



**MINUTES OF SPECIAL MEETING OF COUNCIL  
HELD ON 18 MARCH 2014**

I hereby certify that the Minutes of the Ordinary Council Meeting held 18 March 2014 are a true and accurate record of the proceedings contained therein.

\_\_\_\_\_  
**Shire President Confirmed**

**Date:** \_\_\_\_\_



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**SHIRE OF WYNDHAM EAST KIMBERLEY  
MINUTES OF THE SPECIAL COUNCIL MEETING  
KUNUNURRA COUNCIL CHAMBERS**

**HELD ON TUESDAY, 18 MARCH 2014 AT 5:00 PM.**

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**1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

The Shire President declared the meeting open at 5:00pm.

**2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE  
(PREVIOUSLY APPROVED)**

**ATTENDANCE**

Cr J Moulden	Shire President
Cr R Dessert	Deputy Shire President
Cr D Learbuch	Councillor
Cr K Wright	Councillor
Cr B Robinson	Councillor
Cr S Cooke	Councillor
Cr G Taylor	Councillor
Cr G King	Councillor
G Gaffney	Chief Executive Officer
N Octoman	Director Corporate Services
K Hannagan	Director Infrastructure
W Richards	Acting Director Community Development
S Halliday	Governance Officer (Minute Taker)
M Tonkin	Executive Assistant to the Chief Executive Officer

**GALLERY**

Di Ausburn	Member of the Public
Nadia Donnelly	Kununurra Visitor Centre

**APOLOGIES**

Cr D Spackman	Councillor
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**LEAVE OF ABSENCE PREVIOUSLY APPROVED**

Nil

**3. DECLARATION OF INTEREST**

- **Financial Interest**

Nil

- **Impartiality Interest**

Nil

- **Proximity Interest**

Nil

**4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**5. PUBLIC QUESTION TIME**

Nil

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**7. PETITIONS**

Nil

**8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION**

Nil

**9. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

Nil

**10. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS / NOTICES OF MOTIONS**

Nil

## 11. REPORTS

### 11.1 ADOPTION OF 2014/15 FEES AND CHARGES AND ELECTED MEMBER ALLOWANCES

<b>DATE:</b>	18 March 2014
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	N/a
<b>AUTHOR:</b>	Natalie Octoman, Director Corporate Services
<b>REPORTING OFFICER:</b>	Natalie Octoman, Director Corporate Services
<b>FILE NO:</b>	N/a

#### **PURPOSE**

For the Council to consider the adoption of the 2014/15 fees and charges to commence from 1 July 2014, or 1 January 2015 in relation to the aerodrome; and the adoption of Elected Member allowances to be incorporated into the 2014/15 Annual Budget.

#### **BACKGROUND**

Each year Officers review the fees and charges imposed by the Council to ensure that the Shire is obtaining adequate recovery for any goods or services that it provides or proposed to provide.

On 28<sup>th</sup> of January 2014 the Pricing Principles and Pricing Basis Policy for Fees and Charges was adopted by Council, which was used as an informing document to assist with the review by Officers.

For the 2013/14 financial year, the fees and charges were adopted by Council at its 18 June 2013 Ordinary Meeting. Due to the notification period of price increases for some of the Shire's customers, in some cases 90 days, the Officer is proposing that the Council consider adopting the fees and charges prior to the Annual Budget adoption. This will ensure that the new fees and charges will be effective as of the 1<sup>st</sup> July (or the 1<sup>st</sup> of January 2015 in the case of aerodrome fees and charges) irrespective of when the Shire's Annual Budget is adopted; ensure that there is no loss of revenue for a period where the Budget may not be adopted; and also allow Officers to notify customers so that they have a sufficient notification period to ensure appropriate planning for their businesses.

#### **STATUTORY IMPLICATIONS**

##### **LEGISLATION APPLICABLE TO ELECTED MEMBER ALLOWANCES**

###### ***Local Government Act 1995***

###### ***Part 5***

###### ***Division 6 – Disclosure of financial interests***

###### **5.63. Some interests need not be disclosed**

- (1) *Sections 5.65, 5.70 and 5.71 do not apply to a relevant person who has any of the following interests in a matter —*
  - (a) *an interest common to a significant number of electors or ratepayers; or*

- (b) *an interest in the imposition of any rate, charge or fee by the local government; or*
- (c) *an interest relating to a fee, reimbursement of an expense or an allowance to which section 5.98, 5.98A, 5.99, 5.99A, 5.100 or 5.101(2) refers...*

**Local Government Act 1995, Division 8 – Local government payments and gifts to members**

**5.98. Fees etc. for council members**

- (1A) *In this section —*  
**determined** means determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B.
- (1) *A council member who attends a council or committee meeting is entitled to be paid —*
- (a) *the fee determined for attending a council or committee meeting; or*
  - (b) *where the local government has set a fee within the range determined for council or committee meeting attendance fees, that fee.*
- (2A) *A council member who attends a meeting of a prescribed type at the request of the council is entitled to be paid —*
- (a) *the fee determined for attending a meeting of that type; or*
  - (b) *where the local government has set a fee within the range determined for meetings of that type, that fee.*
- (2) *A council member who incurs an expense of a kind prescribed as being an expense —*
- (a) *to be reimbursed by all local governments; or*
  - (b) *which may be approved by any local government for reimbursement by the local government and which has been approved by the local government for reimbursement,*
- is entitled to be reimbursed for the expense in accordance with subsection (3).*
- (3) *A council member to whom subsection (2) applies is to be reimbursed for the expense —*
- (a) *where the extent of reimbursement for the expense has been determined, to that extent; or*
  - (b) *where the local government has set the extent to which the expense can be reimbursed and that extent is within the range determined for reimbursement, to that extent.*
- (4) *If an expense is of a kind that may be approved by a local government for reimbursement, then the local government may approve reimbursement of the expense either generally or in a particular case but nothing in this subsection limits the application of subsection (3) where the local government has approved reimbursement of the expense in a particular case.*
- (5) *The mayor or president of a local government is entitled, in addition to any entitlement that he or she has under subsection (1) or (2), to be paid —*
- (a) *the annual local government allowance determined for mayors or presidents; or*

- (b) *where the local government has set an annual local government allowance within the range determined for annual local government allowances for mayors or presidents, that allowance.*
- (6) *A local government cannot —*
- (a) *make any payment to; or*
  - (b) *reimburse an expense of,*
- a person who is a council member or a mayor or president in that person's capacity as council member, mayor or president unless the payment or reimbursement is in accordance with this Division.*
- (7) *A reference in this section to a **committee meeting** is a reference to a meeting of a committee comprising —*
- (a) *council members only; or*
  - (b) *council members and employees.*

*[Section 5.98 amended by No. 64 of 1998 s. 36; No. 17 of 2009 s. 33; No. 2 of 2012 s. 14.]*

5.98A. Allowance for deputy mayor or deputy president

- (1) *A local government may decide\* to pay the deputy mayor or deputy president of the local government an allowance of up to the percentage that is determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B of the annual local government allowance to which the mayor or president is entitled under section 5.98(5).*

*\* Absolute majority required.*

- (2) *An allowance under subsection (1) is to be paid in addition to any amount to which the deputy mayor or deputy president is entitled under section 5.98.*

*[Section 5.98A inserted by No. 64 of 1998 s. 37; amended by No. 2 of 2012 s. 15.]*

5.99. Annual fee for council members in lieu of fees for attending meetings

*A local government may decide\* that instead of paying council members a fee referred to in section 5.98(1), it will instead pay all council members who attend council or committee meetings —*

- (a) *the annual fee determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B; or*
- (b) *where the local government has set a fee within the range for annual fees determined by that Tribunal under that section, that fee.*

*\* Absolute majority required.*

*[Section 5.99 amended by No. 2 of 2012 s. 16.]*

5.99A. Allowances for council members in lieu of reimbursement of expenses

*A local government may decide\* that instead of reimbursing council members under section 5.98(2) for all of a particular type of expense it will instead pay all council members —*

- (a) *the annual allowance determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B for that type of expense; or*

- (b) where the local government has set an allowance within the range determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B for annual allowances for that type of expense, an allowance of that amount,

and only reimburse the member for expenses of that type in excess of the amount of the allowance.

\* Absolute majority required.

[Section 5.99A inserted by No. 64 of 1998 s. 38; amended by No. 2 of 2012 s. 17.]

**Local Government (Administration) Regulations 1996**  
**Part 8 – Local government payments and gifts to members**

30. Meeting attendance fees (Act s. 5.98(1) and (2A))

[(1), (2) deleted]

(3A) Each of the following meetings is a meeting of a prescribed type for the purposes of section 5.98(2A) —

- (a) meeting of a WALGA Zone, where the council member is representing a local government as a delegate elected or appointed by the local government;
- (b) meeting of a Regional Road Group established by Main Roads Western Australia, where the council member is representing a local government as a delegate elected or appointed by the local government;
- (c) council meeting of a regional local government where the council member is the deputy of a member of the regional local government and is attending in the place of the member of the regional local government;
- (d) meeting other than a council or committee meeting where the council member is attending at the request of a Minister of the Crown who is attending the meeting;
- (e) meeting other than a council meeting or committee meeting where the council member is representing a local government as a delegate elected or appointed by the local government.

[(3B) deleted]

(3C) A council member is not entitled to be paid a fee for attending a meeting of a type referred to in subregulation (3A) if —

- (a) the person who organises the meeting pays the council member a fee for attending the meeting; or
- (b) the council member is paid an annual fee in accordance with section 5.99; or
- (c) if the meeting is a meeting referred to in subregulation (3A)(c), the member of the regional local government is paid an annual fee in accordance with section 5.99.

[(3)-(5) deleted]

[Regulation 30 amended in Gazette 23 Apr 1999 p. 1719; 31 Mar 2005 p. 1034; 3 May 2011 p. 1595-6; 13 Jul 2012 p. 3219.]

31. Expenses to be reimbursed (Act s. 5.98(2)(a) and (3))

- (1) For the purposes of section 5.98(2)(a), the kinds of expenses that are to be reimbursed by all local governments are —
- (a) rental charges incurred by a council member in relation to one telephone and one facsimile machine; and
  - (b) child care and travel costs incurred by a council member because of the member's attendance at a council meeting or a meeting of a committee of which he or she is also a member.

[(2)-(5) deleted]

[Regulation 31 amended in Gazette 31 Mar 2005 p. 1034; 13 Jul 2012 p. 3219.]

32. Expenses that may be approved for reimbursement (Act s. 5.98(2)(b) and (3))

- (1) For the purposes of section 5.98(2)(b), the kinds of expenses that may be approved by any local government for reimbursement by the local government are —
- (a) an expense incurred by a council member in performing a function under the express authority of the local government; and
  - (b) an expense incurred by a council member to whom paragraph (a) applies by reason of the council member being accompanied by not more than one other person while performing the function if, having regard to the nature of the function, the local government considers that it is appropriate for the council member to be accompanied by that other person; and
  - (c) an expense incurred by a council member in performing a function in his or her capacity as a council member.

[(2) deleted]

[Regulation 32 amended in Gazette 13 Jul 2012 p. 3219.]

[33-34AB. Deleted in Gazette 13 Jul 2012 p. 3219]

**LEGISLATION APPLICABLE TO FEES AND CHARGES**

**Local Government Act 1995**

**Part 6, Division 2 – Annual Budget**

**6.2. Local government to prepare annual budget**

- (1) During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt\*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.

\* Absolute majority required.

- (4) The annual budget is to incorporate —
- (c) the fees and charges proposed to be imposed by the local government; and

**Local Government Act 1995**

**Part 6, Division 5 – Financing local government activities**

**6.16 Imposition of fees and charges**

(1) A local government may impose\* and recover a fee or charge for any goods and service it provides or proposed to provide, other than a service for which a service charge is imposed.

\* Absolute majority required.

(2) A fee or charge may be imposed for the following —

- (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
- (b) supplying a service or carrying out work at the request of a person;
- (c) subject to section 5.94, providing information from local government records;
- (d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
- (e) supplying goods;
- (f) such other service as may be prescribed.

(3) Fees and charges are to be imposed when adopting the annual budget but may be —

- (a) imposed\* during a financial year; and
- (b) amended\* from time to time during a financial year.

\* Absolute majority required.

#### 6.17 Setting level of fees and charges

(1) In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —

- (a) the cost to the local government of providing the service or goods; and
- (b) the importance of the service or goods to the community; and
- (c) the price at which the service or goods could be provided by an alternative provider.

(2) A higher fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.

(3) The basis for determining a fee or charge is not to be limited to the cost of providing the service or goods other than a service —

- (a) under section 5.96; or
- (b) under section 6.16(2)(d); or
- (c) prescribed under section 6.16(2)(f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service.

(4) Regulations may —

- (a) prohibit the imposition of a fee or charge in prescribed circumstances; or
- (b) limit the amount of a fee or charge in prescribed circumstances.

#### 6.18. Effect of other written laws

(1) If the amount of a fee or charge for a service or for goods is determined under another written law a local government may not —

- (a) determine an amount that is inconsistent with the amount determined under the other written law; or
- (b) charge a fee or charge in addition to the amount determined by or under the other written law.

- (2) A local government is not to impose a fee or charge for a service or goods under this Act if the imposition of a fee or charge for the service or goods is prohibited under another written law.

6.19. Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

- (a) its intention to do so; and  
(b) the date from which it is proposed the fees or charges will be imposed.

6.35. Minimum payment

- (1) Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.
- (2) A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.
- (3) In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —
- (a) 50% of the total number of separately rated properties in the district; or  
(b) 50% of the number of properties in each category referred to in subsection (6),  
on which a minimum payment is imposed.
- (4) A minimum payment is not to be imposed on more than the prescribed percentage of —
- (a) the number of separately rated properties in the district; or  
(b) the number of properties in each category referred to in subsection (6),  
unless the general minimum does not exceed the prescribed amount.
- (5) If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.
- (6) For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories —
- (a) to land rated on gross rental value; and  
(b) to land rated on unimproved value; and  
(c) to each differential rating category where a differential general rate is imposed.

[Section 6.35 amended by No. 49 of 2004 s. 61.]

