet their obligations in regard to rates outstanding. This is done bearing in mind that in relation to rate payments:

1) There are several payment options available to ratepayers;

2) It is foreseeable expenditure;

3) Ratepayers with hardship are able to apply to Council for consideration.

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

The maximum rate announed by the Minister for Local Government for the 2018/2019 period is 7.5%**.** This rate will be applied to overude rates and water accounts.

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PAYMENT METHODS

Council accepts payments:

- online by Credit Card
- BPay or Direct Debit
- over the counter by Cash, Eftpos, Cheque or Credit Card
- through the mail by Cheque
- at Australia Post

SUMMARY

The attached Schedule of Fees and Charges has been prepared using the best available information at the time of publication of the Management Plan. The information is subject to change and current information may be obtained at www.armidaleregional.nsw.gov.au

The schedule has been prepared to provide a simple summary of the Fees and Charges that Council has determined are applicable to its business activities.

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Armidale Regional Council

Roads and Parks

Transport

Roads

Footpaths, Kerb and Guttering

Contribution to Works

See also Policy POL 034 – Kerb and Guttering and Footpaths for amount of contribution

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Kerb and Gutter Construction – Contribution as per Policy				Contribution as per policy	
Private works				Actual cost + 25%	
Paved Footpath excluding Driveway	$211.00	$211.82	$21.18	$233.00	10.43%
Traffic / Pedestrian control plans for private footpath works	$119.00	$108.18	$10.82	$119.00	0.00%
Application to work on Council Land – Driveway	$158.00	$158.00	$0.00	$158.00	0.00%

Traffic Classifiers (Council installed and controlled)

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Traffic Classifier Establishment, Installation & Reporting		Labour plus 50% on costs plus 25% plus GST + plant costs			
Labour plus 50% on costs plus 25% plus GST plus plant costs					

Sale of Gravel & Items From Stores

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Supply of Perrotts Class 2 Gravel Ex Perrotts Pit	$30.25	$23.00	$2.30	$25.30	-16.36%
Class 2 gravel is raw uncrushed gravel known as "Perrotts Seconds" suitable as select fill of for gravel resheeting, not DGB road base.					
Supply of Perrotts Class 2 Gravel Ex Armidale Depot	$36.50	$27.27	$2.73	$30.00	-17.81%
Supply of Raw Gravel from all other Pits "Excluding Perrotts" Ex Pit	$30.00	$19.09	$1.91	$21.00	-30.00%
Council payment for gravel royalty from private land	$1.30	$1.30	$0.00	$1.30	0.00%
Items sold from Council stores				Cost plus 50% plus GST	

Infrastructure and Enhancement

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Ramp Supply and Installation on Public Roads – 2.44m wide	$18,825.00	$17,113.64	$1,711.36	$18,825.00	0.00%
Cost of purchase and installation.					

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Private Works & Installations

Casual Private Works and Installations

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 18/19 Fee (incl. GST)	Increase %
Labour					Actual cost + 25%
Labour plus 50% on costs plus 25% plus GST					
Plant Hire External					Actual cost + 25%
Cost plus 25% plus GST					
Materials					Actual cost + 25%
Actual plus 25% plus GST					
Tendered Private Works and Installations					Actual cost + 25%
All tenders calculated on a full cost recovery basis. Rates used will be no more than those used for casual private works and installation activities.					
Road Closures (Community Organisations)					Actual Costs
Administration costs to temporarily close laneway / road					Actual Costs
Supply & erect directional signs					Actual cost + 25%
Public Gates / Bypass / Ramps Application Fees	$525.00	$525.00	$0.00	$525.00	0.00%
Staff time not elsewhere indicated	$107.00	$107.00	$0.00	$107.00	0.00%
Driveway Permit Section 138	$158.00	$158.00	$0.00	$158.00	0.00%
Rural Addressing – Provision of Number	$107.00	$107.00	$0.00	$107.00	0.00%

Parks & Facilities

Armidale Regional Council Cemeteries

Armidale Cemeteries

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 18/19 Fee (incl. GST)	Increase %
Purchase Plot – Lawn Cemetery	$2,660.00	$2,418.18	$241.82	$2,660.00	0.00%
Purchase Plot – Additional fee for larger plot 1.1 x 2.4	$226.00	$205.45	$20.55	$226.00	0.00%
Interment: Weekdays	$818.00	$743.64	$74.36	$818.00	0.00%
Additional costs incurred to excavate to double depth if known single depth grave.					
Interment: Additional Charge (weekend/after hours/public holidays)	$1,100.00	$1,000.00	$100.00	$1,100.00	0.00%
Additional costs incurred to excavate to double depth if known single depth grave.					
Interment: Hand Digs	$923.00	$839.09	$83.91	$923.00	0.00%
Additional costs incurred to excavate to double depth if known single depth grave.					
Interment: Hand Digs – Additional Charge (weekend/after hours/public holidays)	$1,298.00	$1,180.00	$118.00	$1,298.00	0.00%
Additional costs incurred to excavate to double depth if known single depth grave.					
Interment – Additional Charge (Double depth, triple depth for child)	$72.00	$65.45	$6.55	$72.00	0.00%
Interment Fee – Stillborn	$244.00	$221.82	$22.18	$244.00	0.00%

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Armidale Cemeteries [continued]

Name	Year 17/18 Last YR Fee (incl. GST)	Year 18/19 Fee (excl. GST)	GST	Fee (incl. GST)	Increase %
Late notification by Funeral Director where less than 24 hours notice is given	$601.00	$546.36	$54.64	$601.00	0.00%
Additional charge					
Family Niches – Zig Zag Wall	$3,088.00	$2,807.27	$280.73	$3,088.00	0.00%
Ground Niche – Purchase Niche	$332.00	$301.82	$30.18	$332.00	0.00%
Ground Niche – Interment of Ashes	$111.00	$100.91	$10.09	$111.00	0.00%
Columbarium – Purchase Niche	$500.00	$454.55	$45.45	$500.00	0.00%
Columbarium – Niche Interment	$105.00	$95.45	$9.55	$105.00	0.00%
Additional costs apply if Council is to pick up ashes from Funeral Director (locally only)					
Cemetery Labour – Concreting	$200.00	$181.82	$18.18	$200.00	0.00%
Essential Care Funeral	$2,660.00	$2,418.18	$241.82	$2,660.00	0.00%
Plot fee only					
Exhumation Fee	$2,452.00	$2,668.18	$266.82	$2,935.00	19.70%
May incur additional costs for new plot.					
Reopen and Close Vault	$146.00	$132.73	$13.27	$146.00	0.00%

Guyra and Tingha Cemeteries

Name	Year 17/18 Last YR Fee (incl. GST)	Year 18/19 Fee (excl. GST)	GST	Fee (incl. GST)	Increase %
Purchase of Plot – Lawn Cemetery	$1,518.00	$1,380.00	$138.00	$1,518.00	0.00%
Purchase of Plot – Monumental Cemetery (Subject to availability)	$1,518.00	$1,380.00	$138.00	$1,518.00	0.00%
Interment: Weekdays	$1,336.00	$1,215.45	$121.55	$1,337.00	0.07%
Interment:(After Hours / Weekends / Public Holidays)	$2,540.00	$2,309.09	$230.91	$2,540.00	0.00%
Niche wall (purchase niche)	$336.00	$177.27	$17.73	$195.00	-41.96%
Interment of ashes in existing grave (weekdays)	$111.00	$100.91	$10.09	$111.00	0.00%
Exhumation Fee	$2,935.00	$2,668.18	$266.82	$2,935.00	0.00%
Permit to Conduct Work	$31.00	$28.18	$2.82	$31.00	0.00%

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Parks and Reserves

Use of Parks

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Civic / Curtis Parks – Major Activities	$634.00	$576.36	$57.64	$634.00	0.00%
Central Park, Arboretum and Dumaresq Dam or other parks	$47.00	$42.73	$4.27	$47.00	0.00%
No fee for Public Celebrations – Public activity or event – no promotions or ticket sales					
Electricity Key Use	$29.00	$26.36	$2.64	$29.00	0.00%
Key Deposit	$29.00	$29.00	$0.00	$29.00	0.00%
GST is applicable if deposit is used					
Commercial Display	$754.00	$685.45	$68.55	$754.00	0.00%
Minor Commercial Display	$252.00	$229.09	$22.91	$252.00	0.00%
Private function or event	$189.00	$171.82	$17.18	$189.00	0.00%
Charlston Willows Camping	$251.00	$228.18	$22.82	$251.00	0.00%
Based on Maximum 60 campers minimum 2 days					

Guyra Recreation Grounds & Lions Park

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Special Events (Maximum of 3 Days)	$460.00	$418.18	$41.82	$460.00	0.00%
Additional Services e.g. Waste and Other Services					Private Works Rate
Lighting	$16.00	$15.45	$1.55	$17.00	6.25%
Not under sporting facility use agreement.					

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Armidale Sportsground Facilities – Commercial Use

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Armidale Sportsground Clubhouse Hire	$30.00	$30.00	$3.00	$33.00	10.00%
Per Fixture Each Club (Includes Kiosk)	$345.00	$313.64	$31.36	$345.00	0.00%
Unless a seasonal fee is paid					
Max Charge 6 Fixtures	$1,719.00	$1,562.73	$156.27	$1,719.00	0.00%
Major Events	$1,648.00	$1,498.18	$149.82	$1,648.00	0.00%
International Event	$769.00	$699.09	$69.91	$769.00	0.00%
Interschool Event (Conditions Apply – See Policy)					Exempt as per policy
7 days notice & booking form required					

Use of Playing Field Facilities Armidale – Commerical Use

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Commercial Use of Playing Fields – other than the sportsground	$183.00	$166.36	$16.64	$183.00	0.00%
Bookings for use of playing fields are essential					
Harris Park Meeting Room	$20.00	$18.18	$1.82	$20.00	0.00%
Rologas Meeting Room	$30.00	$27.27	$2.73	$30.00	0.00%
Meeting Room Cleaning Fee	$65.00	$59.09	$5.91	$65.00	0.00%
Cleaning fee if not left clean and tidy					
Removal of Goalposts	$0.00	$181.82	$18.18	$200.00	-
Use of Playing Fields Without Prior Booking and Confirmation	$0.00	$72.73	$7.27	$80.00	-

Playing Field Lighting – Armidale

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Lambert Park Floodlighting	$22.00	$24.55	$2.45	$27.00	22.73%
Rologas Oval Floodlighting	$22.00	$27.27	$2.73	$30.00	36.36%
Rologas Oval Floodlighting	$44.00	$48.18	$4.82	$53.00	20.45%
Both sets of lights					
Newling Fields Floodlighting	$22.00	$24.55	$2.45	$27.00	22.73%
Sportsground Floodlighting	$30.00	$32.73	$3.27	$36.00	20.00%
Sportsground Floodlighting	$60.00	$65.45	$6.55	$72.00	20.00%
Sportsground Floodlighting	$93.00	$101.82	$10.18	$112.00	20.43%
Elizabeth Park 1 Floodlighting	$22.00	$24.55	$2.45	$27.00	22.73%

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Sports Council Membership Fees

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Affiliation to Sports Council – Individual	$15.00	$14.55	$1.45	$16.00	6.67%
Affiliation to Sports Council – Club, Association or Group	$55.00	$51.82	$5.18	$57.00	3.64%
Junior Sports Development Levy	$9.35	$8.68	$0.87	$9.55	2.14%
Senior Sports Development Levy	$13.75	$12.73	$1.27	$14.00	1.82%

Guyra Showground

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 18/19 Fee (incl. GST)	Increase %
Hire of Showground Day 1	$764.00	$708.18	$70.82	$779.00	1.96%
Hire of Showground Subsequent Day Hire	$509.00	$471.82	$47.18	$519.00	1.96%
Additional Services e.g. Waste and Other Services					Private Works Rate
Hire of individual Facilities e.g. sheep / cattle yards	$204.00	$189.09	$18.91	$208.00	1.96%
Agistment (not available during booked events)	$16.00	$15.45	$1.55	$17.00	6.25%
Hire of shower and toilet blocks	$204.00	$189.09	$18.91	$208.00	1.96%
Use of Showground Ring Lighting	$26.00	$24.55	$2.45	$27.00	3.85%
Approved RV and other camping	$26.00	$24.55	$2.45	$27.00	3.85%
Restricted to requiring camping facilities in conjunction with stock adjistment as showground facilities. Includes use of showers / toilets.					

Personal Trainers Facilities Hire

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 18/19 Fee (incl. GST)	Increase %
Guyra Registered Fitness Instructors 1 class per week	$153.00	$141.82	$14.18	$156.00	1.96%
Guyra Room & Equipment Hire 2-3 classes per week	$204.00	$189.09	$18.91	$208.00	1.96%
Guyra Room & Equipment Hire > 4 classes per week	$306.00	$283.64	$28.36	$312.00	1.96%
Use of Parks by Personal Trainers	$105.00	$97.27	$9.73	$107.00	1.90%
Must be a financial member of the Sports Council					

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Park Key Replacement Fee

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 18/19 Fee (incl. GST)	Increase %
Access Card Replacement Fee	$10.00	$10.00	$1.00	$11.00	10.00%
First lock or single lock	$153.00	$142.73	$14.27	$157.00	2.61%
To re-key a lock and replace keys where a key is lost by a user.					
Second lock of multiple lock sets	$82.00	$76.36	$7.64	$84.00	2.44%
To re-pin a second lock of multpile locks and repalce all keys where a key is lost by a user.					
Subsequent locks of multiple lock sets	$41.00	$38.18	$3.82	$42.00	2.44%
Late return of key (more than one week after return date)	$36.00	$33.64	$3.36	$37.00	2.78%

Armidale Regional Council Aquatic Centres

Armidale Aquatic Centre

General Admittance Fees

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
UNE Student Concession	$3.00	$2.73	$0.27	$3.00	0.00%
Spectator (Adult)	$2.00	$1.82	$0.18	$2.00	0.00%
Not participating in any water activities					
Adult – 18 years and over	$5.00	$4.55	$0.45	$5.00	0.00%
Children – 2 and under	$0.00	$0.00	$0.00	$0.00	-
Must be under active supervision by a person 16 years or older paying adult admission					
Children – 3 to 17 years	$3.00	$2.73	$0.27	$3.00	0.00%
Must be under Constant Supervision by a responsible person 16 years and over up to the age of 10 years					
Family Day Pass	$12.00	$10.91	$1.09	$12.00	0.00%
Must include one adult and 3 children or 2 adults and 2 children (up to 4 Swimmers)					
Multi Visit Passes – Adults (10 Visits)	$45.00	$40.91	$4.09	$45.00	0.00%
Ten Visits (valid for two years from purchase date) Multi use electronic tags ($2 replacement fee)					
Multi Visit Passes – Children (10 Visits)	$28.00	$25.45	$2.55	$28.00	0.00%
Ten Visits (valid for two years from purchase date) Multi use electronic tags ($2 replacement fee)					
Multi Visit Passes – Adult (20 Visits)	$80.00	$72.73	$7.27	$80.00	0.00%
Twenty Visits (valid for two years from purchase date) Multi use electronic tags ($2 replacement fee)					
Multi Visit Passes – Children (20 Visits)	$55.00	$50.00	$5.00	$55.00	0.00%
Twenty Visits (valid for two years from date of purchase) Multi use electronic tags ($2 replacement fee)					
Multi Visit Passes – Adult (50 Visits)	$200.00	$181.82	$18.18	$200.00	0.00%
Fifty Visits (valid for two years from date of purchase) Multi use electronic tags ($2 replacement fee)					
Multi Visit Passes – Children (50 visits)	$125.00	$113.64	$11.36	$125.00	0.00%
Fifty Visits (valid for two years from date of purchase) Multi use electronic tags ($2 replacement fee)					
Swimming Club	$3.00	$2.73	$0.27	$3.00	0.00%
Club swimmers must be under club supervision (coaches etc.) at all times and in club allocated coaching times					
Schools – Program Activities < 2 hrs	$3.00	$2.73	$0.27	$3.00	0.00%
Must be under supervision of school teachers at all times					
School Carnivals – Program Activities > 2 hrs	$3.00	$2.73	$0.27	$3.00	0.00%
Must be under supervision of school teachers at all times					
Private Hire Outside Hours	$204.00	$185.45	$18.55	$204.00	0.00%
Includes pool lifeguard to be on duty					
Club Night / Season (e.g. Friday)	$163.00	$148.18	$14.82	$163.00	0.00%

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General Admittance Fees [continued]

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Meeting Room	$36.00	$32.73	$3.27	$36.00	0.00%
Fee waived when meeting room is used for Aquatic Centre activities (Swimming Carnivals etc.)					
Medium Inflatable Private Hire Per Hour	$80.00	$72.73	$7.27	$80.00	0.00%
Cannot be hired out in public allocated times (1pm to 2pm Sat and Sun weather permitting)					
Large Inflatable Private Hire Per Hour	$110.00	$100.00	$10.00	$110.00	0.00%
Cannot be hired out in public allocated times (2pm to 4pm Sat and Sun weather permitting)					

Agreements

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Aquatic Centre Swimming Agreements (per swimming lane per season)	$683.00	$620.91	$62.09	$683.00	0.00%
Note: Fee is for exclusive use of one lane for up to 2 hours per week for whole swimming season (26 Weeks). The agreed annual charge is calculated by a pro-rata formula in the deed of agreement.					

Guyra Aquatic Centre

General Admittance Fees

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Single Admittance Fee	$4.00	$3.64	$0.36	$4.00	0.00%
Spectator (Over 4 years of age)	$1.00	$0.91	$0.09	$1.00	0.00%
Under 4 years of age – if accompanied by full fare paying adult – social swimming only					Free
Card – 10 Admissions	$0.00	$27.27	$2.73	$30.00	-
Card – 20 Admissions	$60.00	$54.55	$5.45	$60.00	0.00%
Card – 40 Admissions	$120.00	$109.09	$10.91	$120.00	0.00%
Card – 60 Admissions	$180.00	$163.64	$16.36	$180.00	0.00%
Family Season Pass	$300.00	$272.73	$27.27	$300.00	0.00%
Additional family member added to Family Season Pass	$50.00	$45.45	$4.55	$50.00	0.00%
Single Season Pass	$180.00	$163.64	$16.36	$180.00	0.00%

Professional / Commerical Use

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Private Use / Swim Coaching / Lessons / Aqua Aerobics	$560.00	$509.09	$50.91	$560.00	0.00%
Private Use / Swim Coaching / Lessons/ Aqua Aerobics	$51.00	$46.36	$4.64	$51.00	0.00%
Exclusive usage of BBQ facilities for Function or Group Event	$25.00	$22.73	$2.27	$25.00	0.00%
Private Hire Outside Hours	$150.00	$136.36	$13.64	$150.00	0.00%
Includes pool lifeguard to be on duty					

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Learn to Swim

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Schools	$3.00	$2.73	$0.27	$3.00	0.00%
Private Lessons	$3.00	$2.73	$0.27	$3.00	0.00%
Annual Fee payable for use of pool by incorporated club < 50 Members	$305.00	$277.27	$27.73	$305.00	0.00%
Sporting Body 50-100 Members e.g. Swimming Club	$460.00	$418.18	$41.82	$460.00	0.00%
Terms & Conditions Apply					
Sporting Body > 100 Members e.g. Swimming Club	$815.00	$740.91	$74.09	$815.00	0.00%
Terms & Conditions Apply					

Public Spaces and Streetscapes

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Developer Street Tree Charge	$200.00	$200.00	$0.00	$200.00	0.00%

Outdoor Eating Area Licences

Mall Outdoor Eating Licence

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
All CBD Areas	$2.50	$2.50	$0.00	$2.50	0.00%
For outdoor eating areas in Mall. Based on number of chairs able to fit in allocated space					

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Mall and East Mall

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Booking Administration Fee	$20.00	$20.00	$0.00	$20.00	0.00%
Not applicable for local community non-business benefit use.					
Commercial Display / Sale / Fashion Parade	$180.00	$180.00	$0.00	$180.00	0.00%
Commercial Display / Sale / Fashion Parade – only available to Mall occupants	$325.00	$325.00	$0.00	$325.00	0.00%
Large use involves the use of vehicles for display or as part of the display.					
Commercial Display / Sale / Fashion Parade	$277.50	$277.50	$0.00	$277.50	0.00%
Commercial Display / Sale / Fashion Parade – only available to Mall occupants	$250.00	$250.00	$0.00	$250.00	0.00%
Electricity Key Deposit	$31.00	$31.00	$0.00	$31.00	0.00%
GST is applicable if deposit is used					
Electricity Charge	$30.00	$32.73	$3.27	$36.00	20.00%
For use of electricity in relation to each booking day					
Private function or event	$180.00	$163.64	$16.36	$180.00	0.00%

Civic & Recreation – Agistment & Grazing Permits

Other Property

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Charlston Willows – Sheep/Cattle	$4.80	$5.00	$0.50	$5.50	14.58%
Grazing Permits	$156.00	$156.00	$0.00	$156.00	0.00%

Stormwater Drainage (General Fund)

Armidale Drainage Service Charge

Drainage Charges (Section 501)

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Rateable Assessments (City Area Only)	$50.00	$50.00	$0.00	$50.00	0.00%

Guyra Drainage Charge

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Rateable Assessments (Guyra Township Only)	$25.00	$25.00	$0.00	$25.00	0.00%
Determined by the Office of Local Government					

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Asset Planning and Design

Property Management

Armidale Regional Council Facilities Hire

Armidale Facilities Hire

Civic Administration Building

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Council Chambers Armidale	$25.20	$23.45	$2.35	$25.80	2.38%
Chambers with Committee Room Armidale	$33.00	$30.57	$3.06	$33.63	1.91%
Committee Room Armidale	$13.45	$12.45	$1.25	$13.70	1.86%
Function Room Armidale	$13.45	$12.45	$1.25	$13.70	1.86%
Councillors Meeting Room Armidale	$13.45	$12.45	$1.25	$13.70	1.86%
DCU Meeting Room Armidale	$8.40	$8.18	$0.82	$9.00	7.14%
Teleconferencing Facilities	$65.00	$60.91	$6.09	$67.00	3.08%

Armidale Town Hall

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Standard Minimum Charge	$288.00	$267.27	$26.73	$294.00	2.08%
7 days per week excluding Public Holidays. Minimum fee plus hourly rate. Includes use of kitchen, crockery, furniture, lighting and heater.					
Hourly Rate	$40.00	$37.27	$3.73	$41.00	2.50%
Hourly rate applicable for duration of function					
Surcharge After Designated Venue Closing Time Rate	$82.00	$76.36	$7.64	$84.00	2.44%
Applied if function exceeds closing times of venue.					
Pre and Post Function Preparation/Cleaning	$16.50	$15.00	$1.50	$16.50	0.00%
Set up and reinstating the Hall					
Overtime Rate					Current rate x 2
Charged when event extends beyond the agreed function finishing time.					
Standby Rate (to be paid 28 days in advance)					25% of a booking fee
Use of Kitchen – Hire of Kitchen only	$56.00	$52.73	$5.27	$58.00	3.57%
Applied for hire of kitchen only by groups or individuals.					
Hire of Data Projector. Incorporated with the Hire of the Town Hall	$49.00	$45.45	$4.55	$50.00	2.04%
Lap Top – Incorporated with the Hire of the Town Hall	$49.00	$45.45	$4.55	$50.00	2.04%
A Steinway Grand Piano is available to professional pianist through prior arrangement.					See Conditions of Use
Conditions of use – if tuning is required, the professional tuning of the piano prior to performance is at the users cost.					
All cutlery and crockery loss or damage					At replacement cost
					Last YR Fee At replacement cost
At replacement cost					

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Digital Learning Centre

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Digital Learning Centre Hourly Rate	$27.00	$25.45	$2.55	$28.00	3.70%
Available during Council Business Hours only					
Digital Learning Centre IT Support	$64.00	$60.00	$6.00	$66.00	3.13%

Hire of Equipment to Approved External Organisations

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Data Projector	$213.00	$198.18	$19.82	$218.00	2.35%
Non Council Groups or Organisations. Subject to availability					
Lap Top	$72.00	$67.27	$6.73	$74.00	2.78%
Non Council Groups or Organisations. Subject to availability					
Portable PA System – Small	$47.00	$43.64	$4.36	$48.00	2.13%
Non Council Group or Organisation. Subject to availability.					
Portable PA System – Large	$93.00	$86.36	$8.64	$95.00	2.15%
Non Council Groups or Organisations. Subject to availability					

Rural Halls

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Rural Hall Rental to the Public	$132.00	$122.73	$12.27	$135.00	2.27%
Hall Rental to the Public	$16.50	$15.45	$1.55	$17.00	3.03%
Rural Hall Rental to residents of the applicable local community area	$64.00	$60.00	$6.00	$66.00	3.13%
Non commercial private functions organised and managed by a community member (as the applicant) as a resident of the relevant local community area.					
Rural Hall Rental to residents of the applicable local community area	$8.00	$7.73	$0.77	$8.50	6.25%
Non commercial private functions organised and managed by a community member (as the applicant) as a resident of the relevant local community area.					

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Car Parking Tenant Agreements

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Short Term Parking Covered Deck – First 7 Days	$84.00	$78.18	$7.82	$86.00	2.38%
Short term parking facility. Covered Parking. Minimum of 7 days then per day rate for subsequent days. Standard vehicles only. Max 6.0 mts long. Heigth restrictions apply. Vehicles must comply with RMS registration requirements.					
Short Term Parking Covered Deck – Subsequent Days	$12.00	$11.82	$1.18	$13.00	8.33%
Short Term Parking Covered deck. Per day for subsequent days after first 7.					
Short Term Parking Uncovered Deck – First 7 Days	$70.00	$65.45	$6.55	$72.00	2.86%
Short Term Parking Minimum of 7 days. Uncovered Deck					
Short Term Parking Uncovered Deck – Subsequent Days	$10.00	$10.00	$1.00	$11.00	10.00%
Short term Parking Per day for each subsequent day after 7 days. Uncovered deck					
Rusden Street Deck Carpark – 117 Rusden Street Annual Lease Charges – Central Deck, First Floor, Covered	$787.00	$729.09	$72.91	$802.00	1.91%
Rusden Street Deck Carpark – 117 Rusden Street Annual Lease Charges – Upper Deck, Second Floor, Uncovered	$395.00	$366.36	$36.64	$403.00	2.03%

Traffic Education Centre

Facilities

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Conference Room – Hourly	$18.50	$17.27	$1.73	$19.00	2.70%
Training Room – Hourly	$8.00	$7.73	$0.77	$8.50	6.25%
Skid Pan – Hourly	$31.00	$29.09	$2.91	$32.00	3.23%
Highway Circuit – Hourly	$31.00	$29.09	$2.91	$32.00	3.23%
Motorbike Area – Hourly	$12.75	$11.82	$1.18	$13.00	1.96%
Bicycle Area – Daily	$59.00	$55.45	$5.55	$61.00	3.39%

Special Rates

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
NSW and Rural Fire Brigade Training	$965.00	$894.55	$89.45	$984.00	1.97%
Rate is for the use of the Highway Circuit and Skid Pan per day.					
Community Based Non Profit Groups	$2.00	$1.82	$0.18	$2.00	0.00%
School Groups, Cycle Club, etc – Fees to be collected by the organiser and paid to Council's cashier prior to the event. Designed for Not for Profit, low impact use of facilities.					
Cancellation Fees – Without notice					Full fee
Cancellation Fees – Without notice					
Cancellation Fee – Less than one weeks notice					Half of fee
Cancellation Fee – Less than one weeks notice					
Cancellation Fee – Less than three weeks notice					Third of fee
Cancellation fee – Less than three weeks notice					

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Electronic Access Device Issue or Replacement

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Electronic Card Non Printed	$8.50	$7.73	$0.77	$8.50	0.00%
Electronic Card Printed	$10.50	$9.55	$0.95	$10.50	0.00%
Electronic Fob	$15.00	$13.64	$1.36	$15.00	0.00%
Lanyard	$1.00	$0.91	$0.09	$1.00	0.00%
Plastic Sleeve Soft/Rigid	$1.00	$0.91	$0.09	$1.00	0.00%

Guyra Facilities Hire

Civic Administration Building

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Conference Room or Council Chambers – Hourly Rate	$44.00	$25.91	$2.59	$28.50	-35.23%
Guyra Conference Room or Council Chambers – Daily Rate	$220.00	$207.27	$20.73	$228.00	3.64%
Teleconferencing Facilities	$65.00	$60.91	$6.09	$67.00	3.08%

Home & Community Care Facilities

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Conference Room – Hourly Rate	$22.00	$20.00	$2.00	$22.00	0.00%
Conference Room – Daily Rate	$65.00	$59.09	$5.91	$65.00	0.00%

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Outdoor Movie Screen

Equipment Hire Only

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Commercial or Private Hire	$800.00	$727.27	$72.73	$800.00	0.00%

Operator

NOTE: Prices do not include Movie Hire, Purchase or Public Screening Licence Fees

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Commercial or Private Hire	$90.00	$83.64	$8.36	$92.00	2.22%

Guyra Community Hall

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Community Hall Hire first day	$357.00	$330.91	$33.09	$364.00	1.96%
Community Hall Subsequent Day Hire	$204.00	$189.09	$18.91	$208.00	1.96%
Community Hall Hourly Hire	$51.00	$47.27	$4.73	$52.00	1.96%
Gas usage fee up to 5 Units	$31.00	$29.09	$2.91	$32.00	3.23%
Gas usage fee	$4.00	$3.73	$0.37	$4.10	2.50%
Additional gas in excess of 5 units					$ per unit
Deposits – 50% of daily fee non-refundable					50%
Hire of Kitchen	$204.00	$189.09	$18.91	$208.00	1.96%
Hire of Kitchen Subsequent Day Hire	$102.00	$94.55	$9.45	$104.00	1.96%
Hire of Kitchen Hourly Hire	$82.00	$76.36	$7.64	$84.00	2.44%
Includes Kitchen and meal area.					
Hire of Tables	$2.00	$1.91	$0.19	$2.10	5.00%
Hire of Chairs per dozen	$16.00	$15.45	$1.55	$17.00	6.25%

Guyra Truck Wash

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Use of Truckwash (behind truck stop)	$12.00	$11.82	$1.18	$13.00	8.33%

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Engineering Technical Support Services

Materials Testing Services

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Soil Pre-treatment	$253.00	$230.00	$23.00	$253.00	0.00%
Test performed in accordance with Roads and Maritime Services Test Method T102.					
Californian Bearing Ratio	$316.00	$287.27	$28.73	$316.00	0.00%
Test performed in accordance with AS1289.6.1.1					
Plasticity Index	$168.00	$152.73	$15.27	$168.00	0.00%
Test performed in accordance with AS1289.3.1.1, AS1289.3.2.1 and AS1289.3.3.1					
HILF Rapid Compaction	$167.00	$151.82	$15.18	$167.00	0.00%
Test performed in accordance with AS1289.5.7.1					
Moisture Content	$34.00	$30.91	$3.09	$34.00	0.00%
Test performed in accordance with AS1289.2.1.1.					
Unconfined Compressive Strength	$196.00	$178.18	$17.82	$196.00	0.00%
Test performed in accordance Roads and Maritime Services Test Method T116.					
Particle Size Distribution	$158.00	$143.64	$14.36	$158.00	0.00%
Test performed in accordance with AS1289.3.6.1					
Travel	$1.40	$1.27	$0.13	$1.40	0.00%
Fee for travel to and from test site.					
Standby / Sampling	$87.00	$79.09	$7.91	$87.00	0.00%
Charged for onsite delays.					

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Plan Copying & Plotting

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Standard: 841mm wide off roll	$5.50	$5.50	$0.00	$5.50	0.00%
Standard: A1 / A2 Sheet	$5.50	$5.50	$0.00	$5.50	0.00%
Standard: A0 Sheet	$7.50	$7.50	$0.00	$7.50	0.00%
Film: A1 Sheet	$20.00	$20.00	$0.00	$20.00	0.00%
Colour: A1 / AO Sheet	$9.00	$9.00	$0.00	$9.00	0.00%
Poster : A1 / AO Sheet	$29.00	$29.00	$0.00	$29.00	0.00%
Standard: A1 (3 Plots)	$23.00	$23.00	$0.00	$23.00	0.00%
Standard: AO (3 Plots)	$28.00	$28.00	$0.00	$28.00	0.00%
Film: A1 Sheet (Plot)	$31.00	$31.00	$0.00	$31.00	0.00%
Colour: A1 / AO Sheet (Plot)	$28.00	$28.00	$0.00	$28.00	0.00%
Poster : A1 / AO Sheet (Plot)	$35.00	$35.00	$0.00	$35.00	0.00%

Survey Equipment Wet Hire

Name	Year 17/18 Last YR Fee (incl. GST)	Year 18/19 Fee (excl. GST)	GST	Fee (incl. GST)	Increase %
Surveyor	$101.00	$91.82	$9.18	$101.00	0.00%
Hourly rate for Grade 7 staff member+ oncost + PI profit rate of 25%+GST					
Chainman	$80.00	$72.73	$7.27	$80.00	0.00%
Hourly rate for a Grade 5 Staff member + oncost + PI profit 25% + GST					
GPS Equipment	$560.00	$509.09	$50.91	$560.00	0.00%
Total Station	$280.00	$255.45	$25.55	$281.00	0.36%
Level and Staff	$81.00	$73.64	$7.36	$81.00	0.00%

Professional Consultancy Services

Name	Year 17/18 Last YR Fee (incl. GST)	Year 18/19 Fee (excl. GST)	GST	Fee (incl. GST)	Increase %
Senior Staff	$120.00	$109.09	$10.91	$120.00	0.00%
Hourly rate for Grade 10 staff member + oncost + PI prfit 25%					
Project Officer	$100.00	$90.91	$9.09	$100.00	0.00%
Hourly rate for Grade 7 Staff member +oncost + PI profit 25% +GST					

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Business Units

Plant Hire Rates

Note 1: All external hire rates and fees are GST inclusive.
Note 2: Operator rates are based on work carried out in core hours. Hire outside core hours is charged at overtime rates.
Note 3: Truck hire includes a distance charge per kilometre.
Note 4: All plant hire is subject to Council's Standard Practice Note 074 – Plant Hire Conditions of Contract.
Note 5: Large Contracts and Government Agency Works will be individually determined on Council's cost plus a margin.

Name	Year 17/18 Last YR Fee (incl. GST)	Year 18/19 Fee (excl. GST)	GST	Fee (incl. GST)	Increase %
General Hire				Internal plant hire + 25% + 10% GST	
Plant with Operator				Internal plant hire + 25% + 10% GST + operator costs	

Utilities

Armidale Regional Council Water Services

Water Service Access Charges

Name	Year 17/18 Last YR Fee (incl. GST)	Year 18/19 Fee (excl. GST)	GST	Fee (incl. GST)	Increase %
Armidale Service Charge	$220.00	$220.00	$0.00	$220.00	0.00%
Guyra Service Charge	$320.00	$220.00	$0.00	$220.00	-31.25%
Tingha Service Charge	$320.00	$220.00	$0.00	$220.00	-31.25%
Removal of Water Flow Restrictor	$155.00	$155.00	$0.00	$155.00	0.00%

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Water Consumption Charges

Armidale Consumption Charges

Name	Year 17/18 Last YR Fee (incl. GST)	Year 18/19 Fee (excl. GST)	GST	Fee (incl. GST)	Increase %
Consumption Tariff – Treated Water – Residential	0-100kl @ $2.50, 101-250kl @ $3.35, 251kl & higher @ $3.80.				
	Last YR Fee 0-100kl @ $2.47, 101-250kl @ $3.28, 251kl & higher @ $3.73				
Consumption Tariff – Treated Water – Commercial and Industrial	0-100kl @ $2.50, 101-250kl @ $3.35, 251kl & higher @ $3.80.				
	Last YR Fee 0-100kl @ $2.47, 101-250kl @ $3.28, 251kl & higher @ $3.73				
Consumption Tariff – Treated Water – Non Rateable	Rate of $3.50 per kl				
	Last YR Fee Rate of $3.43 per kl				
Consumption Tariff – Treated Water – Non Profit Sporting	Rate of $2.60 per kl				
	Last YR Fee Rate of $2.52 per kl				
Consumption Tariff – Dialysis Users – Treated Water (No charge for first 25kl per quarter)	0-25kl – $0.00, 26-100kl @ $2.33, 101-250kl @ $3.13, 251kl & higher @ $3.80				
	Last YR Fee 0-25kl – $0.00, 26-100kl @ $2.29, 101-250kl @ $3.07, 251kl & higher @ $3.72				
Consumption Tariff – Untreated Water	0-100kl @ $1.22, 101-250kl@ $2.18, 251kl & higher @ $2.68				
	Last YR Fee 0-100kl @ $1.20,101-250kl@ $2.14, 251kl & higher @ $2.63				
Consumption Tariff – Treated Water – Non-Rateable / Educational	Rate of $3.50 per kl				
	Last YR Fee Rate of $3.43 per kl				

Guyra Consumption Charges

Name	Year 17/18 Last YR Fee (incl. GST)	Year 18/19 Fee (excl. GST)	GST	Fee (incl. GST)	Increase %
Consumption Tariff – Treated Water – Residential	0-100kl @ $2.05, 101-250kl @ $2.40, 251kl and higher @ $2.60				
	Last YR Fee 0-100kl @ $1.65, 101-250kl @ $1.97, 251kl and higher @ $2.08				
Consumption Tariff – Treated Water – Commercial	0-100kl @ $2.05, 101-250kl @ $2.40, 251kl and higher @ $2.60				
	Last YR Fee 0-100kl @ $1.65, 101-250kl @ $1.97, 251kl and higher @ $2.08				
Consumption Tariff – Treated Water – Non Rateable	0-100kl @ $2.05, 101-250kl @ $2.40, 251kl and higher @ $2.60				
	Last YR Fee 0-100kl @ $1.65, 101-250kl @ $1.97, 251kl and higher @ $2.08				
Consumption Tariff – Treated Water – Non-profit sporting	0-100kl @ $2.05, 101-250kl @ $2.40, 251kl and higher @ $2.60				
	Last YR Fee 0-100kl @ $1.65, 101-250kl @ $1.97, 251kl and higher @ $2.08				
Consumption Tariff – Treated Water – Residential home dialysis	0-25kl @ $0.00, 26-100kl @ $2.05, 101-250 @ $2.40, 251kl and higher @ $2.60				
	Last YR Fee 0-25kl @ $0.00, 26-100kl @ $1.60, 101-250 @ $1.90, 251kl and higher @ $2.00				
Guyra Intensive Horticulture Water Tariff	Available to horticulture operations with employment >100 FTE in accordance with heads of agreement. Flat rate of $2.13 per kilolitre.				