**Local Government (Financial Management) Regulations 1996**  
**Part 2 – General financial management**

5. CEO's duties as to financial management

- (1) *Efficient systems and procedures are to be established by the CEO of a local government —*
  - (g) *to assist in the preparation of budgets, budget reviews, accounts and reports required by the Act or these regulations.*
- (2) *The CEO is to —*
  - (b) *assist the council to undertake reviews of fees and charges regularly (and not less than once in every financial year).*

**Local Government (Financial Management) Regulations 1996**  
**Part 5 – Rates and service charges**

53. Amount prescribed for minimum payment (Act s. 6.35(4))

*The amount prescribed for the purposes of section 6.35(4) is \$200.*

**Waste Avoidance and Resource Recovery Act 2007**  
**Part 6, Division 3 – Local laws and local government rates, fees and charges**

66. Local government may impose waste collection rate

- (1) *A local government may impose on rateable land within its district, and cause to be collected, an annual rate for the purpose of providing for the proper performance of all or any of the waste services it provides.*
- (2) *The annual rate must not exceed —*
  - (a) *12 cents in the dollar on the gross rental value; or*
  - (b) *where the system of valuation on the basis of the unimproved value is adopted, 3 cents in the dollar on the unimproved value of the land in fee simple.*
- (3) *The provisions of the Local Government Act 1995 relating to the making, payment and recovery of general rates apply with respect to rates referred to in subsection (1).*

67. Local government may impose receptacle charge

- (1) *A local government may, in lieu of, or in addition to a rate under section 66, provide for the proper disposal of waste, whether within its district or not, by making an annual charge per waste receptacle, payable in one sum or by equal monthly or other instalments in advance, in respect of premises provided with a waste service by the local government.*
- (2) *The charge is to be imposed on the owner (as defined in section 64(1)) or occupier, as the local government may decide, of any premises provided with a waste service by the local government.*
- (3) *The provisions of the Local Government Act 1995 relating to the recovery of general rates apply with respect to a charge referred to in subsection (1).*
- (4) *In the case of premises being erected and becoming occupied during the year for which payment is to be made, the charge for the service provided is to be the sum*

*that proportionately represents the period between the occupation of the premises and the end of the year for which payment is made.*

- (5) *Notice of any charge made under this section may be included in any notice of rates imposed under section 66 or the Local Government Act 1995, but the omission to give notice of a charge does not affect the validity of the charge or the power of the local government to recover the charge.*
- (6) *A charge may be limited to premises in a particular portion of the area under the control of the local government.*
- (7) *Charges under this section may be imposed in respect of and are to be payable for all premises in respect of which a waste service is provided, whether such premises are rateable or not.*
- (8) *A local government may make different charges for waste services rendered in different portions of its district.*

**68. Fees and charges fixed by local government**

*Nothing in this Part prevents or restricts a local government from imposing or recovering a fee or charge in respect of waste services under the Local Government Act 1995 section 6.16.*

**POLICY IMPLICATIONS**

Pricing Principles and Pricing Basis Policy for Fees and Charges.

**FINANCIAL IMPLICATIONS**

The adoption of the 2014/15 fees and charges, and Elected Member allowances will not have any financial implications on the current 2013/14 Budget.

The setting of fees and charges for the following year has strong financial implications, in that it determines increases in price levels for significant sources of Shire revenue for the coming financial year.

The budget implications for 2014/15 will be reflected in the 2014/15 Annual Budget, as required by legislation, when it is presented to the Council for consideration. It will however, reflect an overall increase in the fees and charges to be collected.

There will be an increase in individual Elected Member allowances reflected in the 2014/15 Annual Budget of the following:

Description	2013/14		2014/15		Variation
	Individual	Shire Total	Individual	Shire Total	Shire Total
Annual Attendance Fees for a Council Member other than the President	\$14,500	\$116,000	\$15,080	\$120,640	\$4,640
Annual Attendance Fee for a Council Member who holds the office of President	\$14,500	\$14,500	\$14,500	\$14,500	Nil
Annual Allowance for a President	\$22,795	\$22,795	\$30,000	\$30,000	\$7,205
Annual Allowance for a Deputy President (25%)	\$5,699	\$5,699	\$7,500	\$7,500	\$1,801
<b>TOTAL</b>		<b>\$158,994</b>		<b>\$172,640</b>	<b>\$13,646</b>

The increase in the annual attendance fees for a Council Member other than the President reflects a 4% increase, which is consistent with the staff Enterprise Agreement. From an overall budget perspective, the increase in 2014/15 will be \$13,646.

### **STRATEGIC IMPLICATIONS**

Goal 1: Strong leadership and governance that underpins a more strategic approach to community engagement, regional development and organisational sustainability.

Objective 1.4: Business innovation, efficiency and improved service

Strategy 1.4.1: Ensure legislative compliance and follow best practice principles in planning and service delivery.

Strategy 1.4.2: Improve the efficiency and productivity of Shire services.

Strategy 1.4.3: Maintain Council's long term financial viability.

### **COMMUNITY CONSULTATION**

- Officers of the Shire
- Elected Members at the 4<sup>th</sup> of March Budget Briefing Session and further on the 11<sup>th</sup> of March Briefing Session for waste charges

Section 6.19 of the *Local Government Act 1995* requires the Shire to give local public notice of the intention to impose fees and charges and the date from which the fees or charges will be imposed.

### **COMMENT**

#### **2014/15 Fees and Charges**

The Shire currently has over 600 fees generating \$6.850 million in 2012/13, compared to rating income of \$7.006 million for the same period. It is clear that revenue from fees and charges is significant and therefore needs to be reviewed on a regular basis.

At the Ordinary Council Meeting on 28 January 2013, a Pricing Principles and Pricing Basis Policy for Fees and Charges was adopted. The intent of that Policy “acknowledges that there are competing priorities of community service obligations, maintaining infrastructure and ensuring that ratepayers are not unduly burdened. However, financial resources, largely comprised of rate revenue, are limited. Therefore, the Pricing Principles and Pricing Basis Policy for Fees and Charges seeks to ensure that the Shire’s fees and charges are determined utilising key principles that ensure fair and reasonable charging to the community for the goods and services that the Shire provides, therefore seeking the appropriate balance between these priorities.”

Officers have undertaken extensive work around the fees and charges to ensure the maximum cost recovery to the Shire, and utilising, where possible the overarching principles and basis as outlined below:

Benefits	Pricing Basis
1. Public Benefit – service provides a broad community benefit and therefore full cost recovery should not apply. Partial cost recovery could apply in some circumstances.	Zero To Partial Cost Recovery
2. Private Benefit – service benefits particular users making a contribution to their individual income, welfare or profits generally without any broader benefits to the community.*	Full Cost Recovery
3. Shared Benefit – service provides both community benefits and a private benefit.	Partial Cost Recovery
4. Regulatory – fee or charge fixed by legislation	100% of Regulatory Fee or Charge

*\* Note that for the Private Benefit Category, 3 additional Pricing Basis classifications may be considered by Council being:*

1. Full Cost Recovery + Possible Mark Up
2. Full Cost Recovery + Possible Future Consideration
3. Full Cost Recovery + Possible Mark Up and/or Possible Future Consideration

While the Local Government Cost Index for December is 1.8%, and in recognising that it is 70% more costly for the Shire to undertake business in the Kimberley, a Kimberley loading factor would generally be applied equating to an additional 1.26% (70% of 1.8%) therefore resulting in an increase of approximately 3.1%.

As the Shire has generally increased its fees at a lower percentage than the rate in the dollar over prior years, it is recommended that the fees and charges increase by 6%, which the officer believes is more reflective of the overall cost of doing business. The exception to this increase is for those fees associated with the aerodrome which have seen significant increases in the past few years. In order to minimise the impact on passengers and the associated airlines, a 3% increase is recommended, with the increase to commence on 1 January 2015 in order to minimise any impact on the upcoming tourist season whereby brochures, ticket sales and bookings have already been prepared in some cases.

Many waste charges have been under review given that the recent waste contracts have been put out to tender and awarded. New pricing has resulted in changes to these fees which have been reflected in Attachment 1. Many of the fees have increased by 6%, although there are a few in excess of this which takes into account the whole of life cost of running a landfill.

The Shire should, as a matter of courtesy and good governance, provide at least 90 days’ notice of any price increases so that they have sufficient time to incorporate the fees into

their pricing structures. Previously, the fees and charges were not adopted until mid-June, therefore only providing a couple of weeks' notice which is not ideal for anyone running a business.

With Council considering the adoption of the 2014/15 fees and charges now, Officers will be able to notify all current customers in writing of the fee or charge that will be effective as of either 1 July 2014, or 1 January 2015 in the case of aerodrome fees.

Council should note that as per the Local Government regulations, the fees and charges will be presented to Council within the Annual Budget.

### Elected Member Allowances

During the Budget Briefing held with Elected Members, allowances were discussed. The allowances provided to Elected Members for annual attendance fees are currently at the minimum amount allowable in accordance with the June 2013 determination of the Salaries and Allowances Tribunal on Local Government Elected Council Members pursuant to section 7(B) of the *State Administrative Tribunal Act 1975*.

Officers outlined the advantages and disadvantages of moving away from annual attendance fees in lieu of Council Meeting and Committee Meeting Attendance Fees as allowed within the determination. It was highlighted that the annual attendance fees are less administratively time consuming and do not recognise the amount of time and effort that Elected Members spend on Council business outside of these meeting times. The Officer is therefore not recommending that the current arrangements be modified.

In order to demonstrate fairness and equity to the staff employed within the organisation, it is proposed that the current annual attendance fees increase for each council member who is not the President, by 4%. This would result in the current attendance fees increasing from \$14,500 to \$15,080 which is still well below the allowable maximum of \$22,000. The President's annual attendance fee is recommended to remain at \$14,500, while the annual allowance increases from \$22,795 to \$30,000. Again, this is only half of the current maximum allowable of \$60,000. This will have a flow on effect to the Deputy President's annual allowance as this is set at 25% of the President's allowance, therefore increasing from \$5,699 to \$7,500 (again, below the \$15,000 allowable).

This demonstrates not only equity to the staff, but a financially responsible position to the community.

In summary, Council is requested to consider the adoption of the 2014/15 Fees and Charges as per Attachment 1 and to adopt the Council Member allowances proposed for 2014/15.

### **ATTACHMENTS**

Attachment 1 – 2014/15 Fees and Charges

### **VOTING REQUIREMENT**

Absolute Majority

## **OFFICER'S RECOMMENDATION**

That Council:

1. Adopts the proposed fees and charges for 2014/15 outlined in Attachment 1 to be effective from either 1 July 2014 or 1 January 2015, whichever date is indicated in Attachment 1;
2. Pursuant to section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, imposes the following charges for the 2014/15 financial year effective from 1 July 2014:
  - a) An annual waste receptacle charge of \$280 for one (1) service per week of verge collection waste from a 240 Litre Mobile Garbage Bin;
  - b) An annual waste receptacle charge of \$492 for each additional service per week of verge collection waste from one (1) 240 Litre Mobile Garbage Bin;
  - c) Pursuant to sections 5.98, 5.98A, 5.99, 5.99A of the *Local Government Act 1996* and regulation 30 of the *Local Government (Administration) Regulations 1996*, that Council adopts the following Council Member fees and allowances for 2014/15:

Annual Attendance Fees for Council Members other than the President	\$15,080
Annual Attendance Fee for a Council Member who holds the office of President	\$14,500
Annual Allowance for a President	\$30,000
Annual Allowance for a Deputy President (25% of President's Annual Allowance)	\$7,500

3. Endorses the advertising of the 2014/15 proposed fees and charges commencing from either 1 July 2014 or 1 January 2015, whichever date is indicated, as per the legislative requirements.

**Motion – Cr J Moulden**

That Council suspend Standing Orders 7.5 Limitations on Number of Speeches to discuss Item 11.1 - Adoption Of 2014/15 Fees And Charges And Elected Member Allowances

**COUNCIL DECISION**

**Minute No. 10341**

**Moved: Cr K Wright  
Seconded: Cr B Robinson**

**That Council suspend Standing Orders 7.5 Limitations on Number of Speeches to discuss Item 11.1 - Adoption Of 2014/15 Fees And Charges And Elected Member Allowances**

**Carried Unanimously 8/0**

5:02pm Council suspends Standing Orders

**COUNCIL DECISION**

**Minute No. 10342**

**Moved: Cr S Cooke  
Seconded: Cr D Learbuch**

**That Council resumes Standing Orders**

**Carried Unanimously 8/0**

5:03pm Council resumes Standing Orders

## **COUNCIL DECISION**

**Minute No. 10343**

**Moved: Cr K Wright**

**Seconded: Cr D Learbuch**

**That Council:**

- 1. Adopts the proposed fees and charges for 2014/15 outlined in Attachment 1 to be effective from either 1 July 2014 or 1 January 2015, whichever date is indicated in Attachment 1;**
- 2. Pursuant to section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, imposes the following charges for the 2014/15 financial year effective from 1 July 2014:
  - a) An annual waste receptacle charge of \$280 for one (1) service per week of verge collection waste from a 240 Litre Mobile Garbage Bin;**
  - b) An annual waste receptacle charge of \$492 for each additional service per week of verge collection waste from one (1) 240 Litre Mobile Garbage Bin;**
  - c) Pursuant to sections 5.98, 5.98A, 5.99, 5.99A of the *Local Government Act 1996* and regulation 30 of the *Local Government (Administration) Regulations 1996*, that Council adopts the following Council Member fees and allowances for 2014/15:****

<b>Annual Attendance Fees for Council Members other than the President</b>	<b>\$15,080</b>
<b>Annual Attendance Fee for a Council Member who holds the office of President</b>	<b>\$14,500</b>
<b>Annual Allowance for a President</b>	<b>\$30,000</b>
<b>Annual Allowance for a Deputy President (25% of President's Annual Allowance)</b>	<b>\$7,500</b>

- 3. Endorses the advertising of the 2014/15 proposed fees and charges commencing from either 1 July 2014 or 1 January 2015, whichever date is indicated, as per the legislative requirements.**

**Carried Unanimously 8/0**

Fees and Charges are set by Council as part of the budget setting process and may be amended from time to time.

These Fees and Charges can only be modified by a resolution of Council or under delegated authority by the Chief Executive Officer.

All requests for concessions on Fees and Charges must be made in advance, in writing. Requests should be addressed to the Chief Executive Officer.

Collection of Fees and Charges will be in accordance with Council Policy. The prescribed rate of 11% per annum applies to overdue payment of these charges that are permitted to be invoiced as per Council Policy.

Statutory charges are charges that are set by another legislative body. These have been published in this document for indicative reference only, and may change at any time without this document being amended.

**SHIRE OF WYNDHAM EAST KIMBERLEY**  
2014-15  
Fees and Charges

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED J)			STATUTORY CHARGE	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
		GST	Effective 1 July 2014	Effective 1 January 2015			
<b>GOVERNANCE AND GENERAL PURPOSE FUNDING</b>							
<b>Administrative Charges</b>							
1030118	Change of Ownership Advices (via settlement agents) - Rating information - per lot	x	78.00			Full Cost Recovery	LGA 1995 Part 6 Division 5 Subdivision 2
	Copy of Rate Notice - per copy (Hard / Electronic copy)	x	22.00			Full Cost Recovery	
1030115	Rates Instalment Plans - interest	x			5.5%	100% Regulatory Fee	Local Government (Financial Management) Regulations 1996, Part 5 section 68. GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1).)
	Rates Instalment Plans (per instalment notice)	x	11.50			Full Cost Recovery	Local Government (Financial Management) Regulations 1996, Part 5 section 67. GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1).)
1030113	Rates Penalty Interest	x			11.0%	100% Regulatory Fee	Local Government (Financial Management) Regulations 1996, Part 5 section 70. GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1).)
1030118	Rates Special Payment Arrangement Administrative Charge - Initial Establishment (by prior approval only)	x	54.80			Full Cost Recovery	Local Government (Financial Management) Regulations 1996, Part 5 section 67.
	Rates Special Payment Arrangement Administrative Charge - for each instalment of the payment arrangement	x	8.90			Full Cost Recovery	

## SHIRE OF WYNDHAM EAST KIMBERLEY

2014-15

### Fees and Charges

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)			STATUTORY CHARGE  Per regulation as at 1 July 2014	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
		GST	Effective 1 July 2014	Effective 1 January 2015			
<b>GOVERNANCE AND GENERAL PURPOSE FUNDING (continued)</b>							
<b>Administrative Charges (continued)</b>							
	1040211 (Debtors)	Debtor Special Payment Arrangement Administrative Charge (by prior approval only)	✓	54.80		Full Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)
	Trust Receipt to T9996 (9101115) plus 1040213	Special Series Number Plates	x	305.00		Full Cost Recovery	
	1040211	Retrieval and research fee for information / documentation (per hour - one hour minimum). <i>Note: freedom of information restrictions may apply (additional fees apply for copying)</i>	x	60.50		Full Cost Recovery	LGA 1995 Part 6 Division 5 Subdivision 2 GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1).)
<b>Freedom of Information Charges</b>							
		Application Fee under section 12(1)E of the Act (for an application for non-personal information)	x		30.00	100% Regulatory Fee	Freedom of Information Regulations 1993, Schedule 1. GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1).)
		Charge for time taken by staff dealing with the application (per hour, or <i>pro rata</i> for a part of an hour)	x		30.00	100% Regulatory Fee	
		Charge for access time supervised by staff (per hour, or <i>pro rata</i> for a part of an hour), plus the actual additional cost to the Shire of any special arrangements (eg. Hire of facilities or equipment).	x		30.00	100% Regulatory Fee	
		Charges for photocopying -					
		(i) per hour, or <i>pro rata</i> for a part of an hour of staff time; and	x		30.00	100% Regulatory Fee	
		(ii) per copy	x		0.20	100% Regulatory Fee	
	1040211	Charge for time taken by staff transcribing information from a tape or other device (per hour, or <i>pro rata</i> for a part of an hour)	x		30.00	100% Regulatory Fee	
		Charge for duplicating a tape, file or computer information	x		Actual Cost	Full Cost Recovery	
		Charge for delivery, packaging and postage	x		Actual Cost	Full Cost Recovery	
		Advance deposit which may be required by the Shire under section 18(1) of the Act, expressed as a percentage of the estimated charges which will be payable in excess of the application fee	x		25%	100% Regulatory Fee	
		Further advance deposit which may be required by the Shire under section 18(4) of the Act, expressed as a percentage of the estimated charges which will be payable in excess of the application fee	x		75%	100% Regulatory Fee	
<b>Photocopying / Printing</b>							
		A4 Black & white (single sided) per copy - multiply by two for a double sided copy.	✓	0.70		Full Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)
		A4 Colour (single sided) per copy - multiply by two for a double sided copy.	✓	3.20		Full Cost Recovery	
		A3 Black & White (single sided) per copy - multiply by two for a double sided copy	✓	1.30		Full Cost Recovery	
		A3 Colour (single sided) per copy - multiply by two for a double sided copy	✓	6.00		Full Cost Recovery	
		A2 Black & White (single sided) per copy	✓	3.20		Full Cost Recovery	
		A2 Colour (single sided) per copy (printing electronic version only)	✓	11.70		Full Cost Recovery	
		A1 Black & White (single sided) per copy	✓	5.90		Full Cost Recovery	
		A1 Colour (single sided) per copy (printing electronic version only)	✓	23.90		Full Cost Recovery	
		A0 Black & White (single sided) per copy	✓	13.30		Full Cost Recovery	
		A0 Colour (single sided) per copy (printing electronic version only)	✓	47.70		Full Cost Recovery	

**SHIRE OF WYNDHAM EAST KIMBERLEY**

2014-15

**Fees and Charges**

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)		COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)			STATUTORY CHARGE Per regulation as at 1 July 2014	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE	
			GST	Effective 1 July 2014	Effective 1 January 2015				
<b>GOVERNANCE AND GENERAL PURPOSE FUNDING (continued)</b>									
<b>Agenda's / Minutes</b>									
		<i>Note: these are available free of charge on Councils website and provided to Media at no cost. Hard copies will not be provided in colour.</i>							
1040211	0034	Agenda Only (per meeting)	x	24.00		Full Cost Recovery	LGA 1995 Part 6 Division 5 Subdivision 2		
	0036	Minutes Only (per meeting)	x	24.00		Full Cost Recovery			
	0038	Minutes & Agenda (per meeting)	x	42.00		Full Cost Recovery			
	0035	Agenda Only (per annum)	x	207.00		Full Cost Recovery			
	0037	Minutes Only (per annum)	x	207.00		Full Cost Recovery			
	0039	Minutes & Agendas (per annum)	x	401.00		Full Cost Recovery			
<b>Other Council Publications</b>									
<b>Rate Book</b>									
		<i>Rate book will only be provided on completion of a statutory declaration that the information will not be used for commercial purposes by the purchaser or another person.</i>							
1030115		Annual Rate Book (per Hard Copy) - at billing	x	368.90		Full Cost Recovery	LGA 1995 Part 6 Division 5 Subdivision 2		
		Annual Rate Book (per Electronic Copy) - at billing	x	15.40		Full Cost Recovery			
		Rate Book Subscription Per Annum (Electronic Copy - amendments sent each update during year)	x	125.10		Full Cost Recovery			
<b>Other</b>									
1040211		Local Laws (per law) - note these can be downloaded at no cost from State Publisher website	✓	28.70		Full Cost Recovery	LGA 1995 Part 6 Division 5 Subdivision 2		
		Tender documents (where document charge is required in tender information)	✓	71.60		Full Cost Recovery			
<b>LAW, ORDER, PUBLIC SAFETY</b>									
<b>Animal Control</b>									
<b>Sterilised Dog Registration</b>									
<b>One Year</b>									
1050311		Normal Fee	x		20.00	100% Regulatory Fee	Dog Regulations 2013, Section 17 GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1).)		
		Pensioner Concession	x		10.00	100% Regulatory Fee			
		Dog Bona Fide Used In Droving or Tending Stock	x		5.00	100% Regulatory Fee			
	<b>Three Years</b>								
		Normal Fee	x		42.50	100% Regulatory Fee			
		Pensioner Concession	x		21.25	100% Regulatory Fee			
	Dog Bona Fide Used In Droving or Tending Stock	x		10.63	100% Regulatory Fee				

**SHIRE OF WYNDHAM EAST KIMBERLEY**

2014-15

**Fees and Charges**

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)			STATUTORY CHARGE  Per regulation as at 1 July 2014	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
		GST	Effective 1 July 2014	Effective 1 January 2015			
<b>LAW, ORDER, PUBLIC SAFETY (continued)</b>							
<b>Animal Control (continued)</b>							
	<b>Sterilised Dog Registration (continued)</b>						
	Normal Fee	x		100.00	100% Regulatory Fee		
	Pensioner Concession	x		50.00	100% Regulatory Fee		
	Dog Bona Fide Used In Droving or Tending Stock	x		25.00	100% Regulatory Fee		
	<b>Unsterilised Dog Registration</b>						
	<b>One Year</b>						
	Normal Fee	x		50.00	100% Regulatory Fee		
	Pensioner Concession	x		25.00	100% Regulatory Fee		
	Dog Bona Fide Used In Droving or Tending Stock	x		12.50	100% Regulatory Fee		
	<b>Three Years</b>						
	Normal Fee	x		120.00	100% Regulatory Fee		
	Pensioner Concession	x		60.00	100% Regulatory Fee		
	Dog Bona Fide Used In Droving or Tending Stock	x		30.00	100% Regulatory Fee		
	<b>Lifetime</b>						
	Normal Fee	x		250.00	100% Regulatory Fee		
	Pensioner Concession	x		125.00	100% Regulatory Fee		
	Dog Bona Fide Used In Droving or Tending Stock	x		62.50	100% Regulatory Fee		
	<b>Dog Registration</b>						
	Dog kept in an approved kennel establishment licensed under section 27 (per establishment)	x		200.00	100% Regulatory Fee		
1050311						Dog Regulations 2013, Section 17 GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1).)	
	<b>Sterilised Cat Registration</b>						
	<b>One Year</b>						
	Normal Fee	x		20.00	100% Regulatory Fee		
	Pensioner Concession	x		10.00	100% Regulatory Fee		
	Fee for registration if application made after 31 May, until next 31 October	x		10.00	100% Regulatory Fee		
	<b>Three Years</b>						
	Normal Fee	x		42.50	100% Regulatory Fee		
	Pensioner Concession	x		21.25	100% Regulatory Fee		
	<b>Lifetime</b>						
	Normal Fee	x		100.00	100% Regulatory Fee		
	Pensioner Concession	x		50.00	100% Regulatory Fee		
	<b>Cat Infringements</b>						
	Unregistered Cat	x		200.00	100% Regulatory Fee		
	Failure to ensure cat is wearing its registration tag in public	x		200.00	100% Regulatory Fee		
	Removing, or interfering with a cat's registration tag	x		200.00	100% Regulatory Fee		
	Failure to ensure cat is micro chipped	x		200.00	100% Regulatory Fee		
1050321						Cat Regulations 2012, Schedule 3 GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1).)	
						Cat Regulations 2012 - Schedule 2 GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1).)	

**SHIRE OF WYNDHAM EAST KIMBERLEY**

2014-15

**Fees and Charges**

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)			STATUTORY CHARGE  Per regulation as at 1 July 2014	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
		GST	Effective 1 July 2014	Effective 1 January 2015			
<b>LAW, ORDER, PUBLIC SAFETY (continued)</b>							
<b>Animal Control (continued)</b>							
<b>Cat Infringements (continued)</b>							
	Removing, or interfering with a cat's microchip	x			200.00	100% Regulatory Fee	
	Failure to ensure cat is sterilised	x			200.00	100% Regulatory Fee	
	Identifying a cat as sterilised that is not	x			200.00	100% Regulatory Fee	
	Transfer of a cat that is not micro chipped (and is not exempt)	x			200.00	100% Regulatory Fee	Cat Regulations 2012 - Schedule 2
	Transfer of a cat that is not sterilised (and is not exempt)	x			200.00	100% Regulatory Fee	GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1).)
1050323	Failure to notify local government or microchip database company of a new owner	x			200.00	100% Regulatory Fee	
	Failure to notify local government or microchip database company of a change of details	x			200.00	100% Regulatory Fee	
	Breeding cats, not being an approved cat breeder	x			200.00	100% Regulatory Fee	
	Cats not to be offered as prizes	x			200.00	100% Regulatory Fee	
	Refusal by alleged offender to give information on request	x			200.00	100% Regulatory Fee	
<b>Other Animal Control</b>							
1050314	Replacement Dog Tags	✓	6.00			Partial Cost Recovery	
1050313	Dog Seizure Fees. <i>Note: this fee is payable in addition to Infringement Fees as per Dog Act 1976 and Dog Regulations 1976.</i>	x	88.00			Full Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19). GST Exempt Where Indicated: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1).)
1050312	Dog pound charge - each day thereafter	x	23.00			Partial Cost Recovery	
1050314	Destruction of dog. <i>Note: impounded animals are destroyed after 72 hours of detention.</i>	✓	78.00			Full Cost Recovery	
1050324	Replacement cat tags	✓	8.00			Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)
1050323	Cat Seizure Fees (fee payable in addition to infringement fees)	x	117.00			Full Cost Recovery	GST Exempt Where Indicated: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1).)
1050322	Cat Pound Charge	x	32.00			Partial Cost Recovery	
1050324	Destruction of Cat (impounded cat is destroyed after 72 hours of detention)	✓	101.00			Full Cost Recovery	
1050324	Cat Breeders Annual Registration Fee	x			100.00	Full Cost Recovery	Cat Act 2011 GST Exempt: (A New Tax System (Goods and Services Tax) (Exempt Taxes, Fees and Charges) Determination 2011 (No. 1).)
<b>Abandoned Vehicles</b>							
1050412	Abandoned Vehicle Infringement	x			100.00	100% Regulatory Fee	Activities in Thoroughfares and Public Places and Trading Local Law 2003
	Towing Abandoned Vehicle - In addition to Infringement	✓	Full Cost Recovery			Full Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)
	Poundage Charges, each day	x	17.00			Full Cost Recovery	
<b>Road Closure Approval for Public Events</b>							
1140210	Not for Profit / Non Government user groups as defined under "Community and Recreation Facilities and Services"	✓	88.00			Partial Cost Recovery	LGA 1995 Part 6 Division 5 Subdivision 2
	Commercial / Government / Private user groups as defined under "Community and Recreation Facilities and Services"	✓	176.50			Full Cost Recovery	