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Tingha Consumption Charges

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 18/19 Fee (incl. GST)	Increase %
Consumption Tariff – Treated Water – Residential	0-100kl @ $2.05, 101-250kl @ $2.40, 251kl and higher @ $2.60				
	Last YR Fee 0-100kl @ $1.65, 101-250kl @ $1.97, 251kl and higher @ $2.08				
Consumption Tariff – Treated Water – Commercial	0-100kl @ $2.05, 101-250kl @ $2.40, 251kl and higher @ $2.60				
	Last YR Fee 0-100kl @ $1.65, 101-250kl @ $1.97, 251kl and higher @ $2.08				
Consumption Tariff – Treated Water – Non rateable	0-100kl @ $2.05, 101-250kl @ $2.40, 251kl and higher @ $2.60				
	Last YR Fee 0-100kl @ $1.65, 101-250kl @ $1.97, 251kl and higher @ $2.08				
Consumption Tariff – Treated Water – Non-profit sporting	0-100kl @ $2.05, 101-250kl @ $2.40, 251kl and higher @ $2.60				
	Last YR Fee 0-100kl @ $1.65, 101-250kl @ $1.97, 251kl and higher @ $2.08				
Consumption Tariff – Treated Water – Residential home dialysis	0-25kl @ $0.00, 26-100kl @ $2.05, 101-250 @ $2.40, 251kl and higher @ $2.60				
	Last YR Fee 0-25kl @ $0.00, 26-100kl @ $ 1.60, 101-250 @ $1.90, 251kl and higher @ $2.00				

Developer Charges

Note: Where an existing lot has been paying water supply rates for at least 10 years, a credit of 1 ET will be applied to the developer charges.

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 18/19 Fee (incl. GST)	Increase %
Armidale Developer Charge – Water	$5,944.00	$6,550.00	$0.00	$6,550.00	10.20%
Guyra Developer Charge – Water	$8,777.00	$8,966.00	$0.00	$8,966.00	2.15%
Refer to Guyra Develoment Servicing Plan – Water					

Water Connection Charges

Note: No further connections to the untreated water supply pipelines are available.

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 18/19 Fee (incl. GST)	Increase %
Connection of 20mm service and water meter within 3.5m of water main	$1,250.00	$1,275.00	$0.00	$1,275.00	2.00%
Connection of 25mm service and water meter within 3.5m of water main	$1,450.00	$1,480.00	$0.00	$1,480.00	2.07%
Connection of 20mm meter only	$300.00	$310.00	$0.00	$310.00	3.33%
Connection water service to other than specified above				As per estimate plus application fee	

Stand Pipe Water Supply & Charges

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 18/19 Fee (incl. GST)	Increase %
Stand Pipe Deposit	$1,500.00	$1,500.00	$0.00	$1,500.00	0.00%
Stand Pipe Rent	$36.00	$37.00	$0.00	$37.00	2.78%
Service Charge	$32.00	$32.50	$0.00	$32.50	1.56%
Consumption Water from Standpipe	$4.20	$4.25	$0.00	$4.25	1.19%
Portable standpipe with integrated meter to record water consumption purchased by contractors from Council's water hydrants.					

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Water Quality & Instrument Testing

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
20mm Meter	$300.00	$310.00	$0.00	$310.00	3.33%
Larger Meters > 20mm					As per quotation
Field pressure and flow test and report on Council's water supply	$580.00	$490.00	$0.00	$490.00	-15.52%

Armidale Regional Council Sewerage Services

Armidale Sewerage Services

Sewerage Charges

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Residential	$395.00	$410.00	$0.00	$410.00	3.80%
Industrial and Commercial	$395.00	$410.00	$0.00	$410.00	3.80%
Industrial and Commercial	$0.46	$0.47	$0.00	$0.47	2.17%

Multiple Sewerage Charges

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Flats, Units	$352.00	$360.00	$0.00	$360.00	2.27%
WC's – Hotels, Motels	$129.30	$135.00	$0.00	$135.00	4.41%
WC's – Colleges, etc.	$129.30	$135.00	$0.00	$135.00	4.41%
WC's – Hospital	$58.00	$65.00	$0.00	$65.00	12.07%
Urinals – Rateable	$55.00	$65.00	$0.00	$65.00	18.18%
WC's – Schools, Churches	$58.00	$65.00	$0.00	$65.00	12.07%
WC's – Non-Rateable Properties	$116.00	$120.00	$0.00	$120.00	3.45%
Urinals – Non-Rateable	$55.00	$60.00	$0.00	$60.00	9.09%
Unconnected Sewer Charge	$197.50	$205.00	$0.00	$205.00	3.80%

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Developer Charges

Note: Where an existing lot has been paying sewerage rates for at least 10 years, a credit of 1 ET will be applied to the developer charge.

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Developer Charge – Sewer	$5,293.00	$5,400.00	$0.00	$5,400.00	2.02%

Sewer Connection Charges

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Provide junction in existing main in property (main exposed by applicant)	$630.00	$645.00	$0.00	$645.00	2.38%
Provide junction in existing main in property (main exposed by Council)	$1,300.00	$1,325.00	$0.00	$1,325.00	1.92%
Provide junction and 2m of mains extension where main not in property	$1,530.00	$1,560.00	$0.00	$1,560.00	1.96%
Connection to existing main within 4m of property boundary and greater than 2m deep.	$2,820.00	$2,875.00	$0.00	$2,875.00	1.95%
Connection sewerage service to other than specified above				As per estimate plus application fee	

Trade and Septic Waste

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Grease Trap or Septic Tank Waste Disposal at WTS	$0.13	$0.15	$0.00	$0.15	15.38%

Trade Waste

Dischargers Exempt from Approval Process

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Annual Trade Waste Fee	$66.00	$66.00	$0.00	$66.00	0.00%

Category 1 (e.g. nil or minimal pre-treatment)

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Application Fee	$111.00	$111.00	$0.00	$111.00	0.00%
Annual Trade Waste Fee	$88.50	$88.50	$0.00	$88.50	0.00%
Re-inspection Fee	$88.50	$88.50	$0.00	$88.50	0.00%
Non-Compliance Trade Waste Usage Charge	$1.50	$1.50	$0.00	$1.50	0.00%

Category 2 (e.g. pre-treatment required)

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Application Fee	$133.00	$133.00	$0.00	$133.00	0.00%
Annual Trade Waste Fee	$177.00	$177.00	$0.00	$177.00	0.00%
Re-inspection Fee	$177.00	$177.00	$0.00	$177.00	0.00%
Trade Waste Usage Charge	$1.50	$1.50	$0.00	$1.50	0.00%
Non-Compliance Trade Waste Usage Charge	$13.20	$13.20	$0.00	$13.20	0.00%

Category 2S (contractors transporting trade waste)

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Application Fee	$133.00	$133.00	$0.00	$133.00	0.00%
Annual Trade Waste Fee	$177.00	$177.00	$0.00	$177.00	0.00%
Re-inspection Fee	$177.00	$177.00	$0.00	$177.00	0.00%

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Category 3 (e.g. large industrial discharger)

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Application Fee	$221.00	$221.00	$0.00	$221.00	0.00%
Annual Trade Waste Fee	$441.00	$441.00	$0.00	$441.00	0.00%
Re-Inspection Fee	$441.00	$441.00	$0.00	$441.00	0.00%
Excess Mass Charges: charges will be applied for excess mass charges.	As per the NSW Department of Primary Industry Liquid Trade Waste Regulation Guidelines				
Non-Compliance Excess Mass Charges: Charges will be applied for non-compliant excess mass and/or pH charge.	As per the NSW Department of Primary Industry Liquid Trade Waste Regulation Guidelines.				

Guyra Sewerage Services

Sewerage Charges

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Residential	$627.00	$627.00	$0.00	$627.00	0.00%
Commercial	$627.00	$627.00	$0.00	$627.00	0.00%
Unconnected Properties	$408.00	$408.00	$0.00	$408.00	0.00%

Multiple Sewerage Charges

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Flats, Units	$627.00	$627.00	$0.00	$627.00	0.00%
WC's – Hotels, Motels, Clubs, Other Businesses (2-6)	$264.00	$264.00	$0.00	$264.00	0.00%
WC's – Hotels, Motels, Clubs, Other Businesses (7+)	$138.00	$138.00	$0.00	$138.00	0.00%
WC's – Non-Rateable Properties	$138.00	$138.00	$0.00	$138.00	0.00%

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Other Sewer Charges

Trade Waste Rates Charges & Fees

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Sewer Service Headworks Charge – for new subdivisions	$3,115.00	$3,115.00	$0.00	$3,115.00	0.00%
Refer to Guyra Develoment Servicing Plan – Sewerage					
Effluent Reuse from STW Outlet	12% of base rate for potable water				
Fee to be implemented following assessment of trade waste affected business					

Drainage Fees

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
House/Flats/Units/Dual Occupancy (Sewer/Septic)	$125.00	$128.00	$0.00	$128.00	2.40%
Alterations (involving less than 6 fixture unit)	$72.00	$74.00	$0.00	$74.00	2.78%
Additional Sanitary Fitting	$14.50	$14.80	$0.00	$14.80	2.07%
Sewer Plan Alterations	$78.00	$80.00	$0.00	$80.00	2.56%
Sewer Plan Alterations (Sanitary Fitting)	$7.50	$8.00	$0.00	$8.00	6.67%
Copy of Drainage Plan	$50.00	$51.00	$0.00	$51.00	2.00%

Sewer Connection Charges

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Connection to existing main within 4m of property boundary and less the 2m deep	$1,660.00	$1,690.00	$0.00	$1,690.00	1.81%
Application Fee & Provision of connection – other circumstances					Private Works Rate

Tingha Sewerage Services

Sewerage Charges

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Residential Single	$438.00	$450.00	$0.00	$450.00	2.74%
Commercial Single	$438.00	$450.00	$0.00	$450.00	2.74%
Unconnected Sewer Charge	$135.00	$140.00	$0.00	$140.00	3.70%

Multiple Sewerage Charges

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Residential Duplex	$876.00	$900.00	$0.00	$900.00	2.74%
Commercial Duplex	$876.00	$900.00	$0.00	$900.00	2.74%
Unconnected Sewer Charge	$135.00	$140.00	$0.00	$140.00	3.70%

Sewer Connection Charges

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Tingha Sewerage connection (including pod and boundary connection within 40m of pod)	$14,500.00	$14,750.00	$0.00	$14,750.00	1.72%

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Armidale Regional Council Waste Services

Waste Collection & Service Charges

Armidale Service Charges

Name	Year 17/18 Last YR Fee (incl. GST)	Year 18/19 Fee (excl. GST)	GST	Fee (incl. GST)	Increase %
Domestic Waste Management (Collection and Landfill) – Urban	$327.00	$355.00	$0.00	$355.00	8.56%
Additional Domestic Waste Service (Single Residence Red Lid 140L Bin)	$111.00	$130.00	$0.00	$130.00	17.12%
Rural Waste Management Service Charge	$109.00	$125.00	$0.00	$125.00	14.68%
This charge applies to rateable assessments with a dwelling that are outside the domestic waste collection boundary.					
Additional Domestic Organic Service (240L City to Soil Organics Bin)	$54.00	$135.00	$0.00	$135.00	150.00%
Vacant Domestic Waste Management – Urban	$111.00	$125.00	$0.00	$125.00	12.61%
Commercial Waste Management (240L Red Lid Bin)	$320.00	$370.00	$0.00	$370.00	15.63%
Fortnightly Commercial Organic Service (240L City to Soil Bin)	$121.00	$135.00	$0.00	$135.00	11.57%
Weekly Commercial Organic Service (240L City to Soil Bin)	$173.00	$200.00	$0.00	$200.00	15.61%
Twice Weekly Commercial Organics Service (240L City to Soil Bin)	$277.00	$320.00	$0.00	$320.00	15.52%
Thrice Weekly Commercial Organics Service (240L City to Soil Bin)	$381.00	$440.00	$0.00	$440.00	15.49%
Additional Commercial Organics Service (240L City to Soil Bin)	$52.00	$135.00	$0.00	$135.00	159.62%
Commercial Recycling Service (Max 10 Crates)	$124.00	$140.00	$0.00	$140.00	12.90%
New Landfill Charge	$150.00	$175.00	$0.00	$175.00	16.67%
This charge applies to all rateable assessments and any non rateable assessments that generate waste.					

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Guyra & Tingha Service Charges

Name	Year 17/18 Last YR Fee (incl. GST)	Year 18/19 Fee (excl. GST)	GST	Fee (incl. GST)	Increase %
Domestic Waste and Recycling Collection 240lt	$448.00	$470.00	$0.00	$470.00	4.91%
Domestic Waste and Recycling Collection 140lt	$272.00	$280.00	$0.00	$280.00	2.94%
Domestic Waste and Recycling Collection Unoccupied	$64.00	$84.00	$0.00	$84.00	31.25%
Commercial Waste and Recycling Collection 240lt	$514.00	$370.00	$0.00	$370.00	-28.02%
Rural Waste Management Charge	$0.00	$25.00	$0.00	$25.00	-

Transfer Station Waste Disposal Charges

Tyre Disposal Charges – All Transfer Stations

Note: Tyres on rim will be charged at double the relevant charge below.

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Motorcycle / Passenger Vehicle	$4.00	$9.09	$0.91	$10.00	150.00%
Motorcycle / Passenger Vehicle with Rim	$0.00	$18.18	$1.82	$20.00	-
Truck / Bobcat / Forklift / Solid – Small up to 12"	$20.00	$22.73	$2.27	$25.00	25.00%
Truck / Bobcat / Forklift / Solid – Medium up to 18"	$20.00	$27.27	$2.73	$30.00	50.00%
Truck / Bobcat / Forklift / Solid – Large up to 24"	$27.00	$31.82	$3.18	$35.00	29.63%
Truck / Bobcat / Forklift / Solid – XL Greater than 24"	$35.00	$40.91	$4.09	$45.00	28.57%
Grader / Tractor / Earthmover – Small up to 1 metres	$108.00	$118.18	$11.82	$130.00	20.37%
Grader / Tractor / Earthmover – Medium up to 1.5 metres	$216.00	$236.36	$23.64	$260.00	20.37%
Grader / Tractor / Earthmover – Large greater than1.5 metres	$436.00	$409.09	$40.91	$450.00	3.21%
Run – Passenger	$6.00	$9.09	$0.91	$10.00	66.67%
Run – Light	$11.00	$15.45	$1.55	$17.00	54.55%
Run – Truck	$20.00	$27.27	$2.73	$30.00	50.00%
Shredded Rubber	$204.00	$235.45	$23.55	$259.00	26.96%

Fire Extinguishers and Gas Bottles – All Waste Transfer Stations

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Fire Extinguishers and Gas Bottles (all sizes)	$5.50	$6.36	$0.64	$7.00	27.27%

Mattress – All Waste Transfer Stations

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Mattress (all sizes)	$6.50	$18.18	$1.82	$20.00	207.69%

Lounges – All Waste Transfer Stations

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
3 Seater	$22.00	$30.00	$3.00	$33.00	50.00%
2 Seater	$11.50	$16.36	$1.64	$18.00	56.52%
1 Seater	$6.00	$8.18	$0.82	$9.00	50.00%

Armidale Transfer Station Charges

Asbestos Disposal

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Bag and Disposal (small quantities)	$20.00	$22.73	$2.27	$25.00	25.00%
Small Load (<50kg)	$50.00	$54.55	$5.45	$60.00	20.00%
Large Trailer or Truck	$250.00	$272.73	$27.27	$300.00	20.00%

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Sorted Waste

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Wheelie Bin Charge (up to 240L)	$10.00	$9.09	$0.91	$10.00	0.00%
Car (Sedan or Wagon)	$10.00	$10.91	$1.09	$12.00	20.00%
Utility or Small Trailer	$20.00	$22.73	$2.27	$25.00	25.00%
Waste Disposal Fees to Armidale Waste Transfer Station					
Large Trailer or Truck	$110.00	$118.18	$11.82	$130.00	18.18%

Unsorted Waste

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Wheelie Bin Charge (up to 240L)	$20.00	$22.73	$2.27	$25.00	25.00%
Car (Sedan or Wagon)	$20.00	$27.27	$2.73	$30.00	50.00%
Utility or Small Trailer	$44.00	$45.45	$4.55	$50.00	13.64%
Large Trailer or Truck	$220.00	$227.27	$22.73	$250.00	13.64%

Uncontaminated Garden Waste Including Trees

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Wheelie Bin Charge (up to 240L)	$2.00	$2.73	$0.27	$3.00	50.00%
Car (Sedan or Wagon)	$2.00	$3.64	$0.36	$4.00	100.00%
Utility or Small Trailer	$7.50	$9.09	$0.91	$10.00	33.33%
Large Trailer or Small Truck	$38.00	$40.91	$4.09	$45.00	18.42%

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Uncontaminated Food Waste (no plastic bin liners)

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Wheelie Bin Charge (up to 240L)	$2.00	$2.73	$0.27	$3.00	50.00%
Car (Sedan or Wagon)	$2.00	$3.64	$0.36	$4.00	100.00%
Utility or Small Trailer	$7.50	$9.09	$0.91	$10.00	33.33%
Large Trailer or Small Truck	$38.00	$40.91	$4.09	$45.00	18.42%

Untreated Wood Waste (all types)

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Wheelie Bin Charge (up to 240L)	$10.00	$9.09	$0.91	$10.00	0.00%
Car (Sedan or Wagon)	$10.00	$10.91	$1.09	$12.00	20.00%
Utility or Small Trailer	$22.00	$22.73	$2.27	$25.00	13.64%
Large Trailer or Small Truck	$110.00	$113.64	$11.36	$125.00	13.64%

Concrete and Bricks

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Wheelie Bin Charge (up to 240L)	$4.50	$5.45	$0.55	$6.00	33.33%
Car (Sedan or Wagon)	$4.50	$7.27	$0.73	$8.00	77.78%
Utility or Small Trailer	$10.00	$13.64	$1.36	$15.00	50.00%
Large Trailer or Truck	$46.00	$50.00	$5.00	$55.00	19.57%

Clean Domestic Recyclables, Scrap Metal and Degassed Fridges

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
All Vehicles					No Fee

Certified ENM (Excavated Natural Material) and Declared VENM (Virgin Excavated Natural Material) suitable for re-use as determined by Council

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Wheelie Bin Charge (up to 240L)	$1.50	$1.82	$0.18	$2.00	33.33%
Car (Sedan or Wagon)	$1.50	$2.73	$0.27	$3.00	100.00%
Utility or Small Trailer	$7.00	$8.18	$0.82	$9.00	28.57%
Large Trailer or Small Truck	$10.00	$13.64	$1.36	$15.00	50.00%

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Animals

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Horses / Cattle	$58.00	$56.36	$5.64	$62.00	6.90%
Goats / Sheep	$42.00	$45.45	$4.55	$50.00	19.05%

Small Animal Disposal (Vet service only)

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Small Animal Disposal	$25.00	$27.27	$2.73	$30.00	20.00%

Chemicals

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Paints < (5L)	$0.00	$0.00	$0.00	$0.00	-
Paints > (5L)	$1.60	$1.82	$0.18	$2.00	25.00%
Other Chemicals < (1L)	$0.00	$0.00	$0.00	$0.00	-
Other Chemicals > (1L)	$3.80	$4.55	$0.45	$5.00	31.58%

Guyra & Tingha Transfer Station Charges

Unsorted Waste

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
140lt Bin	$6.70	$10.00	$1.00	$11.00	64.18%
240lt Bin	$8.00	$11.82	$1.18	$13.00	62.50%
Car / Sedan	$14.00	$19.09	$1.91	$21.00	50.00%
Utility / Trailer/Wagon	$18.50	$25.45	$2.55	$28.00	51.35%
Large Trailer or Utility > 1 Tonne	$31.00	$66.36	$6.64	$73.00	135.48%
Bulk Waste	$40.00	$81.82	$8.18	$90.00	125.00%

Uncontaminated Garden Waste Including Trees

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Car / Sedan – Resident / Ratepayer (proof required)	$0.00	$2.73	$0.27	$3.00	-
Utility / Trailer / Wagon	$6.20	$10.91	$1.09	$12.00	93.55%
Large Trailer or Utility > 1 Tonne	$6.20	$49.09	$4.91	$54.00	770.97%
Trucks > 2 Tonne	$6.20	$81.82	$8.18	$90.00	1351.61%

Recyclables

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
All Clean well Sorted Recyclables					Free

Animals

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Small Animal (Dog, Cat etc)	$13.00	$27.27	$2.73	$30.00	130.77%
Large Animal (Sheep, goat)	$25.00	$45.45	$4.55	$50.00	100.00%

Other Waste Disposal

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Clean Bricks, Concrete and Builders Rubble	$9.75	$13.64	$1.36	$15.00	53.85%
Fridge, Freezer & Air Con – with gas	$46.00	$62.73	$6.27	$69.00	50.00%
Fridge, Freezer & Air Con – without gas					Free

Tilbuster, Hillgrove, Ebor & Wollomombi Transfer Station Charges

Note: Asbestos, Chemicals and Bulk Waste not accepted at these stations.

Sorted Waste

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Wheelie Bin Charge (up to 240L)	$10.00	$11.82	$1.18	$13.00	30.00%
Car (Sedan or Wagon)	$10.00	$19.09	$1.91	$21.00	110.00%
Utility or Small Trailer	$20.00	$25.45	$2.55	$28.00	40.00%
Large Trailer	$30.00	$66.36	$6.64	$73.00	143.33%

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Unsorted Waste

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Wheelie Bin Charge (up to 240L)	$30.00	$40.91	$4.09	$45.00	50.00%
Car (Sedan or Wagon)	$30.00	$40.91	$4.09	$45.00	50.00%
Utility or Small Trailer	$40.00	$54.55	$5.45	$60.00	50.00%
Large Trailer	$80.00	$109.09	$10.91	$120.00	50.00%

Uncontaminated Garden Waste Including Trees

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Wheelie Bin Charge (up to 240L)	$5.00	$7.27	$0.73	$8.00	60.00%
Car (Sedan or Wagon)	$5.00	$7.27	$0.73	$8.00	60.00%
Utility or Small Trailer	$8.00	$10.91	$1.09	$12.00	50.00%
Large Trailer	$36.00	$49.09	$4.91	$54.00	50.00%
Bulk Waste – Large Truck	$0.00	$81.82	$8.18	$90.00	-

Clean Domestic Recyclables, Scrap Metal and Degassed Fridges

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
All Vehicles					No Fee

Ben Lomond Transfer Station Charges

NOTE: Asbestos is not accepted at any Guyra Facilities

Unsorted Waste

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
140lt Bin	$6.70	$10.00	$1.00	$11.00	64.18%
240lt Bin	$7.75	$11.82	$1.18	$13.00	67.74%
Car/Sedan	$14.00	$19.09	$1.91	$21.00	50.00%
Utility/Trailer/Wagon	$18.50	$25.45	$2.55	$28.00	51.35%
Large Trailer or Utility > 1 Tonne	$31.00	$66.36	$6.64	$73.00	135.48%
Bulk Waste	$38.00	$81.82	$8.18	$90.00	136.84%

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Resource Recovery & Product Sales

Armidale Waste Transfer Station Sales & Service

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Delivery Charge for recycled products (within 10km radius of Waste Management Facility)	$50.00	$63.64	$6.36	$70.00	40.00%
Delivery of recycled products within a 10km radius of the Waste Management Facility.					
Field Day Tours at Waste Management Facilities	$495.00	$450.00	$45.00	$495.00	0.00%
Includes Operator in Charge support					
Crushed Concrete	$24.00	$29.09	$2.91	$32.00	33.33%
Mulch Site Sales	$17.00	$18.18	$1.82	$20.00	17.65%
Compost Site Sales – Grade A	$50.00	$63.64	$6.36	$70.00	40.00%
Compost Site Sale – Grade B	$35.00	$45.45	$4.55	$50.00	42.86%
Topsoil ENM (Certified Excavated Natural Material) when available	$10.00	$13.64	$1.36	$15.00	50.00%
ENM (Certified Excavated Natural Material) other than topsoil when available	$10.00	$13.64	$1.36	$15.00	50.00%
Event Recycling & Garbage Bin Hire – 12 Bin Trailer Configuration	$10.00	$136.36	$13.64	$150.00	1400.00%
Event Recycling & Garbage Bin Hire – 18 Bin Trailer Configuration	$0.00	$200.00	$20.00	$220.00	-

Civic & Administration Buildings Sales & Service

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Compostable Bags – City to Soil (Residential Properties)	$0.00	$0.00	$0.00	$0.00	-
Compostable Bags – City to Soil (Businesses & Non-Armidale Residents)	$20.00	$18.18	$1.82	$20.00	0.00%
Recycle Bin – Tub Only Without Lid	$15.00	$20.00	$0.00	$20.00	33.33%
Recycle Bin – Lid Only	$4.00	$7.00	$0.00	$7.00	75.00%

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Armidale Regional Airport

Note: Fees may be subject to individual negotiations for marketing, promotions and development purposes and for the importance of service to the community.

Landing Fees

Name	Year 17/18 Last YR Fee (incl. GST)	Year 18/19 Fee (excl. GST)	GST	Fee (incl. GST)	Increase %
Non-RPT landing fee – weight based for Avtur/Jet A1 fuelled Aircraft	$11.46	$10.68	$1.07	$11.75	2.53%
Weight based landing fee for non-RPT aircraft fueled by Avtur/Jet A1, minimum 1 tonne					
Non-RPT landing fee – weight based for Avgas fuelled Aircraft	$9.21	$9.27	$0.93	$10.20	10.75%
Weight based landing fee for non-RPT aircraft fueled by Avgas, minimum 1 tonne					
Airport landing fee – Military Aircraft			As negotiated by Australian Airports Association		
As negotiated by Australian Airports Association					
Airport Landing Fee – Exemption – Charitable Organisations			Exemption for Careflight, Angel Flight, Westpac Rescue Helicopter, Wingaway, Little Wings, Royal Flying Doctors Service and Air Ambulance.		
Exemption for Careflight, Angel Flight, Westpac Rescue Helicopter, Wingaway, Little Wings, Royal Flying Doctors Service and Air Ambulance.					
Landing Fee Exemption for Businesses Leasing Land & Operating from Armidale Airport			Landing Fee Exemption for Businesses Leasing Land & Operating from Armidale Airport – Exemption applies to a Maximum of 5 identifed individual aircraft per business – Formal written agreement required.		
Daily Landing Fee for Aircraft Operating Under Rural Fire Service Direction Under Section 44 Emergency Response			Daily Landing Fee for Aircraft Operating Under Rural Fire Service Direction Under Section 44 Emergency Response $250.00		

Landing Fee Concessions

Name	Year 17/18 Last YR Fee (incl. GST)	Year 18/19 Fee (excl. GST)	GST	Fee (incl. GST)	Increase %
Airport landing fee (annual concession) for GA aircraft based at airport – Commercial, Fixed Wing	$451.00	$418.18	$41.82	$460.00	2.00%
Concessional annual landing fee for Commercial fixed wing GA aircarft based at airport					
Airport landing fee (annual concession) for GA aircraft based at airport – Commercial, Helicopter	$423.50	$392.73	$39.27	$432.00	2.01%
Concessional annual landing fee for commercial helicopters based at airport.					
Airport landing fee (annual concession) for GA aircraft based at airport – Private, all aircraft types	$394.24	$368.18	$36.82	$405.00	2.73%
Concessional annual landing fee for Private GA aircarft based at airport (including parking/tie downs if required).					

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Other Airport Fees

Name	Year 17/18 Last YR Fee (incl. GST)	Year 18/19 Fee (excl. GST)	GST	Fee (incl. GST)	Increase %
Special Event Zone (SEZ) Application	$0.00	$227.27	$22.73	$250.00	-
OLS Penetration Report (completed in house)	$0.00	$227.27	$22.73	$250.00	-
Airside Access Card Replacement Fee	$0.00	$22.73	$2.27	$25.00	-
Airside Drivers Authority / Airside Vehicle Permit Replacement Card	$0.00	$22.73	$2.27	$25.00	-
Operations Call-out Fee (Plus actual hours or part thereof, equipment and materials based on private works charges)	$0.00	$136.36	$13.64	$150.00	-
Management Call Out Fee (Plus actual hours or part thereof, equipment and materials based on private works charges)	$0.00	$300.00	$30.00	$330.00	-
Airside Escort Charge (Applies to all vehicles or activities operating on the airport requiring supervision)	$0.00	$100.00	$10.00	$110.00	-
Applies to all vehicles or activities operating on the airport requiring supervision, per person, per hour or part thereof.					
Airside Escort Charge (Outside operational hours)	Airside Escort Charge (Outside operational hours) – Price on Application				
Private Works for Airport Tenants and Lessees – Wages	Private Works for Airport Tenants and Lessees – Wages cost plus 110% oncost plus GST				
Private Works for Airport Tenants and Lessees – Plant and Equipment	Private Works for Airport Tenants and Lessees – Plant & Equipment (including contractors) – cost plus 25% profit margin plus GST				
Light Aircraft Apron Parking Fee – (Light aircraft only with maximum wingspan of 12 metres)	$0.00	$13.64	$1.36	$15.00	-

Meeting Room Hire

Name	Year 17/18 Last YR Fee (incl. GST)	Year 18/19 Fee (excl. GST)	GST	Fee (incl. GST)	Increase %
Meeting Room – Half Day Hire	$0.00	$68.18	$6.82	$75.00	-
Meeting Room Full Day Hire	$0.00	$136.36	$13.64	$150.00	-
Multifunction Room – Half Day Hire	$0.00	$136.36	$13.64	$150.00	-
Multifunction Room – Full Day Hire	$0.00	$272.73	$27.27	$300.00	-
Meeting Room and Multifunction Room Hire (Outside of Operational Hours)	$0.00	$100.00	$10.00	$110.00	-
Hire of Meeting and Multifunction Room outside of operational hours.					

Car Parking Fees

Name	Year 17/18 Last YR Fee (incl. GST)	Year 18/19 Fee (excl. GST)	GST	Fee (incl. GST)	Increase %
Parking up to 3 hours	$0.00	$0.00	$0.00	$0.00	-
Parking All Day (till midnight)	$0.00	$4.55	$0.45	$5.00	-
Parking Overnight (per night)	$0.00	$9.09	$0.91	$10.00	-
Lost, faded or damaged ticket fee	$0.00	$63.64	$6.36	$70.00	-

Terminal Charges

Name	Year 17/18 Last YR Fee (incl. GST)	Year 18/19 Fee (excl. GST)	GST	Fee (incl. GST)	Increase %
Government Mandated Security Charges	Per departing passenger (per individual agreement)				
Passenger Service Charge – per arriving and departing passenger	$0.00	$14.18	$1.42	$15.60	-

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Sustainability and Development

Ranger Services

Companion Animals Act 1998 – Registrations

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Desexed Animal – Sold by Approved Shelter					Statutory Fee
Entire Animal (not desexed)					Statutory Fee
Desexed					Statutory Fee
Pensioner					Statutory Fee
Recognised Breeder					Statutory Fee
Assistance Animal					Statutory Fee
Working Dogs					Statutory Fee
Exempt Greyhound					Statutory Fee

Companion Animal Control – Release / Surrender Fees

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Animal Surrender	$90.00	$90.00	$0.00	$90.00	0.00%
Impounding First Release	$60.00	$60.00	$0.00	$60.00	0.00%
Subsequent Release (within 12 months)	$110.00	$110.00	$0.00	$110.00	0.00%
Microchipping	$31.00	$28.18	$2.82	$31.00	0.00%

Animal Sustenance & Sale Fees

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Daily Charge, Sustenance	$18.00	$18.50	$0.00	$18.50	2.78%
Sale of Dog	$226.00	$209.09	$20.91	$230.00	1.77%
Includes microchipping, worming, desexing, 1st vaccination Excludes Lifetime Registration					
Sale of Cat	$204.00	$190.91	$19.09	$210.00	2.94%

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Stock Control

Release Fees

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Ranger Services Callout Stock Impounding	$110.00	$112.00	$0.00	$112.00	1.82%

Sheep / Goats

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Impounded between 6.00am – 6.00pm Monday to Friday	$12.00	$12.00	$0.00	$12.00	0.00%
Impounded between 6.00pm – 6.00am or at any time on Weekends and Public Holidays	$24.00	$24.00	$0.00	$24.00	0.00%

Other Animals

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Impounded between 6.00am – 6.00pm Monday to Friday	$42.00	$42.00	$0.00	$42.00	0.00%
Impounded between 6.00pm – 6.00am or at any time on Weekends and Public Holidays	$84.00	$84.00	$0.00	$84.00	0.00%

Associated Stock Impounding Fees

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Damages to Garden and/or Growing Crop					Full Cost recovery
A Fee that covers any cost associated with stock					
Veterinary Care Fee					Full Cost recovery
Fee to cover any veterinary treatment required for stock					
Advertising Fee					Full Cost recovery
Fees required when advertising etc for stock					
Sale of Animals Fee & Impounded Stock					Full Cost recovery
Truck and/or Float Hire					Full Cost recovery

Sustenance Fees

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Sheep/Goats	$8.00	$10.00	$0.00	$10.00	25.00%
Other Animals	$17.00	$20.00	$0.00	$20.00	17.65%

Armidale Dog Obedience Classes

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Puppy Program (4 weeks)	$76.00	$69.09	$6.91	$76.00	0.00%
Introduction to Obedience Program (4 weeks)	$72.00	$65.45	$6.55	$72.00	0.00%
Advanced Obedience Training (Saturdays)	$11.50	$10.45	$1.05	$11.50	0.00%
Puppy Picnic	$11.50	$10.45	$1.05	$11.50	0.00%
Kids and Dogs Workshop (School Holidays)	$8.50	$7.73	$0.77	$8.50	0.00%

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Animal Control & Training Aids

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Hire of Anti Barking Collar (Citronella)	$62.00	$56.36	$5.64	$62.00	0.00%
Deposit	$48.00	$48.00	$0.00	$48.00	0.00%
Refundable if no damage to collar					
Citronella Cartridge	$26.00	$23.64	$2.36	$26.00	0.00%
One cartridge to be purchased with hire					
Trap Hire	$8.50	$9.09	$0.91	$10.00	17.65%
$50.00 deposit – refundable, GST is applicable if deposit is used. $8.50 fee applies after one (1) week					
Purchase of Husher Muzzles	$40.00	$36.36	$3.64	$40.00	0.00%
Kennel Runs	$30.00	$27.27	$2.73	$30.00	0.00%
$100.00 deposit – refundable, GST is applicable if deposit is used					

Release Fees – Shopping Trolley

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Shopping Trolley Release Fee	$75.00	$75.00	$0.00	$75.00	0.00%
Impounded shopping trolleys not collect by supermarkets.					