**SHIRE OF WYNDHAM EAST KIMBERLEY**

2014-15

**Fees and Charges**

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)		COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)			STATUTORY CHARGE  Per regulation as at 1 July 2014	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
			GST	Effective 1 July 2014	Effective 1 January 2015			
<b>LAW, ORDER, PUBLIC SAFETY (continued)</b>								
<b>Traffic Management Signage and Temporary Fencing</b>								
		Short term Hire of SWEK Traffic Management Signs (per sign / per week). <i>Note: erection of Traffic Management Signage must be undertaken by qualified person(s) and is only available to approved public events</i>	✓	<b>6.00</b>		Full Cost Recovery		
1140210		Erection of Traffic Management Signage by qualified Shire employees per hour	✓	<b>153.00</b>		Full Cost Recovery		
		Short term hire of SWEK temporary fencing (per panel / per week). <i>Note: only available to Not for Profit / Non Government User Groups as defined under "Community and Recreation Facilities and Services". Pick up and delivery is hirers responsibility.</i>	✓	<b>6.00</b>		Partial Cost Recovery	LGA 1995 Part 6 Division 5 Subdivision 2	
	Trust Receipt Type 20 (9101109)	Bond	x	<b>552.00</b>		Full Cost Recovery		
<b>Bushfire Infringements</b>								
		Setting Fire to Bush During Prohibited Burning Times	x		<b>250.00</b>	100% Regulatory Fee		
		Offences relating to burning of bush	x		<b>250.00</b>	100% Regulatory Fee		
		Failure to prepare a fire break in accordance with section 22(3)(b) before setting fire to bush on land adjoining exempt land	x		<b>250.00</b>	100% Regulatory Fee		
		Failure to produce permit to burn	x		<b>100.00</b>	100% Regulatory Fee		
		Failure or refusal to identify person who issued permit to burn	x		<b>100.00</b>	100% Regulatory Fee		
		Burning garden refuse at rubbish tip contrary to notice	x		<b>1,000.00</b>	100% Regulatory Fee		
		Burning garden refuse during limited burning times	x		<b>250.00</b>	100% Regulatory Fee		
		Offences relating to lighting of fires in the open air	x		<b>250.00</b>	100% Regulatory Fee		
		Lighting a fire contrary to a notice issued under section 25A(5) by a local government	x		<b>250.00</b>	100% Regulatory Fee		
		Offences relating to the operation of tractors or self propelled harvesters, engines, machinery and vehicles during the prohibited and restricted burning times	x		<b>250.00</b>	100% Regulatory Fee		
01050417		Operation of a tractor or self propelled harvester without a fire extinguisher contrary to a notice issued by a local government	x		<b>250.00</b>	100% Regulatory Fee	Bush Fires Act 1954	
		Giving a false alarm of fire	x		<b>250.00</b>	100% Regulatory Fee		
		Vandalism	x		<b>250.00</b>	100% Regulatory Fee		
		Failure of occupier of land to extinguish a bush fire burning on the land	x		<b>250.00</b>	100% Regulatory Fee		
		Offences relating to the disposal of cigarettes, cigars and matches	x		<b>100.00</b>	100% Regulatory Fee		
		Refusal to state name and abode or stating false name and abode	x		<b>100.00</b>	100% Regulatory Fee		
		Obstruction	x		<b>250.00</b>	100% Regulatory Fee		
		Applying to another bush fire control officer for permit where permit already refused or granted subject to special conditions	x		<b>250.00</b>	100% Regulatory Fee		
		Failure to notify or report the escape of a fire lit under permit	x		<b>250.00</b>	100% Regulatory Fee		
		Failure to comply with a requisition of a bush fire control officer relating to burning under section 24A of the Act	x		<b>250.00</b>	100% Regulatory Fee		

**SHIRE OF WYNDHAM EAST KIMBERLEY**

2014-15

**Fees and Charges**

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)			STATUTORY CHARGE  Per regulation as at 1 July 2014	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
		GST	Effective 1 July 2014	Effective 1 January 2015			
<b>LAW, ORDER, PUBLIC SAFETY (continued)</b>							
<b>Bushfire Infringements (continued)</b>							
01050417	Offences relating to operation of bulldozer or road grader	x			<b>250.00</b>	100% Regulatory Fee	Bush Fires Act 1954
	Operating harvesting machine or header during prohibited burning times or restricted burning times without fire extinguisher	x			<b>250.00</b>	100% Regulatory Fee	
	Operating or using engines, vehicles, plant or machinery contrary to notice or direction	x			<b>500.00</b>	100% Regulatory Fee	
	Failure to fit spark arrester to power saw, bag loader or other plant or equipment	x			<b>250.00</b>	100% Regulatory Fee	
	Offences relating to operation of motor vehicles	x			<b>250.00</b>	100% Regulatory Fee	
	Offences relating to operation of aeroplanes	x			<b>250.00</b>	100% Regulatory Fee	
	Offences relating to operation of welding and cutting apparatus	x			<b>250.00</b>	100% Regulatory Fee	
	Failure to comply with directions of bush fire control officer	x			<b>250.00</b>	100% Regulatory Fee	
	Offences relating to the use of fireworks	x			<b>250.00</b>	100% Regulatory Fee	
	Failure to comply with the directions of a bush fire control officer	x			<b>250.00</b>	100% Regulatory Fee	
	Failure to give prescribed notification to local government regarding the occurrence of a bush fire	x			<b>100.00</b>	100% Regulatory Fee	
Failure by owner or occupier of land to give prescribed notice of intention to exercise powers conferred by section 34 of the Act	x			<b>250.00</b>	100% Regulatory Fee		
<b>Camping Infringements</b>							
01050420	Occupied a park home not in a caravan park	x			<b>200.00</b>	100% Regulatory Fee	Parks & Camping Grounds Act 1997
	Camped other than at a licensed caravan park or camping ground	x			<b>100.00</b>	100% Regulatory Fee	
	Excessive number of caravans on a lot without approval	x			<b>100.00</b>	100% Regulatory Fee	
	Failed to maintain a caravan or a camp in a condition such that it was not a hazard to safety or health	x			<b>100.00</b>	100% Regulatory Fee	
	Failed to ensure that a caravan or park home was transportable	x			<b>100.00</b>	100% Regulatory Fee	
	Failed to ensure that a caravan complied with standards for caravans	x			<b>100.00</b>	100% Regulatory Fee	
	Failed to ensure that an annex complied to standards for annexes	x			<b>100.00</b>	100% Regulatory Fee	
	Being an occupier of a site, failed to ensure the site complied with the requirements of Schedule 7 of the Regulations being:						
	a. a vehicle parked on a facility road	x			<b>50.00</b>	100% Regulatory Fee	
	b. a caravan, storage shed or other building on a site not tied down or made safe as approved	x			<b>200.00</b>	100% Regulatory Fee	
	Being an owner or person who has control of a dog which is not kept on a leash or kept in an enclosed or fenced area	x			<b>100.00</b>	100% Regulatory Fee	
Drove a vehicle in a facility at a speed exceeding 8km/hour	x			<b>50.00</b>	100% Regulatory Fee		
Brought a park home onto a facility without the prior approval of the facility licence holder	x			<b>200.00</b>	100% Regulatory Fee		
Attached a rigid annex to a caravan without the written approval of the licence holders, and also requires written approval of local government	x			<b>200.00</b>	100% Regulatory Fee		

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		GST	Effective 1 July 2014	Effective 1 January 2015			
<b>LAW, ORDER, PUBLIC SAFETY (continued)</b>							
<b>Camping Infringements (continued)</b>							
01050420	Constructed a carport or pergola without the prior written approval of the Shire of Wyndham East Kimberley and the licence holder	x			<b>200.00</b>	100% Regulatory Fee	Parks & Camping Grounds Act 1997
	Constructed a carport or pergola in a facility without the written approval of the licence holder and the Shire of Wyndham East Kimberley	x			<b>200.00</b>	100% Regulatory Fee	
<b>BUILDING CONTROL</b>							
1130310	Building License as per Building Regulations (0.35% of 10/11 Domestic and 0.2% of 10/11 Commercial building cost (GST inclusive) or minimum charge of \$85). <i>Note: applications made prior to 2/4/2012.</i>	x			Calculation	100% Regulatory Fee	Building Regulations 1989 (part 6)
	Building Permit Application <b>Certified</b> Class 1 -10 (0.19% of the estimated value of work - but not less than \$90)	x			Calculation (minimum fee \$90)	100% Regulatory Fee	Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 1 & Building Act 2011 (s. 16(1))
	Building Permit Application <b>Certified</b> Class 1B, 2 -9 (0.09% of the estimated value of work - but not less than \$90)	x			Calculation (minimum fee \$90)	100% Regulatory Fee	
	Building Permit Application <b>Uncertified</b> Class 1A & 10 (0.32% of the estimated value of work - but not less than \$90)	x			Calculation (minimum fee \$90)	100% Regulatory Fee	
	Amended building License - 50% of full fee (minimum of \$20). <i>Note: applications made prior to 2/4/2012.</i>	x			Calculation	100% Regulatory Fee	Building Regulations 1989 (part 6)
	Building approval Certificate Fee class 1 & 10, 0.7% of 10/11 of the estimated current value of the unauthorised building work as determined by the Local Gov., but not less than \$170. <i>Note: applications made prior to 2/4/2012.</i>	x			Calculation	100% Regulatory Fee	Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 1 & Building Act 2011 (s. 51(3))
	Building approval Certificate Fee for a building other than a class 1 & 10, 0.4% of 10/11 of the estimated current value of the unauthorised building work as determined by the Local Gov., but not less than \$170. <i>Note: applications made prior to 2/4/2012.</i>	x			Calculation	100% Regulatory Fee	
	Building Approval Certificate Application (for a building in respect of which unauthorised work has been carried out) (0.38% of the estimated value of work - but not less than \$90)	x			Calculation (minimum fee \$90)	100% Regulatory Fee	Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 2 & Building Act 2011 (s. 52(2))
Building Approval Certificate Application (for existing building where unauthorised work has not been carried out)	x			<b>90.00</b>	100% Regulatory Fee		

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		GST	Effective 1 July 2014	Effective 1 January 2015			
<b>BUILDING CONTROL (continued)</b>							
1130310	Application for Hoarding , Road Closure & Permit to excavate/deposit materials on street. (\$1.00 per metre square per month)	x			Calculation	Building Regulations 2012 Part 9 Division 3 (r 64 (4))	
	Demolition - per storey. <i>Note: applications made prior to 2/4/2012.</i>	x			Calculation	Building Regulations 1989 (part 6)	
	Demolition Permit Application - Class 1 - 10	x			<b>90.00</b>	Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 1 & Building Act 2011 (s. 16(1))	
	Demolition Permit Application - Class 2 - 9 (\$90 for each storey of the building)	x			Calculation		
	Application Extension of Time (Building or Demolition Permit)	x			<b>90.00</b>	Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 1 & Building Act 2011 (s. 32(3)(f))	
	Application for Occupancy Permit (completed building)	x			<b>90.00</b>	Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 2 & Building Act 2011 (s. 46)	
	Application for Temporary Occupancy Permit (incomplete building)	x			<b>90.00</b>	Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 2 & Building Act 2011 (s. 47)	
1130312	Application for Modification of Occupancy Permit (additional use of building on a temporary basis)	x			<b>90.00</b>	Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 2 & Building Act 2011 (s. 48)	
	Application for Replacement Occupancy Permit (permanent change of use/classification)	x			<b>90.00</b>	Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 2 & Building Act 2011 (s. 49)	
	Application for Occupancy Permit or Building Approval Certificate (for registration of strata scheme, plan of re-subdivision) (\$10.00 for each strata unit, but not less than \$100)	x			Calculation (minimum fee \$100)	Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 2 & Building Act 2011 (s. 50(1) and (2))	
	Application for Occupancy Permit (for building in respect of which unauthorised work has been done) (0.18% of estimated value of unauthorised work but not less than \$90.00)	x			Calculation (minimum fee \$90)	Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 2 & Building Act 2011 (s. 51 (2))	
	Application to Replace Occupancy Permit (for an existing building)	x			<b>90.00</b>	Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 2 & Building Act 2011 (s. 52 (1))	
	Application to extend the time during which an Occupancy Permit or Building Approval Certificate has effect.	x			<b>90.00</b>	Building Regulations 2012 Schedule 2 - Fees (reg 11) Division 2 & Building Act 2011 (s. 65 (3)(a))	

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		GST	Effective 1 July 2014	Effective 1 January 2015			
<b>BUILDING CONTROL (continued)</b>							
	Annual Swimming Pool Fee - \$55 every 4 years (charged pro-rata)	x			13.75 per annum		Building Regulations 1989 Part 10 Regulation 38F Building Regulations 2012 Part 8 Division 2 (r 53 (2))
1130310	Application for Approval of Battery Operated Smoke Alarm	x			170.00		Building Regulations 2012 Part 8 Division 3 (r 61 (3)(b))
	Application for Variation/Modification of Building Standards in which declaration is sought from Building Commissioner	x			2,000 per standard variation		Building Regulations 2012 Part 9 Division 3 (r 64 (4))
	Inspection Fees (for third party requests)	✓	<b>230.00</b>				LGA 1995 section 6.16.
	Builder registration board levy. <i>Note: applications made prior to 2/4/2012.</i>	x			40.50		Set by Builders Registration Board.
Building Receipts - Trust payment - Trust Type 16 - Trust No. 9992 (9101113)	Building Services Levy for Building Permit (Minimum \$40.50 and 0.09% of work value exceeding \$45,000)	x			Calculation (minimum fee \$40.50)		Set by Building (Services) Act 2011 and Building Services Commission
	Building Services Levy for Demolition Permit (Minimum \$40.50 and 0.09% of work value exceeding \$45,000)	x			Calculation (minimum fee \$40.50)		
	Building Services Levy for Occupancy Permit (Minimum)	x			40.50		
Building Receipts - Trust payment - Trust Type 17 - Trust No. 9993 (9101114)	Building Services Levy for Building Approval Certificate (Minimum)	x			40.50		Set by Building (Services) Act 2011 and Building Services Commission
	Building Services Levy for Unauthorised Building Work (Minimum \$91.00 and 0.18% of work value exceeding \$45,000)	x			Calculation (minimum fee \$91.00)		
	Construction Industry Training Fund (0.2% of construction value over \$20,000.)	x			Calculation		Set by Construction and Training Industry group.
1130311	Retrieval and research fee for building information / documentation (per hour - one hour minimum). <i>Note-freedom of information restrictions may apply (additional fees apply for copying)</i>	✓	<b>61.00</b>				LGA 1995 Part 6 Division 5 Subdivision 2
1130312	Change of Ownership Advices (via settlement agents) - Building - per lot	x	<b>78.00</b>				
<b>Signage Approvals</b>							
<b>Standard Signs</b>							
	Pylon Sign	✓	<b>34.00</b>			Full Cost Recovery	LGA 1995 Pt 6 Division 5 Subdivision 2; Local Planning Policy
	Illuminated Sign	✓	<b>29.00</b>			Full Cost Recovery	
	Hoardings per annum	✓	<b>58.00</b>			Full Cost Recovery	
1130311	Portable sign	✓	<b>29.00</b>			Full Cost Recovery	LGA 1995 Pt 6 Division 5 Subdivision 2; Local Planning Policy
	Development sign	✓	<b>29.00</b>			Full Cost Recovery	
	Any other sign	✓	<b>17.00</b>			Full Cost Recovery	

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			GST	Effective 1 July 2014	Effective 1 January 2015			
<b>BUILDING CONTROL (continued)</b>								
<b>Signage Approvals (continued)</b>								
<b>Non Standard Signs</b>								
		Pylon Sign	✓	69.00		Full Cost Recovery		
		Illuminated Sign	✓	58.00		Full Cost Recovery		
		Hoardings per annum	✓	115.00		Full Cost Recovery		
1130311		Portable sign	✓	58.00		Full Cost Recovery	LGA 1995 Pt 6 Division 5 Subdivision 2; Local Planning Policy	
		Development sign	✓	58.00		Full Cost Recovery		
		Any other sign	✓	29.00		Full Cost Recovery		
		Instructional Sign	✓	17.00		Full Cost Recovery		
		Confiscated sign	✓	29.00		Full Cost Recovery		
<b>Supply of Generic Engineering Footing Specification Detail (per set)</b>								
1130311		Sea Containers	✓	58.00		Full Cost Recovery	LGA 1995 Part 6 Division 5 Subdivision 2	
		Shade Sails	✓	58.00		Full Cost Recovery		
<b>Deposit to Repair Damage to Footpath, Kerb, Road or Road Reserve</b>								
<i>(Footpath and kerb bond)</i>								
		Single Residential Block, having one street boundary	x	552.00		Full Cost Recovery		
		Single Residential Block, having two street boundaries	x	662.00		Full Cost Recovery		
Building Receipts - Trust payment - Trust Type 05 (9101105)		Duplex Block, having one street boundary	x	662.00		Full Cost Recovery	LGA 1995 Part 6 Division 5 Subdivision 2	
		Duplex Block, having two street boundaries	x	772.00		Full Cost Recovery		
		Multi Residential Block, up to maximum	x	1,158.00		Full Cost Recovery		
		Services Trades and Commercial, up to maximum	x	1,764.00		Full Cost Recovery		
<b>ECONOMIC SERVICES</b>								
<b>Water Supply/Reticulation Charges</b>								
1111212	0021	Water supply/retic charges, per kilolitre	x	0.70		Full Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
<b>HEALTH</b>								
<b>Caravan Parks</b>								
		CPCS (via Health) Registration Per Camp Site / annum	x		3.00	100% Regulatory Fee		
		CPSS (via Health) Registration Per Short Stay Site / annum	x		6.00	100% Regulatory Fee		
1070413		CPLS (via Health) Registration Per Long Stay Site / annum	x		6.00	100% Regulatory Fee	Caravan Parks and Camping Ground Regulations 1997	
		CPOS (via Health) Registration Per Overflow Site / annum	x		1.50	100% Regulatory Fee		
<i>** Note: a \$200 minimum overall fees / annum applies to above. **</i>								
1070413		Additional fee for renewal after expiry	x		20.00	100% Regulatory Fee		
		Transfer of Caravan Park Licence	x		100.00	100% Regulatory Fee		

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			GST	Effective 1 July 2014			
<b>HEALTH (continued)</b>							
<b>Food Business</b>							
<b>Food Registration and Notification</b>							
1070414		Temporary Food Stall Application	x		<b>50.00</b>	100% Regulatory Fee	Food Act 2008 s107; LGA 1995 Part 6 Div 5 Subdiv 2.
		Registration Application	x		<b>50.00</b>	100% Regulatory Fee	
			Temporary Food Stall Application - Not for Profit / Non Government User Groups as defined under "Community and Recreation Facilities and Services"			<b>No Cost</b>	
<b>Assessment of Food Business</b>							
<i>(Assessment fees below are in addition to the Registration Application fee above)</i>							
1070414		High Risk	x	<b>265.00</b>		Full Cost Recovery	Food Act 2008 s110 4(B); LGA 1995 Part 6 Div 5 Subdiv 2.
		Medium Risk	x	<b>133.00</b>		Full Cost Recovery	
		Low Risk	x	<b>67.00</b>		Full Cost Recovery	
<b>Food Business Annual Surveillance Charge</b>							
1070414	FBHR (via Health)	High Risk	x	<b>424.00</b>		Full Cost Recovery	Food Act 2008 s140 (1) ; LGA 1995 Part 6 Div 5 Subdiv 2
	FBMR (via Health)	Medium Risk	x	<b>282.00</b>		Full Cost Recovery	
	FBLR (via Health)	Low Risk	x	<b>141.00</b>		Full Cost Recovery	
<b>Infringements</b>							
1070419		Offences under the Food Act 2008	x		<b>as prescribed</b>	100% Regulatory Fee	Food Act 2008
		Offences under the Food Regulations 2009	x		<b>as prescribed</b>	100% Regulatory Fee	Food Regulations 2009
		Offences under the Environmental Protection Act 1986	x		<b>as prescribed</b>	100% Regulatory Fee	Environmental Protection Act 1986
		Offences under the Environmental Protection (Noise) Regulations 1997	x		<b>as prescribed</b>	100% Regulatory Fee	Environmental Protection (Noise) Regulations 1997
		Offences under the Environmental Protection (Unauthorised Discharges) Regulations 2004	x		<b>as prescribed</b>	100% Regulatory Fee	Environmental Protection (Unauthorised Discharges) Regulations 2004
<b>Effluent Disposal</b>							
1070411		On-site effluent disposal applications (includes local government application fee \$113 and permit to use apparatus fee \$113)	x		<b>226.00</b>	100% Regulatory Fee	Determined by WA Department of Health.
<b>Swimming Pool Sampling</b>							
1070415	SPRS (via Health)	Pool Sample Fee	✓	<b>80.00</b>		Full Cost Recovery	LGA 1995 section 6.16.
	SPRS (via Health)	Re-sample of pool following failure of monthly sample	✓	<b>176.00</b>		Full Cost Recovery	
<b>Application for a Public Event</b>							
1070417		Low Risk building or event			<b>No Cost</b>	Full Cost Recovery	Health Act 1911 Sec 176, Health (Public Building) Regulations 1992 schedule 1
		Medium Risk building or event	✓		<b>112.00</b>	Full Cost Recovery	
		High Risk building or event	✓		<b>222.00</b>	Full Cost Recovery	

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				Effective 1 July 2014	Effective 1 January 2015			
<b>HEALTH (continued)</b>								
<b>Other Health Fees and Charges</b>								
1070412	LHAN (via Health)	Lodging House Registration per annum	x	218.00			Full Cost Recovery	Health Act 1911 section 158; Sec 8.1.4 of SWEK Health Local Law; 344C of the Health Act 1911.
		Inspection Fee (Settlement request, certificate of local government under Liquor Control Act 1988)	✓	228.00			Full Cost Recovery	LGA 1995 Part 6 Division 5 Subdivision 2
1070417		Offensive Trade Registration	x			<b>As prescribed</b>	100% Regulatory Fee	Offensive Trade (Fees) Regulations 1976
		Retrieval and research fee for health information / documentation (per hour - one hour minimum). <i>Note- freedom of information restrictions may apply (additional fees apply for copying)</i>	✓	61.00			Full Cost Recovery	LGA 1995 Part 6 Division 5 Subdivision 2
<b>TOWN PLANNING AND REGIONAL DEVELOPMENT</b>								
<b>Determination of Applications</b>								
		<b>Development Application (other than for an extractive industry) where the</b>						
		A) not more than \$50 000	x			147.00	100% Regulatory Fee	
		B) more than \$50 000 but not more than \$500 000	x			0.32% of the estimated cost of development	100% Regulatory Fee	
		C) more than \$500 000 but not more than \$2.5 million	x			\$1,600 + 0.257% for every \$1 in excess of \$500 000	100% Regulatory Fee	
		D) more than \$2.5 million but not more than \$5 million	x			\$6,740 + 0.206% for every \$1 in excess of \$2.5 million	100% Regulatory Fee	
1100611		E) more than \$5 million but not more than \$21.5 million	x			\$11,890 + 0.123% for every \$1 in excess of \$5 million	100% Regulatory Fee	Planning and Development Act 2005, Town Planning Regulations 2009 Reg47 Schedule 2.
		F) more than \$21.5 million	x			34,196.00	100% Regulatory Fee	
		Extractive Industry Application - where the development has not commenced or been carried out	x			739.00	100% Regulatory Fee	
		Change of Use and Non Conforming Use Application Only	x			295.00	100% Regulatory Fee	
		Retrospective Applications for Development / Land use - Non Conforming Use / Extractive Industry - To discourage unlawful development	x			3 x cost of application fee as per above categories	100% Regulatory Fee	

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		GST	Effective 1 July 2014	Effective 1 January 2015			
<b>TOWN PLANNING AND REGIONAL DEVELOPMENT (continued)</b>							
<b>Determination of Applications (continued)</b>							
	<b>Public Event Approval</b>						
	Low Risk building or event			<b>No Cost</b>			
1070417	Medium Risk building or event	x		<b>75.00</b>			
	High Risk building or event	x		<b>148.00</b>			
	<b>Home Occupation</b>						
	Initial Application	x			<b>222.00</b>	100% Regulatory Fee	
	Annual Renewal	x			<b>73.00</b>	100% Regulatory Fee	Planning and Development Act 2005, Town Planning Regulations 2009 Reg47 Schedule 2.
1100615	Penalty for conducting Home Occupation without Planning Consent, or for conducting a Home Occupation after expiration of annual renewal	x				<b>3 x Home Occupation Application or Renewal Fee as applicable</b>	
	<b>Scheme Amendment and Structure Plans</b>						
	<i>Note: Fees are calculated per officer per hour.</i>						
	Initial application fee		√		<b>2,500.00</b>	100% Regulatory Fee	
	Assessment fees will then be calculated on the following basis - per hour per officer:						
	<i>Director / City / Shire Planner \$83.00 per hour</i>						
	<i>Manager / Senior Planner \$63.00 per hour</i>						
	<i>Planning Officer \$34.70 per hour</i>						
	<i>Other staff eg: Environmental Health Officer \$34.70 per hour</i>						
	<i>Secretary / Administration Clerk \$28.40 per hour</i>						
	Fees will be calculated when works completed as per above. A refund or further charge will then apply for any costs outside the initial application fee.						WA Planning Commission Fees
1100614	Advertising		√	<b>Full cost recovery</b>		Full Cost Recovery	
	<b>Strata Plan, Re-subdivision or Consolidation of Lots Applications (per lot)</b>						
	A) Not more than 5 lots						
	Base assessment fee; plus	x			<b>637.00</b>	100% Regulatory Fee	
	Assessment fee per lot	x			<b>64.00</b>	100% Regulatory Fee	
1100612	B) More than 5 lots (up to and including 100 lots)						
	Base assessment fee; plus	x			<b>957.00</b>	100% Regulatory Fee	
	Assessment fee per lot	x			<b>42.40</b>	100% Regulatory Fee	
	C) More than 100 lots (capped)	x			<b>4,985.00</b>	100% Regulatory Fee	WA Planning Commission Fees