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Fines

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Abandoned Vehicle Fee	$51.00	$51.00	$0.00	$51.00	0.00%

Self Enforcing Infringement Notice System (SEINS)

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Refer to Local Government Fixed Penalty Handbook and Street Parking Fines Fixed Penalty Handbook as published by NSW State Debt Recovery	Refer to Local Government Fixed Penalty Handbook and Street Parking Fines Fixed Penalty Handbook as published by NSW State Debt Recovery				

Planning

Development Control – Development Applications

Complying Development Certificates – fees based on construction costs

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Modification to Complying Development Certificate				$125 plus 50% original fee	
Fees for projects involving construction activity (plus inspection fees as detailed below)				$300.00 + $2.50 / $1,000 Value	
Strata Subdivision other than a dual occupancy, for which development consent or a complying development certificate was granted or issued is, for 5 years from the date the consent or certificate was granted or issued	$420.00	$381.82	$38.18	$420.00	0.00%
Other Complying Development Applications	$630.00	$572.73	$57.27	$630.00	0.00%
Admin fee for checking complying development applications which cannot be processed as such	$110.00	$100.00	$10.00	$110.00	0.00%
Complying Development pre-lodgement meeting and plan checking	$150.00	$136.36	$13.64	$150.00	0.00%
Bushfire Hazard Certificate (Complying Development Only) up to BAL 19	$255.00	$231.82	$23.18	$255.00	0.00%
Flood Hazard Certificate (Complying Development Only)	$255.00	$231.82	$23.18	$255.00	0.00%

Development Applications for Building / Works

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Fee based on cost of work < $5000	$110.00	$110.00	$0.00	$110.00	0.00%
Fee based on cost of work between $5001 – $50,000 – Fee	$170.00	$170.00	$0.00	$170.00	0.00%
Plus fee for each $1,000 or part thereof	$3.00	$3.00	$0.00	$3.00	0.00%
Fee based on cost of work between $50,001 – $250,000 – Fee	$352.00	$352.00	$0.00	$352.00	0.00%
Plus fee for each $1,000 or part thereof above $50,000	$3.64	$3.64	$0.00	$3.64	0.00%
Fee based on cost of works between $250,001 – $500,000 – Fee	$1,160.00	$1,160.00	$0.00	$1,160.00	0.00%
Plus fee for each $1,000 part thereof above $250,000	$2.34	$2.34	$0.00	$2.34	0.00%
Fee based on cost of work between $500,001-$1,000,000 – Fee	$1,745.00	$1,745.00	$0.00	$1,745.00	0.00%
Plus fee for each $1,000 part thereof above $500,000	$1.64	$1.64	$0.00	$1.64	0.00%
Fee based on cost of work between $1,000,001 – $10,000,000	$2,615.00	$2,615.00	$0.00	$2,615.00	0.00%
Plus fee for each $1,000 part thereof above $1,000,000	$1.44	$1.44	$0.00	$1.44	0.00%
Fee based on cost of works > $10,000,001	$15,875.00	$15,875.00	$0.00	$15,875.00	0.00%
Plus fee for each $1,000 or part thereof above $10,000,000	$1.19	$1.19	$0.00	$1.19	0.00%
Planning Reform Fee to be recouped by State Government out of DA Fees above – based on cost of work > $50,000 for each $1,000 where E=cost of work to nearest thousand dollars				(0.64xE/1,000)-5	
Withdrawal of Applications (prior to determination only)				50% of Original Application Fee	
Withdrawal of Applications after Determination				Unused inspection fees only	

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Development Applications – Other (per EPA Regulation)

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Outdoor Advertising	$285.00 for first sign, plus $93.00/additional sign or fee based on cost of work, whichever is greater				
Subdivisions – New Road to be created	$665.00	$665.00	$0.00	$665.00	0.00%
Subdivisions – New Roads – Additional Lots	$65.00	$65.00	$0.00	$65.00	0.00%
Subdivisions – No New Road to be created	$330.00	$330.00	$0.00	$330.00	0.00%
Subdivisions – No New Road to be created – Additional Lots	$53.00	$53.00	$0.00	$53.00	0.00%
Subdivision – Strata	$330.00	$330.00	$0.00	$330.00	0.00%
Subdivision – Strata – Additional Lots	$65.00	$65.00	$0.00	$65.00	0.00%
Development not involving building work, subdivision or demolition (e.g. change of use)	$285.00	$285.00	$0.00	$285.00	0.00%
Erection of a dwelling costing <$100,000	$455.00	$455.00	$0.00	$455.00	0.00%

Review Decision to Reject s82B

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Development less than $100,000	$55.00	$55.00	$0.00	$55.00	0.00%
Development $100,000 – 1,000,000	$150.00	$150.00	$0.00	$150.00	0.00%
Development > $1,000,000	$250.00	$250.00	$0.00	$250.00	0.00%

Review of Determination per s82A, EPA Act

Non Building Work

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Not involving building work				50% of original DA Fee	

Dwelling less than $100,000

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Dwelling <$100,000	$190.00	$190.00	$0.00	$190.00	0.00%

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All Other Development Work

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Fee based on cost of works < $5,000	$55.00	$55.00	$0.00	$55.00	0.00%
Fee based on cost of works between $5,001 – $250,000	$85.00	$85.00	$0.00	$85.00	0.00%
Plus fee for each $1,000 or part thereof	$1.50	$1.50	$0.00	$1.50	0.00%
Fee based on cost of works between $250,001 – $500,000	$500.00	$500.00	$0.00	$500.00	0.00%
Plus fee for each $1,000 or part thereof above $250,000	$0.85	$0.85	$0.00	$0.85	0.00%
Fee based on cost of works between $500,001 – $1,000,000	$712.00	$712.00	$0.00	$712.00	0.00%
Plus fee for each $1,000 part thereof above $500,000	$0.50	$0.50	$0.00	$0.50	0.00%
Fee based on cost of works between $1,000,001 – $10,000,000	$987.00	$987.00	$0.00	$987.00	0.00%
Plus fee for each $1,000 part thereof above $1,000,000	$0.40	$0.40	$0.00	$0.40	0.00%
Fee based on cost of works > $10,000,001	$4,737.00	$4,737.00	$0.00	$4,737.00	0.00%
Plus fee for each $1,000 part thereof above $10,000,000	$0.27	$0.27	$0.00	$0.27	0.00%

Fee for Notice Required Under s82A

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Plus fee for required Notice under s.82A, EPA Act	$620.00	$620.00	$0.00	$620.00	0.00%

Modifications of Consent at Applicant's Request

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
96(1) – Minor Error / Discrepancy	$71.00	$71.00	$0.00	$71.00	0.00%
Note: If Council error no cost to applicant.					
96(1A) + 96AA(1) – Modifications of Minimal Environmental Impact				645.00 or 50% of original DA Fee	

Other Modifications per s96(2) or 96AA(1) not of Minor Environmental Impact:

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Original fee was < $100.00				50% of original DA Fee	
Original fee was > $100.00				50% of original DA Fee	
Original fee was > $100.00	$190.00	$190.00	$0.00	$190.00	0.00%

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All Other Development Work

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Fee based on cost of works < $5,000	$55.00	$55.00	$0.00	$55.00	0.00%
Fee based on cost of works between $5,001 – $250,000	$85.00	$85.00	$0.00	$85.00	0.00%
Plus fee for each $1,000 or part thereof	$1.50	$1.50	$0.00	$1.50	0.00%
Fee based on cost of works between $250,001 – $500,000	$500.00	$500.00	$0.00	$500.00	0.00%
Plus fee for each $1,000 or part thereof $250,000	$0.85	$0.85	$0.00	$0.85	0.00%
Fee based on cost of works between $500,001 – $1,000,000	$712.00	$712.00	$0.00	$712.00	0.00%
Plus fee for each $1,000 part thereof above $500,000	$0.50	$0.50	$0.00	$0.50	0.00%
Fee based on cost of works between $1,000,001 – $10,000,000	$987.00	$987.00	$0.00	$987.00	0.00%
Plus fee for each $1,000 part thereof above $1,000,000	$0.40	$0.40	$0.00	$0.40	0.00%
Fee based on cost of works > $10,000,000	$4,737.00	$4,737.00	$0.00	$4,737.00	0.00%
Plus fee for each $1,000 part thereof $10,000,000	$0.27	$0.27	$0.00	$0.27	0.00%
Modification to consent requiring advertisement per s96(2) or 96AA(1) EPA Act	$665.00	$665.00	$0.00	$665.00	0.00%
Plus fee for any required notice pursuant to SEPP 65	$760.00	$760.00	$0.00	$760.00	0.00%

Designated Development (per EPA Regulation)

All Other Development Work

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Additional fee – Per application	$920.00	$920.00	$0.00	$920.00	0.00%

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Advertising and Other Fees

Note: Additional to the fees specified under Development Applications. Unspent amount to be refunded.

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Designated Development Advertising	$2,220.00	$2,220.00	$0.00	$2,220.00	0.00%
Other applications requiring newspaper advertisement (per EPA Regulation 2000)	$1,105.00	$1,105.00	$0.00	$1,105.00	0.00%
Including "Advertised" or "Prohibited" Development.					

Developer Contributions

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
See Local Contributions Plan(s)				See Local Contributions Plan(s)	

Solar Energy System Installation

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Photovoltaic Systems or Solar Hot Water Systems	$50.00	$50.00	$0.00	$50.00	0.00%

Integrated Development

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Per application, in addition to any other fees (e.g. building)	$320.00	$320.00	$0.00	$320.00	0.00%
Additional administration fee to Council	$140.00	$140.00	$0.00	$140.00	0.00%

Concurrence

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Per application, in addition to any other fees (e.g. building)	$320.00	$320.00	$0.00	$320.00	0.00%
Additional administration fee to Council	$140.00	$140.00	$0.00	$140.00	0.00%

SEPP 65 Design Review Panel

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Per application, in addition to any other (e.g. building) fees	$3,000.00	$3,000.00	$0.00	$3,000.00	0.00%

Construction Certificates for Buildings / Works – Fees Based on Processing Times for Stated Construction Costs

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Modification of Construction Certificate (Building)				$125 plus 50% original fee	
Residential				$300.00 + $2.00 / $1,000 Value	
Commercial / Industrial / Other				$300.00 + $2.00 / $1,000 Value	
Long Service Levy Commissions for Cost of Work >$25,000, per Building and Construction Industry Long Service Payments Regulation 2011				0.35% of cost of work	
Construction Certificates with Alternative Solutions	$260.00	$1,363.64	$136.36	$1,500.00	476.92%

Subdivision Certificate / Title Plan Processing Fee

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
2-10 Units / Occupancies / Lots				$300.00 + $50.00 per Unit	
10 or More Units / Occupancies / Lots				$900.00 + $30.00 per Unit	

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Development Information

Planning certificates

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
s149(2) Planning Certificate per EPA Act and Regulation	$53.00	$53.00	$0.00	$53.00	0.00%
s149(5) Planning Certificate per EPA Act and Regulation	$133.00	$133.00	$0.00	$133.00	0.00%
Copies of Certificates	$15.00	$15.00	$0.00	$15.00	0.00%
S121ZP EPAA / S735A LGA – Outstanding Notices and Orders	$125.00	$125.00	$0.00	$125.00	0.00%
Copy of Sewer Drainage Diagrams per cl.23 Conveyancing Act	$50.00	$50.00	$0.00	$50.00	0.00%

Building certificates

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Building Certificates – Class 1 (including dual occupancy) or 10 building only per EPA Act and Regulation	$250.00	$250.00	$0.00	$250.00	0.00%
Building Certificates – Building < or = 200m2	$250.00	$250.00	$0.00	$250.00	0.00%
Building Certificates – Fee for building 200m – 2,000m2	$250.00	$250.00	$0.00	$250.00	0.00%
Plus fee for each m2 >200m2					$0.5/m2>200
Building Certificates – Fee for building 2,000+m2	$1,165.00	$1,165.00	$0.00	$1,165.00	0.00%
Plus fee for each m2 >2000m2					$0.075/m2 > 2000
Building Certificates – Part building/external wall/no floor area	$250.00	$250.00	$0.00	$250.00	0.00%
Building Certificate – Additional inspections	$90.00	$90.00	$0.00	$90.00	0.00%
Building Certificate – where non-compliance, penalty notice, order or offence applies per cl.260(3A) of the EPA Regulation				See DA/CC/CDC fees	
Relevant fee calculated per cl.260(3B) of the EPA Regulation based on DA/CDC/CC fees that would have applied to the relevant work.					
Copy of Building Certificate	$13.00	$13.00	$0.00	$13.00	0.00%

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Other Information (note information available free of charge on Council's website)

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Development/activity-related information services (including staff consultation > 1 hour per project; research, inspections, interpretation of LEP's, file searches for development information, administrative services)	$125.00	$125.00	$0.00	$125.00	0.00%
Certified copy of an Environmental Planning Instrument/related document per s.150(2) EPA Act/cl.262 EPA Regulation	$53.00	$53.00	$0.00	$53.00	0.00%
Pre-lodgement meeting – discuss proposal, plan checking, seeking clarification of planning requirements/matters for consideration	$180.00	$163.64	$16.36	$180.00	0.00%
Development Advisory Panel Meeting	$320.00	$320.00	$0.00	$320.00	0.00%
Development Advisory Panel Site Inspection (where required)	$210.00	$210.00	$0.00	$210.00	0.00%
Tree Removal Application	$125.00	$125.00	$0.00	$125.00	0.00%
Tree Removal Application	$85.00	$85.00	$0.00	$85.00	0.00%
Tree Removal Application Review of Determination	$160.00	$160.00	$0.00	$160.00	0.00%
CD Rom of Council LEP, DCP or related Planning / Development Policy	$33.00	$33.00	$0.00	$33.00	0.00%
Copies of Planning / Development Policy (LEP, DCP etc):	$20.00	$20.00	$0.00	$20.00	0.00%
Documents < 10 pages					
State of the Environment Report	$80.00	$80.00	$0.00	$80.00	0.00%
Copies of LEP Document only:	$70.00	$70.00	$0.00	$70.00	0.00%
Binders and covers (DCP 2007)	$50.00	$50.00	$0.00	$50.00	0.00%
Requires notice					
Written response to Planning enquiries	$125.00	$125.00	$0.00	$125.00	0.00%
Dwelling Entitlement / Existing Holding Search	$290.00	$290.00	$0.00	$290.00	0.00%
Subdivision Specifications	$30.00	$30.00	$0.00	$30.00	0.00%

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Certificates Submitted by Accredited Certifiers – Registration and Archiving

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Complying Development Certificate	$36.00	$36.00	$0.00	$36.00	0.00%
Construction Certificate	$36.00	$36.00	$0.00	$36.00	0.00%
Occupation Certificate	$36.00	$36.00	$0.00	$36.00	0.00%
Interim Occupation Certificate	$36.00	$36.00	$0.00	$36.00	0.00%
Transfer of Applications (plus inspections as per project inspection fees) Class 1 & 10 buildings	$600.00	$600.00	$0.00	$600.00	0.00%
Transfer of Applications (plus inspections as per project inspection fees) Class 2-9 Buildings	$910.00	$910.00	$0.00	$910.00	0.00%

Development Control – Building Inspection Fees

Project Inspections (including Compliance and Occupation Certificates)

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
New Dwellings	$875.00	$795.45	$79.55	$875.00	0.00%
Alterations/Additions to Dwelling	$750.00	$681.82	$68.18	$750.00	0.00%
Pools	$375.00	$340.91	$34.09	$375.00	0.00%
Garage/Shed/Carport	$375.00	$340.91	$34.09	$375.00	0.00%
Commercial	$1,250.00	$1,136.36	$113.64	$1,250.00	0.00%
Alterations/Additions to Commercial	$625.00	$568.18	$56.82	$625.00	0.00%
Industrial	$1,000.00	$909.09	$90.91	$1,000.00	0.00%
Alterations/Additions to Industrial / Other Non-Residential	$500.00	$454.55	$45.45	$500.00	0.00%
Any Additional / Single Inspections	$125.00	$113.64	$11.36	$125.00	0.00%
Inspection of Dwelling for Relocation	$125.00	$125.00	$0.00	$125.00	0.00%
Drainage Diagram (internal drainage)	$195.00	$195.00	$0.00	$195.00	0.00%
Interim or Final Occupation Certificate	$140.00	$127.27	$12.73	$140.00	0.00%
Class 1 and 10					
Interim or Final Occupation Certificate	$155.00	$140.91	$14.09	$155.00	0.00%
Class 2 to 9					
Inspection Carried Out for PCA plus Report (Critical Stage Inspections Only)	$220.00	$200.00	$20.00	$220.00	0.00%

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Engineering Plans and Inspections Fees

Construction Certificates for Subdivisions / Works – Fees Based Number of Lots

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Construction Certificate for Civil Works other than Subdivisions				$300 + $3.00 / $1,000 Value	
Construction Certificate for Minor Civil Works Other Than Subdivisions				$150.00 + $3.00 / $1,000 Value	
Construction Certificate for Minor Civil Works Other Than Subdivisions					
Subdivision Construction Certificates Per Lot	$250.00	$245.45	$24.55	$270.00	8.00%
Additional inspections or re-inspections for design and construction acceptance	$125.00	$113.64	$11.36	$125.00	0.00%
Hold Point Inspections for Roads, Water, Sewer and Stormwater Works	$250.00	$227.27	$22.73	$250.00	0.00%
Re-Inspection for Hold Point Inspections	$200.00	$181.82	$18.18	$200.00	0.00%

Bonds and Bank Guarantee Administration Fee

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Off maintenance inspection for 1 to 5 lots	$160.00	$160.00	$0.00	$160.00	0.00%
Off maintenance inspection for more than 5 lots	$310.00	$310.00	$0.00	$310.00	0.00%
Off maintenance inspections for works other than subdivisions	$125.00	$125.00	$0.00	$125.00	0.00%

Strategic Planning – Planning Proposals Minor LEP Amendments

Note: Total overall fee for minor LEP amendment is $7850 plus $150/hour beyond 50 hours plus cost of community consultation, public hearings and specialist studies if required.

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Stage 1 – Lodgement of Planning Proposal				$1570 plus $150/hr beyond 10 hrs	
Stage 2 – Submission of Planning Proposal requesting Gateway Determination				$3140 plus $150/hr beyond 20 hrs	
Stage 3 – Implement Gateway Determination and making LEP Amendment				$3140 plus $150/hr beyond 20 hrs	
Public notification of Planning Proposal and community consultation					Cost.
Cost of notification and any additional consultation requirements.					

Public Hearings	Cost
Costs of holding a Public Hearing.	

Specialist studies	Cost
The cost of any specialist studies is to be met by the proponent for the Planning Proposal. Where Council commissions a specialist study, the proponent pays for the full cost of the study.	

All Other Planning Proposals

Note: Total overall fee for all other LEP amendments is $11950 plus $150/hour beyond 77 hours plus costs of community consultation, public hearings and specialist studies if required.

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Stage 1 – Lodgement of Planning Proposal				$2390 plus $150/hr beyond 15 hrs	
Stage 2 – Submission of Planning Proposal requesting Gateway Determination				$4780 plus $150/hr beyond 31 hrs	
Stage 3 – Implement Gateway Determination and making LEP Amendment				$4780 plus $150/hr beyond 31 hrs	
Public notification of Planning Proposal and community consultation					Cost
Cost of notification and any additional consultation requirements.					

Public Hearings	Cost
Cost of holding a Public Hearing.	

Specialist Studies	Cost
The cost of any specialist studies is to be met by the proponent for the Planning Proposal. Where Council commissions a specialist study, the proponent pays for the full cost of the study.	

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Regulatory Services

Public Health – Environmental Control

Food Premises

Name	Year 17/18 Last YR Fee (incl. GST)	Year 18/19 Fee (excl. GST)	GST	Fee (incl. GST)	Increase %
Food Premises Administration Charge for Premise with up to and including 5 employees	$160.00	$160.00	$0.00	$160.00	0.00%
Food Premises Administration Charge for Premise with more than 5 but not more than 50 employees	$335.00	$335.00	$0.00	$335.00	0.00%
Annual administration charge					
Food Premises Administration Charge for Premise with more than 50 employees	$1,440.00	$1,440.00	$0.00	$1,440.00	0.00%
Annual administration charge					
Food Premises Inspection Charge for permanent, mobile or temporary operation	$125.00	$125.00	$0.00	$125.00	0.00%
Food Premise Inspection Charge at regular markets or one day events – Produce	$25.00	$25.00	$0.00	$25.00	0.00%
Food Premise Inspection Charge at regular markets or one day events – Manufactured (Prepared and Packaged)	$30.00	$30.00	$0.00	$30.00	0.00%
Food Premise Inspection Charge at regular markets or one day events – Cooking / Onsite Cooking or Heating	$40.00	$40.00	$0.00	$40.00	0.00%
Re-inspection Fee	$65.00	$65.00	$0.00	$65.00	0.00%
Food Improvement Notice	$330.00	$330.00	$0.00	$330.00	0.00%
As per Food Act					

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Health Premises

Name	Year 17/18 Last YR Fee (incl. GST)	Year 18/19 Fee (excl. GST)	GST	Fee (incl. GST)	Increase %
Skin Penetration, Hair Dressers, Beauty Parlours, etc. Inspection Charge	$110.00	$110.00	$0.00	$110.00	0.00%
Microbial Control Registrations (air handling and warm water systems) – initial fee for registration only	$27.00	$27.00	$0.00	$27.00	0.00%
Clean up Notices, Prevention Notices and Noise Control Notices	$520.00	$520.00	$0.00	$520.00	0.00%
As per the Protection of the Environment Operations Act					
Improvement Notice – Other Premises (Skin Penetration, Swimming Pools)	$270.00	$270.00	$0.00	$270.00	0.00%
As per Public Health Act					
Improvement Notice Regulated System (Cooling Tower)	$560.00	$560.00	$0.00	$560.00	0.00%
As per Public Health Act					

Private Swimming Pools / Inspections

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Private Swimming Pool Inspection / Compliance Certificate including two inspections	$125.00	$113.64	$11.36	$125.00	0.00%
Third Inspection Fee	$60.00	$54.55	$5.45	$60.00	0.00%
An additonal fee for third and subsequest inspections will not be charged					

Plumbing and Drainage Act

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Plumbing / Drainage Inspections (Class 1 & 10 Buildings)	$125.00	$125.00	$0.00	$125.00	0.00%
Plumbing / Drainage Inspections (Class 2-9 Buildings)	$155.00	$155.00	$0.00	$155.00	0.00%
Plumbing / Drainage Permit (Class 1 & 10 Buildings)	$45.00	$45.00	$0.00	$45.00	0.00%
Plumbing / Drainage Permit (Class 2-9 Buildings)	$65.00	$65.00	$0.00	$65.00	0.00%

Local Government Act s68 Applications for Approval

Part A – Structure or Places of Public Entertainment

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Install a manufactured home, moveable dwelling or associated structure	$125.00	$125.00	$0.00	$125.00	0.00%
All inspections other than final inspections					
Install a manufactured home, moveable dwelling or associated structure	$140.00	$140.00	$0.00	$140.00	0.00%
Final inspections only					
Install a manufactured home, moveable dwelling or associated structure (other than in an approved manufactured home, estate or caravan park)	$300.00	$300.00	$0.00	$300.00	0.00%
Install a manufactured home, moveable dwelling or associated structure (other than in an approved manufactured home, estate or caravan park)			$300 plus $2.50 / $1,000 value > $100,000		

Part B – Water supply, sewerage and stormwater drainage work

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
S68 LGA Sewer Connection Application	$100.00	$100.00	$0.00	$100.00	0.00%
Single or multiple connection on the same lot					
S68 LGA Stormwater Connection Application	$100.00	$100.00	$0.00	$100.00	0.00%
Single or multiple connection on the same lot					
S68 LGA Water Connection Application	$100.00	$100.00	$0.00	$100.00	0.00%
Single or multiple connection on the same lot					

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PART C – Management of Waste

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
On-Site Waste Water System Approval – New System	$300.00	$300.00	$0.00	$300.00	0.00%
Includes 1 site inspection					
On-Site Waste Water System Approval – Alteration of System	$300.00	$300.00	$0.00	$300.00	0.00%
Application not associated with Inspection Audit Program (Includes 1 site inspection)					
On-Site Waste Water Management Approval to Operate System	$35.00	$35.00	$0.00	$35.00	0.00%
On-Site Waste Water Management Inspection as per POL225 inspection regime	$160.00	$160.00	$0.00	$160.00	0.00%
$125 inspection fee/$35 renewal fee for Approval to Operate Licence					
On-Site Waste Water Management Inspection as per POL225 inspection regime when a property has multiple systems – fee for the inspection of each additional system	$95.00	$95.00	$0.00	$95.00	0.00%
$60 inspection fee/$35 renewal fee for Approval to Operate Licence					
On-Site Waste Water Management System – Transfer of approval to operate to new land owner	$35.00	$35.00	$0.00	$35.00	0.00%

PART D – Community Land

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Engage in trade or business	$125.00	$125.00	$0.00	$125.00	0.00%
Single fee for any single or multiple activity in PART D					
Direct or procure theatrical, musical or other entertainment for the public	$125.00	$125.00	$0.00	$125.00	0.00%
Single fee for any single or multiple activity in PART D					
For fee or reward play musical instrument or sing	$125.00	$125.00	$0.00	$125.00	0.00%
Single fee for any single or multiple activity in PART D. Refer to Not for Profit and Charitable Organisation fee structure below as no charge may apply.					
Set up, operate or use a loudspeaker of sound amplifying device	$125.00	$125.00	$0.00	$125.00	0.00%
Single fee for any single or multiple activity in PART D. Refer to Not for Profit and Charitable Organisation fee structure below as no charge may apply.					
Deliver public address or religious service or public meeting	$125.00	$125.00	$0.00	$125.00	0.00%
Single fee for any single or multiple activity in PART D. Refer to Not for Profit and Charitable Organisation fee structure below as no charge may apply.					
Event on community land for applicants that are Charitable organisations (to comply, a copy of a Registered Charity Certificate must be provided), Schools (Pre, Primary and Secondary) and Council events (including those by Council committees).	$0.00	$0.00	$0.00	$0.00	-

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PART F – Other Activities

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Operate Caravan Park/Manufactured Homes Estate/Camping Ground (5 Year Approval) per site	$7.00	$7.00	$0.00	$7.00	0.00%
Install or Operate Amusement Device	$27.00	$27.00	$0.00	$27.00	0.00%
For user ages over 12 years					
Use of a standing vehicle or any other article for the purpose of selling any article in a public place	$125.00	$125.00	$0.00	$125.00	0.00%
Carry out an activity prescribed by the regulations of a class or description prescribed by the regulations	$125.00	$125.00	$0.00	$125.00	0.00%
Install a domestic oil or solid fuel heating appliance (non-portable)	$125.00	$125.00	$0.00	$125.00	0.00%
Additional charges for staff consultation, administration	$125.00	$125.00	$0.00	$125.00	0.00%

Health Water Quality Testing (Guyra and Tingha townships only)

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Water Quality Testing					At cost
Water Toxicity Testing					At cost
Water Samples		At cost including freight, council time, equipment			

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Community and Customer Services

Administrative Services

Armidale Administrative Servcies

Printing & Copying

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
A4 Colour	$1.00	$0.91	$0.09	$1.00	0.00%
A3 Colour	$2.00	$1.82	$0.18	$2.00	0.00%
A4 Black & White	$0.20	$0.18	$0.02	$0.20	0.00%
A3 Black & White	$0.50	$0.45	$0.05	$0.50	0.00%
Fax sent from Council's fax machine	$2.50	$2.27	$0.23	$2.50	0.00%
Each consecutive page sent by fax	$0.20	$0.18	$0.02	$0.20	0.00%

Guyra Administrative Services

Laminating

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
A4 Sheet – Laminating	$3.00	$2.73	$0.27	$3.00	0.00%
A3 Sheet – Laminating	$5.00	$4.55	$0.45	$5.00	0.00%
Others – Laminating	$10.00	$9.09	$0.91	$10.00	0.00%

Folding Machine

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Council to fold	$100.00	$90.91	$9.09	$100.00	0.00%
Customer to fold	$50.00	$45.45	$4.55	$50.00	0.00%

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Community Services

Library Services

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Overdue Service Fee – Adults	$0.10	$0.10	$0.00	$0.10	0.00%
Overdue Service Fee – Child	$0.10	$0.10	$0.00	$0.10	0.00%
Replacement of Membership Card	$5.00	$5.00	$0.00	$5.00	0.00%
Reservation Fee	$1.00	$1.00	$0.00	$1.00	0.00%
Visitors to Area	$62.00	$62.00	$0.00	$62.00	0.00%
Inter-Library Loan Fee	$5.00	$4.55	$0.45	$5.00	0.00%
Lamination A4	$2.00	$1.82	$0.18	$2.00	0.00%
Lamination A3	$4.00	$3.64	$0.36	$4.00	0.00%
Heat Binding	$5.00	$5.00	$0.50	$5.50	10.00%
Blank CD – normal	$2.10	$1.91	$0.19	$2.10	0.00%
Blank CD – rewritable	$4.20	$3.82	$0.38	$4.20	0.00%
Calico Library Bag	$5.00	$5.00	$0.50	$5.50	10.00%
Book Covering Plastic – 36cm wide	$2.50	$2.27	$0.23	$2.50	0.00%
Book Covering Plastic – 50cm wide	$3.50	$3.18	$0.32	$3.50	0.00%
Book Covering Plastic – 122cm wide	$8.50	$7.73	$0.77	$8.50	0.00%
USB Drive 8GB	$12.00	$10.91	$1.09	$12.00	0.00%
Earphones	$5.00	$5.00	$0.50	$5.50	10.00%

Photocopies

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Coin Operated Photocopier A4 Only	$0.20	$0.18	$0.02	$0.20	0.00%
Coin Operated Photocopier A3 Only	$0.40	$0.36	$0.04	$0.40	0.00%

Printing

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
A4 Black and White	$0.20	$0.18	$0.02	$0.20	0.00%
A3 Black and White	$0.40	$0.36	$0.04	$0.40	0.00%
A4 Colour Trace	$0.50	$0.45	$0.05	$0.50	0.00%
A4 Colour Typeface	$1.00	$0.91	$0.09	$1.00	0.00%
A4 Colour Illustration	$2.00	$1.82	$0.18	$2.00	0.00%
A3 Colour Trace	$1.00	$0.91	$0.09	$1.00	0.00%
A3 Colour Typeface	$2.00	$1.82	$0.18	$2.00	0.00%
A3 Colour Illustration	$4.00	$3.64	$0.36	$4.00	0.00%

Scanning

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Up to A3	$0.20	$0.18	$0.02	$0.20	0.00%

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Hire of Meeting Rooms

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 18/19 Fee (incl. GST)	Increase %
During Library Operational Hours					No charge
Outside Library Operational Hours Mon-Fri (up to 7:00pm)	$17.00	$15.45	$1.55	$17.00	0.00%
Outside Library Operation Hours Mon-Fri (after 7:00pm)		$45 min plus $45 per hour if staff required on premises			
Minimum charge of $45 applies					
Outside Library Operational Hours Sat, Sun and Public Holidays		$120 min plus $65 per hour if staff required on premises			
Minimum charges of $120 applies					

Aged and Disability Services

The Kent House Community Centre is fully accessible and located in the CBD. The Kent House Community Centre is used by community groups and local service providers delivering support services to the aged and people living with disability. The Kent House Community Centre is an excellent training venue.

There are two different user groups each attracting a different hire rate. The definitions of these groups are:

Non-Commercial Rate (not for profit groups) “an organisation or group which receives external grants and/or government funding and hold a Public Liability Insurance Policy acceptable to Council”.

Commercial Rate (government agencies, commercial operators & for profit groups) “state or federal government agencies or organisations run as a commercial operation and hold a Public Liability Insurance Policy acceptable to Council”.

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Guyra Home Support Services

Meals on Wheels

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	GST	Year 18/19 Fee (incl. GST)	Increase %
Main Meal (Guyra)	$5.50	$5.50	$0.00	$5.50	0.00%
Main Meal (Tingha)	$5.50	$5.50	$0.00	$5.50	0.00%
Frozen Meal	$6.50	$6.50	$0.00	$6.50	0.00%
Soup	$1.00	$1.00	$0.00	$1.00	0.00%
Dessert	$1.50	$1.50	$0.00	$1.50	0.00%
Juice	$0.50	$0.50	$0.00	$0.50	0.00%
Sandwich	$3.50	$3.50	$0.00	$3.50	0.00%
Morning Tea (Nicholii House) – Clients	$5.00	$5.00	$0.00	$5.00	0.00%
Morning Tea (Nicholii House) – Volunteers	$2.00	$2.00	$0.00	$2.00	0.00%
Activity Fee (Nicholii House)	$2.00	$2.00	$0.00	$2.00	0.00%
Meal at Nicholii House					Cost Recovery
Nicholii House Outings					Partial Cost Recovery

Transport

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Guyra to and from the day centre	$3.00	$3.00	$0.00	$3.00	0.00%
HSS Clients from Guyra to Armidale	$8.00	$8.00	$0.00	$8.00	0.00%
Armidale to Guyra Access Bus					
Non-HSS Clients from Guyra to Armidale	$10.00	$10.00	$0.00	$10.00	0.00%
Guyra to Armidale Access Bus					

Health Related Transport

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Guyra to Armidale	$15.00	$15.00	$0.00	$15.00	0.00%
Guyra to Tamworth	$25.00	$25.00	$0.00	$25.00	0.00%
Guyra to Inverell	$25.00	$25.00	$0.00	$25.00	0.00%
Guyra to Newcastle	$60.00	$60.00	$0.00	$60.00	0.00%
Guyra to Coffs Harbour	$30.00	$30.00	$0.00	$30.00	0.00%
Tingha to Guyra	$15.00	$15.00	$0.00	$15.00	0.00%
Tingha to Inverell	$10.00	$10.00	$0.00	$10.00	0.00%
Tingha to Armidale	$25.00	$25.00	$0.00	$25.00	0.00%
Tingha to Tamworth	$25.00	$25.00	$0.00	$25.00	0.00%
Other				Full Cost Recovery + 10%	
Bus Hire by Community Groups				$30 Per day + Per klm rate of $1.70 per klm	

Kolora Hostel and Aged Care

Kolora Hostel

NOTE: For people entering residential aged care 'fees' are means tested. Accomodation costs may or may not be met in full or in part by the Australian Govenment.

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Maximum Daily Accommodation Payment (RAD)	$300,000.00	$300,000.00	$0.00	$300,000.00	0.00%
Maximum Daily Accommodation Payment (DAP)	$47.34	$47.10	$0.00	$47.10	-0.51%
Maximum Daily Fee for Rental	$48.44	$49.42	$0.00	$49.42	2.02%
Subject to change by the Australian Govement in March & September of each year					

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Kent House & Hughes House

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Garden Room – Kent House	$6.00	$7.27	$0.73	$8.00	33.33%
Non-Commercial Rate					
Garden Room – Kent House	$15.00	$13.64	$1.36	$15.00	0.00%
Commercial Rate					
Activities Room – Kent House	$8.00	$10.91	$1.09	$12.00	50.00%
Non-Commercial Rate					
Activities Room – Kent House	$25.00	$22.73	$2.27	$25.00	0.00%
Commercial Rate					
Jacaranda Room – Hughes House	$8.00	$9.09	$0.91	$10.00	25.00%
Non-Commercial Rate					
Jacaranda Room – Hughes House	$25.00	$22.73	$2.27	$25.00	0.00%
Commercial Rate					
Office Space	$12,523.00	$11,600.91	$1,160.09	$12,761.00	1.90%
Jacaranda Social Club Fee					Contribution
Smart Board Hire Fee	$27.00	$25.45	$2.55	$28.00	3.70%
Cleaning Fee – Non-Commercial	$0.00	$72.73	$7.27	$80.00	-
Cleaning Fee – Non-Commercial					
Replacement Swipe Cards	$13.30	$12.09	$1.21	$13.30	0.00%
Cleaning Fee – Commercial	$0.00	$136.36	$13.64	$150.00	-
Cleaning Fee – Commercial					
Excess Temperature Control Fee – Non Commercial	$0.00	$27.27	$2.73	$30.00	-
Excess Heating and Cooling Fee Applied when Units Left Operating					
Excess Temperature Control Fee – Commercial	$0.00	$72.73	$7.27	$80.00	-
Excess Heating and Cooling Fee – Commercial					
Security Call Out Fee – Non-Commercial	$0.00	$90.91	$9.09	$100.00	-
Security Callout Fee – Non-Commercial					
Security Callout Fee – Commercial	$0.00	$181.82	$18.18	$200.00	-
Security Callout Fee – Commercial					
Kent House Kitchen Storage Non-Commercial	$0.00	$9.09	$0.91	$10.00	-
Kent House Kitchen Storage – Non-Commercial					
Kent House Kitchen Storage – Commercial	$0.00	$18.18	$1.82	$20.00	-
Kent House Kitchen Storage – Commercial					

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Guyra Preschool

Preschool Fees

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Daily Charge 3 – 6 Year Olds	$72.00	$73.00	$0.00	$73.00	1.39%
Daily Charge 2 – 3 Year Olds	$75.00	$76.00	$0.00	$76.00	1.33%
Daily Charge 0 – 2 Year Olds	$78.00	$79.00	$0.00	$79.00	1.28%
Before School Care	$10.00	$9.00	$0.00	$9.00	-10.00%
After School Care	$22.00	$23.00	$0.00	$23.00	4.55%
Vacation Care	$55.00	$56.00	$0.00	$56.00	1.82%

Armidale Folk Museum

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Entry Fee				Gold coin donation	
Entry Fee	A fee for school excursions will be determined on a case by case basis				

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Finance and Information Technology

General Enquiry and Administration Fees

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Purchase of a hard copy of quotation or tender documents	$100.00	$100.00	$0.00	$100.00	0.00%
Record Search Fee	$30.00	$30.00	$0.00	$30.00	0.00%
Dishonoured Payment Fee	$50.00	$50.00	$0.00	$50.00	0.00%
Account Enquiry Fee (discretionary fee)	$100.00	$100.00	$0.00	$100.00	0.00%
Determined by the nature of the enquiry					
Contribution to Public Liability Insurance	$65.00	$59.09	$5.91	$65.00	0.00%
Sale of Land for Unpaid Rates – Administration Charges	Determined by the nature of the enquiry and the time required by Council to undertake searches.				