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		GST	Effective 1 July 2014	Effective 1 January 2015			
<b>TOWN PLANNING AND REGIONAL DEVELOPMENT (continued)</b>							
<b>Determination of Applications (continued)</b>							
	<b>Subdivision / Strata Clearance (per lot)</b>						
	Not more than 5 lots (per lot)	x			<b>73.00</b>	100% Regulatory Fee	
	More than 5 lots but not more than 195 lots - first 5 lots as per fee above, Lots 6 - 195 (per lot)	x			<b>73.00</b>	100% Regulatory Fee	WA Planning Commission Fees
	More than 195 lots	x			<b>7,393.00</b>	100% Regulatory Fee	
1100612	Strata Form 7 Clearance Certificate under section 5B(2), 8A(f) or 9(3) of the Strata Titles Act	x			<b>0.20 per sqm of floor area (with a minimum fee of \$100)</b>	100% Regulatory Fee	Strata Titles General Regulations 1996, Schedule 1 (2).
<b>Other Planning Fees</b>							
1100614	Property Settlement Questionnaire	✓			<b>73.00</b>	100% Regulatory Fee	Planning and Development Act 2005, Town Planning Regulations
1100613	Zoning Certificate	x			<b>73.00</b>	100% Regulatory Fee	Planning and Development Act 2005, Town Planning Regulations
	Written Zoning Enquiries	✓			<b>73.00</b>	100% Regulatory Fee	Planning and Development Act 2005, Town Planning Regulations
1100614	Retrieval and research fee for planning information / documentation (per hour - one hour minimum). <i>Note-freedom of information restrictions may apply (additional fees apply for copying)</i>	✓	<b>61.00</b>			Full Cost Recovery	LGA 1995 Part 6 Division 5 Subdivision 2
1100613	Section 40 Liquor License Certificate	x	<b>112.00</b>			Full Cost Recovery	
1100613	Permanent Road Closure Application ( <i>Temporary road closures for events are not included in this fee category, please refer to Public Events</i> )	x	<b>276.00</b>			Full Cost Recovery	LGA 1995 Part 6 Division 5 Subdivision 2
<b>Trading in Public Places or Thoroughfares</b>							
1100611	Traders Permit - Application Fee	x	<b>100.00</b>			Full Cost Recovery	
1100611	Traders Permit - Daily Charge (up to 4 hours per day)	x	<b>25.00</b>			Full Cost Recovery	
1100611	Traders Permit - Monthly Charge (up to 4 hours per day)	x	<b>350.00</b>			Full Cost Recovery	
1100611	Traders Permit - Annual Charge (up to 4 hours per day)	x	<b>1,000.00</b>			Full Cost Recovery	
<b>SANITATION</b>							
<b>Refuse / Waste</b>							
<b>Waste Management and Collection Charges (where applicable)</b>							
1100116	Waste Management Charge (per annum)	x	<b>200.00</b>			Full Cost Recovery + Possible Future Consideration	Waste Avoidance and Resource Recovery Act 2007 Part 6 Div 3 (66)
1100110	Waste Receptacle Charge - once weekly service (per receptacle per annum)	x	<b>280.00</b>			Full Cost Recovery	
1100111	Additional Waste Receptacle Charge (per receptacle per service per annum)	x	<b>492.00</b>			Full Cost Recovery	Waste Avoidance and Resource Recovery Act 2007 Part 6 Div 3 (67)
1100110	Waste Collection Service (Exempt / Non-Rateable) (per receptacle per annum)	x	<b>492.00</b>			Full Cost Recovery	

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		GST	Effective 1 July 2014	Effective 1 January 2015			
<b>SANITATION (continued)</b>							
<b>Refuse / Waste (continued)</b>							
<b>Waste Management and Collection Charges (where applicable) (continued)</b>							
1100113	Replacement of Bin (per bin at cost plus administrative fee)	x	<b>Full cost recovery + \$17.80 administrative fee</b>		Full Cost Recovery	Waste Avoidance and Resource Recovery Act 2007 Part 6 Div 3 (68), LGA 1995 (6.16)	
	Repairs to Bin (per repair at cost plus administrative fee)	x	<b>Full cost recovery + \$17.80 administrative fee</b>		Full Cost Recovery		
<b>Disposal Charges</b>							
1100114	Domestic Waste Disposal Fee - per m3	✓	<b>50.00</b>		Full Cost Recovery + Possible Future Consideration	Waste Avoidance and Resource Recovery Act 2007 Part 6 Div 3 (68), LGA 1995 (6.16)	
	Domestic Waste Disposal Fee - per m3 - Uncontaminated Green Waste - **No cost up to 1m3 daily**	✓	<b>24.50</b>		Full Cost Recovery + Possible Future Consideration		
	0042 Commercial Waste Disposal Fee - per m3 (not green waste)	✓	<b>50.00</b>		Full Cost Recovery + Possible Future Consideration		
	0041 Commercial Waste Disposal Fee - per m3 - Green Waste	✓	<b>24.50</b>		Full Cost Recovery + Possible Future Consideration		
	0043 Liquid Waste (per 1000 ltrs)	✓	<b>215.00</b>		Full Cost Recovery + Possible Future Consideration		
	0044 Medical Waste - per m3	✓	<b>163.00</b>		Full Cost Recovery + Possible Future Consideration		
	0045 Compact Waste - per m3	✓	<b>50.00</b>		Full Cost Recovery + Possible Future Consideration		
	0046 Disposal Fee for Asbestos Disposal, per cubic metre	✓	<b>136.50</b>		Full Cost Recovery + Possible Future Consideration		

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		GST	Effective 1 July 2014	Effective 1 January 2015			
<b>SANITATION (continued)</b>							
<b>Refuse / Waste (continued)</b>							
<b>Disposal Charges (continued)</b>							
	0047	Waste Oil - per litre	✓	0.90		Full Cost Recovery + Possible Future Consideration	
	0048	Disposal of Waste Oil Drums (44 gallon drums & over)	✓	5.90		Full Cost Recovery + Possible Future Consideration	
		Car Bodies		No Cost		Full Cost Recovery + Possible Future Consideration	
	0049	Car Tyres	✓	8.20		Full Cost Recovery + Possible Future Consideration	
1100114	0050	4WD Tyres	✓	10.50		Full Cost Recovery + Possible Future Consideration	
	0051	Truck Tyres	✓	28.00		Full Cost Recovery + Possible Future Consideration	Waste Avoidance and Resource Recovery Act 2007 Part 6 Div 3 (68), LGA 1995 (6.16)
	0052	Earthmoving Tyres	✓	79.30		Full Cost Recovery + Possible Future Consideration	
	0056	Pallets (per pallet)	✓	7.00		Full Cost Recovery + Possible Future Consideration	
	0053	Contaminated soil - hydrocarbons (CSH) - per m3	✓	180.80		Full Cost Recovery + Possible Future Consideration	
N/A		Contaminated soil - others (CSO) - per m3		No Longer Accepted		Full Cost Recovery + Possible Future Consideration	
		Clean Fill - Uncontaminated		No Cost		Full Cost Recovery + Possible Future Consideration	

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			GST	Effective 1 July 2014	Effective 1 January 2015			
<b>SANITATION (continued)</b>								
<b>Other Sanitation Charges</b>								
1100115	0054	Sale of mulch (standard 1.8m x 1.2m trailer) - per load	✓	23.40		Full Cost Recovery + Possible Future Consideration	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
<b>Littering Infringements (as per Litter Regulations 1981)</b>								
1100210		Littering - Cigarette Butt	x		75.00	100% Regulatory Fee	Litter Regulations 1981 Schedule 1	
		Littering creating public risk	x		500.00	100% Regulatory Fee		
		Littering - Any Other	x		200.00	100% Regulatory Fee		
		Breaking Glass, metal or earthenware	x		500.00	100% Regulatory Fee		
		Bill Posting	x		200.00	100% Regulatory Fee		
		Bill Posting on a vehicle	x		200.00	100% Regulatory Fee		
		Depositing domestic or commercial waste in a public litter receptacle	x		200.00	100% Regulatory Fee		
	Transporting Load inadequately secured	x		200.00	100% Regulatory Fee			
<b>CEMETERIES</b>								
<b>Public Cemeteries</b>								
1100710		1. On application for an order for burial the following fees shall be payable:					Cemeteries Act 1986, part VII, s53	
		(a) For sinking grave 1.83 m deep (Adult)	✓	1,225.00		Full Cost Recovery		
		(b) For sinking grave 1.83 m deep (Child under 10 years)	✓	970.00		Full Cost Recovery		
		(c) For sinking grave 1.4 m deep (Stillborn child)	✓	647.00		Full Cost Recovery		
		(d) Surcharge for weekend interments	✓	933.00		Full Cost Recovery		
		2. For sinking grave deeper than normal depth (per metre or part thereof)	✓	260.00		Full Cost Recovery		
1100711		Re-opening of an Ordinary grave - as for interment	✓	1,225.00		Full Cost Recovery		
		Interment in a new grave after exhumation	✓	520.00		Full Cost Recovery		
		3. (a) Undertakers Annual License Fee	x	318.00		Full Cost Recovery		
		3.(b) Undertakers Ad Hoc Licence Fee	x	80.00		Full Cost Recovery		
1100711		4. (a) Permission to erect headstone or to enclose any grave with a slab	x	33.00		Full Cost Recovery		
		(b) Registration of Right of Burial (25 years)	x	165.00		Full Cost Recovery		
1100710		(c) Copy of Right of Burial	x	35.00		Full Cost Recovery		
<b>Roadside Memorial</b>								
1100710		Installation of Roadside Memorial (Refer Policy CP/INP-3600)	✓	308.00		Full Cost Recovery	Cemeteries Act 1986, part VII, s53	

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			GST	Effective 1 July 2014			
<b>AERODROMES</b>							
<b>Airport Private Works</b>							
Knx 1120716		Slashing - Per Hour (includes tractor, slasher & labour)	✓		<b>286.80</b>	Full Cost Recovery + Possible Mark Up	LGA 1995 Part 6 Division 5 Subdivision 2
		Weed control - Per Hour (includes truck, labour & poison)	✓		<b>253.40</b>	Full Cost Recovery + Possible Mark Up	
		Crack sealing machine - Per Hour (includes 2 operators. Bitumen product not included)	✓		<b>284.30</b>	Full Cost Recovery + Possible Mark Up	
		Towing (airside) per hour (includes truck & labour)	✓		<b>198.30</b>	Full Cost Recovery + Possible Mark Up	
<b>Aircraft Landing Fees</b>							
<i>[MTOW = Maximum take off weight]</i>							
<b>Fixed Wing Aircraft (per landing)</b>							
		All Fixed Wing Aircraft - Per tonne and part thereof	✓		<b>27.60</b>	Full Cost Recovery + Possible Future Consideration	
<b>Rotary Wing Aircraft (per landing)</b>							
		All Rotary Aircraft - Per Tonne and part thereof	✓		<b>27.60</b>	Full Cost Recovery + Possible Future Consideration	
<b>Passenger Service Fees</b>							
Knx 1120711	0061	Passenger Handling fee	✓		<b>19.90</b>	Full Cost Recovery + Possible Future Consideration	LGA 1995 Part 6 Division 5 Subdivision 2
Knx 1120712	0062	Passenger Screening fee	✓		<b>20.50</b>	Full Cost Recovery + Possible Future Consideration	

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		GST	Effective 1 July 2014	Effective 1 January 2015			
<b>AERODROMES (continued)</b>							
<b>Aircraft Parking Fees (continued)</b>							
	Non Resident Operator Aircraft Parking Fees (per night, landing Fees NOT Included)	✓		<b>23.40</b>		Full Cost Recovery + Possible Future Consideration	
Knx 1120714	Non Resident Operator Aircraft Parking Fees (6 months - Landing Fees NOT Included)	✓		<b>855.00</b>		Full Cost Recovery + Possible Future Consideration  LGA 1995 Part 6 Division 5 Subdivision 2	
	Non Resident Operator Aircraft Parking Fees (Per month - Landing Fees NOT Included)	✓		<b>167.30</b>		Full Cost Recovery + Possible Future Consideration	
<b>Call Out Fees</b>							
1120710	Kununurra Airport, after hours, per hour	✓		<b>121.40</b>		Full Cost Recovery + Possible Future Consideration  LGA 1995 Part 6 Division 5 Subdivision 2	
1120810	Wyndham Airport, after hours, per hour	✓		<b>121.40</b>		Full Cost Recovery + Possible Future Consideration	
<b>Digital Advertising</b>							
	Annual advertising on airport terminal digital display boards	✓		<b>1,320.00</b>		Full Cost Recovery + Possible Future Consideration	
New GL Required	Quarterly advertising on airport terminal digital display boards	✓		<b>396.00</b>		Full Cost Recovery + Possible Future Consideration  LGA 1995 Part 6 Division 5 Subdivision 2	
	Monthly advertising on airport terminal digital display boards	✓		<b>143.00</b>		Full Cost Recovery + Possible Future Consideration	

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		GST	Effective 1 July 2014	Effective 1 January 2015			
<b>AERODROMES (continued)</b>							
<b>Terminal Usage Fee</b>							
1120711	Fee is calculated on number of seats in aircraft (per seat)	✓		<b>20.20</b>		Full Cost Recovery + Possible Future Consideration	
1120721	Kununurra Terminal Key Fee (per annum)	✓		<b>126.70</b>		Full Cost Recovery + Possible Future Consideration	LGA 1995 Part 6 Division 5 Subdivision 2
Trust Receipt Type 25 (9101119)	Kununurra Terminal Security Access Card Bond	x		<b>110.30</b>		Full Cost Recovery + Possible Future Consideration	
<b>LIBRARY SERVICES</b>							
<b>Photocopying/Printing/Faxing/Internet</b>							
1111512	A4 Black & White (single sided) per copy - multiply by two for a double sided copy	✓		<b>0.30</b>		Full Cost Recovery	Public Library Services Framework Agreement 2010
	A4 Colour (single sided) per copy - multiply by two for a double sided copy	✓		<b>1.10</b>		Full Cost Recovery	
	A3 Black & White (single sided) per copy - multiply by two for double sided copy	✓		<b>0.60</b>		Full Cost Recovery	
	A3 Colour (single sided) per copy - multiply by two for double sided copy	✓		<b>2.30</b>		Full Cost Recovery	
	Faxing - First Page	✓		<b>4.30</b>		Full Cost Recovery	
	Faxing - Each Page after First Page	✓		<b>1.10</b>		Full Cost Recovery	
	Internet Use for Research and Education purposes			<b>No Cost</b>		Full Cost Recovery	
	Internet - 30 minute usage	✓		<b>4.00</b>		Full Cost Recovery	
<b>Other Library Services</b>							
1111512	Lost & Damaged books/items Admin fee (plus depreciated replacement cost)	✓		<b>5.60</b>		Full Cost Recovery	Public Library Services Framework Agreement 2010
	Laminating A4 Per Page	✓		<b>2.50</b>		Full Cost Recovery	
	Laminating A3 Per Page	✓		<b>3.50</b>		Full Cost Recovery	
<b>WYNDHAM CHILDCARE</b>							
<b>Childcare Full Week</b>							
1080411	0144	Babies (0-2yrs); Toddlers (2-3yrs); Big Kids (3+yrs) per child	x		<b>395.00</b>	Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)
<b>Childcare Full Day</b>							
1080411	0147	Babies (0-2yrs); Toddlers (2-3yrs); Big Kids (3+yrs) per child	x		<b>92.00</b>	Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)
<b>Childcare Half Day</b>							
1080411	0150	Babies (0-2yrs); Toddlers (2-3yrs); Big Kids (3+yrs) per child	x		<b>60.00</b>	Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)

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### Fees and Charges

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		GST	Effective 1 July 2014	Effective 1 January 2015			
<b>WYNDHAM COMMUNITY RESOURCE CENTRE</b>							
<b>Memberships</b>							
	Community Member	✓	90.00		Partial Cost Recovery		
	Corporate	✓	100.00		Partial Cost Recovery		
	Family of 4	✓	125.00		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	<i>Note: Memberships include: 10% Discount on services excluding advertising + 4 hours free internet per year</i>						
<b>Meeting Room Hire Per Day - Members</b>							
	Not for Profit, Youth Services	✓	181.30		Partial Cost Recovery		
	Government, Private	✓	262.40		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
<b>Meeting Room Hire Per Day - Non-Members</b>							
	Not for Profit, Youth Services	✓	201.40		Partial Cost Recovery		
	Government, Private	✓	291.50		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
<b>Staff Hire Per Meeting - Members</b>							
	Minutes Only	✓	23.90		Partial Cost Recovery		
	Minutes & Agenda	✓	47.70		Partial Cost Recovery		
	Typing Documents Per Hour	✓	33.40		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	Typing Documents Per Page	✓	9.60		Partial Cost Recovery		
<b>Staff Hire Per Meeting - Non-Members</b>							
	Minutes Only	✓	26.50		Partial Cost Recovery		
	Minutes & Agenda	✓	53.00		Partial Cost Recovery		
	Typing Documents Per Hour	✓	37.10		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	Typing Documents Per Page	✓	10.60		Partial Cost Recovery		
<b>Staff Assistance - Members</b>							
	Computer Assistance Per Hour	✓	14.40		Partial Cost Recovery		
	Emailing (Per Email)	✓	3.90		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
<b>Staff Assistance - Non-Members</b>							
	Computer Assistance Per Hour	✓	15.90		Partial Cost Recovery		
	Emailing (Per Email)	✓	4.30		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
<b>Laminating - Members</b>							
	A4 Per Page	✓	2.00		Partial Cost Recovery		
	A3 Per Page	✓	2.90		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	Other Sizes - POA	✓	POA		Partial Cost Recovery		
<b>Laminating - Non-Members</b>							
	A4 Per Page	✓	2.20		Partial Cost Recovery		
	A3 Per Page	✓	3.20		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	Other Sizes - POA	✓	POA		Partial Cost Recovery		

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		GST	Effective 1 July 2014	Effective 1 January 2015			
<b>WYNDHAM COMMUNITY RESOURCE CENTRE</b>							
<b>Faxing - Members</b>							
	Local and STD Initial Page	✓	3.90		Partial Cost Recovery		
	Local and STD Subsequent Pages	✓	1.00		Partial Cost Recovery		
	International Initial Page	✓	4.80		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	International Subsequent Pages	✓	2.90		Partial Cost Recovery		
	Receiving Per Page	✓	0.50		Partial Cost Recovery		
<b>Faxing - Non-Members</b>							
	Local and STD Initial Page	✓	4.30		Partial Cost Recovery		
	Local and STD Subsequent Pages	✓	1.10		Partial Cost Recovery		
	International Initial Page	✓	5.30		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	International Subsequent Pages	✓	3.20		Partial Cost Recovery		
	Receiving Per Page	✓	0.60		Partial Cost Recovery		
<b>Photocopying/Printing (Black and White) - Members</b>							
	A4 Single Side	✓	0.20		Partial Cost Recovery		
	A4 Double Side	✓	0.40		Partial Cost Recovery		
	A3 Single Side	✓	0.40		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	A3 Double Side	✓	0.80		Partial Cost Recovery		
<b>Photocopying/Printing (Black and White) - Non-Members</b>							
	A4 Single Side	✓	0.30		Partial Cost Recovery		
	A4 Double Side	✓	0.50		Partial Cost Recovery		
	A3 Single Side	✓	0.50		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	A3 Double Side	✓	0.90		Partial Cost Recovery		
<b>Photocopying/Printing (Full Colour) - Members</b>							
	A4 Single Side	✓	1.00		Partial Cost Recovery		
	A4 Double Side	✓	2.00		Partial Cost Recovery		
	A3 Single Side	✓	2.00		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	A3 Double Side	✓	3.90		Partial Cost Recovery		
<b>Photocopying/Printing (Full Colour) - Non-Members</b>							
	A4 Single Side	✓	1.10		Partial Cost Recovery		
	A4 Double Side	✓	2.20		Partial Cost Recovery		
	A3 Single Side	✓	2.20		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	A3 Double Side	✓	4.30		Partial Cost Recovery		

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		GST	Effective 1 July 2014	Effective 1 January 2015			
<b>WYNDHAM COMMUNITY RESOURCE CENTRE (continued)</b>							
<b>Scanning - Members</b>							
	First Page	✓	2.00		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	Subsequent Pages	✓	0.80		Partial Cost Recovery		
	Photos - Per Photo	✓	4.80		Partial Cost Recovery		
	Guillotining Per Page	✓	2.00		Partial Cost Recovery		
<b>Scanning - Non-Members</b>							
	First Page	✓	2.20		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	Subsequent Pages	✓	0.90		Partial Cost Recovery		
	Photos - Per Photo	✓	5.30		Partial Cost Recovery		
	Guillotining Per Page	✓	2.20		Partial Cost Recovery		
<b>Internet Access - Members</b>							
	Per 1/2 Hour	✓	3.90		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	Per Hour	✓	7.70		Partial Cost Recovery		
	Wi-Fi Per 1/2 Hour	✓	3.90		Partial Cost Recovery		
	Wi-Fi Per Hour	✓	6.30		Partial Cost Recovery		
	10 Hour Voucher	✓	57.30		Partial Cost Recovery		
<b>Internet Access - Non-Members</b>							
	Per 1/2 Hour	✓	4.30		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	Per Hour	✓	8.50		Partial Cost Recovery		
	Wi-Fi Per 1/2 Hour	✓	4.30		Partial Cost Recovery		
	Wi-Fi Per Hour	✓	6.90		Partial Cost Recovery		
	10 Hour Voucher	✓	63.60		Partial Cost Recovery		
<b>CD Burning - Members</b>							
	CD Included	✓	12.50		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	No CD Included	✓	9.60		Partial Cost Recovery		
<b>CD Burning - Non-Members</b>							
	CD Included	✓	13.80		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	No CD Included	✓	10.60		Partial Cost Recovery		
<b>DVD Burning - Members</b>							
	DVD Included	✓	17.20		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	No DVD Included	✓	14.40		Partial Cost Recovery		
<b>DVD Burning - Non-Members</b>							
	DVD Included	✓	19.10		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	No DVD Included	✓	15.90		Partial Cost Recovery		

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		GST	Effective 1 July 2014	Effective 1 January 2015			
<b>WYNDHAM COMMUNITY RESOURCE CENTRE (continued)</b>							
<b>Video Conferencing ISDN to Web - Members</b>							
	Price Per Hour - Includes Room Hire <i>* Requires Bookings in Advance. Prices dependent on third party provider.</i>	✓	<b>119.30</b>		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
<b>Video Conferencing ISDN to Web - Non-Members</b>							
	Price Per Hour - Includes Room Hire <i>* Requires Bookings in Advance. Prices dependent on third party provider.</i>	✓	<b>132.50</b>		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
<b>Web Conferencing IP Based - Members</b>							
	Multi Point (up to 8 sites) <i>* Price Per Hour Includes Room Hire</i>	✓	<b>62.10</b>		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
<b>Web Conferencing IP Based - Non-Members</b>							
	Multi Point (up to 8 sites) <i>* Price Per Hour Includes Room Hire</i>	✓	<b>68.90</b>		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
<b>Exam Supervision - Members</b>							
	Price Per Hour <i>* Includes Room Set Up and Hire</i>	✓	<b>47.70</b>		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
<b>Exam Supervision - Non-Members</b>							
	Price Per Hour <i>* Includes Room Set Up and Hire</i>	✓	<b>53.00</b>		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
<b>The Bastion Advertising - 1 Month - Black and White</b>							
	1/4 Page Advertising	✓	<b>53.00</b>		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	1/2 Page Advertising	✓	<b>95.40</b>		Partial Cost Recovery		
	Full Page Advertising	✓	<b>185.50</b>		Partial Cost Recovery		
<b>The Bastion Advertising - 3 Months - Black and White</b>							
	1/4 Page Advertising	✓	<b>132.50</b>		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	1/2 Page Advertising	✓	<b>265.00</b>		Partial Cost Recovery		
	Full Page Advertising	✓	<b>530.00</b>		Partial Cost Recovery		
<b>The Bastion Advertising - 6 Months - Black and White</b>							
	1/4 Page Advertising	✓	<b>254.40</b>		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	1/2 Page Advertising	✓	<b>508.80</b>		Partial Cost Recovery		
	Full Page Advertising	✓	<b>1,007.00</b>		Partial Cost Recovery		
<b>The Bastion Advertising - 12 Months - Black and White</b>							
	1/4 Page Advertising	✓	<b>477.00</b>		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	1/2 Page Advertising	✓	<b>954.00</b>		Partial Cost Recovery		
	Full Page Advertising	✓	<b>1,908.00</b>		Partial Cost Recovery		

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GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)			STATUTORY CHARGE	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
		GST	Effective 1 July 2014	Effective 1 January 2015	Per regulation as at 1 July 2014		
<b>WYNDHAM COMMUNITY RESOURCE CENTRE (continued)</b>							
<b>The Bastion Advertising - 1 Month - Colour</b>							
	1/4 Page Advertising	✓	116.60			Partial Cost Recovery	
	1/2 Page Advertising	✓	233.20			Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)
	Full Page Advertising	✓	477.00			Partial Cost Recovery	
<b>The Bastion Advertising - 3 Months - Colour</b>							
	1/4 Page Advertising	✓	339.20			Partial Cost Recovery	
	1/2 Page Advertising	✓	667.80			Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)
	Full Page Advertising	✓	1,330.30			Partial Cost Recovery	
<b>The Bastion Advertising - 6 Months - Colour</b>							
	1/4 Page Advertising	✓	630.70			Partial Cost Recovery	
	1/2 Page Advertising	✓	1,259.30			Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)
	Full Page Advertising	✓	2,522.80			Partial Cost Recovery	
<b>The Bastion Advertising - 12 Months - Colour</b>							
	1/4 Page Advertising	✓	1,197.80			Partial Cost Recovery	
	1/2 Page Advertising	✓	2,385.00			Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)
	Full Page Advertising	✓	4,759.40			Partial Cost Recovery	
<b>The Bastion Advertising - Classifieds (Per Month)</b>							
	6 x 9 (W x L) Black and White Advertising	✓	31.80			Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)
	6 x 9 (W x L) Colour Advertising	✓	68.90			Partial Cost Recovery	

### COMMUNITY AND RECREATION FACILITIES AND SERVICES

**Notes:**

A minimum of 30% discount applies for not for profit groups / non government groups and youth service providers. Rates are calculated from when the group begins to set up, to the time they finish cleaning up. Consecutive hiring days discounts apply (ie: 10% second day, 20% third day, 25% per day thereafter (with the exception of Category 2 Equipment). Conditions of use apply to all Council facilities and equipment.

**Definitions:**

Not for profit/non government user groups: Where the sum of income generated by the activity is equal to or less than the total cost of the hire fee or other applicable fee; or group is registered as not for profit with the Australian Taxation Office; or incorporated sporting groups or community service organisations (as defined by their constitution).

Commercial / government / private user groups: All groups not classified as not for profit as defined above; or all government agencies; or any private function not hired on behalf of a group or organisation.

Hall only: Any activity that takes place that does not require the use of equipment other than the items stated on the hire terms and conditions form, or where this equipment is provided by the hirer.

Youth Service Providers: All groups that deliver service targeting young people within the age range of 10 to 24; and must be defined as not for profit/non government; or specific registered youth agencies.

Including equipment: Any activity that requires the use of equipment / items other than those listed in the hall hire terms and conditions, specifically chairs and tables.



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GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)			STATUTORY CHARGE Per regulation as at 1 July 2014	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE	
		GST	Effective 1 July 2014	Effective 1 January 2015				
<b>COMMUNITY AND RECREATION FACILITIES AND SERVICES (continued)</b>								
<b>Facility Hire (continued)</b>								
<b>Non Sporting Activity Facility Hire (continued)</b>								
<b>Peter Reid Memorial Hall - Including Equipment:</b>								
1110112	1) Not for Profit / Non Government & Youth Service Providers - per hour	✓	53.00		Partial Cost Recovery			
	2) Commercial / Government / Private - per hour	✓	74.00		Full Cost Recovery			
	1) Not for Profit/Non Government & Youth Service Providers - per day	✓	105.00		Partial Cost Recovery			
	2) Commercial/Government/Private - per day	✓	210.00		Full Cost Recovery			
<b>Kununurra Youth Centre - Activity Building including Kitchen:</b>								
1101212	1) Not for Profit / Non Government & Youth Service Providers - per hour	✓	20.00		Partial Cost Recovery			
	2) Commercial / Government / Private - per hour	✓	53.00		Full Cost Recovery			
	1) Not for Profit / Non Government & Youth Service Providers - per day	✓	50.00		Partial Cost Recovery			
	2) Commercial / Government / Private - per day	✓	300.00		Full Cost Recovery			
	<b>Kununurra Youth Centre - Desk Space:</b>							
	1) Not for Profit / Non Government & Youth Service Providers - per week	✓	265.00		Partial Cost Recovery			
	<b>Kununurra Youth Centre - Half Activity Building including Kitchen:</b>							
	1) Not for Profit / Non Government & Youth Service Providers - per hour	✓	16.00		Partial Cost Recovery			
2) Commercial / Government / Private - per hour	✓	37.00		Full Cost Recovery				
<b>Kununurra Youth Centre - Kitchen only:</b>								
1110112	1) Not for Profit / Non Government & Youth Service Providers - per hour	✓	16.00		Partial Cost Recovery			
	2) Commercial / Government / Private - per hour	✓	37.00		Full Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)		
<b>Meeting Rooms</b>								
<b>Peter Reid Memorial Hall - meeting room:</b>								
1110112	1) Not for Profit / Non Government & Youth Service Providers - per hour	✓	25.00		Partial Cost Recovery			
	2) Commercial / Government / Private - per hour	✓	37.00		Full Cost Recovery			
<b>Kununurra Youth Centre - meeting room:</b>								
1101212	1) Not for Profit / Non Government & Youth Service Providers - per hour	✓	16.00		Partial Cost Recovery			
	2) Commercial / Government / Private - per hour	✓	37.00		Full Cost Recovery			
<b>Wyndham Council Office - meeting room (includes digital projector &amp; screen):</b>								
1040110	1) Not for Profit / Non Government & Youth Service Providers - per day. <i>Note: fee is reduced by 50% for half day hire.</i>	✓	201.40		Partial Cost Recovery			
	2) Commercial / Government / Private per day. <i>Note: fee is reduced by 50% for half day hire.</i>	✓	291.50		Full Cost Recovery			
<b>Sporting Activity Facility Hire</b>								
<b>Kununurra Leisure Centre Hall:</b>								
1110810	1) Not for Profit / Non Government & Youth Service Providers - per hour	✓	38.00		Partial Cost Recovery			
	2) Commercial / Government / Private - per hour	✓	55.00		Full Cost Recovery			
	3) School sporting activities per hour	✓	38.00		Partial Cost Recovery			