Property Enquiry Fees

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Section 603 Certificates					$80
As advised by the Office of Local Government					
Special Water Reading Certificate					$75

GIS Services

Maps

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Simple Map (Enlighten Print) – A4	$10.00	$10.00	$0.00	$10.00	0.00%
Simple Map (Enlighten Print) – A3	$20.00	$20.00	$0.00	$20.00	0.00%
Printing of Imagery Map / Drawing – A0	$100.00	$100.00	$0.00	$100.00	0.00%
Printing of Imagery Map / Drawing – A1	$85.00	$85.00	$0.00	$85.00	0.00%
Printing of Imagery Map / Drawing – A2	$75.00	$75.00	$0.00	$75.00	0.00%
Printing of Imagery Map / Drawing – A3	$60.00	$60.00	$0.00	$60.00	0.00%
Printing of Imagery Map / Drawing – A4	$50.00	$50.00	$0.00	$50.00	0.00%
Printing of Imagery map – Other sizes available on request				Price on application	

GIS Data

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Staff Time (minimum 1 hour)	$150.00	$150.00	$0.00	$150.00	0.00%
Council Owned Data (minimum 1 square kilometre)	$65.00	$65.00	$0.00	$65.00	0.00%
LANDS Data (available under licence only)	$0.00	$0.00	$0.00	$0.00	-
Other Organisational Data (available under licence only)	$0.00	$0.00	$0.00	$0.00	-

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Aerial Photography

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Staff Time (minimum 1 hour)	$150.00	$150.00	$0.00	$150.00	0.00%
Council Owned Imagery	$375.00	$375.00	$0.00	$375.00	0.00%
LANDs Imagery (available under the terms of LPI licence only – free of charge)	$0.00	$0.00	$0.00	$0.00	-

Interest Charges

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Interest on Overdue Rates and Charges					7.5%
					Last YR Fee 7.5%

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Governance, Risk and Corporate Planning

Corporate Administrative Services

Corporate Records

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Miscellaneous – Search of Council Records	$30.00	$30.00	$0.00	$30.00	0.00%
Production of Council Documents (i.e. Operational Plan, Annual Report and other large Council documents)	$60.00	$60.00	$0.00	$60.00	0.00%
Administrative related information services (including staff consultation, research, file searches and administrative services)	$100.00	$100.00	$0.00	$100.00	0.00%

Corporate Support

Council Leases/Licences and Agreements

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Council Minimum Rent	$118.00	$109.09	$10.91	$120.00	1.69%
Rental fees for new leases or licences on Council properties negotiated during the year will be based on valuation advice and other relevant factors, such as Community benefit.					
Minimum Rent– Administration fee	$110.00	$100.00	$10.00	$110.00	0.00%
Rental fees for new leases or licences on Council properties negotiated during the year will be based on valuation advice and other relevant factors, such as Community benefit.					
Crown Reserve Leases	Crown Reserve Leases – will be subject to the Crown Lands minimal rental fee.				

Government Information (Public Access) Act 2009 (GIPA Act) Income

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
GIPA Application Fee	$30.00	$30.00	$0.00	$30.00	0.00%
As regulated – refer to the GIPA Act					
GIPA Processing Fee	$30.00	$30.00	$0.00	$30.00	0.00%
50% discount processing charge for special public benefit. Waiver of processing charge for Personal Information Application. As regulated – refer to the GIPA Act					
GIPA Internal Review	$40.00	$40.00	$0.00	$40.00	0.00%
As regulated – refer to the GIPA Act					
GIPA Photocopying – A4	$0.30	$0.30	$0.00	$0.30	0.00%
As regulated – refer to the GIPA Act					
GIPA Photocopying – A3	$0.45	$0.45	$0.00	$0.45	0.00%
As regulated – refer to the GIPA Act					

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Economic Development and Marketing

Economic Affairs

Visitor Information Centre

Heritage Tour Bus

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Heritage Tour Bus – Advertising to the Rear Doors	$2,750.00	$2,550.00	$255.00	$2,805.00	2.00%
Advertiser to pay artwork and application costs.					

Event Ticket Sales

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Event Tickets					10% of ticket price
Review recovery of full costs					

Event Stalls

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
3m x 3m Stall – Friday or Saturday	$59.00	$55.45	$5.55	$61.00	3.39%
3m x 3m Stall – Friday and Saturday	$90.00	$83.64	$8.36	$92.00	2.22%
3m x 6m Stall – Friday or Saturday	$79.00	$73.64	$7.36	$81.00	2.53%
3m x 6m Stall – Friday and Saturday	$126.00	$117.27	$11.73	$129.00	2.38%
3m x 9m Stall – Friday or Saturday	$100.00	$92.73	$9.27	$102.00	2.00%
Friday or Saturday					
3m x 9m Stall – Friday and Saturday	$167.00	$155.45	$15.55	$171.00	2.40%
Electricity – Friday or Saturday	$27.00	$25.45	$2.55	$28.00	3.70%
Electricity – Friday and Saturday	$37.00	$34.55	$3.45	$38.00	2.70%

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Flag and Pole Sponsorship

NOTE: Council Banner Poles are positioned at the following locations – Mall, North Roundabout, Bunnings Roundabout.

Name	Year 17/18 Last YR Fee (incl. GST)	Fee (excl. GST)	Year 18/19 GST	Fee (incl. GST)	Increase %
Business Promotions	$120.00	$111.82	$11.18	$123.00	2.50%
Cost per banner to install. Banners to be supplied as sets, Mall x7, North Roundabout x3, Bunnings Roundabout x3. Subject to availability.					
Not For Profit Organisations	$93.00	$86.36	$8.64	$95.00	2.15%
Cost per banner to install. Banners to be supplied as sets, Mall x7, North Roundabout x3, Bunnings Roundabout x3. Subject to availability.					

Advertising – ADC Free Wi-Fi

Name	Year 17/18 Last YR Fee (incl. GST)	Year 18/19 Fee (excl. GST)	GST	Fee (incl. GST)	Increase %
CBD / Mall Splash Page	$24.00	$22.73	$2.27	$25.00	4.17%
CBD / Mall Splash Page	$70.00	$65.45	$6.55	$72.00	2.86%
Airport Splash Page	$35.00	$32.73	$3.27	$36.00	2.86%
Airport Splash Page	$116.00	$108.18	$10.82	$119.00	2.59%

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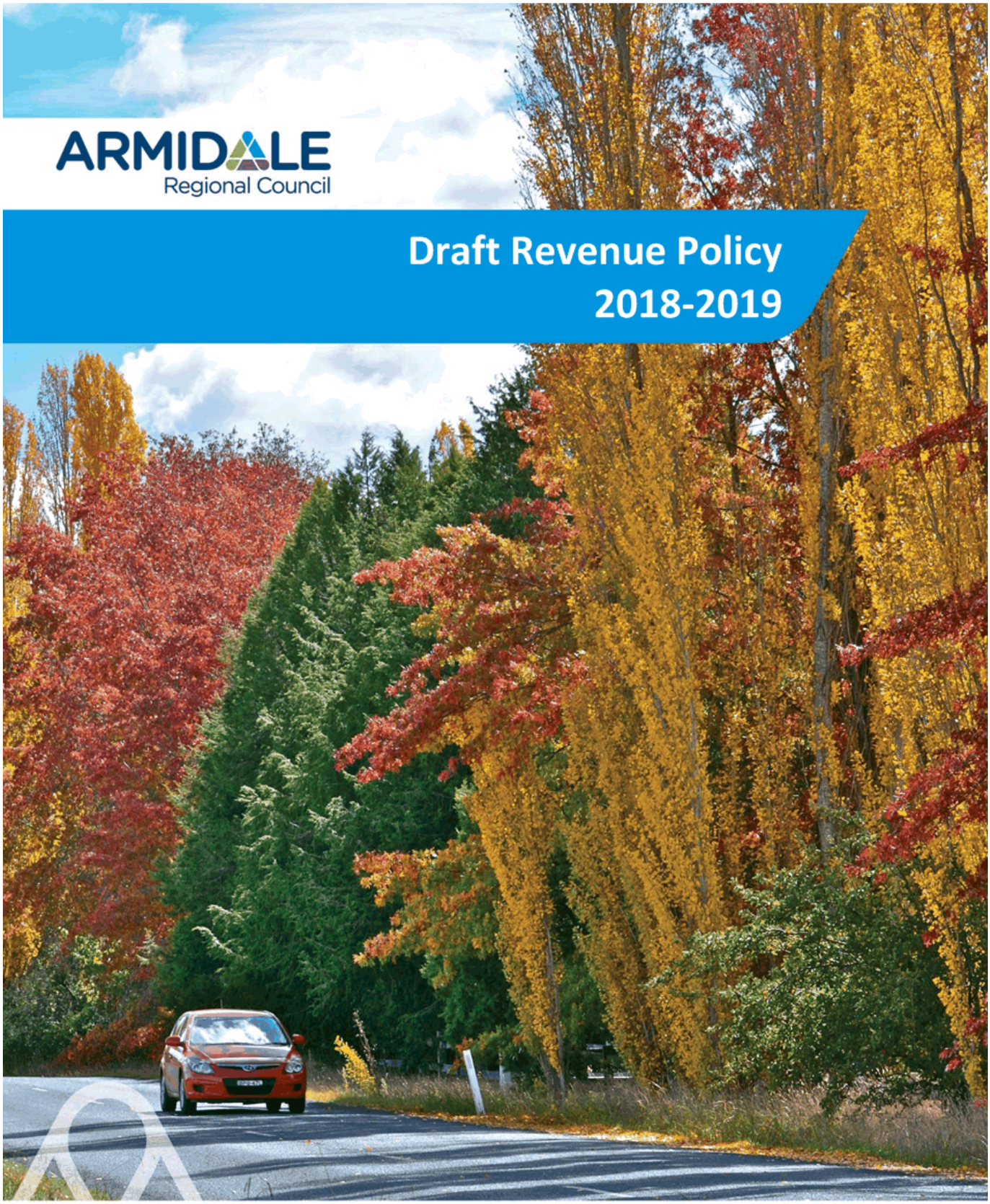
ARMIDALE
Regional Council
Draft Revenue Policy
2018-2019
Unleash the opportunities
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TRIM:

Introduction

It is a requirement of Section 405(2) of the New South Wales Local Government Act 1993 to incorporate in Council's Operational Plan a Revenue Policy. Section 201 of the New South Wales Local Government (General) Regulation 2005 details the statements to be included in the Revenue Policy.

The objectives of Armidale Regional Council's Revenue Policy are;

a) To meet statutory requirements,
b) To establish the total revenue required by Council to fund its activities,
c) To identify the revenue sources available to Council.

Rate Freeze Protection Period

On the 18th May 2017, the Hon Gabrielle Upton, MP, Minister for Local Government, Pursuant to Section 218CB of the NSW Local Government Act 1993, determined the methodology by which amalgamated councils would set rates during the protection period. The methodology is detailed in the NSW Government Gazette No.56 commencing at page 35,

During the rate protection period the rate structure, category and sub-category applied to a parcel of land in the 2015-2016 rating period is to be applied by the new council to that parcel for the protection period. The new council is not permitted to equalise rates across their pre merged council areas, nor can a new council re-balance rates between rating categories or the percentage of income generated by base/minimum and ad-valorem amounts. Re-balancing would result in some ratepayers paying proportionately less and to offset this some ratepayers would pay proportionately more, which is inconsistent with the objective of the State Government during the rate freeze protection period. The rate freeze protection period runs for four years 2016/17 through to and including 2019/2020.

Special Rate Variations

On 3 June 2014, the NSW Independent Pricing and Regulatory Tribunal (IPART) approved Special Rate Variations for both Guyra Shire Council and Armidale Dumaresq Council. It was determined that Guyra Shire Council may increase its general rate income by 8.0% including the rate peg of 2.3%. The increase above the rate peg can be retained in the Councils general income base permanently. It was determined that Armidale Dumaresq Council may increase its general rate income by 12.3% including the rate peg of 2.3%. The increase above the rate peg can be retained in the Councils general income base for 7 years, being 2014/15 through to and including 2020/21. Armidale Regional Council's general rates income calculations for the 2018-2019 financial year have been prepared inline with the rate protection provisions and current special rate variations for the former local government areas.

TRIM:

General Rates Statement

Rate Structure

Section 497 of the NSW Local Government Act 1993 provides there are two permissible rate structures. A rate, whether an ordinary rate or a special rate, may, at a council's discretion, consist of:

a) an ad valorem amount (which may, in accordance with section 548, be subject to a minimum amount of the rate), or
b) A base amount to which an ad valorem is added.

By virtue of Section 497 of the NSW Local Government Act 1993, general rates may be levied by three different methods:

- An ad valorem rate (rate based entirely on land value).
- An ad valorem rate which may be subject to a minimum rate.
- An ad valorem rate with a base amount.

Council has considered the methods and determined the most appropriate structure for the area is an ad valorem with a base amount.

Section 500 of the NSW Local Government Act 1993 provides a limit on revenue that can be raised from the base amount. The amount specified as the base amount of a rate (or the base amount of the rate for a category or sub-category of an ordinary rate) must not be such as to produce more than 50 per cent of the total amount payable by the levying of the rate.

Rate Pegging

The NSW Government introduced rate pegging in 1977. Rate pegging limits the amount that Council can increase its rate revenue from one year to the next by a specific figure determined by the Independent Pricing and Regulatory Tribunal (IPART). For the 2018/2019 financial year, IPART has determined that Council's general income may be increased by 2.3 percent. The rate peg applies to general income in total, and not to individual ratepayers' rates. Councils have discretion to determine how to allocate this increase between different ratepayer categories. Individual rates are also affected by other factors, such as land valuations. General Income comprises income from ordinary rates and special rates only. It does not include income from waste management service charges, water and sewerage services charges.

Valuations

Council cannot make and levy a rate in respect of a parcel unless Council has been furnished with a valuation by the Valuer General under the NSW Valuation of Land Act 1916. The Valuer General provides valuations, cyclically to the state's local government authorities. Armidale Regional Council's land values were updated by the Valuer General in November 2016. The 2016 base date valuations will be used to determine the Ad-valorem component of the general rates for the 2018-19 rating year.

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Categorisation

Section 514 of the NSW Local Government Act 1993 provides that before making an ordinary rate, the council must have declared each parcel of rateable land in its area to be within one or other of the following categories:

- Farmland
- Residential
- Mining
- Business

Farmland

Section 515 of the NSW Local Government Act 1993 provides that land is to be categorised as farmland if it is a parcel of rateable land valued as one assessment and its dominant use is for farming (that is, the business or industry of grazing, animal feedlots, dairying, pig-farming, poultry farming, viticulture, orcharding, bee-keeping, horticulture, vegetable growing, the growing of crops of any kind, forestry or aquaculture within the meaning of the Fisheries Management Act 1994, or any combination of those businesses or industries) 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).

Residential

Section 516 of the NSW Local Government Act 1993 provides that land is to be categorised as residential if it is a parcel of rateable land valued as one assessment and:

a) Its dominate use is for residential accommodation (otherwise than as a hotel, motel, guest-house, backpacker hostel or nursing home or any other form of residential accommodation (not being a boarding house or a lodging house prescribed by the regulations), or
b) 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
c) It is rural residential land.

Mining

Section 517 of the NSW Local Government Act 1993 provides that land is to be categorised as mining if it is a parcel of rateable land valued as one assessment and its dominant use is for a coal mine or metalliferous mine.

Business

Section 518 of the NSW Local Government Act 1993 provides that land is to be categorised as business if it cannot be categorised as farmland, residential or mining.

Vacant Land

Section 519 of the NSW Local Government Act 1993 provides that if vacant land is unable to be categorised under section 515, 516, or 517 the land is to be categorised:

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a) If the land is zoned or otherwise designated for use under an environmental planning instrument – according to any purpose for which the land may be used taking into account the nature of any improvements on the land and the nature of surrounding development, or
b) If the land is not so zoned or designated – according to the predominant categorisation of surrounding land.

Rating Category & Sub-categories

Section 529 of the NSW Local Government Act 1993 provides that Council may determine a sub-category or sub-categories for one or more categories of rateable land in its area.

Residential

Council has determined for land categorised as residential under Section 516 of the NSW Local Government Act 1993,

- Residential – Armidale (Non Urban)
- Residential – Guyra (Non Urban)

The following sub-categories based on centres of population;

- Residential – Armidale
- Residential - Guyra
- Residential – Tingha
- Residential – Wollomombi
- Residential - Ebor
- Residential – Hillgrove
- Residential – Village

Business

Council has determined for land categorised as business under Section 518 of the NSW Local Government Act 1993,

- Business – (Non Urban)

The following sub-categories based on centres of activity;

- Business – Armidale
- Business – Guyra
- Business – Tingha
- Business – Village
- Business – Industrial Armidale

Farmland

Properties categorised under Section 515 of the NSW Local Government Act 1993, the following sub-categories based on intensity.

- Farmland – Intensive

Mining

Properties categorised under Section 517 of the NSW Local Government Act 1993.

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Rate Code	Category Title	Definition
A-500	Residential (Non Urban)	A rateable parcel of land that complies with the definition of Rural Residential Land as provided in the Act. A rateable parcel of land, outside the geographic areas of the city of Armidale and townships of Wollomombi, Ebor and Hillgrove, categorised under the provisions of Section 516 of the Act that is the site of a certified residential dwelling. A vacant rateable parcel of land outside the geographic areas of the city of Armidale and townships of Wollomombi, Ebor and Hillgrove categorised under the provisions of Section 519 of the Act, if the land is zoned or otherwise designated for residential use under an environmental planning instrument.
A-101	Residential Armidale	A rateable parcel of land categorised under the provisions of Section 516 of the Act that is the site of a certified residential dwelling or Boarding House. Or Under the provisions of Section 519 of the Act vacant land zoned or otherwise designated for residential use under an environmental planning instrument, within the defined geographic area of Armidale City.
A-501	Residential Wollomombi	A rateable parcel of land categorised under the provisions of Section 516 or Section 519 of the Act that is the site of a certified residential dwelling or vacant land zoned or otherwise designated for residential use under an environmental planning instrument, within the township area of Wollomombi.
A-502	Residential Ebor	A rateable parcel of land categorised under the provisions of Section 516 or Section 519 of the Act that is the site of a certified residential dwelling or vacant land zoned or otherwise designated for residential use under an environmental planning instrument, within the township area of Ebor.
A-503	Residential Hillgrove	A rateable parcel of land categorised under the provisions of Section 516 or Section 519 of the Act that is the site of a certified residential dwelling or vacant land zoned or otherwise designated for residential use under an environmental planning instrument, within the township area of Hillgrove.
A-520	Business (Non Urban)	A rateable parcel of land outside the geographic area of Armidale City that cannot be categorised as farmland, residential, or mining under sections 515-517 of the Act.
A-103	Business City	A rateable parcel of land within the geographic area of Armidale City that cannot be categorised as farmland, residential, or mining under sections 515-517 of the Act, that is the site of a certified structure.
A-104	Industrial City	A rateable parcel of land categorised under Section 518 of the Act that is located within the Industrial City Area defined in the Local Environment Plan.
A-530	Mining	A rateable parcel of land categorised under the provisions of Section 517 of the Act.
A-550	Farmland	A rateable parcel of land categorised under the provisions of Section 515 of the Act. Section 519 facilitates the categorisation of vacant land and it should be noted that scope exists for vacant land to be categorised as "farmland" in certain circumstances via those provisions.

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Rate Code	Category Title	Definition
G-RNU	Residential (Non Urban)	A rateable parcel of land that complies with the definition of Rural Residential Land as provided in the Act. A rateable parcel of land, outside the geographic areas of the Towns of Guyra, Tingha and the villages of Ben Lomond, Llangothlin, Ebor and Black Mountain categorised under the provisions of Section 516 of the Act that is the site of a certified residential dwelling. A vacant rateable parcel of land outside the geographic areas of the towns of Guyra, Tingha and the villages of Ben Lomond, Llangothlin, Ebor and Black Mountain categorised under the provisions of Section 519 of the Act, if the land is zoned or otherwise designated for residential use under an environmental planning instrument.
G-RG	Residential Guyra	A rateable parcel of land categorised under the provisions of Section 516 of the Act that is the site of a certified residential dwelling or Boarding House. Or Under the provisions of Section 519 of the Act vacant land zoned or otherwise designated for residential use under an environmental planning instrument, within the defined geographic area of the township of Guyra.
G-RT	Residential Tingha	A rateable parcel of land categorised under the provisions of Section 516 of the Act that is the site of a certified residential dwelling or Boarding House. Or Under the provisions of Section 519 of the Act vacant land zoned or otherwise designated for residential use under an environmental planning instrument, within the defined geographic area of the township of Tingha.
G-RV	Residential Village	A rateable parcel of land categorised under the provisions of Section 516 of the Act that is the site of a certified residential dwelling or Boarding House. Or Under the provisions of Section 519 of the Act vacant land zoned or otherwise designated for residential use under an environmental planning instrument, within the defined geographic area of the villages of Ben Lomond, Black Mountain, Llangothlin and Ebor.
G-BV	Business Village	A rateable parcel of land within the geographic area of the villages of Ben Lomond, Black Mountain, Llangothlin and Ebor that cannot be categorised as farmland, residential, or mining under sections 515-517 of the Act, that is the site of a certified structure.
G-BG	Business Guyra	A rateable parcel of land within the geographic area of the township of Guyra that cannot be categorised as farmland, residential, or mining under sections 515-517 of the Act, that is the site of a certified structure.
G-BT	Business Tingha	A rateable parcel of land within the geographic area of the township of Tingha that cannot be categorised as farmland, residential, or mining under sections 515-517 of the Act, that is the site of a certified structure.
G-M	Mining	A rateable parcel of land categorised under the provisions of Section 517.
G-F	Farmland	A rateable parcel of land categorised under the provisions of Section 515 of the Act. Section 519 facilitates the categorisation of vacant land and it should be noted that scope exists for vacant land to be categorised as "farmland" in certain circumstances via those provisions.
G-FI	Farmland Intensive	A rateable parcel of land categorised under the provisions of Section 515. Section 529(2)(a) permits a sub-category may be determined according to the intensity of land use; economic factors; or irrigability of the land.

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Statement of Ordinary Rate Armidale Regional Council

Note: Adjustments may be made to the base rate and/or ad valorem rate in the dollar, before the levy, to account for any land value adjustments made up until 30 June 2018. Adjustments may also be made at the direction of the Office of Local Government during the rate freeze period.

Rates to be levied for the 2018/2019 rating year

Rate Category	Base Rate $	Base Rate %	Ad Valorem Rate in $	Rateable Land Value $	Estimated Yield PA $
Residential Category					
Residential - Armidale	467.60	43.29	0.004611	1,077,771,767	8,763,209
Residential – Guyra	238.00	46.96	0.004453	56,149,130	471,372
Residential – Tingha	242.50	46.67	0.067034	1,157,425	145,486
Residential - Wollomombi	200.00	38.90	0.014429	370,100	8,740
Residential – Ebor	200.00	37.93	0.009091	540,000	7,909
Residential - Hillgrove	200.00	34.32	0.015437	2,330,530	54,776
Residential – Armidale Non Urban	485.00	44.55	0.002360	275,221,020	1,171,381
Residential – Guyra Non Urban	258.80	49.75	0.002272	22,782,090	103,003
Residential – Village	170.00	49.59	0.004413	5,716,160	50,045
Business Category					
Business – Armidale	791.00	18.89	0.012038	112,281,753	1,666,464
Business – Guyra	409.80	46.47	0.008231	5,564,190	85,549
Business – Tingha	258.60	43.68	0.082991	116,510	17,168
Business - Non Urban	737.30	42.04	0.003692	6,608,720	42,094
Business – Village	106.70	42.31	0.003397	642,390	3,782
Industrial – Armidale	882.20	19.31	0.012038	48,991,800	730,914
Mining					
Mining – Armidale	995.30	17.72	0.035259	1,441,530	61,775
Mining – Guyra	252.30	47.29	0.009060	186,200	3,200
Farmland					
Farmland – Armidale	1,321.60	39.44	0.002285	733,635,600	2,767,996
Farmland – Guyra	468.00	19.20	0.002135	763,663,830	2,017,926
Farmland – Intensive	1,146.90	19.22	0.009330	1,033,000	11,931
General Rate Income Estimated Yield					**18,184,720**

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Rate Reductions for Eligible Pensioners

Council provides for rate reductions to eligible pensioners under Section 575 of the NSW Local Government Act 1993. Section 575 (4) of the NSW Local Government Act provides that if a person becomes an eligible pensioner after the day on which a rate or charge is made and levied, the person is entitled to a reduction under this section of the rate or charge proportionate to the number of full quarters remaining after the day on which the person becomes an eligible pensioner in the year for which the rate or charge is made.

Non-Rateability

Council deems land to be non-rateable strictly in accordance with Sections 555 and 556 of the Local Government Act 1993.

General Rates - Payment Schedule

The General Rates Notice, incorporating Sewerage, Garbage, Water and Drainage charges may be paid in four quarterly instalments as follows:

Instalment	Issued	Due Date
First	31 July 2018	31 August 2018
Second	31 October 2018	30 November 2018
Third	31 January 2019	28 February 2019
Fourth	30 April 2019	31 May 2019

Under the provisions of the Local Government Act 1993 a supplementary levy may be issued during the year which will affect the number of instalments to be paid by the ratepayer. The rates and charges due are apportioned over the instalment due dates that remain after the supplementary levy is applied.

Interest on Overdue Rates

Section 566 of the NSW Local Government Act 1993 provides for the accrual of interest on overdue rates and charges. Interest accrues daily on rates and charges that remain unpaid after they become due and payable. The rate of interest is that set by Council, but must not exceed the rate specified for the relevant period by the Minister by notice published in the Gazette. Council will apply the maximum rate specified for the period by the Minister of 7.5%.

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Statement of Charges Applied to Parcels of Land Constituting Armidale Regional Council

In accordance with Sections 495, 501 and 502 of the Local Government Act 1993, Council will make and levy the following charges.

Annual Charges

Section 501 of the NSW Local Government Act 1993, provides that Council may levy an annual charge for the provision of the following services:

- Water supply services
- Sewerage services
- Drainage services
- Waste management services (other than domestic waste management charges)
- Any services prescribed by the Regulations.

Water Supply Services

Water Service Access Charge

A fixed water service access charge is levied on all properties in the serviced area to recover the costs of water infrastructure. Section 552 (1) (b) of the NSW Local Government Act 1993 provides what land may be subject to a water supply special rate or charge: Land that is situated within 225 metres of a water pipe of the council whether the land has a frontage or not to the public road (if any) in which the water pipe is laid and although the land is not actually supplied with water from any pipe of the council.

The water access charge is included on Council's general rates notice, the water access charges for the rating period commencing 1 July 2018, will be applied in the following manner:

Single Occupancy - a fixed service access charge will be applied per assessment.

Multiple Occupancy (Strata) - a fixed service access charge will be applied per Flat/Unit.

Multiple Occupancy (Community Title) – a fixed service access charge will be applied per Flat/Unit.

Multiple Occupancy (Non Strata) - a fixed service access charge will be applied per assessment.

The Water Service Access Charge applies to all - Residential, Commercial, Non Rateable, Dialysis, Non-profit sporting and Untreated Water in the Armidale Regional Council Area.

Water Access Charges

Charge Description	2016/2017	2017/2018	2018/2019
Water Access Charge Armidale	$220.00	$220.00	$220.00
Water Access Charge Guyra	$320.00	$320.00	$220.00
Water Access Charge Tingha	$320.00	$320.00	$220.00

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Water Consumption Charges

The NSW Office of Water Best Practice Pricing Guideline requires Council to adopt appropriate water consumption charges that reflect the user pays principle. Best practice water supply pricing requires utilities to provide strong pricing signals to encourage efficient water use, with a target that 75% of income is generated from consumption charges. Water consumption charges based on metered consumption are calculated at the following stepped tariff rates per service access charge.

Armidale Residential & Commercial Consumption Stepped Tariff

Stepped Consumption Tariff per Quarter	2016/2017 ($/Kilolitre)	2017/2018 ($/Kilolitre)	2018/2019 ($/Kilolitre)
0 to 100 kilolitres	2.47	2.47	2.50
101 to 250 kilolitres	3.28	3.28	3.35
above 250 kilolitres	3.73	3.73	3.80

Guyra Residential & Commercial Consumption Stepped Tariff

Stepped Consumption Tariff per Quarter	2016/2017 ($/Kilolitre)	2017/2018 ($/Kilolitre)	2018/2019 ($/Kilolitre)
0 to 100 kilolitres	1.65	1.65	2.05
101 to 250 kilolitres	1.97	1.97	2.40
above 250 kilolitres	2.08	2.08	2.60

Tingha Residential & Commercial Consumption Stepped Tariff

Stepped Consumption Tariff per Quarter	2016/2017 ($/Kilolitre)	2017/2018 ($/Kilolitre)	2018/2019 ($/Kilolitre)
0 to 100 kilolitres	1.65	1.65	2.05
101 to 250 kilolitres	1.97	1.97	2.40
above 250 kilolitres	2.08	2.08	2.60

Armidale Haemodialysis Consumption Stepped Tariff

Stepped Consumption Tariff per Quarter	2016/2017 ($/Kilolitre)	2017/2018 ($/Kilolitre)	2018/2019 ($/Kilolitre)
0 to 25 kilolitres	0.00	0.00	0.00
26 to 100 kilolitres	2.29	2.29	2.33
101 to 250 kilolitres	3.07	3.07	3.13
above 250 kilolitres	3.72	3.72	3.80

Guyra & Tingha Haemodialysis Consumption Stepped Tariff

Stepped Consumption Tariff per Quarter	2016/2017 ($/Kilolitre)	2017/2018 ($/Kilolitre)	2018/2019 ($/Kilolitre)
0 to 25 kilolitres	0.00	0.00	0.00
26 to 100 kilolitres	1.60	1.60	2.05
101 to 250 kilolitres	1.90	1.90	2.40
above 250 kilolitres	2.00	2.00	2.60

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Armidale Untreated Water Consumption Stepped Tariff

Stepped Consumption Tariff per Quarter	2016/2017 ($/Kilolitre)	2017/2018 ($/Kilolitre)	2018/2019 ($/Kilolitre)
0 to 100 kilolitres	1.20	1.20	1.22
101 to 250 kilolitres	2.14	2.14	2.18
above 250 kilolitres	2.63	2.63	2.68

Armidale Non – Rateable & Non –Profit Flat Rate Consumption Tariff

Consumption Tariff Description per Quarter	2016/2017 ($/Kilolitre)	2017/2018 ($/Kilolitre)	2018/2019 ($/Kilolitre)
Non Rateable	3.43	3.43	3.50
Non Profit – Sporting	2.52	2.52	2.60

Guyra Intensive Horticulture Water Tariff

Available to Horticulture operations with employment >100 FTE in accordance with heads of agreement.	
Flat rate ($/Kilolitre)	2.13

Water Supply & Consumption Charges Estimated Yield 2018/2019

Charge Description	Estimated Yield $
Water Access Charges	2,318,580
Estimated Consumption Revenue Armidale	7,059,035
Estimated Consumption Revenue Guyra	1,028,060
Estimated Consumption Revenue Tingha	111,682
Water Supply & Consumption Charges Estimated Yield	**10,517,357**

Water Supply Usage Quarterly Charge - Billing Schedule

Account	Issued	Due Date
First	30 September 2018	31 October 2018
Second	31 December 2018	31 January 2019
Third	31 March 2019	30 April 2019
Fourth	30 June 2019	31 July 2019

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Sewerage Services

Section 501 of the NSW Local Government Act provides for Council to charge an annual sewerage access charge. Section 552 (3) provides that a special rate or charge relating to sewerage may be levied on all 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 sewerage could not be discharged into any sewer of the Council.

Onsite Sewerage Management

In accordance with Council's onsite waste water management plan, all systems are risk assessed as, high, medium, or low. The renewal charge is $160.00 which consists of a $125.00 inspection fee and $35.00 renewal fee.

Armidale Sewerage Access Charges

The sewerage access charge is included on Council's general rates notice. Sewerage access charges will be applied in the following manner:

- All single residential properties will be charged a single residential sewerage access charge.
- Multiple occupancy residential complexes will be charged a single residential sewerage access charge plus a Flat/Unit charge per remaining flats, e.g. a block of four flats will have one residential charge and three Flat/Unit charges for the remaining flats.
- Commercial properties will be charged the minimum rate while unconnected, upon connection properties will be charged the minimum rate or the ad valorem rate (whichever is greater), with additional charges for multiple water closets and urinals.

Armidale Sewerage Access Charges

Charge Description	2016/2017	2017/2018	2018/2019
Residential	$388.00	$395.00	$410.00
Multiple Occupancy Residential For each additional occupancy	$346.00	$352.00	$360.00
Commercial / Industrial Minimum Rate Ad valorem Rate upon connection	 $388.00 $0.0045	 $395.00 $0.0046	 $410.00 $0.0047
*University / Further Education or similar Each Additional Water Closet Each Additional Urinal	 $127.00 $54.00	 $129.30 $55.00	 $135.00 $60.00
*Hotel, Motel or similar premises Each Additional Water Closet Each Additional Urinal	 $127.00 $54.00	 $129.30 $55.00	 $135.00 $65.00

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*Hospital, Schools or similar premises			
Each Additional Water Closet	$57.00	$58.00	$65.00
Each Additional Urinal	$54.00	$55.00	$60.00
*Other Non - Rateable properties			
Each Additional Water Closet	$114.00	$116.00	$120.00
Each Additional Urinal	$54.00	$55.00	$60.00

*The charge will be the maximum of; either the amount of the sewerage rate generated on the parcel of land concerned using the ad valorem calculation, or the multiple charges, whichever is the greater.

Armidale Sewerage Charges Estimated Yield 2018/2019

Charge Description	**Estimated Yield $**
Residential	3,260,730
Commercial Minimum/unconnected	30,750
Commercial Ad-Valorem Rate *	669,338
Unconnected Sewer (Developer)	1,230
Multiple Occupancy Residential	408,600
Water Closets Higher Education	135,945
Water Closets Hotels , Motels	76,005
Water Closets Hospital, Schools	54,730
Water Closets Non Rateable	50,280
Urinals Rateable	2,990
Urinals Non Rateable	18,060
Armidale Sewerage Services Estimated Yield	**4,708,658**

*The estimated yield for the Commercial Sewerage Charge $669,338.11 consists of the total land value of all commercial properties multiplied by the ad-valorem rate of $0.0047.

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Guyra Sewerage Access Charges

The sewerage access charge is included on Council's general rates notice. Sewerage access charges will be applied in the following manner for properties in Guyra:

- All single residential properties will be charged a single sewerage access charge.
- Multiple occupancy residential complexes will be charged a single sewerage access charge for each flat or unit.
- All Commercial properties will be charged a single sewerage access charge with additional charges for the number of additional water closets.
- Vacant properties within Council's sewerage service area will be charged a single vacant sewerage access charge.

Guyra Sewerage Access Charges

Charge Description	2016/2017	2017/2018	2018/2019
Sewerage Access Charge	$615.00	$627.00	$627.00
Vacant Sewerage Access Charge	$400.00	$408.00	$408.00
1st WC/Urinal @ Guyra Sewer Rate - Occupied		Included in Sewerage Access Charge	
2-6 WC/Urinals per each unit	$259.00	$264.00	$264.00
Additional WC/Urinals above 6 per each unit	$135.00	$138.00	$138.00
Non Rateable Charges WC/Urinals per unit	$135.00	$138.00	$138.00

Guyra Sewerage Charges Estimated Yield 2018/2019

Charge Description	Estimated Yield $
Sewerage Access Charge	524,172
Vacant Sewerage Access Charge	25,704
2-6 WC/Urinals per each unit	28,248
Additional WC/Urinals above 6 per each unit	9,660
Non Rateable Charges WC/Urinals per unit	18,630
Guyra Sewerage Services Estimated Yield	**606,414**

Tingha Sewerage Access Charges

Sewerage access charges will be applied in the following manner for properties in Tingha:

- All Single Residential & Commercial properties will be charged per pump service single unit.
- All Duplex Residential & Commercial properties will be charged per pump service duplex unit.
- An un-connected sewer charge will be levied on all properties where the scheme is available but where no pump well is installed.

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Tingha Sewerage Access Charges

Charge Description	2016/2017	2017/2018	2018/2019
Sewerage Access Charge - Single Unit Pump	$430.00	$438.00	$450.00
Sewerage Access Charge – Duplex Unit Pump	$860.00	$876.00	$900.00
Un-connected Sewer Charge per Assessment	$132.00	$135.00	$140.00

Tingha Sewerage Charges Estimated Yield 2018/2019

Charge Description	Estimated Yield $
Sewerage Access Charge - Single Unit Pump	101,700
Un-connected Sewer Charge - per Assessment	2,520
Tingha Sewerage Services Estimated Yield	**104,220**

Waste Management Services

The management of our communities waste is a high priority area for Armidale Regional Council. Waste Services is focused on maximising the recovery of materials and running an environmentally responsible landfill. Council is in the process of constructing a new landfill facility to cater for waste disposal for the next 50 years. However, Council is also committed to increasing the recovery of new materials as markets develop. To successfully recover materials sufficient space is required for stockpiling and processing. A new Resource Recovery Park is being developed to the north of the Long Swamp Road Waste Management Facility to cater for future resource recovery activities.

Domestic Waste Management

Section 496 of the NSW Local Government Act 1993 provides that Council must make and levy an annual charge for the provision of domestic waste management services for each parcel of rateable land for which the service is available. 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:

a) The service is available for that land , and
b) The owner of the land requests or agrees to the provision of the service to that land, and
c) The amount of the annual charge is limited to recovering the cost of providing the service to that land.

Domestic Waste Management Service Provided in Armidale

The Domestic waste management service provided by Council will comprise of:

- 1 x 140 litre red lid bin (collected once weekly);
- 1 x 240 litre green lid bin - City to Soil (collected once fortnightly); and
- Recycle crates - unlimited number of crates (collected once weekly).

Domestic Waste Services will be limited to multiples of the above bin full services. If there is a need for additional services, any extra bins will be charged as per the approved additional service rate.

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A Vacant Domestic Waste Management Charge is to be levied on all rateable parcels of land within the domestic waste collection boundary, which do not have a dwelling and are zoned for residential use in the Local Environment Plan. The charge covers contributions towards Council waste management infrastructure.

Armidale Domestic Waste Management Charges

Description	2016/2017	2017/2018	2018/2019
Domestic Waste Service	$321.00	$327.00	$355.00
Additional 140lt Service	$109.00	$111.00	$130.00
Additional 240lt City to Soil Service	$53.00	$54.00	$135.00
Vacant Domestic Waste Management Charge	$109.00	$111.00	$125.00

Multiple occupancy residential complexes (non-strata) will have a minimum number of full services equal to 50% of the number of flats. Therefore, a block of twelve (12) flats will have six (6) full services as a minimum.
Where a resident who lives in a multi-occupancy residential complex disputes the level of service, where the minimum number of red lid services are being utilised, Council will investigate on a case by case basis.

Council reserves the right to instruct property owners to increase the number of services where Council deems health regulations or adequate levels of service are not being met. Section 124 of the NSW Local Government Act 1993 may issue an order to the owner or occupier of a premises to remove or dispose of waste that is on any residential property, if the waste is causing or likely to cause a threat to public health.

Domestic Waste Management Service Provided in Guyra & Tingha

The Domestic waste management service provided by Council in Guyra and Tingha will comprise of:

1 x 140 litre or 1 x 240lt bin (collected once weekly);

Recycle crates - unlimited number of crates (collected once weekly).

Domestic Waste Services will be limited to multiples of the above bin full services. If there is a need for additional services, any extra bins, will be charged as per the approved additional service rate.

A Vacant Domestic Waste Management Charge is to be levied on all rateable parcels of land within the domestic waste collection boundary, which do not have a dwelling and are zoned for residential use in the Local Environment Plan. The charge covers contributions towards Council waste management infrastructure.

Guyra & Tingha Domestic Waste Management Charges

Description	2016/2017	2017/2018	2018/2019
Domestic Waste – 240lt Service	$440.00	$448.00	$470.00
Domestic Waste – 140lt Service	$267.00	$272.00	$280.00
Vacant Domestic Waste Management Charge	$62.50	$64.00	$84.00

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Commercial Waste Management

Section 501 of the NSW Local Government Act 1993 provides that Council may impose an annual charge for waste management services (other than domestic waste management services). Council's suite of commercial waste management services will be charged to all properties that receive the service.

Armidale Commercial Waste Services

Council's Commercial Waste Management Service comprises of a 240 litre red lid bin (collected once weekly). The provision of extra services is limited to multiples of these bins.

Council's Commercial Organics (City to Soil) Service comprises of a 240 litre green lid collected fortnightly. Commercial enterprises producing large amounts of organic waste, e.g. restaurants, can request an increase in collection frequency from fortnightly to weekly, twice weekly or thrice weekly. Additional 240lt green bins may also be requested, the additional bins will be charged in multiples of the frequency of collection.

Commercial Organics (City to Soil) 240 litre Service Charge

- Charge of $135.00 for additional 240lt organic service multiplied by frequency of pick-up.

The Commercial Recycling Service comprises of a once weekly collection of Council's recycling crates, with a maximum of 10 crates allowed per commercial property.

Armidale Commercial Waste Services

Description	2016/2017	2017/2018	2018/2019
Commercial Waste 240lt Service	$310.00	$320.00	$370.00
Commercial Organics (City to Soil) 240lt Service	$121.00	$121.00	$135.00
Commercial Organics (City to Soil) 240lt Service Weekly	$173.00	$173.00	$200.00
Commercial Organics (City to Soil) 240lt Service 2 x Weekly	$277.00	$277.00	$320.00
Commercial Organics (City to Soil) 240lt Service 3 x Weekly	$381.00	$381.00	$440.00
Commercial Recycling Service Charge Weekly	$121.00	$124.00	$140.00

Guyra & Tingha Commercial Waste Services

Council's Commercial Waste Management Service comprises of a 240lt Service (collected once weekly). The provision of extra services is limited to multiples of these services.

Description	2016/2017	2017/2018	2018/2019
Commercial Waste 240lt Service	$504.00	$514.00	$370.00

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Rural Waste Management

The Rural Waste Management Charge covers contributions towards Council's waste management infrastructure and Rural Waste Transfer Station's. The Rural Waste Management Charge was traditionally levied on all rateable assessments in the former Armidale Dumaresq Council Local Government Area, which have a dwelling and do not receive a waste collection service. The Rural Waste Management Charge will be extended to all rateable assessments in the former Guyra Shire Council LGA which have a dwelling and do not receive a waste collection service. The charge will be progressively phased in over a 5 year period.

Description	2016/2017	2017/2018	2018/2019
Rural Waste Management Charge former Armidale Dumaresq Council LGA	$107.00	$109.00	$125.00
Rural Waste Management Charge former Guyra Shire Council LGA			$25.00

New Landfill Charge

The purpose of the charge is to provide for the construction of a new waste disposal facility. The New Landfill Charge will be levied on parcels of land In the former Armidale Dumaresq Council Local Government Area. The charge will be levied on;

a) all rateable assessments, and
b) all non-rateable assessments that generate waste.

Description	2016/2017	2017/2018	2018/2019
New Landfill Charge	$147.00	$150.00	$175.00

Waste Management Charges Estimated Yield 2018/2019

Charge Description	Estimated Yield $
Domestic Waste Management	3,843,740
Commercial Waste Management	356,310
Residential & Commercial Organics	27,025
Commercial Recycling	700
Vacant Waste Management	56,842
Rural Waste Management	149,725
New Landfill Charge	1,902,775
Estimated total yield for waste management charges	**6,337,117**

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Drainage Charges

Armidale Drainage Charges

Drainage Charges are to be levied on all properties within the Armidale City drainage catchment area to recover the costs of drainage construction, reconstruction and maintenance.

Drainage Charges Levied	Charge Amount $	Estimated Yield $
8765	$50.00	438,250

Guyra Drainage Charges

Drainage Charges are to be levied on all properties within the township of Guyra to recover the costs of drainage construction, reconstruction and maintenance.

Drainage Charges Levied	Charge Amount $	Estimated Yield $
875	$25.00	21,875

Pricing Policy Principles

Armidale Regional Council's general policy for determining fees to be charged is:

(i) All fees and charges not subject to statutory control are to be reviewed on an annual basis prior to finalisation of the annual operating budget.

(ii) Any fees, charges or rates laid down by the Office of Local Government will be adopted at the rate set down at the time Council is advised.

(iii) In reviewing fees and charges, consideration will be given to full cost recovery on a fee for service basis. The principle will only be applied where the cost of service provision can be accurately determined and the end user can be easily identified.

(iv) Council identifies its cost recovery policy against each charge as reflected within the Fees & Charges Schedule.

(v) Where the principle cannot be applied to determine the price or charge, the alternative should be based on:

- Cost to Council.
- The suggested price for that service published by any relevant body.
- The importance of the service to the community.
- The projected CPI increase for that period.
- The competitiveness of fees and charges with those charged by other organisations.

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National Competition Policy

Water and Sewer Funds are deemed Category 1 Business Activities.

The following actions have been taken in regard to these Business Activities:

- The Water and Sewer Funds have been separately identified within Council's operations.
- A "Separate Internal Accounting and Reporting Framework" has been established.
- "Private Sector Pricing Factors" including tax equivalent payments, debt guarantee fees, rate of return on capital invested and dividend payments have been included in pricing calculations for the setting of charges.

Loan Borrowing Program

Loan borrowings proposed for the 2018/2019 Financial Year;

- TBA

Grants & Other Government Subsidies Income

- Grants and contributions provided for operating purposes TBA
- Grants and Contributions provided for capital purposes TBA
- Other Revenue TBA

Earnings from Investments

- Interest & investment revenue TBA

Fee Refund or Waiver

The CEO or his nominee has the discretion to waive or reduce fees on the basis of:

(i) Council's Hardship Policy, or
(ii) Public benefit (e.g. charitable projects), or
(iii) As recompense for poor customer service or other error on the part of Council (as per Council's Complaints Management Policy), or
(iv) The circumstances of a particular case, where full fee payment would be unreasonable or inequitable.

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Changes to GST

This schedule of fees and charges has been prepared using the best available information in relation to the GST impact on the fees and charges at the time of publication. However, there are still a number of fees and charges for which Council is not able to confirm the GST status.

Accordingly, if a fee that is shown as being subject to GST is subsequently proven not to be subject to GST, then that fee will be amended by reducing the GST to nil. Conversely, if Council is advised that a fee is shown as being not subject to GST, becomes subject to GST, then the fee will be increased but only to the extent of the GST.

Credit Card Charges

Council may introduce a surcharge for Credit Card payments in the 2018-19 financial year. This would apply to all payments either at Council's Cashier or through Australia Post or internet payments via Council's web page. The charge will be based on the passing on of any actual bank charges

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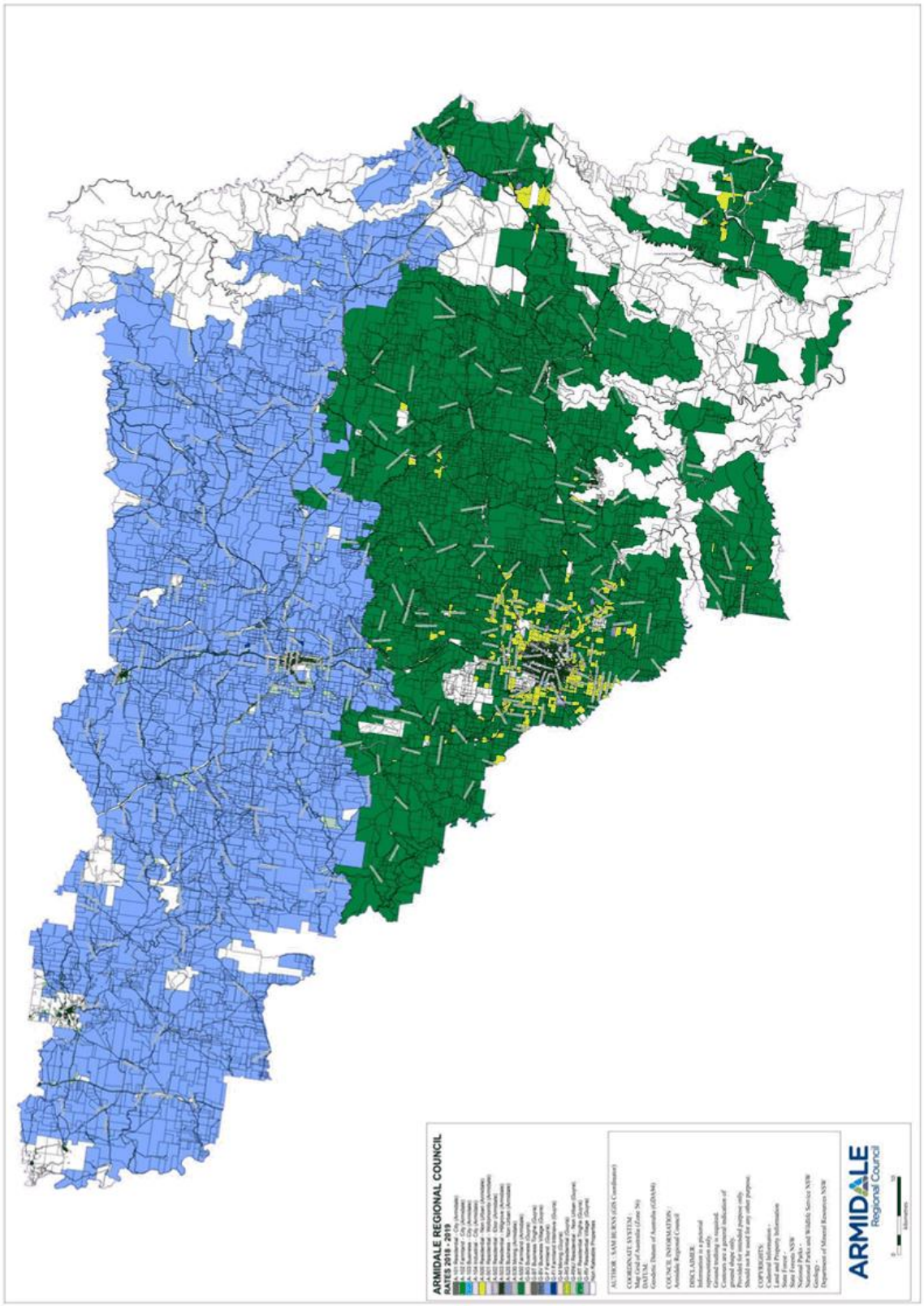
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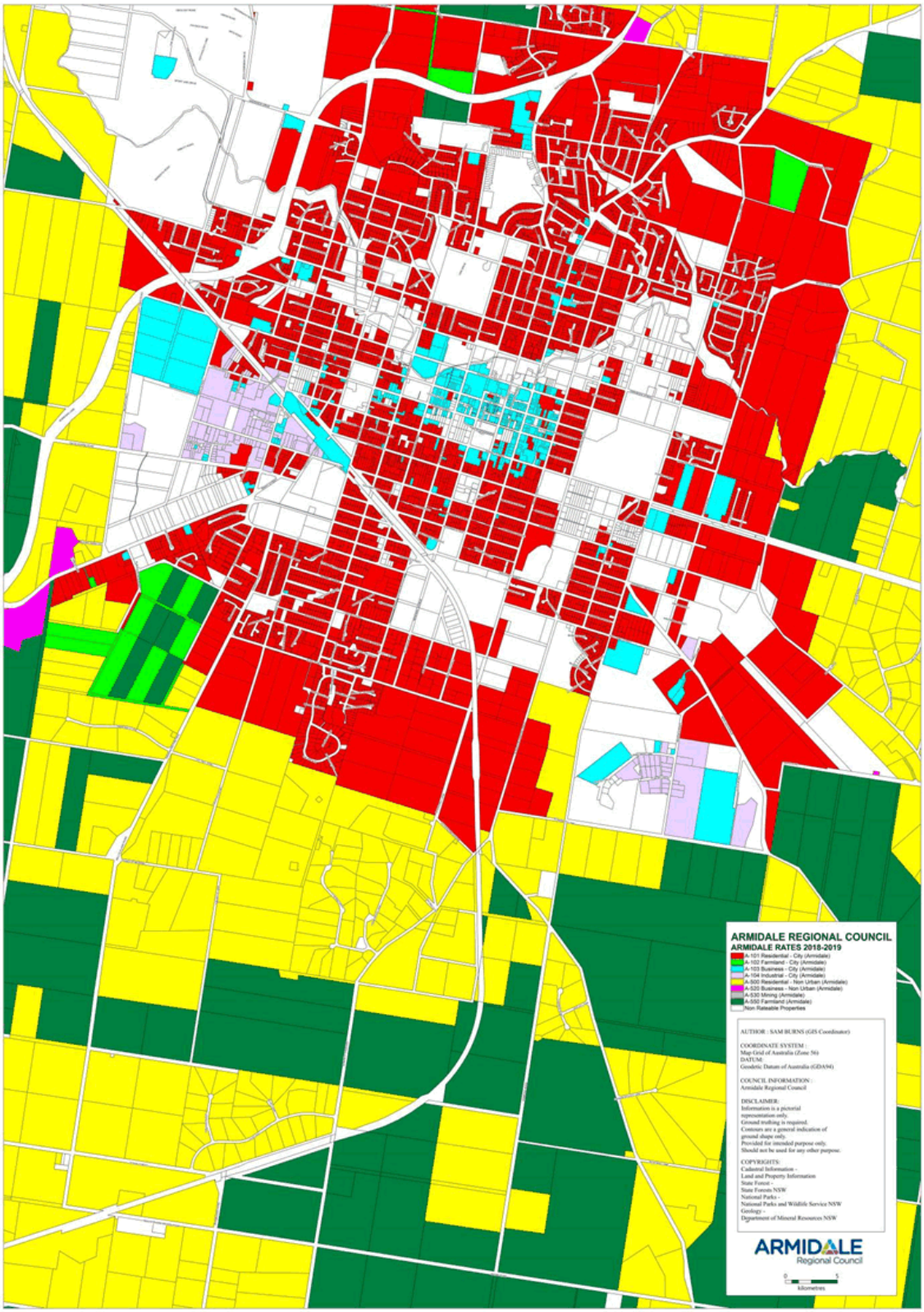
ARMIDALE REGIONAL COUNCIL
ARMIDALE RATES 2018-2019
A-101 Residential - City (Armidale)
A-102 Farmland - City (Armidale)
A-103 Business - City (Armidale)
A-104 Industrial - City (Armidale)
A-500 Residential - Non Urban (Armidale)
A-520 Business - Non Urban (Armidale)
A-530 Mining (Armidale)
A-592 Farmland (Armidale)
Non Rateable Properties
AUTHOR : SAM BURNS (GIS Coordinator)
COORDINATE SYSTEM :
Map Grid of Australia (Zone 56)
DATUM:
Geodetic Datum of Australia (GDA94)
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Armidale Regional Council
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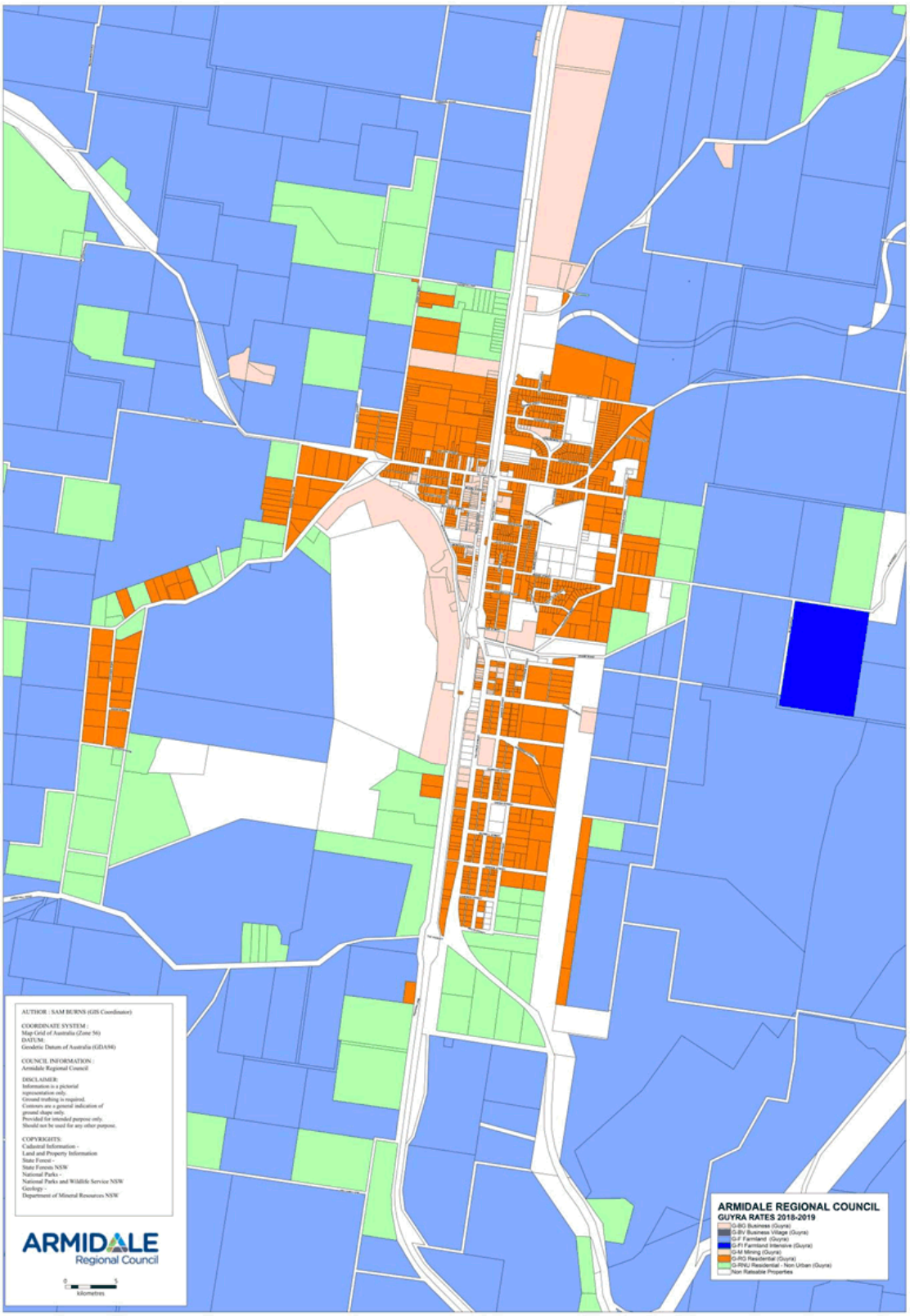
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GUYRA RATES 2018-2019
G-BG Business (Guyra)
G-BV Business Village (Guyra)
G-F Farmland (Guyra)
G-FI Farmland Intensive (Guyra)
G-M Mining (Guyra)
G-RG Residential (Guyra)
G-RNU Residential - Non Urban (Guyra)
Non Rateable Properties

The Armidale School - Girls Boarding Project

Development Application No: DA-198-2016

Application to Armidale Regional Council to remove Condition 26 relating to water and sewer infrastructure contributions

Planning Report Overview

This planning report supports an application to Armidale Regional Council (ARC) seeking removal of the condition requiring payment of a water and sewer infrastructure contribution in respect of the new student boarding facility recently approved and now completed at The Armidale School (TAS); it should be read in conjunction with legal advice prepared by Solicitor David Brigden.

This report acknowledges a recent decision in relation to DA-98-2015, whereby Council approved that the Development Servicing Plan (DSP) / infrastructure contribution for the TAS White House Extension Project be based on the "hostel" category rather than the "boarding house" category as per Policy POL181 – Utilities: Development Servicing Plan for Water & Sewerage.

However, this report goes beyond that to identify that the proposed use of the new student boarding facility is not only ancillary to the operation of the School but also that the total student boarding population remains less than that previously accommodated at the School.

The new student boarding facility provides an alternative method of accommodating students based on separation by gender, as required in response to the School's recent move to a fully co-educational environment.

In addition and more importantly, the total number of persons at the school (both students and staff) remains less than at previous times in the School's history including at the date that the current DSP Policy took effect.

Consequently, the amount of the applicable DSP contributions (i.e. $302,833.30) as identified in the advisory note to Condition 26 of the approval has been incorrectly calculated by Council.

Despite the description applied to the approved development (i.e. "alterations and additions – existing educational establishment (new boarding house)"), Council has incorrectly defined the approved student boarding facility as a "boarding house" for the purposes of calculating the applicable DSP contributions.

This error may have simply resulted from confusion associated with the use of the term "boarding house" to describe student boarding facilities at schools, which is why the application sought approval for an "Extension to an existing Educational Establishment (being for the purposes of additional student boarding accommodation and associated facilities at The Armidale School)" and why this report has utilised the term "student boarding facility".

The approved student boarding facility is not a "boarding house" as defined in the Armidale Dumaresq Local Environmental Plan or in the NSW Boarding Houses Act 2012; in fact the Boarding Houses Act expressly excludes a school or any other premises used by an educational body to provide accommodation for students.

Rather, the approved student boarding facility is part of an "educational establishment" or more precisely part of a "school" as confirmed by relevant definitions in the Armidale Dumaresq Local Environmental Plan, and in the NSW Education Act 1990; The Armidale School is a registered non-government school.

Further the Building Code of Australia classifies the approved student boarding facility as a residential part of a school and the design of the facility as approved under the relevant construction certificate issued by Council would not permit use of the facility for purposes other than school dormitory accommodation.

All of the above referenced documents clearly distinguish between a "boarding house" and a student boarding facility within a "school".

The DSP contribution payable by TAS should therefore be calculated based on the proposed use of the approved student boarding facility as a component of the school.

Relevant considerations include:

- The School has operated continuously on the current site for more than 100 years;
- The new facility, as with the School as a whole, will effectively only by used at peak capacity for periods during School terms;
- The students occupying the facility will utilise dining and laundry and of course teaching and other facilities available elsewhere on the School campus;
- The total number of students able to be accommodated at the School following construction of the facility remains well below the total previously accommodated at the School;
- The requirement for the new facility has resulted from the School's recent move to a fully co-educational environment;
- The majority of the female students that will occupy the facility are already attending the School;
- The facility is sited across four lots for which rates have been paid for more than 10 years;
- The School provides considerable social and economic benefits to the Armidale community; and
- The total number of persons at the school (both boarding and day students and staff) remains less than at previous times in the School's history.

In these circumstances, no DSP contribution should be payable by TAS for water and sewer infrastructure in association with the Girls Boarding Project and Condition 26 of the Development Approval should be removed.

The School's Past, Present and Future

The Armidale School first opened its doors to students in February 1894, having been established by private investors who were keen for northern NSW to have its own English-style public school.

Evolving standards in school student boarding accommodation over the years since opening have seen considerable increases in the floor space required to accommodate the same number of students (refer images below); the move to a co-educational environment has exacerbated this situation given the need to provide separate accommodation for boys and girls.

TAS Dormitory 1898

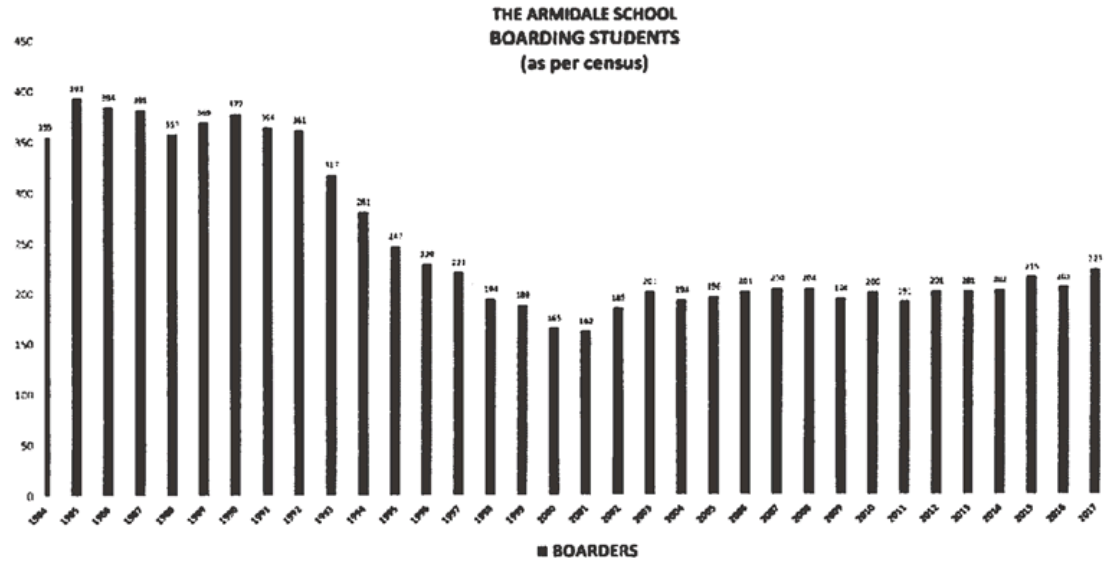
Individual Student Space within
TAS Dormitory 2018

While recent campus master planning processes are founded on the School's desire to increase the student population, existing enrolments particularly of boarding students are lower than previously accommodated at the School.

As an example, while the School currently accommodates just over 200 students in a number of boarding houses, for the period from the mid-1980s to the early 1990s the School accommodated in excess of 350 students annually with numbers peaking at 384 in 1986 (refer image below).

Even with the provision of the approved student boarding facility, the total number of students able to be accommodated at the School will remain less than that previously accommodated.

The provision of a new student boarding facility does not therefore directly equate to an increase in the demand for water and sewer infrastructure, particularly given that the total number of persons at the school (both students and staff) also remains less than at previous times in the School's history.



Original Application lodged for Girls Boarding Project

The relevant development application (DA-198-2016) was lodged with Armidale Regional Council in November 2016.

The application sought approval for an "Extension to an existing Educational Establishment (being for the purposes of additional student boarding accommodation and associated facilities at The Armidale School)".

For the purposes of this report and to avoid confusion with other like terms, the term "student boarding facility" (SBF) will be used to describe the approved development.

Relevant School / Educational Establishment Definitions

The Dictionary within the Armidale Dumaresq Local Environmental Plan 2012 (LEP) includes definitions for the land use term "school" and for the group term "educational establishment" as follows:

> ***School*** *means a government school or non-government school within the meaning of the Education Act 1990.*
>
> *(Note: Schools are a type of educational establishment)*
>
> ***Educational establishment*** *means a building or place used for education (including teaching), being:*
>
> *(a) a school, or*
>
> *(b) a tertiary institution, including a university or a TAFE establishment, that provides formal education and is constituted by or under an Act.*

The operation of land use terms and group terms is described in LEP Practice Note PN 11-003 (dated 10 March 2011); the Practice Note explains that some defined land uses need to be read in the context of the group term to understand their full meaning.

Further to the call-up within the "school" definition above, the NSW Education Act 1990 includes the following relevant definitions:

> ***Non-government school*** *means a registered non-government school.*
>
> ***Registered non-government school*** *means a school, other than a government school, for the time being registered under Part 7.*

TAS satisfies the definitions in the LEP and in the relevant Act, as a registered non-government school; access to the relevant list of registered schools is available via the following link:

> *https://educationstandards.nsw.edu.au/wps/portal/nesa/regulation/school-registration/registered-non-government-nsw-schools/non-government-registered-schools-list-t*

Section 3 of the Registered and Accredited Individual Non-government Schools (NSW) Manual (dated March 2017) identifies the "Requirements for Registered Non-government Schools", including additional requirements that apply to schools with boarding facilities.

Section 3.11 of the Manual states that a "school that provides boarding facilities is one that regularly provides overnight accommodation for students enrolled at the school, either itself or by contractual arrangement".

Section 10 (Glossary) of the Manual provides the following definition of **boarding facilities**:

> *Facilities, including overnight accommodation, provided by the school itself or under contractual arrangement for students enrolled at the school. This excludes accommodation provided for day pupils away from the school premises during a brief school trip and 'home stay' accommodation.*

The inclusion of student boarding facilities does not therefore change the definition of The Armidale School under the LEP i.e. TAS is / should be defined as a "school" (being a type of "educational establishment") for the purposes of the LEP.

Defining Ancillary Uses

The relevant development application was advanced on the basis that the proposed student boarding facility is ancillary to the operation of the existing School.

LEP Practice Note PN 11-003 (dated 10 March 2011) states:

> *A use is ancillary to another use if it is incidental or subservient. If a use is ancillary, then it is to be characterised as being for the dominant purpose.*

Importantly, in the context of the accompanying application and previous similar deliberations, this means that the new student boarding facility cannot be separately defined under the relevant Local Environmental Plan as either a "boarding house" or for that matter as a "hostel"; it is part of an "educational establishment" or more precisely part of a "school".

The definition of these other terms (i.e. "boarding house" and "hostel") is addressed below given that they have been utilised previously (albeit incorrectly) to describe parts of the School.

Original Application Approved for Girls Boarding Project

Armidale Regional Council approved the relevant development application (i.e. DA-198-2016) with conditions in December 2016.

In determining the application Council described the development as "Alterations and Additions – Existing Educational Establishment (New Boarding House)".

The approval correctly identifies the dominant purpose as "educational establishment", with the use of the term "boarding house" to be read in that context, as described above.

The NSW Interpretation Act 1987 confirms that definitions should be read in context, stating that:

> *Definitions that occur in an Act or instrument apply to the construction of the Act or instrument except in so far as the context or subject-matter otherwise indicates or requires.*

This means that the use of the term "boarding house" in the approval description should not be read as the LEP defined term but rather as the application intended i.e. a new student boarding facility within an existing educational establishment being The Armidale School.

Student Boarding Facilities (or "Boarding Houses") at TAS

Content extracted from the recently updated "Boarding" and "Boarding Houses" pages of the TAS website reinforces the importance of context and the impact of the move to co-education as follows:

> Boarding –
>
> *Residential life at TAS is based on the understanding that a boarding house is a home rather than just a residence, and the presence of 'motherly' care and more senior adult presence provides greater consistency of supervision.*
>
> Boarding Houses –
>
> *With a move to full co-education from 2016, there has been some changes to residential life at TAS. Girls and boys board in separate accommodation, under the care of specialist staff who understand their needs.*
>
> *From the beginning of 2016, the newly extended White House has been home to all boy Middle School boarders, who are under the care of the Head of Middle School Boarding and a Housemother, both being assisted by teaching and duty staff. ...*
>
> *Senior boarders – Years 9-12 – are accommodated in Abbott, Croft or Tyrrell house. ...*
>
> *Girl boarders are accommodated in the newly built Girls Boarding House, providing all the comforts of home in a safe, modern environment. ...*

The School's Boarding Handbook, as also available on the website, provides the following tabulation of the existing boarding house structure; the tabulation identifies that Girls have been accommodated in Dangar House.

The term "boarding house" is clearly used in this context solely to describe student boarding facilities at the School.

Boarding House Structure

	Year Groups	Type of Boarding	Houses	Staffing
Middle School Boarding	Years 6-8	Horizontal	White	Head of House Deputy Head of House (2) Residential Staff (9)
Senior School Boarding	Years 9-12	Vertical	Abbott Croft Tyrrell	Head of House Deputy Head of House (2) Residential Staff (4)
Girls Boarding	Years 6-12	Vertical	Dangar	Head of House Residential Staff (4)

New Student Boarding Facility Occupancy Profile

While the approved student boarding facility is designed to accommodate a total of 64 students (plus three duty staff members), those students will only occupy the facility for a proportion of each year they are at the School.

An analysis of the way in which the new facility will be utilised is contained in Attachment A; utilisation is the same across each of the student boarding facilities / boarding houses at the School.

Highlights from the analysis include:

- Student boarders are in residence during term periods only (i.e. they are absent during School holidays and other School closure periods).
- The academic year represents about 75% of the calendar year, comprising 40 weeks broken into four terms (c.10 weeks/term).
- A maximum occupancy rate of 95% has been applied to reflect normal operation during School terms however a number of factors influence actual occupancy throughout the year.
- Other personal and compulsory School-based activities reduce the normal occupancy rate to as low as 20% for several weeks during the year; occupancy is also reduced as Year 12 students progressively depart School following completion of their HSC exams.
- A minimum occupancy rate of 5% has been applied to reflect closure periods when duty staff members are likely to be the only persons in residence.

In addition to the above, it is important to note that students are not ordinarily permitted to access the boarding facility during normal school hours i.e. 8:30am – 3:30pm Monday – Friday.

Prescribed Conditions of Development Approval for Girls Boarding Project

Prescribed Conditions attaching to the development approval include those relating to "Compliance with Building Code of Australia"; the relevant condition states in part that:

> *For the purposes of section 80A (11) of the Act, the following conditions are prescribed in relation to a development consent for development that involves any building work:*
>
> *(a) that the work must be carried out in accordance with the requirements of the Building Code of Australia.*

In determining the development application the Council also identified the building classification as "Class 3".

Part A3 of the NCC 2016 Building Code of Australia – Volume One describes the classification of buildings and structures, including Class 3 as follows:

> ***Class 3:** a residential building, other than a building of Class 1 or 2, which is a common place of long term or transient living for a number of unrelated persons, including –*
>
> *(a) a boarding house, guest house, hostel, lodging house or backpackers accommodation; or ...*
>
> *(c) a residential part of a school; or ...*

This description draws a clear distinction between a "boarding house", a "hostel" and the "residential part of a school".

Section A1.1 also provides a definition of a "school" as follows:

> ***School** includes a primary or secondary school, college, university or similar educational establishment.*

The NCC 2016 Guide to the BCA Volume One states that "Class 3 buildings provide accommodation for unrelated people. The length of stay is unimportant".

The Guide also identifies that examples of Class 3 buildings include:

- *dormitory accommodation, in schools or elsewhere, noting that a dormitory is generally (but not always) considered to be a sole-occupancy unit;*
- *bed and breakfast accommodation, a boarding house, guest house, hostel, or lodging house;*

Importantly in the context of the accompanying application, the Building Code of Australia also distinguishes between dormitory accommodation as part of a school and a "boarding house" or a "hostel".

In fact the design of the new student boarding facility as approved under the relevant Construction Certificate issued by Council (acting as the Principal Certifying Authority) would not permit use of the facility for purposes other than school dormitory accommodation i.e. the design responds to the unique operational requirements of the School, particularly relating to student supervision.

In addition, students do not have the right to a particular room or bed; the School determines each student's space generally on a term by term basis unless behavioural issues dictate otherwise.

General Conditions of Approval for Girls Boarding Project

General Condition 26 attaching to the development approval is the focus of this application; it states that:

> *The owner is required to pay a contribution towards water and sewer infrastructure provided by Council for the benefit of this site in accordance with Council's Development Servicing Plan for Water and Sewerage. Upon payment of the required contribution or completion or appropriate arrangements for payment, which must be made before the issue of the Occupation Certificate, Council will issue a Certificate of Compliance, pursuant to.64 of the Local Government Act 1993, and Division 5 of Part 2 of Chapter 6 of the Water Management Act 2000.*

An advisory note associated with Condition 26 states that:

> *At the date of determination the applicable contributions are $302,833.30 if paid by 30 June 2017. Please be advised that contributions are indexed annually at the end of each financial year. Contributions applicable at the date of payment can be reviewed on the 'On-line Services' on Council's website.*

A Council representative has confirmed that the amount of the applicable contributions included in the above advisory note is based on treating the new student boarding facility as a "boarding house"; note that the amount shown on the Council's website is now $308,737.32 due to an indexing increase at 30/06/17.

The calculation methodology utilised by Council to determine the contribution amount is incorrect; a different / lower amount is applicable as per calculations undertaken below, given that the student boarding facility is not a "boarding house", nor is it a "hostel" as defined in the LEP, but rather it forms part of a "school".

Other Relevant Residential Definitions

The following additional definitions from the relevant Local Environmental Plan of the group term "residential accommodation" and the land use terms "boarding house" and "hostel" are referenced below for information including in the context of Council's previous deliberations on the TAS White House Extension Project; they assist in differentiating the approved school-based development from other forms of urban development.

> ***Residential accommodation*** *means a building or place used predominantly as a place of residence, and includes any of the following: ...*
>
> *(b) Boarding houses, ...*
> *(f) Hostels, ...*
>
> *But does not include tourist and visitor accommodation or caravan parks.*
>
> ***Boarding house*** *means a building that:*
>
> *(a) is wholly or partly let in lodgings, and*
>
> *(b) provides lodgers with a principal place of residence for 3 months or more, and*
>
> *(c) may have shared facilities, such as a communal living room, bathroom, kitchen or laundry and,*
>
> *(d) has rooms, some or all of which may have private kitchen and bathroom facilities, that accommodate one or more lodgers,*
>
> *but does not include backpackers' accommodation, a group home, hotel or motel accommodation, seniors housing or a serviced apartment.*
>
> *(Note: Boarding houses are a type of residential accommodation).*

The approved student boarding facility does not meet these parameters, nor those within the NSW Boarding Houses Act 2012 as discussed below.

For example, the new student boarding facility:

- will not be wholly or partly let in lodgings;
- will not provide students with a principal place of residence for three months or more; and
- does not have any rooms which have private kitchen and bathroom facilities; duty staff rooms have ensuite facilities only.

Section 4 (Definitions) of the NSW Boarding Houses Act 2012 states:

> ***Boarding premises*** *means premises (or a complex of premises) that:*
>
> *(a) are wholly or partly a boarding house, rooming or common lodgings house, hostel or let in lodgings, and*
> *(b) provide boarders or lodgers with a principal place of residence, and*

(c) may have shared facilities (such as a communal living room, bathroom, kitchen or laundry) or services that are provided to boarders or lodgers by or on behalf of the proprietor, or both, and

(d) have rooms (some or all of which may have private kitchen and bathroom facilities) that accommodate one or more boarders or lodgers.

Section 5 (Meaning of "registrable boarding house") of the Boarding Houses Act also states:

(1) For the purposes of this Act, a registrable boarding house means any of the following:
(a) a general boarding house,
(b) an assisted boarding house ... .

(2) Boarding premises are a general boarding house if the premises provide beds, for a fee or reward, for use by 5 or more residents (not counting any residents who are proprietors or managers of the premises or relatives of the proprietor or manager).

(3) However, a general boarding house does not include any of the following:

...

(f) a government school or registered non-government school within the meaning of the Education Act 1990 or any other premises that are used by an educational body to provide accommodation for its students, ...

The exclusion at Section 5(3)(f) above further reinforces the distinction between a "boarding house" and boarding facilities at a "school" such as TAS which provides accommodation for its students.

That distinction also applies to the alternate LEP definition of "hostel" as follows:

***Hostel** means premises that are generally staffed by social workers or support providers and at which:*

(a) residential accommodation is provided in dormitories, or on a single or shared basis, or by a combination of them, and

(b) cooking, dining, laundering, cleaning and other facilities are provided on a shared basis.

(Note: Hostels are a type of residential accommodation).

Despite the reference to staffing by "social workers or support providers" a school student boarding facility operates in a manner more like that described for a "hostel" than that for a "boarding house", particularly given the reference to dormitories.

However, the new student boarding facility will not be a stand-alone entity and will be fully integrated with School operations as with other existing student boarding facilities; integration includes use of the School dining hall and laundry facilities and of course teaching and other facilities located elsewhere within the School grounds.

As explained above, the approved student boarding facility should not be separately defined under the relevant Local Environmental Plan as a "boarding house" or for that matter as a "hostel"; it is part of an "educational establishment" or more precisely part of a "school".

This distinction should be acknowledged in determining DSP contributions for the approved development.

Council's Development Servicing Plan for Water and Sewerage

Section 5.2 of the Council's Policy POL181 – Utilities: Development Servicing Plan for Water & Sewerage (DSP) identifies that it is to be read in conjunction with the Armidale Dumaresq Local Environmental Plan; among other things this inter-relationship would apply to the definition of the uses referenced in the DSP.

Further to General Condition 26 as discussed above, Section 3 of the relevant Development Servicing Plan for the City of Armidale and Adjoining Areas identifies the aims and objectives, which include to:

> *Enable Council to require a contribution towards the provision of water supply and sewerage facilities before development which will create a demand for those facilities can occur.*

Section 4 (Administration) states in relation to "Payment of Developer Charges" that:

> *Developer charges can be associated with development proposals such as subdivision or change of use that increases demand on the system ... .*

As noted above, in the context of the history of the School, the approved student boarding facility will not increase demand on the Council's water supply or sewerage system; the total number of boarding students remains well below the peak numbers previously accommodated at the School.

In addition, a large proportion of the likely occupants of the building are already enrolled at the School and accommodated in other existing student boarding facilities.

Also the total number of persons at the School (both boarding and days students and staff) remains less that at previous times in the School's history.

Therefore, the School should not be required to pay any contribution towards water and sewer infrastructure, as the demand on the system remains below that previously placed on the system.

This finding can be further embellished in the context of the significant positive economic and social impact that TAS has, with measurable benefits provided to both the local and wider community; consequently increasing student enrolments, particularly when originating from beyond Armidale, not only benefit the School but also the Armidale community.

It is noted that section 4.6 of the DSP states that:

> *Council may agree with the applicant or developer to the waiver of all or part of Developer Charges covered by this Plan in accordance with Council's Economic Development and Incentives Policy POL001*- Corporate.*

However, while the reference remains in the DSP, it appears that the "Incentives" Policy no longer exists in the form specified.

Assessment of Equivalent Tenements

In addition to the LEP, Council's DSP Policy is also to be read in conjunction with documentation produced by the NSW Water Directorate.

The relevant Water Directorate Guideline states that:

> *An 'equivalent tenement' or ET is considered to be the demand or loading a development will have on infrastructure in terms of the water consumption or sewerage discharge for an average residential dwelling or house.*

For the purposes of this report, consideration has been given to the equivalent tenements applicable to a "boarding house", to a "hostel" and to a "school" under Council's DSP Policy POL181.

DSP Policy section 4.1 relates to "Assessment of Equivalent Tenements (ET's)", calling up information contained in Appendix B of the Policy which includes Table 6 as discussed below; ETs are based upon:

> *... Standard ET's as defined using the Suggested Values in "Section 64 Determinations of Equivalent Tenements Guidelines" prepared by NSW Water Directorate in January 2005 on behalf of member councils and periodically updated.*

Matters relating to the relevant Water Directorate Guideline and updates thereto are addressed below.

Section 4.2 of Council's DSP Policy relates to development "where the required distribution infrastructure has already been constructed"; it states that:

> *In this case the Developer will be required to pay the full Developer Charge for each ET as assessed under "Section 64 Determinations of Equivalent Tenements Guidelines" as issued by NSW Water Directorate in January 2005 (see Appendix B at page 42).*

Importantly, Appendix B within the Policy states that the "Water Directorate 'suggested values' are considered by Council to be appropriate factors for development in Armidale".

The table following provides an extract of relevant information from DSP Table 6 for the purposes of this report; again information is provided for a "boarding house", a "hostel", and for a "school" which are shown to fall within different "commercial user" categories .

The Council adopted "suggested values" for each category / sub-category vary in recognition of the different characteristics of each land use; a description of each commercial user category from the current version of the Water Directorate Guidelines follows the table.

Extract from DSP Table 6:

Standard ET figures – Commercial User Categories including Assumed Discharge Factor

(from Water Directorate Section 64 Determinations of Equivalent Tenements Guidelines January 2005 as amended)

Category and Subcategory	Standard Unit	Suggested Values		Comments	Assumed Discharge Factor	Basis
		Water ET	Sewer ET			
Accommodation (Permanent) Category						
Boarding House Subcategory	Bed	0.33	0.50	Communal kitchen / laundry	90%	Sewer = House/2
Accommodation (Short Term) Category				**Peak week loading – use peak occupancy**		
Backpackers / Hostel Subcategory	Bed	0.15	0.23	Communal kitchen, small laundry, not serviced	90%	½ boarding house / motel
Community Facilities Category:						
Education – School (primary & secondary) Subcategory	Person*	0.03*	0.05	-	95%	HWC water ET
Revised *	No. of Students	0.04	-	-	-	-

Note: * from Addendum to Water Directorate Section 64 Determination of Equivalent Tenements Guidelines, May 2009 – revised values to be used in place of the corresponding values in Table 6 (i.e. 0.04 / student to be used in lieu of 0.03 / person).

Despite the findings contained in the May 2009 Addendum to the Guidelines, the current / April 2017 Water Directorate Guidelines identify the standard unit for a school as a "person" (not a "student") with the suggested values for water ET and sewer ET remaining as 0.03 and 0.05 respectively.

In relation to the comments included in the table above, it is noted that:

- unlike a "boarding house" or a "hostel", students accommodated within the boarding facility must utilise the School dining hall located elsewhere on the main campus, with meals prepared in the School kitchen; and
- students must also utilise the School laundry facilities located elsewhere on the main campus with a small laundry provided in the boarding facility to allow washing of personal items only i.e. excluding school uniform items.

In addition, unlike other commercial uses and as referenced previously, the student boarding facility is only occupied at peak capacity for periods within each School term equating to about 75% of a calendar year and use is also restricted during each School day.

Water Directorate Guidelines Revision

As mentioned above, the Water Directorate has recently released a revised / April 2017 version of their Section 64 Determinations of Equivalent Tenements Guidelines.

> *These Guidelines are to be used only for input into the process of proportioning developer charges under s64 of the Local Government Act 1993 to ensure full and equitable cost recovery between different land use categories.*
>
> *The Guidelines are designed to provide a consistent framework for determining water and sewer equivalent tenements (ET) figures. The calculation of the developer contributions for individual development is the responsibility of the local water authority.*

Content within the Guidelines is organised based on three user categories / broad development types: residential, commercial and industrial.

As indicated in relation to the table above, relevant land uses (i.e. "boarding house", "backpackers / hostel" and "school") fall within the commercial user categories, as follows:

> ***Accommodation (Permanent)***
> *This category includes accommodation dwellings or rooms that are occupied permanently or semi-permanently, but are generally developed on land zoned for commercial purposes. Subcategories include Caravan / Mobile Home Park (with permanent occupation), Boarding House, Nursing Home and Self Care Retirement Village.*
>
> ***Accommodation (Short Term)***
> *This category includes accommodation dwellings or rooms that are occupied temporarily, and are generally developed on land zoned for commercial purposes. Subcategories include Caravan Park, Motel, Backpackers, B&B and Serviced Tourist Apartment. … Permanent accommodation should also be considered separately.*
>
> ***Community Facilities***
> *This category covers commercial / business development associated with community facilities. Subcategories include Child Care, Education, Correctional Centre, Church, Community Centre and Public Amenities Block.*

This categorisation further reinforces the distinction between a "boarding house", a "hostel" and a "school".

Available Equivalent Tenement Credits

In terms of the assessment of equivalent tenements, Section 4.1 of Council's DSP Policy also states that:

> *One ET credit will be given to an existing block of land that has been paying into the Water Fund and/or Sewer Fund via water supply and/or sewerage charges for at least ten years.*

Unfortunately neither the DSP Policy nor the LEP defines the term "existing block of land".

However, in the case of the TAS White House Extension Project calculation referenced below, Council appears to have applied credits as if the School's main campus was one block of land, whereas the main campus actually comprises 55 lots on 10 different titles.

The relevant development approval documentation for the new student boarding facility calls up four lots as the applicable legal description i.e. Lots 10, 11, 12 and 13, Sec 154 in DP 758032.

The School has been paying rates on each of the lots comprising the main campus, including those the subject of the recent / relevant development approval, for at least ten years and it appears should therefore be eligible to receive ET credits.

However, Council has not applied any credits in calculating the contributions applicable to the approved student boarding facility as demonstrated below.

Appendix B within the DSP Policy also states that:

> *A credit of 1.0 ET per assessment shall apply for any vacant land where prior to 30 June 2005 a payment of a water or sewer charge was required due to proximity of the water supply or sewerage service.*
>
> *A credit shall apply for any existing approved development on the site. The credit shall be the greater of:*
>
> - *1.0 ET, or*
> - *The previously-existing number of ETs on the development site ...*

This indicates that consideration should also be given to the historical / existing use of the relevant land in determining the applicable DSP contributions; Council appears not to have taken these factors into consideration as described previously.

Theoretical Calculation of Applicable DSP Contribution

Despite the arguments mentioned above in relation to TAS, for the purposes of this report, consideration has been given to the DSP charges applicable to a "boarding house", to a "hostel" and to a "school".

This is a theoretical determination, taking account of other related calculations, which effectively assumes that approval has been granted to a new standalone development on a single vacant rateable lot within Armidale; clearly this is not the case in reality.

The table following uses the information above and shows 2016/17 financial year calculations for:

- a "boarding house", as in the advisory note to Condition 26 of the relevant development approval;
- a "hostel", using the TAS White House Extension Project methodology as per the relevant Council File Note (an amount of $37,459.84 was finally paid by TAS, refer Attachment B); and
- a "school", which has been shown to be the relevant definition of the approved student boarding facility.

Theoretical DSP Water and Sewer Charge Calculations

Item	Boarding House	Backpackers / Hostel	Education – School (primary & secondary)
Source	As per Condition 26 advisory note.	As per TAS White House methodology.	As per DSP Policy (as amended).
Standard Units	Beds = 67 (64 students plus 3 duty staff)	Beds = 67 (64 students plus 3 duty staff)	Persons = 67 (64 students plus 3 duty staff)
Water			
ET / Unit	0.33	0.15	0.03
ET Sub-Total	22.11	10.05	2.01
Less ET Credit	0.0*	1.2	1.0
ET Total	22.11	8.85	1.01
DSP charge / ET	$5,830.00 (2016/2017 figure)		
Charge Sub-total	$128,901.30	$51,595.50	$5,888.30
Sewer			
ET / Unit	0.50	0.23	0.05
ET Sub-Total	33.50	15.41	3.35
Less ET Credit	0.0*	1.0	1.0
ET Total	33.50	14.41	2.35
DSP charge / ET	$5,192.00 (2016/2017 figure)		
Charge Sub-total	$173,932.00	$74,816.72	$12,201.20
Total			
Charge Total	**$302,833.30** (before indexing)	**$126,412.22**	**$18,089.50**

In relation to calculations contained within the table:

- While the "boarding house" calculation should not apply to the new student boarding facility as detailed above, it appears that Council should have applied ET credits in determining the amount to be included in the advisory note to Condition 26.
- Council's decision to apply the" boarding house" rate to the recent development approval is contrary to their previous decision to apply the "hostel" rate to the TAS White House Extension Project, following review of the TAS circumstances as presented at that time.
- Application of either the "boarding house" rate or the "hostel" rate does not acknowledge that the approved student boarding facility is actually part of an existing school which has been operating in the current location for over 100 years.

- Application of the "school" rate effectively assumes the development of a new primary / secondary school for 67 persons (on one 10yr rateable lot) or an increase in the school population of 67 over and above the previous School maximum population, neither of which are actually the case.

The actual circumstances applying to TAS in general and to the approved student boarding facility in particular need to be assessed in order to determine the actual applicable DSP contribution.

The matters addressed herein and highlighted below result in a determination that the School should not be required to make any contribution for water and sewer infrastructure and therefore that Condition 26 should be removed from the development approval.

Calculation of Actual Applicable DSP Contribution

Further detailed analysis of total School person (staff and student) numbers has been undertaken following a meeting with Council representatives on 1 December 2017 and in response to the current Water Directorate Guidelines standard unit for school based DSP contribution calculations.

The analysis focuses on the ten year period since the 2008 School Census (refer image below) rather than considering the School's complete 100 plus year history.

The School Census is regulated by the Commonwealth Government and occurs in August each year; it represents an objective measure of the size of every School in Australia, including TAS.

The August 2009 census has been set as the baseline date for calculations in consultation with Council staff as that coincides with the current DSP policy taking effect.

The total number of boarding and day students (head count) and staff (full time equivalents) i.e. persons at the School as at the census in August 2009 was 761.4; numbers declined through to 2015 after reaching this peak.

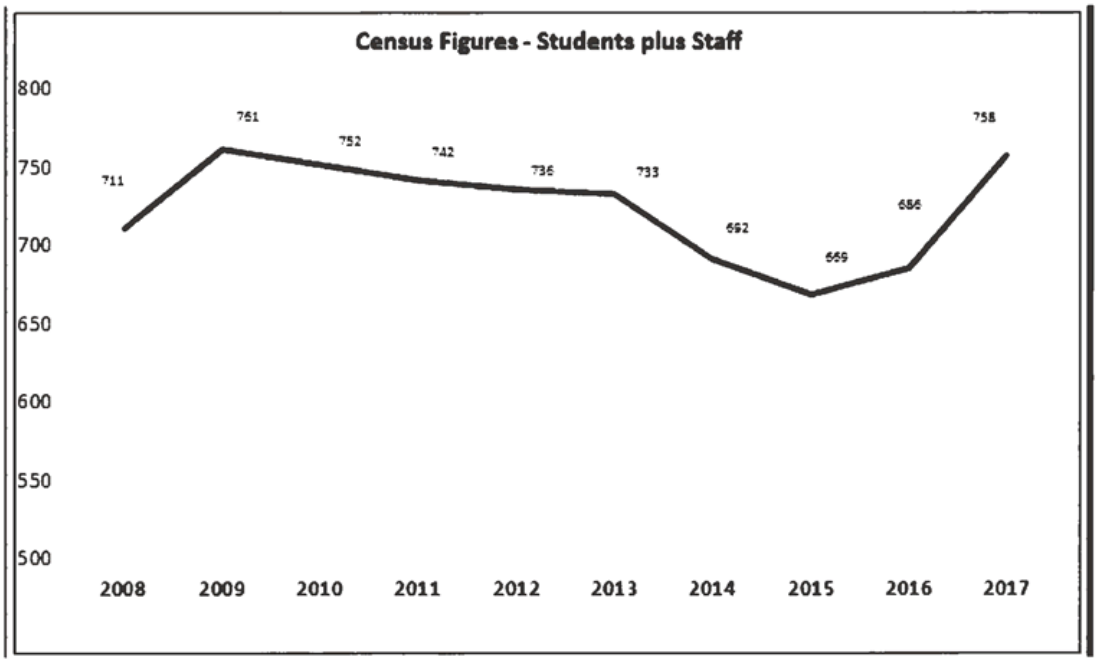
The total number of persons at the School in August 2016 (i.e. the relevant available number at the date of the development approval) was 685.5, or 75.9 below the 2009 figure.

For the record, the total number of persons at the School in August 2017 was 757.8 which also remains below the 2009 figure.

These numbers confirm that the proposed removal of Condition 26 from the development approval is warranted / appropriate.

If the proposal had been correctly assessed as part of a "school" (not as a "boarding house") in November / December 2016 then the August 2016 School Census figure would have been used as the basis of the DSP calculations with a finding that there was no increase in person numbers at the School beyond the 2009 baseline figure and therefore that no contribution was required.

The legal advice sought by TAS from Solicitor David Brigden (refer Attachment C) concurs with this position; as "there is no net increase of demand, no charges should be payable".



A similar finding should also have applied to the recent White House Extension Project i.e. the School should not have had to make a DSP contribution in association with that development approval.

Conclusion / Recommendation

The above analysis identifies that TAS should not have to make a contribution to Council towards water and sewer infrastructure associated with the Girls Boarding Project and therefore that Condition 26 should be removed from the development approval.

The above analysis also identifies that TAS was overcharged by Council by an amount of $37,459.84 in association with the White House Extension Project; it is suggested that a credit to that value should be applied to future School based development approvals (i.e. rather than Council providing a refund).

Attachments

A – Occupancy Profile for new student accommodation building
B – Previous White House Extension Documentation
C – Legal Advice

ATTACHMENT A –
Occupancy Profile for New Student Boarding Facility

Overview

The proposed student boarding facility is designed to accommodate a total of 64 students / boarders from years 9-12 (nominally 16/year) plus 3 duty staff giving a total of 67 occupants.

The School assumes that the boarding facility will be operating close to capacity within two years of opening in January 2018.

A 95% maximum occupancy has been applied to reflect normal operation during School terms (i.e. a minimum of 60 students plus 3 duty staff or 63/67x100=94.03 rounded up to 95); however a number of factors influence actual occupancy over a calendar year as described below.

Occupancy rates are summarised in the Table below.

Academic Year

The Academic Year comprises 40 weeks broken into 4 terms (c.10 weeks/term); relevant Term dates for 2017 are as follows:

- Term 1: 30 January – 6 April
- Term 2: 25 April – 22 June
- Term 3: 17 July – 21 September
- Term 4: 9 October – 7 December.

The Academic Year therefore only represents 76.92% (i.e. 40/52x100) of the calendar year.

Duty Staff

Duty staff are typically in residence from the start of Term 1 until the end of Term 4; however duty staff who are continuing at the School may remain in residence over the Christmas School Holidays.

A 5% minimum occupancy has been applied to reflect potential Duty Staff residency year round (i.e. 3/67x100=4.48 rounded up to 5).

Student Boarders Overview – Reduced Use Characteristics

Student boarders are in residence during Term periods only (i.e. they are absent during School holidays) with the following qualifications.

- The School is closed for 3 days over the Queen's Birthday Long Weekend.
- 10-20% of student boarders leave the School each weekend, typically departing on Friday afternoon and returning on Sunday afternoon.
- Student boarders attend organised off-campus sporting activities or social activities most weekends.
- All years 9-11 student boarders are typically absent from the School for one week ('Excursion Week') in Term 2; however more School based activities are envisaged in future as part of a move towards 'Ideals Week'.
- 70-80% of all year 9-11 student boarders are absent from the School for 10 days/year for 'Activities', including 'Activities Week', in Term 4.

- Year 12 student boarders leave the School on a staggered basis during Term 4 following completion of their HSC exams.

The impact of the above is reflected in entries in the Occupancy Table below in terms of reduced use characteristics.

Student Boarders Detail – Typical School Term Arrangements

Students are not permitted to access the boarding facility during normal School hours i.e. 8:30am – 3:30pm Monday – Friday.

The following arrangements apply before school:

- All student boarders typically rise and prepare for school from c.6:30am.
- All student boarders leave the boarding facility for breakfast in the School Dining Room from c.7:20 – 8:20am.

The following arrangements apply after school:

- All student boarders leave the boarding facility for dinner in the School Dining Room from c.6:00 – 6:45pm.
- All student boarders are required to attend 'Prep' in nominated School classrooms after dinner i.e. from c.7:00pm to 9:00pm
- All student boarders have 'free-time' in the boarding facility after Prep i.e. from c.9:00pm to 9:30/10:00pm (depending on age) before 'lights-out' at 10:30pm.
- 30-40% of student boarders attend compulsory sport training on Tuesday, Wednesday and Thursday after school i.e. from c.3:45 – 5:00pm at venues on- and off-campus.
- 30-40% of student boarders also attend sport competitions on Tuesday, Wednesday or Thursday afternoon / evening at venues on- and off-campus.

The following more relaxed arrangements apply during weekends and on public holidays during School term periods:

- Rise from c.8:00am.
- Breakfast in School Dining Room from c.8:00am.
- Lunch in School Dining Room from c.11:30am.
- Dinner in School Dining Room from c.5:45pm.
- Lights out 10:30pm.

Sporting competitions and/or other social activities occur throughout the weekend as referenced previously.

The impact of the above is reflected in entries in the Occupancy Table below in terms of typical school term arrangements i.e. outside reduced use periods.

Occupancy Table

An occupancy table follows based on the above described parameters.

Time period	Occupancy	
	Monday to Friday	Saturday and Sunday

Reduced Use Characteristics – Reflects Proportion of Full Occupancy for Relevant Periods		
Christmas School Holidays	5% (Duty Staff Only)	5%
Other Holidays / Closure Periods	5% (Duty Staff Only)	5%
Activities Week	20% (Duty Staff + some Yr 9-11)	20%
Excursion Week*	40% (Duty Staff + Yr 12 +some Yr 9-11)	40%
Activity Days (ex. Activities Week)	40% (Duty Staff + Yr 12 + some Yr 9-11)	40%
Post HSC (ex. Activities Week)	75% (Duty Staff + Years 9-11)	65%

Typical School Term Arrangements (outside reduced use periods outlined above)		
12:00am to 1:00am	95% Assumed Maximum incl. Yr 12	85% Assumed Max. incl.Yr 12
1:00am to 2:00am	95%	85%
2:00am to 3:00am	95%	85%
3:00am to 4:00am	95%	85%
4:00am to 5:00am	95%	85%
5:00am to 6:00am	95%	85%
6:00am to 7:00am	95%	85%
7:00am to 8:00am	5% Breakfast	85%
8:00am to 9:00am	5% School Day Starts	5% Breakfast
9:00am to 10:00am	5%	50% Sport / Social Activities
10:00am to 11:00am	5%	50%
11:00am to 12:00pm	5%	50%
12:00pm to 1:00pm	5%	5% Lunch
1:00pm to 2:00pm	5%	50% Sport / Social Activities
2:00pm to 3:00pm	5%	50%
3:00pm to 4:00pm	5% School Day Ends	85%
4:00pm to 5:00pm	65% Sport (Tue-Thu) otherwise 85% Social Activities (Mon+Fri)	85%
5:00pm to 6:00pm	95%	85%
6:00pm to 7:00pm	5% Dinner	5% Dinner
7:00pm to 8:00pm	5% Prep	85%
8:00pm to 9:00pm	5% Prep	85%
9:00pm to 10:00pm	95%	85%
10:00pm to 11:00pm	95%	85%
11:00pm to 12:00pm	95%	85%

ATTACHMENT B –

Previous White House Extension Documentation

- Armidale Regional Council File Note dated 9 September 2016.

Armidale
Regional Council

135 Rusden Street
PO Box 75A Armidale NSW 2350
P: 1300 136 833
council@armidale.nsw.gov.au
ABN 39 642 954 203

File Note

File Number: DA-98-2015
Date: 9/09/2016
Title: Recalculation of DSP charges for DA-98-2015 – TAS White House Development
Copy:

DSP charges were reviewed by Councilor's at the ordinary council meeting on 22/02/2016 (see INT/2016/01475). Council approved that the DSP charges be based on "hostel" category rather than "Boarding House" category as per *POL 181 – Utilities: Development Servicing Plan for Water & Sewerage*. Calculations are as follows:

Original DSP Calculations based on Boarding House (within the 2016-17 financial year):

The following ET's were calculated using the categories "Boarding House":

ET's Generated:
Water ET's = 0.33ET's/bed x 24 beds
Water ET's = 7.92ET's
Sewer ET's = 0.50ET's/bed x 24 beds
Sewer ET's = 12.00ET's

ET's Credited:
Water ET's = 1.20ET's (payment of water rates for over 10 years. Credit applied to whole site)
Water ET's = 1.20ET's
Sewer ET's = 1.00ET's (payment of sewer rates for over 10 years. Credit applied to whole site)
Sewer ET's = 1.00ET's

TOTAL ET's (Generated – Credited):
Water ET's = 7.92ET's – 1.20ET's
Water ET's = 6.72ET's
Sewer ET's = 12.00ET's – 1.00ET's
Sewer ET's = 11.00ET's

TOTAL DSP CHARGES:
Water DSP's = 6.72ET's x $5,830.00
Water DSP's = $39,177.60
Sewer ET's = 11.00ET's x $5,192.00
Sewer ET's = $57,112.00

TOTAL = $96,289.60

Armidale
Regional Council

135 Rusden Street
PO Box 75A Armidale NSW 2350
P: 1300 136 833
council@armidale.nsw.gov.au
ABN 39 642 954 203

Amended DSP Calculations based on Backpackers/Hostel (within the 2016-17 financial year):

The following ET's were calculated using the categories "Backpackers/hostel":

ET's Generated:
Water ET's = 0.15ET's/bed x 24 beds
Water ET's = 3.60ET's
Sewer ET's = 0.23ET's/bed x 24 beds
Sewer ET's = 5.52ET's

ET's Credited:
Water ET's = 1.20ET's (payment of water rates for over 10 years. Credit applied to whole site)
Water ET's = 1.20ET's
Sewer ET's = 1.00ET's (payment of sewer rates for over 10 years. Credit applied to whole site)
Sewer ET's = 1.00ET's

TOTAL ET's (Generated – Credited):
Water ET's = 3.60ET's – 1.20ET's
Water ET's = 2.40ET's
Sewer ET's = 5.52ET's – 1.00ET's
Sewer ET's = 4.52ET's

TOTAL DSP CHARGES:
Water DSP's = 2.40ET's x $5,830.00
Water DSP's = $13,992.00
Sewer ET's = 4.52ET's x $5,192.00
Sewer ET's = $23,467.84

TOTAL = $37,459.84

ATTACHMENT C –
Legal Advice

TAS THE ARMIDALE SCHOOL

EXPLORE
EXPERIENCE
EXCEL

28 January 2018

Chief Executive Officer
Armidale Regional Council
PO Box 75A
Armidale NSW 2350

Attention: Linda Graham, Town Planner

The Armidale School – Girls Boarding Project (DA-198-2016) Application to remove Condition 26 relating to water and sewer infrastructure contributions

Dear Linda

I refer to your meeting with School representatives Sebastian Hempel (Chairman) and Stewart McRae (Planning + Design Consultant) on 1 December 2017 in relation to the School's request that Council reconsider advice regarding water and sewer infrastructure contributions applicable to our Girls Boarding Project.

As a consequence of discussions at that meeting, the School has prepared a further Development Application (attached herewith) seeking Council approval to modify the original Development Consent 14 December 2016, by the removal of Condition 26.

As you are aware, the amount of the applicable Development Servicing Plan (DSP) infrastructure contributions, as identified in the advisory note to Condition 26 of the original Development Consent, has been found on review to have been incorrectly calculated by Council.

This error resulted from the then proposed student boarding facility being incorrectly defined as a "boarding house" for the purposes of the DSP contribution calculations; the facility should have been defined as part of an "educational establishment" or more precisely as part of a "school", as the original Development Application intended and as the Development Consent describes.

A review of the Council's DSP Policy and supporting documentation, along with analysis of applicable person numbers at the School as per Commonwealth Government census returns, has identified that no infrastructure contributions are payable in association with development of the approved student boarding facility.

This is because the total number of persons (both students and staff) at the School remains less that at previous times in the School's history including at the date that the Council's current DSP Policy took effect; legal advice sought by the School concurs with this position i.e. as "there is no net increase of demand, no charges should be payable".

The analysis contained in the attached Planning Report identifies that the School should not have to make a contribution towards water and sewer infrastructure associated with the Girls Boarding Project, and therefore that Condition 26 should be removed from the Development Consent. The School recognises and understands the long-term implications of future development applications falling within the 'educational establishment' category and thanks Council for its transparency in this regard.

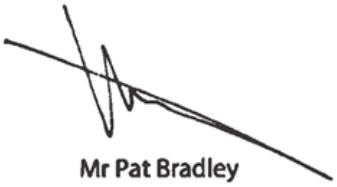
Locked Bag 3003
Armidale NSW 2350
T 02 6776 5800
F 02 6776 5830
E Info@as.edu.au
W www.as.edu.au
CRICOS Nº 02285k
ACN 141 108 241

The analysis also identifies that the School was overcharged in association with the recent White House Extension Project and suggests that Council should apply a credit to that value to future development applications made by the School.

We look forward to your further feedback following Council's February meeting.

I can be contacted on 6776 5813 should your require any further information in the meantime.

Yours sincerely,



Mr Pat Bradley
Business Manager

Attachments:

- Development Application Form
- Planning Report (including Legal Advice)

Linda Graham

From: Stewart McRae <stewartdmcrae@gmail.com>
Sent: Monday, 29 January 2018 9:37 PM
To: Linda Graham
Cc: Council; Pat Bradley
Subject: The Armidale School - Girls Boarding Project - Modification of Development Consent - Application
Attachments: ARC-20180128-Application_to_remove_Condition_26.pdf; Legal Advice D. Brigden 281017.pdf; TAS - GB - DSP Application - Planning Report - Final 290118.pdf; TAS_GB_DA-2018Jan23-Final_Amended.PDF

Hello Linda,

Further to recent correspondence and our meeting with Mark and Ambrose on 1 December 2017 ...

The School's development application seeking modification of Development Consent DA-198-2016 to correct the calculation of DSP charges associated with the recent Girls Boarding Project is attached for your attention.

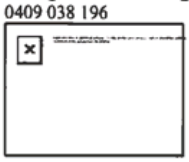
The attached documents comprise:

1. a cover letter from the School;
2. the completed Development Application form;
3. a revised planning report addressing items discussed at the above-mentioned meeting and covered in subsequent correspondence; and
4. a copy of relevant legal advice sought by the School.

Please advise if any issues arising.
We look forward to advice regarding the outcome arising from Council's February meeting.

Thanks and Regards,

Stewart D McRae AFIML
Management + Planning + Design
0409 038 196



New England
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ENGINEERING
Land Development Consultants

Rowan Donnelly B.Eng.
Director
Registered Surveyor

Sean Doodson B.Surv.
Director
Registered Surveyor

Your Ref: DA-19-2009A
Our Ref: 20150109
6 December 2017

Mr John Goodall
Senior Town Planner
Armidale Regional Council
PO Box 75A
Armidale NSW 2350

Re: DA-19-2009A, 72 Lot Low Density Residential Subdivision of No. 241 Grafton Road, Armidale
Lot 682 in DP 871827, Lot 8 in DP 240862, Lot 70 in DP 755808 & Lot 69 in DP 755808

Dear John,

On behalf of our client, we wish to lodge an application for review of a modification decision relating to DA-19-2009/A, pursuant to section 96AB of the *Environmental Planning and Assessment Act, 1979*.

History

When the original development consent DA-19-2009 was approved by Council on 22 March 2010, it was resolved that an easement be created for a future shared public pathway between Tombs Road and Inces Road. The wording of the Council resolution was:

> *That an additional consent condition be included that an easement be provided for future construction of a shared pathway for public access from Tombs Road to Inces Road.*

When the development consent was issued, condition 36B contained an additional requirement that the future shared pathway be located adjacent the alignment of Dumaresq Creek. The wording of the condition was:

> *36B. That the development incorporate an easement 6 metres wide for a future shared path for public access adjacent to the alignment of Dumaresq Creek, at an exact location to be determined in consultation with Council's Director of Engineering and Works or nominee, to connect Tombs Road and Inces Road.*

The application for modification of the consent for DA-19-2009 submitted to Council on 25th July 2016 requested deletion of condition 36B. This matter was considered at the Ordinary

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1 / 161 RUSDEN STREET
PO BOX 656
ARMIDALE NSW 2350

P: 02 6772 3141
M: 0429 123 735
info@nese.com.au

www.nese.com.au

Council meeting held on 7th December 2016 where it was resolved (contrary to the staff recommendation) that condition 36B be retained, and this condition was carried forward to the amended consent DA-19-2009/A as condition 7 in the consent modified on 20 February 2017, per the condition below:

> 7. *The development shall incorporate an easement 6 metres wide through the northern part of proposed reconfigured Lot 3 in DP 340862 for a future shared path for public access directly adjacent to the alignment of Dumaresq Creek to connect Tombs Road and Inces Road.*

Justification

We respectfully request that Council reconsider the imposition of condition 7 of DA-19-2009/A and offer the following justification.

1. **Strategic Planning** – Armidale Regional Council maintain a comprehensive suite of planning documents including a *Local Environmental Plan* (LEP), *Development Control Plan* (DCP), and *Armidale Bicycle Strategy and Action Plan*. Neither the versions of these documents current at the time of original approval at 22 March 2010, nor current versions of the relevant planning documents, require public open space along this southern section of Dumaresq Creek.

   The imposition of ad-hoc conditions which are not identified in strategic plans creates additional cost to development, undermines developer confidence in the planning process, and is a deterrent to new development.

   Council may consider in future iterations of planning documents whether in fact it is in the best interests of the public to have pedestrian access alongside Dumaresq Creek, and could be considered in future acquisition programs following appropriate community engagement and consultation.

2. **Legal Risk** – The dedication of land for a community purpose is not considered to be a justifiable condition of consent except where it is the subject of a Voluntary Planning Agreement, gifting by the developer, or part of an adopted Council contributions plan or strategy (such as an LEP or DCP). The land owner is not amenable to the creation of public access over their private lands (without satisfactory compensation).

3. **Questionable Public Benefit** – Armidale is already endowed with significant lengths of footpath and cycleway, and the low-density subdivision development consent requires the construction of an approximate 2.5 kilometre length of new shared pedestrian and cycle path including:

   Condition 34:
   - A 2.5m wide shared pedestrian and cycle path from the subdivision entry to Grafton Street, along the western side of Tombs Road;
   - A 2.5m wide shared pedestrian and cycle path along the northern side of Grafton Road, west to Lara Avenue.

   Condition 35:
   - A 1.2m wide bitumen pedestrian path along the full frontage of Lots 1, 4 to 9, 69 and 36.

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Condition 51:

- A 1.2m wide bitumen pedestrian path along the full frontage of Lots 20 to 35 inclusive.

Condition 55:

- A 1.2m wide bitumen pedestrian path along the full frontage of Lots 45 to 52 inclusive.

Condition 58:

- A 1.2m wide bitumen pedestrian path along the full frontage of Lots 10 to 19 inclusive.

The extent of proposed new shared pedestrian and cycle path, and pedestrian path, is shown by white dashed lines in the diagram below, and is expected to provide tangible benefit to any pedestrian traffic generated by the low-density subdivision:

However, a new easement for public access along the southern side of Dumaresq Creek linking Tombs Road and Inces Road:

- would not link to the public footpath network;
- would not provide the shortest route between any population centre and pedestrian generating development or service area, and demand for passive recreational pursuits is considered to be low;
- would require pedestrians to walk along busy roadways such as Waterfall Way to complete any walking circuit, with consequent safety implications. This section of Waterfall Way has traffic of approximately 2,000 vehicles per day, and no formed off-street footpaths.

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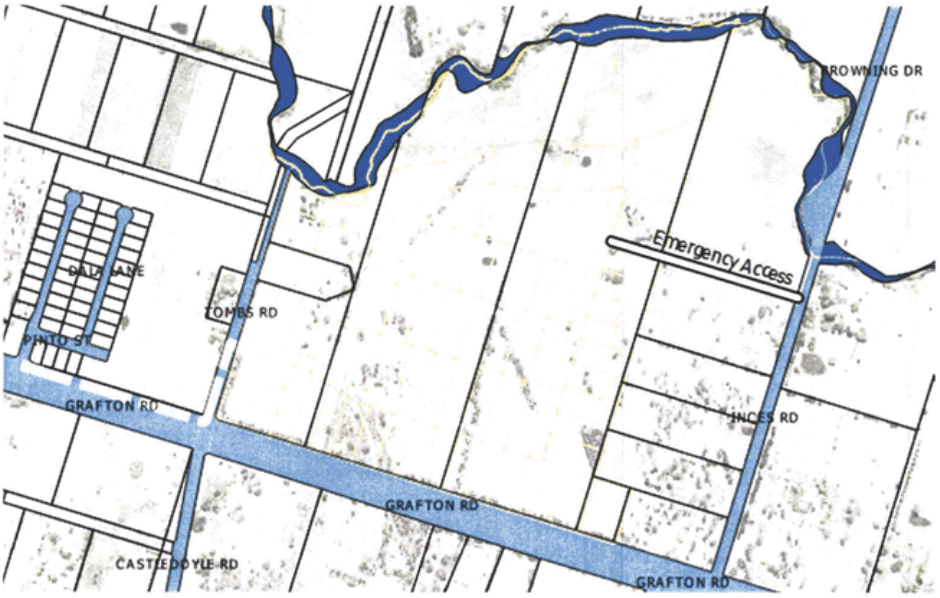
4. **Asset Management** – the provision of an easement for public access to a six (6) metre wide strip of land adjacent Dumaresq Creek would burden Council with high maintenance land having poor usability and questionable public benefit. There would be significant cost to Council in constructing a smooth footpath along the approximate 1.5km length of uneven surface adjacent the creek, and to avoid land use conflict it is likely that a fence would be required at additional cost. Such pathway is not identified in Council's capital works programme and so any future public benefit may not be realised for many years, if at all. Ongoing maintenance costs would also be significant in activities such as mowing and tree control, weed control, litter collection, signage, and removal of debris and restoration of surfaces and fences after flood events.

   The business paper for Council's Ordinary Council meeting held on 7 December 2016 noted that Council's Civic and Recreational Services staff indicated that additional public land in this location is not desired due to the existing amount of open space controlled by Council and associated maintenance costs.

5. **Maintenance of Access Rights to Inland Waters** – Even without a new easement adjoining Dumaresq Creek, public will still have access to the subject length of Dumaresq Creek from the public road reservations off Tombs Road and Inces Road, consistent with public access entitlements to other inland waters in NSW. Section 38 of the *NSW Fisheries Management Act 1994* permits fishing in inland waters where the person is in a boat or on the bed of the river or creek (including any part of the river or creek which is alternately covered and left bare with an increase or decrease in the water level, other than during floods).

<u>Alternative Offer for Public Pedestrian Linkage between Tombs Road and Inces Road</u>

Instead of a public easement adjacent Dumaresq Creek, we offer instead an alternative solution which will provide a pedestrian and cycle link through from Tombs Road to Inces Road. Condition 48 of development consent requires that an emergency vehicle access four (4) metres wide is constructed between the internal subdivision road and Inces Road (as shown on the diagram below), and that this access is maintained by the owner.



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If this emergency access is accessible to the public, then there will be a pedestrian and cycle linkage to the new subdivision network, which will not require Council funding for the capital cost nor for any ongoing access maintenance. While the developer prefers no public access through private lands to Inces Road, this alternative will provide similar community benefit to the

To progress Council's review of the modified determination, please find enclosed a Development Application & Associated Activities form, duly completed.

Would you please forward Council's fee advice for this application at your earliest convenience so that prompt payment can be arranged.

Kindly contact our office if you have any queries or if you require any further information or clarification in relation to this submission.

Yours faithfully,
New England Surveying & Engineering
per:

Rowan Donnelly

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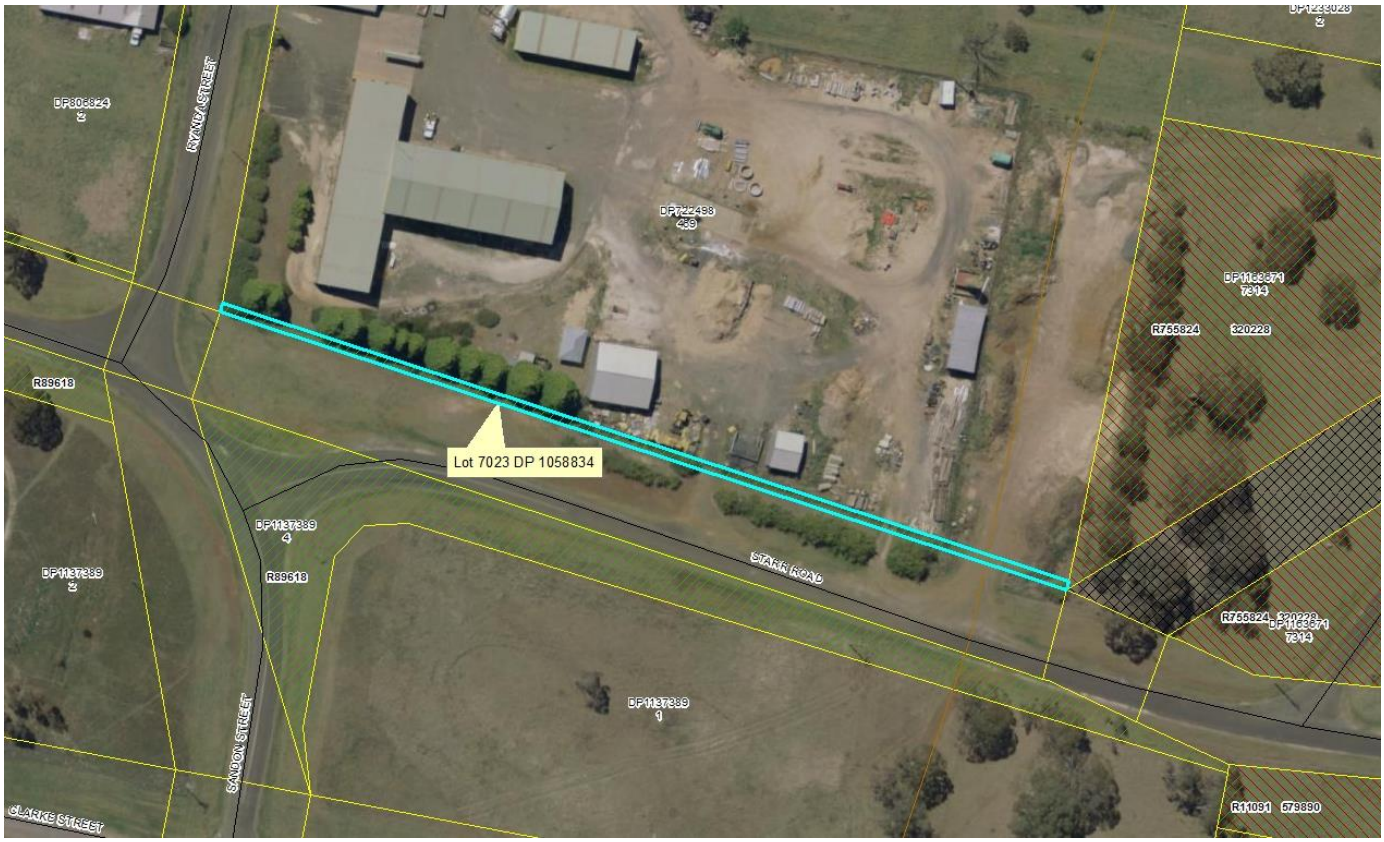
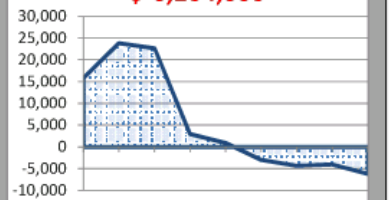

Lot 7023 DP 1058834
RYANDA STREET
STARR ROAD
SANDON STREET
CLARKE STREET
DP806824
2
DP722498
489
DP1163671
7314
R755824
320228
R89618
DP1137389
4
DP1137389
2
DP1137389
1
R11091
579890

CASH & INVESTMENTS MARCH 2018

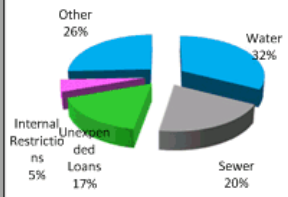
TOTAL UNRESTRICTED CASH

$-6,204,000

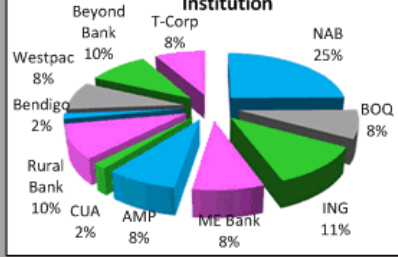


TOTAL RESTRICTED FUNDS @ 30/6/2017

$72,569,000



Term Deposit by Financial Institution



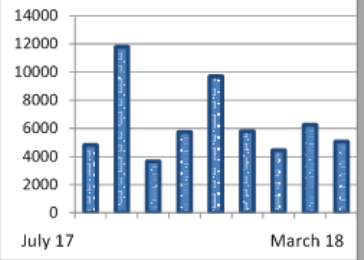
ARMIDALE Regional Council

AVERAGE INTEREST RATE

2.58%

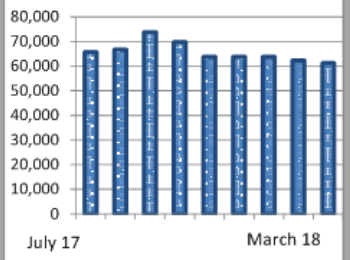
TOTAL BANK ACCOUNTS

$5,063,000



TOTAL INVESTMENTS

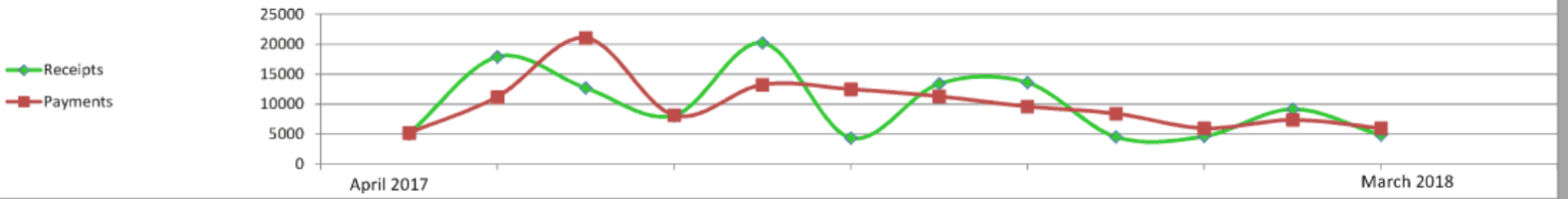
$61,302,000



SIGNIFICANT PAYMENTS - March 2018

Creditor	Description	Amount
Fulton Hogan Industries	Rual & Urban Road Reseals - Feb Inv	715,673.63
O'Donnell & Hanlon	Guyra Aged Care Progress Claim #3	203,587.86
ATO	PAYG	200,830.90
ATO	PAYG	199,317.00
NSW Tresury Corporation	Loan repayment	177,766.41
Regional Express Holdings	Reimbursment	143,536.00

TOTAL PAYMENTS VS RECEIPTS



Enterprise Risk Management Framework

1. Introduction

Purpose

The purpose of Council's Enterprise Risk Management (ERM) Framework is to:

- Document Council's approach to risk management and overall risk management framework;
- Help Council maintain an internal control environment appropriate to the size, business mix and complexity of its operations;
- Help safeguard Council's key stakeholders; and
- Help ensure compliance to various external regulatory regimes.

The ERM Framework is one of a number of plans prepared by Council to cover its wide-ranging projects, programs and activities. These plans 'feed' into the Delivery Program and directly to the annual Operational Plan. The degree of detail provided in the plans increases as the planning process moves from strategic to direct service provision.

Risk Management Approach

In accordance with the Risk Management Policy, Council will adopt a whole-of-organisation approach to managing its risks. This approach to risk management is known as Enterprise Risk Management (ERM)

ERM is a top-down approach to managing risks. It considers organisational strategy and should be focused on ways to mitigate risk and optimise opportunities important to Council and management.

Some major differences between Council's traditional risk management and enterprise risk management are shown in the table below:

From	**To**
Risk as individual hazards	Risk in the context of business strategy
Risk identification and assessment	Risk "portfolio" management
Focus on all risks	Focus on critical risks
Risk limits	Risk strategy
Risks with no owners	Defined risk responsibilities
Haphazard risk identification	Monitoring and measurement
Risk is not my responsibility	Risk is everyone's responsibility

Council's ERM approach is based on the following three key principles. Risk management is:

1. the responsibility of Councillors, Management and Employees;
2. integrated into all business activities and systems; and
3. based on the Australia/New Zealand Standard for Risk Management (AS/NZS 31000:2009).

Our approach emphasises that risk management is an integral part of the management process.

Adherence to the framework will enable us to fulfil our stewardship responsibilities of protecting resources from loss or misuse, ensuring the safety of Council officers, our stakeholders and the public, and generally encourage excellence in management, including innovation that may involve responsible risk taking.

Applying AS/NZS 31000:2009 to Council

Under Council's organisation-wide risk management approach there are a number of key activities that must be undertaken:

- Establish the context of risk – Council's risk management framework is developed in the context of its activities and risk appetite. An appropriate risk structure helps to further establish the context. The risk management framework must as a minimum address high risk areas.
- Identify Risk – Each program is responsible for conducting an appropriate risk identification process. The process can be conducted during team meetings, general research or use of risk specialists;
- Analyse & Evaluate Risk – All risks are analysed by their likely impact on the organisation including reputation, the community, customers, staff , and the probability of occurrence;
- Treat Risk – Control measures that mitigate the impact and probability of the risk are also identified. Following assessment, a decision is made on whether to accept the level of residual risk or implement control measures to reduce the consequence and/or probability of the risk;
- Communicate and Consult – Council's risk management framework will be communicated to senior leadership team (SLT). A consultation process will ensure that feedback is incorporated into the framework; and
- Monitor and review – All staff are encouraged to raise emerging risk issues with their Program Leader or Service Leader. The SLT are close to the business and are involved in the ongoing risk assessment management of identified risks as well as better understanding and responding to emerging risks. Formal reporting occurs to keep key stakeholders up to date.

Risk Management Technology

To assist in the management of risks identified, Council will utilise a risk register comprised on an excel spreadsheet that provides Council with a central repository for users to record strategic and operational risks, evaluate controls, audit controls, record incidents and produce various reports to track the progress of Council's risk management framework.

2. Risk Management Context

Scope

Council operates a wide range of diverse projects, programs and activities and has a large number of diverse stakeholders with varying needs and expectations. Therefore the scope of Council's

organisation-wide risk management must encapsulate all activities. Specifically, the context of risk management will include:

Governance	Sound processes for decision-making i.e. the processes by which decisions are implemented or not implemented.
Compliance	Meeting the expectations and requirements of those stakeholders who regulate the organisation.
WH&S	Target an injury free workplace through effective safety systems, training and an aligned safety culture.
Financial	Includes strategic and business planning, financing and accounting to ensure we meet legal and regulatory requirements.
Operational	Includes programs, activities and processes to deliver internal and external services
Environmental	Given exposure or series of exposures that may damage human health or the physical environment

Objectives

In order to address the needs and wants of its various stakeholders, Council has developed a Ten Year Community Strategic Plan 2027, Four Year Delivery Program and annual Operational Plan. These plans set out Council's Vision, Mission, Goals and Objectives and should be considered when setting objectives for an enterprise-wide risk management program.

Council states in its Enterprise Risk Management Policy that its commitments are to:

✓ Create a culture where the management of risk is embedded as an integral part of our business practice and decision making;
✓ Apply risk tolerance levels as approved by the executive to ensure appropriate management and reporting of risk;
✓ Seek to fully understand risks that are material to our safety, our business or impact on our community;
✓ Ensure our people are adequately trained and equipped to be accountable and responsible for the management and reporting of risks;
✓ Continually improve the effectiveness of our management of risk to support the achievement of our strategic and operational objectives and to maximise our opportunities; and
✓ Actively monitor the external or internal business environment to identify emerging risks.

Benefits of Managing Risks

Risk Appetite

An organisation's risk appetite or tolerance for risk will vary with its strategy, as well as its evolving conditions in the industry. Council's approach is to identify, analyse and prioritise risks and give most attention to those with a high priority. From the point of view of the Councillors, any risk which has the potential for high political fallout will be a high priority risk.

Armidale Regional Council is seeking to trying out new technologies that enable us to be a smart and adaptable business. Armidale Regional Council is seeking to explore opportunities to position itself as a SMART city.

Armidale Regional Council cares genuinely about the safety and wellbeing of our people and is averse to Work Health & Safety risks. Accordingly Armidale Regional Council expects the necessary investment in mitigation techniques and strong controls to ensure a safe working environment. Whilst Armidale Regional Council aspires to zero harm we have a focus on learning from high potential safety events. Armidale Regional Council is open to innovative opportunities to improve the wellbeing of our workforce and supports the implementation and participation of all staff in the Health & Well Being program

Council has no appetite for risks which may compromise the safety and wellbeing of staff, the community, contractors and volunteers. Similarly, Council has no appetite for risks that cause significant and irreparable damage to the environment and seeks to preserve and enhance it for future generations.

Council places great importance on compliance and has no appetite for any breaches in legal, regulatory and professional requirements.

Council has little appetite for risks that may have a significant adverse impact on its long term financial sustainability. However, Council encourages entrepreneurship and has a moderate appetite for risks arising from economic and property development opportunities.

While mindful that reputation risk is inherent in our business activities, we will take a cautious approach and not be constrained by reputation-related risk in pursuing innovation.

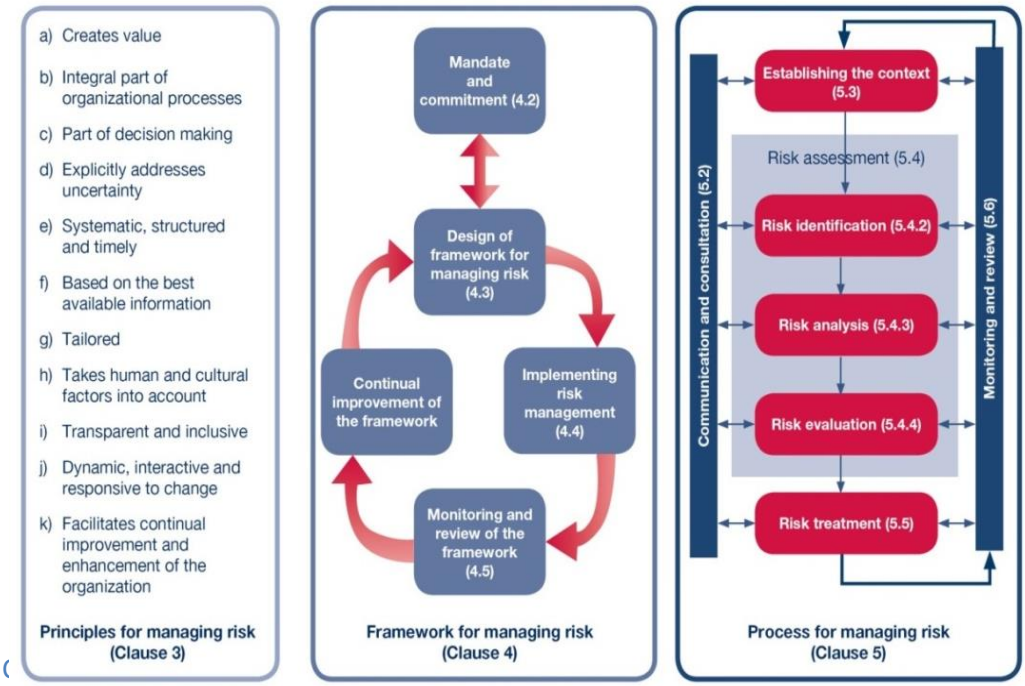
Council has considerable appetite for improvements and innovation in service delivery, technology and the efficiency of our operations.

Risk Structure

An appropriate risk structure is critical to an effective ERM framework. It can aid in the risk identification process as well as the organisation of risk information. The structure can be determined in several ways. Risks can be categorised by locations, operations, perils, etc. As long as the structure allows thorough and consistent risk identification there is no one correct approach.

3. Risk Management Process

Council's risk management process closely follows that set out in AS/NZ 31000:2009. The diagram below encapsulates the process.



Council's risk management framework will be communicated through:

- SLT
- Peak Work Health & Safety Committee;
- Organisational communication mechanisms; and
- Staff training programs

Risk Identification

Risk identification involves analysing factors, circumstances, events and reliance that could give rise to a risk that business objectives are not achieved.

The concept of a risk portfolio assumes that various risks share certain characteristics and/or interdependencies. Risks are considered in groups, based on how they relate to each other, and within these groups one or more risks may rise or fall when other risks rise or fall. By understanding and mapping such interdependencies, leaders can begin to parcel risks into broad categories that will influence how these risks are managed and optimised.

Each program is responsible for conducting an appropriate identification process. Council staff will undertake a range of activities to identify risks including group meetings, brainstorming workshops and periodic review of the risk register.

All risks identified are entered into the ERMS where they can be analysed and monitored. Once risks have been identified, they are analysed and the likelihood and potential impact evaluated.

Risk Analysis and Evaluation

This is an evaluation of a risk's probability of occurrence. At this point, no consideration is given to existing controls. All risk evaluation is conducted in the ERMS. In line with AS/NZS 31000:2009, we have rated the likelihood of a risk occurring as follows:

Likelihood Criteria

Rating	**Probability**	**Likelihood**
A	Almost Certain	Is expected to occur in most circumstances
B	Likely	Will probably occur
C	Possible	Might occur at some time in the future
D	Unlikely	Could occur but doubtful
E	Rare	May occur but only in exceptional circumstances

The impact of the risk is assessed in terms of physical cost (human & property) and dollar cost. All risk evaluation is conducted in ERMS using AS/NZS 31000:2009 principles to assist:

Consequence Criteria

CONSEQUENCE					
	Insignificant	Minor	Moderate	Major	Catastrophic
People	Minor injury, no first aid required	Minor injury; first aid required	Injury or illness requiring medical attention	Significant injury or long term illness; hospitalisation	Fatality; permanent disability, illness or disease
Environmental	Minimal environmental impact; isolated and immediately reversible	Minor environmental impact; isolated and reversible or localised and immediately reversible	Moderate environmental impact; localised and reversible or isolated and irreversible	Significant environmental impact; regional and reversible or localised and irreversible	Catastrophic environmental impact; national and reversible or regional and irreversible
Legal	Isolated non compliance or breach; minimal failure of internal controls	Contained non compliance or action with short term significance; some impact on normal operations	Significant claim or breach involving statutory authority or investigation; prosecution possible	Major breach with litigation/fines and long term significance; critical failure of internal controls	Extensive litigation/fines with possible class action; indictable offences
Financial	Negligible financial loss; less than $10,000; up to10% of program/project value	Minor financial loss; $10,000 - $50,000; 10% - 15% of program/project value	Significant financial loss; $50,000 - $500,000	Major financial loss; $500,000 - $5m Impact on Councils reputational risk.	Extensive financial loss; in excess of $5m. Would impact on the financial sustainability of the Council.
Reputation	Isolated, internal or minimal attention or complaint	Heightened local community concerns and criticism	Significant public criticism and media attention. Loss of support from the community	Serious public outcry, state media attention and long term and material loss of support from community	Extensive public outcry; national media attention; loss of State government support with appointment of administrator
Service Delivery	Isolated; internal or minimal impact on service delivery	Contained impact on service delivery of short term significance	Significant impact on service delivery involving investigation	Major impact on critical service delivery with long term significance	Extensive impact/disruption to service delivery; threat to viability of critical program or whole of organisation
Technology & Systems	No measurable operational impact	Minor downtime or outage in single area of the organisation; addressed with local management and resources	Significant downtime or outage in multiple areas of the organisation; substantial management required	Loss of critical functions across multiple areas of the organisation; long term outage; extensive management with external resources required	Extensive and total loss of critical and/or entire organisation; disaster management required

Once the likelihood and consequence of a risk has been assessed, these can be placed in a Risk Matrix to determine the level of risk. The following diagram indicates a generalised rating of risk for Council, based on likelihood and consequence. The higher the number, the higher the risk:

Risk Management Matrix

	CONSEQUENCE				
LIKELIHOOD	Insignificant	Minor	Moderate	Major	Extreme
Almost Certain	Medium	High	High	Extreme	Extreme
Likely	Medium	Medium	High	High	Extreme
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Medium	Medium

E - Extreme Risk – Detailed action plan required to manage risk before progressing
H - High Risk – Needs immediate ELT attention
M - Medium Risk - Allocate specific management responsibility and implement monitoring or response procedures
L - Low Risk – Manage by routine procedures

Addressing Risk

Following identification of risk and evaluation of controls, an assessment is made on whether to accept the level of residual risk or to implement control measures that reduce the impact and/or probability of the risk.

While risks may be allocated to any member of management (risk owners) it is the ultimate responsibility of the respective Program Leader to ensure risk treatment.

Monitor and Review

Council recognises the need to continually monitor the effectiveness of the ERM framework. To this end monitoring procedures have been established to enable regular assessment of the system and the identification of deficiencies or areas for improvement.

1) Involve all Staff

Program Leaders are close to the business and are involved with the risk assessment process on a day to day basis. Program Leaders meet with their direct reports periodically. All staff are encouraged to raise possible risk issues with their Program Leaders. Once risks are identified and evaluated, appropriate action is agreed and responsibilities allocated.

2) Monthly Reporting

Program Leaders produce monthly reports on their area of responsibility which includes any new or material changes to risks.

4. Roles and Accountabilities

The following is a summary of how roles are allocated as part of Council's response to risk:

Response	**Responsibility**	**Person**
Organisational	Risk Framework	Risk Coordinator

Operational	Risk Assessment and Management	Council wide
Governance	Risk Oversight	Audit

Organisational

Chief Executive Officer

The CEO reports to Council and is responsible for:

- ensuring that a risk management system is established, implemented and maintained in accordance with Council policy;
- assigning responsibilities in relation to risk management other than those set out in this Framework;
- ensuring Service Leaders, Program Leaders and staff receive support and training to fulfil their responsibilities;
- reporting to all stakeholders on the Council's risk management performance;
- reporting to the Audit and Risk Committee quarterly on risk management activities undertaken during the year;
- Chairing the Risk Committee or appointing a suitable delegate to perform that duty.

Program Risk Coordinator

The Risk Coordinator reports to the SLT and Audit and Risk Committee. The Risk Coordinator is responsible for:

- coordinating Council's risk management activities, in conjunction with the Risk Committee;
- maintaining Council's ERM Framework;
- providing support and advice to Service Leaders and Program Leaders in identifying, analysing, evaluating and treating risks;
- maintaining Council's electronic Risk Register
- managing Council's insurances portfolio, including claims management and monitoring of claims experience.

Operational Staff

All staff are responsible for:

- systematically identifying any risk that might impact on their objectives;
- maintaining an awareness of risks (current and potential) that relate to their area of responsibility;
- actively supporting and contributing to risk management initiatives; and
- advising their Program Leaders of risk issues they believe require attention.

Risk Committee (Risk Champions)

The Risk Committee reports to the SLT quarterly. The Committee is responsible for:

- co-ordinating Council's risk management activities, in conjunction with the Risk Coordinator;
- assisting the Risk Coordinator in the preparation of Council's annual risk management plan;
- reviewing the ERM Framework annually and recommending any changes;
- promoting a risk management approach throughout the organisation;
- making recommendations on the treatment of specific risks that affect the whole organisation; and
- ensuring appropriate linkages to the Council's IPR Framework, and where necessary, to budget processes.

Service Leaders and Program Leaders (Risk Owners)

Service Leaders report to the Group Leaders. Program Leaders report to their respective Service Leader. They are responsible for:

- integrating risk management into all aspects of their projects, programs and activities;
- systematically identifying, analysing, evaluating and treating any risk that might impact on their objectives; and
- ensuring that risk management practices and treatments are:
- consistent with Council requirements;
- monitored to ensure that management strategies remain effective; and
- commensurate with the level of risk exposure.

Governance

a) Internal Auditor

The Internal Auditor reports functionally to the ELT and to the Audit and Risk Committee. The Internal Auditor is responsible for:

- developing and implementing a Three Year Strategic Audit Plan;
- developing and implementing a detailed annual Internal Audit Work Program;
- providing advice to the ELT and SLT as requested, including the development of policies and procedures;
- liaising with the External Auditor and co-ordinating audit coverage;
- reporting to the Audit and Risk Committee on the findings and recommendations of audits conducted.

b) External Auditor

The External Auditor (AO) reports to the Council and the Office of Local Government. The External Auditor is responsible for:

- audit of the general purpose and special purpose financial statements of Council annually and provide an audit opinion;
- audit of the total permissible general income calculation;
- assurance examination of the controls in relation to the application for Payment of Pensioner Concession Subsidy;
- assurance examination of the reasonableness of the DWMS Reasonable Cost Calculations;
- auditing the expenditure of government grants requiring a separate audit report;
- providing a report to the Council and the Office of Local Government on the audit as required;
- providing advice to the CEO on any matters arising during the course of the audit and not otherwise reported, including any suggestions for improvement in efficiency or economy of resources; and
- liaising with the Internal Auditor to co-ordinate audit coverage.

5. Embedding Risk Management

Council's risk management strategy has been developed in consultation with SLT. All feedback has been considered and where appropriate incorporated into the strategy and framework.

The following key actions will be taken to help embed this risk structure within Council:

Council activities:

- provide ERM education at Council level;
- establish buy-in at Council level for risk appetite and risk strategy;
- develop "ownership" of risk management oversight by the Council; and
- review an annual risk report.

Management activities:

- create a high-level risk strategy (policy) aligned with strategic objectives;
- create a risk management organisational structure and ensure clear reporting lines;
- develop and assign responsibilities for risk management; and
- communicate effectively with all stakeholders.

Establish a common risk culture:

- use common risk language and concepts;
- communicate about risk using appropriate channels and technology;
- develop training programs for risk management;
- identify and train "Risk Owners" and "Risk Champions";
- provide success stories and identify quick wins;
- align risk management techniques with Council culture; and

- develop a knowledge-sharing system.

Create risk accountability/responsibility:

- include risk management activities/responsibilities in position descriptions;
- incorporate ERM concepts into personal goals; and
- empower leaders with defined risk boundaries.

Embed risk activities into ongoing business processes:

- align and integrate risk management activities within the governance framework and planning processes, at both the operational and strategic level; and
- continuous review of processes and systems.

Measure and monitor risk:

- identify key performance indicators and critical success factors related to risk;
- establish success measures for risk strategy and activities;
- provide a periodic process for measuring risk/return; and
- identify and implement monitoring processes and methods of feedback.
- using deep dives to improve risk management

6. Business Continuity Management

Business Continuity Management (BCM) is an integral part of the ERM Framework and will ensure that stakeholders can rely on the continuation of services from the Council even in times of crisis.

Standards Australia has published a Handbook *HB 221-2004: Business Continuity Management*, which provides guidance on the analysis of BCM needs, and the development of a plan that identifies the processes and resources required to ensure we can continue to meet critical objectives under any conceivable disaster.

Business Continuity Management involves the following steps:

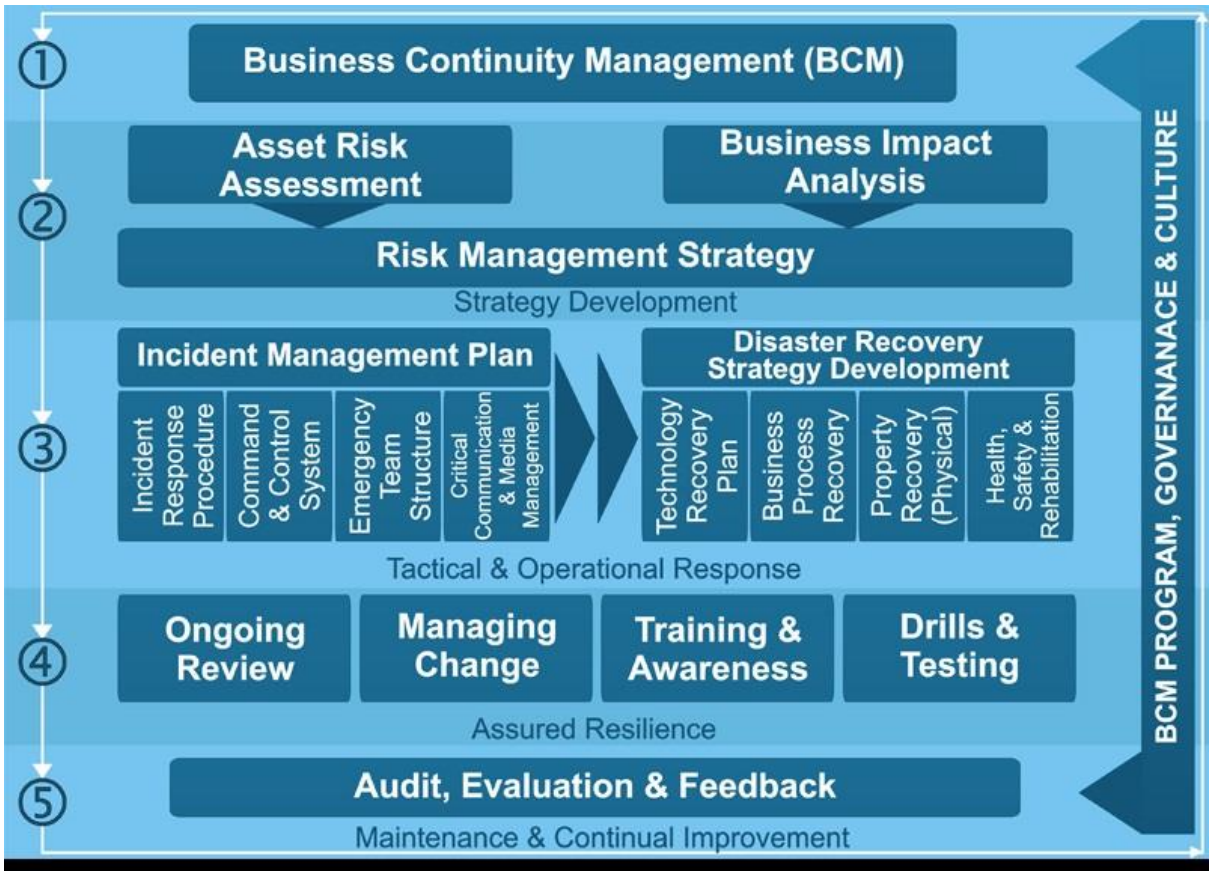
- Perform a risk and vulnerability analysis;
- Conduct a business impact analysis;
- Develop response strategies;
- Develop resource requirements;
- Develop business continuity plans (BCPs);
- Develop communications strategy;
- Train staff, maintain and test plans; and
- Activate and develop plans.

Business Continuity Assessment
What does your existing Business Continuity Program entail?
Threat/Risk Assessment
What potential threats are facing your business?
Business Impact Analysis (BIA)
What are the business impacts of an unplanned interruption to the business operations?
Business Continuity Plan
What are the critical functions, roles/responsibilities, high priority tasks, and restoration timelines in the event of an incident?
Train & Test
How are you making sure your plan is working?
Implement & Monitor
Are you continually monitoring and improving your plan to reflect changes in the organization?

The steps are similar to, or an extension of those used during the risk assessment and treatment exercise. By undertaking the BCM analysis while completing a risk assessment, the processes and resources essential to the operations of the Council are identified. The risks associated with these processes and resources must therefore receive the highest level of priority for treatment, continuous monitoring and improvement.

Business Continuity Plan (BCP)

BCPs are the outcome of the BCM process. They provide Council with a documented set of actions to prepare for and respond to business interruptions.



Succession Planning

Succession planning ensures that there are highly qualified people in all positions, not just today, but tomorrow, next year and five years from now. In today's organisations it is important to include key positions in a variety of job categories.

Succession Planning involves the following steps:

- Develop a Succession Planning Framework;
- Identify key positions and core competencies;
- Prepare individuals for increased leadership and managerial responsibilities;
- Develop and implement coaching and mentoring programs;
- Evaluate candidate performance;

- Communicate and implement the Succession Plan; and
- Review.

7. Insurance Matters

Insurance cover does not take the place of risk management and will not cover all risks of the Council. Insurance is only one method of treatment of identified risks. Nevertheless, it is an extremely important part of the Council's risk management strategy.

Because most of the Council's high level insurable risk is transferred to reinsurers, there are stringent requirements for Council to meet in order for this cover to be effective. The main requirements relate to disclosure of all relevant information to the reinsurers at the time of renewal of the cover, and adequate and timely reporting of incidents and claims. These are discussed further below.

Insurance Premium and Data Requirements

Every year around mid - March, Council's insurance broker will forward the annual insurance declaration document to Council for completion. The document is forwarded to Council and is required to be completed and returned by early May the same year.

The declaration asks for information regarding the Council's risks, activities and assets used for determining the annual premium as well as purchasing adequate reinsurance for the Council's risks.

It is essential that any changes to the Council's activities or assets are advised to the broker as soon as possible so that any alteration to cover can be arranged and if necessary "sign off" from the reinsurers be obtained.

Claims and Incident Reporting

As with the requirement to notify the insurance broker of any changes to activities, it is essential that claims and incidents that could give rise to a claim are reported as soon as possible. This enables prompt action to be taken towards settling any claim and to avoid further loss or damage.

Council's *"Claims Information Procedures"* clearly set out the process that must be followed to ensure that Council gathers and maintains the information and data needed to assist in defending a public liability or professional indemnity claim and to ensure that what is gathered constitutes admissible evidence.

All managers and supervisors must be familiar with these procedures and must observe its requirements. The procedures are available on Council's intranet.

8. Associated Documents

There are a number of other documents and policies that connect closely to this ERM Framework. These provide additional guidance as to what should be done and how it should be done. Copies of all these documents are generally available on Council's intranet or by contacting the Risk Coordinator.

Risk Management Policy

This policy establishes the context for risk management activities at Council.

Risk Management Toolkit

This is a practical procedure manual for people involved in the implementation of risk management initiatives within Council.

Claims Information Procedures

These procedures provide direction for staff in the event of an incident occurring which could result in a claim being made against the Council.

Work Health & Safety Policy

This policy sets out obligations and strategies for managing WH&S risks.

Fraud Control Policy

This policy outlines Council's commitment to preventing fraud and sets out guidelines for achieving this.

Internal Audit and Risk Charter

This charter establishes the role and responsibilities of Council's Internal Audit function.

Business Continuity Plan

The Business Continuity Plan (BCP) is an integral part of the Council's ERM Framework. It sets out the ways by which Council will continue to provide services, even in times of crisis.

Succession Plan

The Succession Plan is an important component of Council's Business Continuity Plan. It sets out Council's plans for ensuring that all mission critical positions in the organisation are filled, able to be filled, or maintained until filled.

9. Terminology

In order to standardise the terminology used in relation to risk management the following definitions, taken from AS/NZS 31000:2009 will be used:

Consequence	Outcome or impact of an event. There can be more than one consequence from one event. Consequences can range from positive to negative. Consequences can be expressed qualitatively or quantitatively.
Control	An existing process, policy, device, practice or other action that acts to minimise negative risk or enhance positive opportunities. The word 'control' may also be applied to a process designed to provide reasonable assurance regarding the achievement of objectives.
Control assessment	Systematic review of processes to ensure that controls are still effective and appropriate. Periodic line management review of controls is often called 'control self assessment'.
Event	Occurrence of a particular set of circumstances. The event can be certain or uncertain. The event can be a single occurrence or a series of occurrences.
Frequency	A measure of the number of occurrences per unit of time.
Hazard	A source of potential harm.
Inherent risk	The level of risk before implementation of risk treatment.
Internal Control	The systems, policies and procedures used to govern the organisation's activities and processes to help achieve objectives and treat risk.
Likelihood	Used as a general description of probability or frequency. Can be expressed qualitatively or quantitatively.
Loss	Any negative consequence or adverse effect, financial or otherwise.
Monitor	To check, supervise, observe critically or measure the progress of an activity, action or system on a regular basis in order to identify change from the performance level required or expected.
Probability	A measure of the chance of occurrence expressed as a number between 0 and 1. Probability is the 'extent to which an event is likely to occur'. 'Frequency' or 'likelihood' rather than 'probability' may be used in describing risk.
Residual risk	Risk remaining after implementation of risk treatment.
Risk	AS/NZS ISO 31000:2009 defines risk as "The effect of uncertainty on objectives" While risk managers will continue to consider the possibility of risks occurring, they should now apply risk treatment options to ensure that the uncertainty of their agency meeting its objectives will be avoided, reduced, removed or modified and/or retained.
Risk analysis	Systematic process to understand the nature of and deduce the level of risk. Provides the basis for risk evaluation and decisions about risk treatment.
Risk assessment	The overall process of risk identification, risk analysis and risk evaluation.
Risk avoidance	A decision not to become involved in, or to withdraw from, a risk situation.
Risk criteria	Terms of reference by which the significance of risk is assessed. Risk criteria can include associated costs and benefits, legal and statutory requirements, socioeconomic and environmental aspects, the concerns of stakeholders, priorities and other inputs to the assessment.
Risk evaluation	Process of comparing the level of risk against risk criteria. Risk evaluation assists in decisions about risk treatment.
Risk identification	The process of determining what, where, when, why and how something could happen.
Risk management	The culture, processes and structures that are directed towards realizing potential opportunities whilst managing adverse effects.

Risk management framework	Set of elements of an organisation's management system concerned with managing risk. Management system elements can include strategic planning, decision making, and other strategies, processes and practices for dealing with risk. The culture of an organisation is reflected in its risk management system.
Risk management process	The systematic application of management policies, procedures and practices to the tasks of communicating, establishing the context, identifying, analysing, evaluating, treating, monitoring and reviewing risk.
Risk reduction	Actions taken to lessen the likelihood, negative consequences, or both, associated with risk.
Risk retention	Acceptance of the burden of loss, or benefit of gain, from a particular risk. Risk retention includes the acceptance of risks that have not been identified. The level of risk retained may depend on risk criteria.
Risk sharing	Sharing with another party the burden of loss, or benefit of gain from a particular risk. Legal or statutory requirements can limit, prohibit or mandate the sharing of some risks. Risk sharing can be carried out through insurance or other agreements. Risk sharing can create new risks or modify an existing risk.
Risk tolerance	The amount of risk an organisation is prepared to tolerate before action is required.
Risk treatment	Process of selection and implementation of measures to modify risk. The term 'risk treatment' is sometimes used for the measures themselves. Risk treatment measures can include avoiding, modifying, sharing or retaining risk.
Stakeholders	Those people and organizations who may effect, be affected by, or perceive themselves to be affected by a decision, activity or risk. The term 'stakeholder' may also include 'interested parties'.

Enterprise Risk Management Policy

Council's enterprise risk management framework provides the foundations and organisational arrangements for designing, implementing, monitoring, reviewing and continually improving risk management throughout the organisation. Council understands that unmanaged, unrecognised risks can adversely impact its stakeholders and its ability to achieve strategic and operational objectives. Accordingly Council is committed to a whole of organisation approach to risk management.

We are committed to integrated, consistent and efficient management of risks to support the achievement of our strategic and operational objectives and to maximise our opportunities

Council will develop a risk matrix to allow risk priorisation. Key risks will be identified and managed to ensure the mitigated risk meet the Council's risk appetite. Council will regularly review identified organisational risks as well as emerging risks to ensure risks are appropriately managed.

To demonstrate our commitment we will:

- ✓ Create a culture where the management of risk is embedded as an integral part of our business practice and decision making
- ✓ Apply risk tolerance levels as approved by the executive to ensure appropriate management and reporting of risk
- ✓ Seek to fully understand risks that are material to our safety, our business or impact on our community
- ✓ Ensure our people are adequately trained and equipped to be accountable and responsible for the management and reporting of risks
- ✓ Continually improve the effectiveness of our management of risk to support the achievement of our strategic and operational objectives and to maximise our opportunities
- ✓ Actively monitor the external or internal business environment to identify emerging risks

We will meet the objectives of the Community Strategic Plan, comply with legislative and regulatory requirements and manage our risks to preserve and create value across the organisation.

This policy applies to all our employees and contractors and to any person or organisation that acts or represents us.

Adopted by Council: 28 June 2017

MINUTES

BUSINESS ADVISORY COMMITTEE

Held on

Tuesday, 13 March 2018
12.30pm

at

Function Room, Armidale

Members: Cr Gray, Cr Martin, Mrs MacDonald, Mr Nussbaumer, Mr Fox, Mrs Cull, Mr Woodland, Ms Heaton

Quorum – 6 Members to be Present

1. **LEAVE OF ABSENCE APOLOGIES**

Mr Mills

2. **DECLARATIONS OF INTEREST**

None

4. **MALL REFERENCE GROUP**

Lindsay Woodland presented a power point presentation to the Committee advising that at the last Council meeting (28 February 2018), a resolution was passed to establish a Reference Group to prepare a new design for the mall.

The proposed next steps are:
(1) Leadership and oversight to be undertaken by the Business Advisory Committee

(2) That a Reference Group be set up – that the Business Advisory Committee provide guidance as to the make up of the membership

.
Mr Fox indicated that the proposed Reference Group was a sizeable group and requested clarification as to how the Committee intends to set this up (eg by invitation only). Mr Fox suggested that perhaps some key stakeholders could come up with their own representative.

Mr Woodland recognized that this is a large group and took onboard Mr Fox's comments. He added that it is a good cross section of the community.

Mr Nussbaumer suggested that only one representative for the mall and not two – allowing the possibility to balance the views.

Mrs Cull spoke with respect to the CBD property owners, particularly with respect to absentee owners, and suggested that their representative(s) join the Group in order for a better understanding of the issues.

Cr Gray suggested Mr John Sewell would represent some of the absentee landlords. A discussion ensued in relation to conflicts of interest. It was noted that almost everybody on the Reference Group would have a conflict of interest, however they are likely to be the major stakeholder. The group itself, due to its numbers, is likely to self regulate.

Mrs MacDonald suggested that the organisers of the Markets in the Mall be invited to participate. Another gap identified within the current proposed group was those involved in Art.

A discussion led as to whether it was necessary to have emergency services involved. It was agreed that for safety concerns, the police should be invited to participate.

Mrs Cull suggested that Mrs Kerry Turner be invited to participate.

The following names were suggested:

Mrs Kerry Turner (Turners)
Mrs Michelle Wheatley (Readers Companion)
Craig Ritchie (Property Owner)
Ross Patch (Daily Ritual)
Patrick Gurr (The White Bull)
Steve Widders (Representing Aboriginal community/disability inclusion)
David Levingston (Youth/Business)
John Sewell (Real Estate Agent)
Tony Deacon (Architect/Heritage)
Sam Doyle (Markets)
Chris Jordan (Police)
Peta Light (Disability Inclusion)

Moved Mrs MacDonald **Seconded Mr Nussbaumer**

That the Reference Group work with King & Campbell to provide a second draft for the Reference Group to consider.

The motion put to the vote was carried.

The Chairman declared the meeting closed at 1:30pm.

MINUTES

BUSINESS ADVISORY COMMITTEE

Held on

Wednesday 4 April 2018

at 5:32pm

Committee Members
Councillor Libby Martin (Acting Chairperson)
Susan Cull and Anthony Fox – Armidale Business Chamber
Aileen MacDonald - Guyra and District Chamber of Commerce
Andrew Korsch – Armidale Locals 4 Locals

Management
Lindsay Woodland – Group Leader Organisational Services
Peter Wilson – Program Leader Governance

1. APOLOGIES – Councillor Diane Gray (Leave of Absence), Laurence Nussbaumer (Armidale Business Chamber) and David Mills (Guyra and District Chamber of Commerce)

2. CONFIRMATION OF PREVIOUS MINUTES

CONFIRMATION OF THE MINUTES OF THE BUSINESS ADVISORY COMMITTEE MEETING HELD ON 30 JANUARY 2018

CONFIRMATION OF THE MINUTES OF THE BUSINESS ADVISORY COMMITTEE MEETING HELD ON 13 MARCH 2018

COMMITTEE RESOLUTION:

Moved Aileen MacDonald and Seconded Anthony Fox

That the minutes be taken as read and be accepted as a true record of the Meetings, subject to the Minute Item 5.3 2018 Plan – Projects (30 January 2018) being amended to read "That the Rail Trail Consultation Report be obtained and be circulated to the Business Advisory Committee members."

The Motion on being put to the vote was CARRIED.

3. DECLARATIONS OF INTEREST - NIL

4. BUSINESS ARISING - NIL

5. ADMINISTRATION REPORTS

5.1 Presentation On Armidale Mall Reference Group Inaugural Meeting On 29 March 2018

Lindsay Woodland gave a Powerpoint presentation on the meeting.

Action - Noted

5.2 Parking Study

Lindsay Woodland provided a verbal status report on the study and the process going forward.

Action – Consultant to present report to the Committee at a meeting to be held in April prior to any recommendations being submitted to Council for consideration.

5.3 Tourism Strategy Engagement

160 invitations where sent out to key industry figures including UNE, NEGS, PLC, Councillors and the Griffith Sports Council. Four 2-hour stakeholder sessions were held over 2 days, with 55 participants in attendance. Sonia Casanova, Articulate Pear facilitated the sessions and gave an overview of the current visitor economy, based on statistics from Destination NSW. The sessions included a SWOT analysis. There has been great feedback to date and the Committee will be kept updated on the progress.

A status report is to be presented to the Regional Growth Advisory Committee on 5 April 2018.

Action – Noted

6. GENERAL BUSINESS

6.1 Future Meeting Dates

Laurence Nussbaumer advised that he will have difficulty attending future meetings if held on a Wednesday.

Action – Committee members to be canvassed by email on alternative meeting days.

6.2 Renew Newcastle Initiative

Council has access to CBD landowners contact details and therefore could coordinate the mail out. It was confirmed that the Council's annual financial contribution under the MOU would need to be committed by 30 June.

Action - Noted

6.3 Council's Procurement Practices

Concern expressed at the delays in the payment of suppliers.

Action – Council to clarify its processes for the payment of creditors

6.4 Development Applications

Action – Council to provide an update on State Government policy and the processing times for DAs

There being no further business the Chairman declared the meeting closed at 6.30pm.

ARMIDALE REGIONAL SPORTS COUNCIL

Held on

Tuesday, 13 March 2018
4pm

at

Guyra Council Chambers

PRESENT: Clr B Widders (Chair), Clr J Galletly, Mr M Porter, Mr S McMillan, Ms J Sisson, Mr J Campbell, Ms D Dell (Armidale Regional Council)

MINUTES

1. APOLOGIES / LEAVE OF ABSENCE
Nil

2. CONFIRMATION OF PREVIOUS MINUTES -

CONFIRMATION OF THE MINUTES OF THE SPORTS COUNCIL MEETING HELD ON 13 FEBRUARY 2018

Moved Mr M Porter **Seconded Mr S McMillan**

That the minutes be taken as read and be accepted as a true record of the Meeting.

Motion on being put to the vote was CARRIED.

3. DECLARATIONS OF INTEREST

4. BUSINESS ARISING

5. ADMINISTRATION REPORTS

5.1 Minutes - Armidale Sports Council Sub Committee Meeting 13 February 2018*Ref: AINT/20*

Moved Mr M Porter **Seconded Mr S McMillan**

a) That the minutes for the Armidale Sports Council Sub Committee Annual General Meeting held 28 November 2018 be noted and endorsed

b) That the following nominations for the sports council be accepted.

1) That Steve Mcmillan be elected to the position of president
2) That Michael Porter be elected to the position of vice president
3) That David Harris be elected to the position of vice president
4) That Scott Geddes be elected to the executive committee
5) That Michael Fittler be elected to the executive committee
6) That Stuart Cleghorn be elected to the executive committee
7) That Rhys Porter be elected to the executive committee
8) That Paul Billings be elected to the executive committee
9) That Sophie Sincock be elected to a youth position on the executive committee
10) That the vacant youth position be advertised

c) That the Presidents report be read and accepted.

d) That the Sports Council Sub Committee meeting dates for 2018 be held February 13, May 8, August 7, November 13.

e) That the Executive Committee endorse the reinstatement of funds as follows:
$250.00 per Individual selected at State Level
$500.00 per Individual selected at Australian Level
Applications will not be accepted from Individuals under the age of 10 (as of the date of application), Applications will not be accepted from Masters athletes

f) That approval be given for the allocation of up to $600 for the purchase of Sports trophies for the Sports Awards Night to be held Tuesday 28th November 2017 at 6.30pm

g) That the minutes for the Armidale Sports Council Sub Committee held 28 November 2017 & 13 February 2018 be noted and endorsed

h) That the Executive Committee endorse the Sports Council small funding applications to Stuart Geddes, Chloe Belle Lincoln, Sarah Williams, Deborah McMahon, William Brunston, Maxwell Wayte, Nathan Czinner, Raymond Enks, Lawson Fittler, Millie Mazzai, Andre Cooper in the amount of $250.00 per person. Total expenditure $2750.00

i) That the Committee endorse the funding application to Megan Frost to represent Australia in Futsal Soccer in the amount of $500.00

j) That the updates of the current priority list be noted and the recommend projects to be added to the priority list.

k) That the Armidale Sports Council Sub Committee request for Sponsorship from Narwan Eels Rugby and Sporting Club be denied.

Motion on being put to the vote was CARRIED.

5.2 Sporting Trophies for New England Sports Awards *Ref: AINT/2018/04337 (ARC16/0330)*

Moved Mr S McMillan Mr Seconded M Porter

That it be noted that the trophies for the New England Sports Awards came to $500.00.

Motion on being put to the vote was CARRIED.

5.3 Sports Council Financial Report *Ref: AINT/2018/04340 (ARC16/0330)*

Moved Mr S McMillan Seconded Mr M Porter

That the Financial report be accepted.

Motion on being put to the vote was CARRIED.

5.4 Get Active March 2018 Update *Ref: AINT/2018/04346 (ARC16/0330)*

Moved Mr S McMillan Seconded Mr M Porter

That the update on Get Active March 2018 be noted

Motion on being put to the vote was CARRIED.

5.5 Minutes Guyra Sports Council Sub Committee meeting held 31 February 2018

Ref: ARC16/0330

Moved Cr B Widders Seconded Mr M Porter

That the Minutes of the Guyra Sports Council Sub Committee Meeting 31 February 2018 be noted and endorsed.

Motion on being put to the vote was CARRIED.

6. CORRESPONDENCE

7. GENERAL BUSINESS

7.1 Project Update - Canteen for Guyra Sportsground *Ref: ARC16/0330*

Dee provided an update on the Canteen project at Guyra Sportsground. Jason & Jess to forward details of local builders to Dee for the quotation process

7.2 Grant Funding - Projects to be applied for *Ref: ARC16/0330*

Moved Cr B Widders Seconded Mr M Porter

a) That the Armidale Regional Council will apply for grant funding for the following projects:
b) Grandstand seating at Lions Park in Guyra – Approx. cost $80,000.00
c) Coverage of the Pool at the Monkton Aquatic Centre in Armidale – Approx. cost unknown
d) Portable grandstand seating for multiple sporting facilities in Guyra – Approx. cost unknown
e) Armidale Regional Australia Bank Sportsground Carpark Stage 1 – Approx. cost $500,000.00
f) Moran Oval Drainage – Approx. cost $90,000.00
g) Indoor Sporting complex at the Australia Bank Sportsground – Approx. cost $190,000.00
h) Fitness Equipment at Armidale Creeklands Fitness Circuit – Approx. cost $95,000.00

Motion on being put to the vote was CARRIED.

Jess Sisson left the meeting at 4.30pm not to return

Items Discussed –
ACTION-NARWAN – Dee to liaise with the Club regarding the need for a suitable ground for their home games during the closure of Newling Fields

ACTION-Exercise Stations – Brad questioned how this fits into the Creeklands Grandmaster plan, Dee to discuss with Economic & Development

Portable Grandstand – An application has been submitted to Council previously, Dee to locate.

ACTION-Dee to forward a copy of a quote for grandstand seating at RAB Sportsground to Jason, Jason to contact for quotes for Guyra Sportsground

Steve McMillan left the meeting at 4.50pm not to return

ACTION-Dee to email applications for all Sports Council High Priorities Listings (currently on the priority list) to Councillor Widders & Councillor Galletly

ACTION-Request made that signs be displayed on completed projects with wording along the lines of
" This project was funded by the Armidale Regional Sports Council"

ACTION-Costa are looking at Sponsorship opportunities within the local Guyra Sporting Community, Jason to forward Dee's contact details to the appropriate person at Costa

There being no further business the Chairman declared the meeting closed at 5.05pm

MINUTES

TRAFFIC ADVISORY COMMITTEE

Held on

Tuesday, 3 April 2018
10am

at

Committee Room

In attendance

Committee Members:
Councillor Libby Martin (ARC Chair)
Mr Hans Hietbrink (Rep. Member for Northern Tablelands) (Via Phone)
Mr Stefan Wielebinski (RMS)

Council Staff:
Ms Leah Cook (Service Leader Asset Planning and Design)
Mr Graham Earl (ARC Technical Officer)
Ms Belinda Ackling (Minute Take

1. Apologies / Leave Of Absence

Snr Sgt Paul Caldwell (NSW Police)

Mr Stefan Wielebinski (RMS) phoned in for the meeting.

2. Confirmation of Previous Minutes -

CONFIRMATION OF THE MINUTES OF THE TRAFFIC ADVISORY COMMITTEE MEETING HELD ON 6 MARCH 2018

The Traffic Advisory Committee Recommends:

That the Minutes be taken as read and be accepted as a true record of the Meeting.

The Motion on being put to the vote was CARRIED.

3. Declarations of Interest
Mr Hans Hietbrink advised that he is the President of the Guyra RSL Club who is making the application for the 2018 Anzac March and associated road closures. Mr Hans Hietbrink will not be required to leave the meeting for discussions.

4. Business Arising

4.1 Business Arising from the meeting held 30 January 2018*Ref: AINT/2018/05718 (ARC16/01*

The Traffic Advisory Committee Recommends:

That the actions taken from the previous meeting be noted.

The Motion on being put to the vote was CARRIED.

5. Special Events

5.1 2018 Armidale Anzac Day March *Ref: AINT/2018/05234 (ARC16/0168)*

The Traffic Advisory Committee Recommends:

That approval be granted for the temporary road closures for the Armidale 2018 ANZAC Day March and Commemoration Service that will occur on Wednesday 25 April 2018, for Faulkner Street from Dumaresq Street to Beardy Street and the connecting intersections with Moore Street, East Mall and Rusden Street.

The Motion on being put to the vote was CARRIED.

5.2 Tingha Anzac Day March *Ref: AINT/2018/05638 (ARC16/0168)*

The Traffic Advisory Committee Recommends:

That approval be granted for the temporary road closures for the Tingha 2018 ANZAC Day March and Commemoration Service that will occur on Wednesday 25 April 2018.

The Motion on being put to the vote was CARRIED.

5.3 Guyra Anzac Day March *Ref: AINT/2018/05826 (ARC16/0168)*

The Traffic Advisory Committee Recommends:

That approval be granted for the temporary road closures for the Guyra 2018 ANZAC Day March and Commemoration Service that will occur on Wednesday 25 April 2018.

The Motion on being put to the vote was CARRIED.

5.4 Tingha School Fun Run *Ref: AINT/2018/04940 (ARC16/0168)*

The Traffic Advisory Committee Recommends:

That the Tingha Public School be advised that the event is approved and that the Tingha depot staff will provide the necessary signage.

The Motion on being put to the vote was CARRIED.

5.5 Parking Concerns – Faulkner St Access for 92 and 100 Barney St*Ref: AINT/2018/05640 (ARC*

The Traffic Advisory Committee Recommends:

That no changes be made to the parking at Faulkner St access for 92 and 100 Barney Street and the location be monitored for any changes.

The Motion on being put to the vote was CARRIED.

5.6 2018 CWA State Conference *Ref: AINT/2018/05765 (ARC16/0168)*

The Traffic Advisory Committee Recommends:

That the drop off arrangements in Dangar Street for the CWA be endorsed.

The Motion on being put to the vote was CARRIED.

6. Correspondence

6.1 Kelly's Plains Road Armidale *Ref: AINT/2018/05637 (ARC16/0168)*

Action:

The RMS suggested that Police monitor the situation. Council will put the speed trailer out to remind drivers of their speeds. Council will complete the online request that the Mobile speed camera managed by Roads and Maritime Services in close partnership with the NSW Police Force be placed on Kellys Plains Road.

The Motion on being put to the vote was CARRIED.

6.2 Parking at 186 Rusden Street (The Big Light Bulb) *Ref: AINT/2018/05769 (ARC16/0168)*

The Traffic Advisory Committee Recommends:

That 3 x 15 minute parking space be installed in Rusden Street one in front of 182 Rusden Street, east of the Library driveway and two installed on the western side of the driveway at 186 Rusden Street in front of the big Light Bulb.

The Motion on being put to the vote was CARRIED.

7. General Business

7.1 Tingha TCAI - requesting stop signs at intersection of Opal Street and Ruby Street *Ref: AINT/2018/05401 (ARC16/0168)*

The Traffic Advisory Committee Recommends:

That the "Give Way" signs at the intersection of Opal Street and Ruby Street Tingha be changed to "Stop" signs

The Motion on being put to the vote was CARRIED.

7.2 INFORMATION ONLY - CAMP QUALITY Moto Cyc March 2018*Ref: AINT/2018/05639 (ARC1*

NOTED:

That the information regarding the 2018 Camp Quality Moto Cyc was noted.

7.3 INFORMATION ONLY: 2018 Great Endeavour Rally - visiting Armidale Shire*Ref: AINT/2018/*

NOTED:

That the information regarding the 2018 Great Endeavour Rally be noted.

7.4 Tabled items RMS

Ref: 7.4

Action:
Mr Stefan Wielebinski (RMS) advised that he was at the Peel Valley Cutting event held at the Armidale Showground over the weekend and noticed that a lot of vehicles were speeding along Kirkwood, Dumaresq and Canambe Streets. The RMS representative advised that as this is not a built up area and no advisory signs advising of the 50km speed zone, and has suggested that installing advisory speed sign in the area may rectify the speeding situation.

RMS will investigation and report back to the next meeting.

7.5 Tabled Item Rep Member for Northern Tablelands

Ref: ARC16/0168

Action:
Mr Hans Hietbrink (Rep. Member for Northern Tablelands) advised concern for the length of the merge lane at the newly completed road works of the northern end of Armidale. The roadworks concerned are located on Stringy Bark Hill 2km North of the Glen Innes Road intersection, the merge lane is not long enough and with no arrows and it could be quite dangerous.

RMS will investigate and advise back to the Committee at the next meeting.

There being no further business the Chairman declared the meeting closed at 10.37am

The next meeting will be held 1 May 2018.

MINUTES

REGIONAL GROWTH ADVISORY COMMITTEE

Held on

Thursday, 5 April 2018
5:30 pm

at

Function Room, Armidale

PRESENT: Cr Peter Bailey (Chairperson), Cr Murray, Cr Murat, Nathan Axelsson, Aileen MacDonald, Peter Sniekers, Bruce Chick, Alun Davies, Maria Hitchcock, Jock Mitchell, Anthony Fox, Bryn Griffiths

IN ATTENDANCE: Ben Scott, Greg Lawrence, Nathalie Heaton

1. APOLOGIES

Cr Gray (Leave)
Bob Ryan and Glen Chapman (Apologies)

2. CONFIRMATION OF PREVIOUS MINUTES -

CONFIRMATION OF THE MINUTES OF THE REGIONAL GROWTH ADVISORY COMMITTEE MEETING HELD ON 1 MARCH 2018

Mr Fox noted that the comment about interest was that Evocities may have seen itself in competition with the Foundation for Regional Development, of which he is a director, but that he did not think such competition existed.

Moved Bryn Griffiths **Seconded Aileen MacDonald**

That the minutes be taken as read and be accepted as a true record of the Meeting.

CARRIED.

3. DECLARATIONS OF INTEREST

Cr Bailey declared a conflict of interest in relation to Evocities, and advised he would vacate the Chair.

4. BUSINESS ARISING

4.1 Rail Trail *Ref: AINT/2018/05364 (ARC16/0875)*

That the report on the Rail Trail be noted.

CARRIED.

5. ADMINISTRATION REPORTS

5.1 For Information *Ref: AINT/2018/05365 (ARC16/0169)*

That the report from the Service Leader, Economic Development & Marketing be noted.

CARRIED.

Highlights for the Economic Development and Marketing Section included the following:

1. Sylvia Hobbs ran and managed a series of successful events, including Council's flagship event – the Autumn Festival. Mr Lawrence wanted to acknowledge her contribution.

2. Recruitment has commenced for the Program Leader Economic Development.
3. CWA – Farmers Market will be held on Thursday night.
4. Entry signage – new branding to be used. Mock up circulated to members of the Committee. All agreed on the new look.
5. Tourism Strategy Workshops took place since the last meeting.
6. Business Park – Mr Lawrence advised that he has been in serious discussions with a firm based in Melbourne who build truck stops and food service centres. Mr Lawrence also advised that given the demand he will be sending contracts to all those who expressed an interest and will not be offering any discount.

The Mayor left the meeting at 6.14pm and thanked everybody for their commitment and participation.

Mrs MacDonald congratulated Mr Lawrence on his ABC Radio Interview.

Questions in relation to car parking at the airport were asked. Mr Lawrence advised that the Business Park needs to be developed before a new car park can be sealed. Mr Chick asked whether the Brad Edwards covered car park was getting good use. Mr Lawrence did not have information in relation to this as it is a private facility.

Mrs Hitchcock asked about the Dumaresq Dam Eco Tourism Concept Plan and requested a copy.

ACTION: Mr Lawrence to circulate a copy of the Concept Plan to members of the Committee.

Cr Bailey declared a conflict of interest in relation to Evocities and vacated the chair. Cr Murat accepted the position of Chair.

ACTION: Mr Lawrence advised the he would send statistical information to members of the Committee.

Cr Bailey provided an update on the database, advising that Mr Chick had provided him with contacts for pharmaceutical companies. Cr Bailey added that both Mr Marshall and Mr MacDonald were prepared to host dinners.

Cr Bailey resumed the Chair.

Cr Bailey asked for members to express what they considered to be the priorities for the future. Nathalie Heaton provided information in relation to the Integrated Planning and Reporting framework and the process that is currently being undertaken. She added that the Community Strategic Plan (CSP) is currently on public exhibition.

The priorities:

APVMA
Hospital / Medical Services
Bases for Manufacturing

The meeting closed at 7.03pm.