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		GST	Effective 1 July 2014	Effective 1 January 2015			
<b>COMMUNITY AND RECREATION FACILITIES AND SERVICES (continued)</b>							
<b>Facility Hire (continued)</b>							
<b>Sporting Activity Facility Hire (continued)</b>							
<b>Kununurra Leisure Centre Squash and Badminton:</b>							
1110814	1) Viewing Area - Not for Profit / Non Government & Youth Service Providers - per hour	✓	30.00		Partial Cost Recovery		
	2) Viewing Area - Commercial / Government/Private - per hour	✓	45.00		Full Cost Recovery		
	Squash - 1 hour (per person, per court)	✓	10.00		Full Cost Recovery		
	Squash - 1/2 hour (per person, per court)	✓	6.50		Full Cost Recovery		
	Squash Club - Court and Viewing Area - per hour	✓	45.00		Full Cost Recovery		
1110810	Badminton Court (per court, per hour)	✓	14.00		Full Cost Recovery		
<b>Wyndham Recreation Centre Undercover Courts:</b>							
1110911	1) Not for Profit / Non Government & Youth Service Providers - per hour	✓	11.00		Partial Cost Recovery		
	2) Commercial / Government / Private - per hour	✓	33.00		Full Cost Recovery		
	<b>Wyndham Recreation Centre Enclosed Area:</b>						
	1) Not for Profit / Non Government & Youth Service Providers - per hour	✓	11.00		Partial Cost Recovery		
2) Commercial / Government / Private - per hour	✓	33.00		Full Cost Recovery			
<b>Swimming Pool Facility Hire</b>							
Knx 1110313 / Wyn 1110413	Day Rate (includes qualified Pool Operator) - per hour	✓	70.00		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	Night Rate (includes qualified Pool Operator and lights) - per hour	✓	100.00		Partial Cost Recovery		
	Swimming Clubs Night Rate - per hour	✓	85.00		Partial Cost Recovery		
<b>Ovals (Includes Wyndham, Kununurra and Ag Society Oval).</b>							
<i>Note: Includes access to power. If lighting required refer additional fees below.</i>							
Knx 1111010 / Wyn 1111110	Oval (Not for Profit / Non Government & Youth Service Providers) - per hour	✓	28.50		Partial Cost Recovery		
	Oval (Commercial / Government/Private) - per hour	✓	42.50		Full Cost Recovery		
	Oval (Not for Profit / Non Government & Youth Service Providers) - per day	✓	138.00		Partial Cost Recovery		
	Oval (Commercial / Government / Private) - per day	✓	334.00		Full Cost Recovery		
	<b>Ovals (Includes Wyndham, Kununurra and Ag Society Oval).</b>						
	Oval Surrounds (Not for Profit / Non Government & Youth Service Providers) - per day	✓	138.00		Partial Cost Recovery		
Oval Surrounds (Commercial / Government / Private) - per day	✓	286.00		Full Cost Recovery			
<b>Oval Lights</b>							
1111011	Kununurra Oval (Not for Profit / Non Government & Youth Service Providers) - per pole, per hour	✓	14.50		Partial Cost Recovery		
	Kununurra Oval (Commercial / Government / Private) - per pole, per hour	✓	23.50		Full Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	Kununurra Cricket Net Lights - per hour	✓	14.50		Full Cost Recovery		

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		GST	Effective 1 July 2014	Effective 1 January 2015			
<b>COMMUNITY AND RECREATION FACILITIES AND SERVICES (continued)</b>							
<b>Facility Hire (continued)</b>							
<b>Sporting Activity Facility Hire (continued)</b>							
<b>Oval Lights (continued)</b>							
1111011	Kununurra Agricultural Society Oval 50 Lux (Not for Profit/Non Government/Youth Service Providers) - per half oval, per hour	✓	16.00		Partial Cost Recovery		
	Kununurra Agricultural Society Oval 50 Lux (Commercial/Government/Private) - half oval, per hour	✓	31.50		Full Cost Recovery		
	Kununurra Agricultural Society Oval 100 Lux (Not for Profit/Non Government/Youth Service Providers) - per half oval, per hour	✓	19.00		Partial Cost Recovery		
	Kununurra Agricultural Society Oval 100 Lux (Commercial/Government/Private) - half oval, per hour	✓	37.00		Full Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	Kununurra Agricultural Society Oval 250 Lux (Not for Profit/Non Government/Youth Service Providers) - per half oval, per hour	✓	26.50		Partial Cost Recovery		
	Kununurra Agricultural Society Oval 250 Lux (Commercial/Government/Private) - half oval, per hour	✓	42.00		Full Cost Recovery		
1111110	Wyndham Oval (Not for Profit / Non Government & Youth Service Providers) - per hour	✓	28.50		Partial Cost Recovery		
	Wyndham Oval (Commercial / Government / Private) - per hour	✓	42.00		Full Cost Recovery		
Knx 1111010 / Wyn 1111110	<b>Seasonal Oval Hire (see policy for full details)</b> Note: Fee Calculation: Oval use (formula) + light use (formula) + change room use (formula) Oval Use (per person) calculated as below: Formula: Players per team x percentage of oval used x Oval use fee x discount below (if applicable) Discount: x 0.5 for junior team (under 18 years) - (50% discount) or discount: x 0.75 for newly formed sporting groups (25% discount)	✓	1.00		Full Cost Recovery		
	Light Charge - per pole, per person, per hour Formula: Players per team x hours used x light charge x number of lights (if applicable)	✓	1.00		Full Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
Knx 1111011 / Wyn 1111110	Change room use - per person Formula: Players per team x change room use fee (if applicable)	✓	0.80		Full Cost Recovery		
	<b>Multipurpose Courts</b>						
Knx 1111012 / Wyn Rec Courts 1110910	Court Hire - per court, per hour	✓	13.00		Full Cost Recovery		
	Light Fees - per switch, per hour	✓	10.00		Full Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
Knx 1111012	Multipurpose Courts Kununurra Block (6 courts) - day use, per hour	✓	55.00		Full Cost Recovery		
	Multipurpose Courts Kununurra Block (6 courts) - night use, per hour	✓	65.00		Full Cost Recovery		

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		GST	Effective 1 July 2014	Effective 1 January 2015			
<b>COMMUNITY AND RECREATION FACILITIES AND SERVICES (continued)</b>							
<b>Facility Hire (continued)</b>							
<b>Sporting Activity Facility Hire (continued)</b>							
<b>Parks</b>							
Knx 1111210	Activities - per hour or part thereof	✓	13.00			Full Cost Recovery	
	Markets - per day or part thereof includes access to power and water	✓	330.00			Full Cost Recovery	
<b>Category 1 Equipment</b>							
	Chair hire (Not for Profit / Non Government & Youth Service Providers) - per chair, per day	✓	1.60			Full Cost Recovery	
	Chair hire (Commercial / Government / Private) - per chair, per day	✓	2.70			Full Cost Recovery	
Knx 1110815 / Wyn 1110112	Table Hire (Not for Profit / Non Government & Youth Service Providers) - per table, per day	✓	8.00			Full Cost Recovery	
	Table Hire (Commercial / Government / Private) - per table, per day	✓	12.00			Full Cost Recovery	
	Pin up boards (Not for Profit / Non Government & Youth Service Providers) - per board, per day	✓	8.00			Full Cost Recovery	
	Pin up boards (Commercial / Government / Private) - per board, per day	✓	12.00			Full Cost Recovery	
Knx 1110814	Racquets - per racquet, per day	✓	5.00			Full Cost Recovery	
<b>Category 2 Equipment</b>							
1110814	Kununurra Leisure Centre In-House Light and/or Sound Equipment - (Not for Profit / Non Government & Youth Service Providers) - per hour. <i>Note: must be operated or set up by a trained person. Training is to be arranged a minimum of 14 days prior to event.</i>	✓	16.50			Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)
	Kununurra Leisure Centre In-House Light and/or Sound Equipment - (Commercial / Government / Private) - per hour. <i>Note: must be operated or set up by a trained person. Training is to be arranged a minimum of 14 days prior to event.</i>	✓	24.00			Full Cost Recovery	
<b>Youth Bus - 12 Seater Hiace Note: Fuel not included in hire fees.</b>							
1101215	1) Not for Profit / Non Government & Youth Service Providers - per day for consecutive days - first 100kms included	✓		\$50 per day (per km rate applies over 100km per day)		Partial Cost Recovery	
	2) Not for Profit / Non Government & Youth Service Providers - per hour (in town only - Kununurra or Wyndham)	✓	5.90			Partial Cost Recovery	
	3) Not for Profit / Non Government & Youth Service Providers - per km for outside town and same day return OR over 100km per day	✓	0.60			Partial Cost Recovery	

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		GST	Effective 1 July 2014	Effective 1 January 2015	Per regulation as at 1 July 2014		
<b>COMMUNITY AND RECREATION FACILITIES AND SERVICES (continued)</b>							
<b>Facility Hire (continued)</b>							
<b>Sporting Activity Facility Hire (continued)</b>							
<b>Category 2 Equipment (continued)</b>							
<b>Youth Bus - 22 Seater Coaster Note: Fuel not included in hire fees.</b>							
1101215	1) Not for Profit / Non Government & Youth Service Providers - per day for consecutive days - first 100kms included	✓	<b>\$100 per day (per km rate applies over 100km per day)</b>			Partial Cost Recovery	
	2) Not for Profit / Non Government & Youth Service Providers - per hour (in town only - Kununurra and Wyndham)	✓	<b>11.70</b>			Partial Cost Recovery	
	3) Not for Profit / Non Government & Youth Service Providers - per km for outside town and same day return OR over 100km per day	✓	<b>0.60</b>			Partial Cost Recovery	
Receipt dependant on facility or equipment	<b>Cleaning Charges</b> Should any Shire facility or equipment be left in a state deemed not acceptable, commercial cleaning will be organised with costs charged to the hirer (minimum charge \$300)	✓					LGA 1995 (6.16, 6.17, 6.18, 6.19)
Receipt dependant on facility or equipment	<b>Damage Charges</b>  Damage to property, fixtures, fittings and equipment	✓	<b>Cost Recovery with a minimum charge of \$300.00</b>				
	Damage to playing surfaces or grounds through misuse such as using round up/pesticides while line marking	✓	<b>Cost Recovery with a minimum charge of \$300.00</b>				
<b>Recreation Services</b>							
<b>Kununurra Gymnasium</b>							
<i>Note: Membership includes access to gymnasium only. Minimum age to gymnasium is 16 years of age.</i>							
1110811	Membership - 1 Month	✓	<b>100.00</b>			Full Cost Recovery	
	Membership - 3 Months	✓	<b>175.00</b>			Full Cost Recovery	
	Membership - 6 Months	✓	<b>300.00</b>			Full Cost Recovery	
	Membership - 12 Months	✓	<b>545.00</b>			Full Cost Recovery	
1110811	<i>Note: Concession is available on production of proof of eligibility for concession including Disability Support Card, Australian Student Card and Seniors Concession Card.</i>						LGA 1995 (6.16, 6.17, 6.18, 6.19)
	Membership (Concession) - 1 Month	✓	<b>80.00</b>			Full Cost Recovery	
	Membership (Concession) - 3 Months	✓	<b>157.00</b>			Full Cost Recovery	
	Membership (Concession) - 6 Months	✓	<b>278.00</b>			Full Cost Recovery	
	Membership (Concession) - 12 Months	✓	<b>500.00</b>			Full Cost Recovery	
1110813	Casual use of Gym	✓	<b>11.00</b>			Full Cost Recovery	

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		GST	Effective 1 July 2014	Effective 1 January 2015				
<b>COMMUNITY AND RECREATION FACILITIES AND SERVICES (continued)</b>								
<b>Recreation Services (continued)</b>								
	<b>Kununurra Swimming Complex</b>							
	<i>Note: Membership includes access to swimming area's only. Minimum unaccompanied age to swimming area's is 12 years of age.</i>							
	Aquatic Membership (child) - 1 Month	✓	38.00			Partial Cost Recovery		
	Aquatic Membership (child) - 3 Months	✓	90.00			Partial Cost Recovery		
	Aquatic Membership (child) - 6 Months	✓	142.00			Partial Cost Recovery		
1110824	Aquatic Membership (child) - 12 Months	✓	242.00			Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	Aquatic Membership (adult) - 1 Month	✓	50.00			Partial Cost Recovery		
	Aquatic Membership (adult) - 3 Months	✓	110.00			Partial Cost Recovery		
	Aquatic Membership (adult) - 6 Months	✓	175.00			Partial Cost Recovery		
	Aquatic Membership (adult) - 12 Months	✓	330.00			Partial Cost Recovery		
	<b>Kununurra Leisure Centre</b>							
	<i>Note: Gold membership includes access to gymnasium, squash courts, all fitness classes, swimming pool, all aqua aerobics classes, initial and quarterly fitness program updates (for member only).</i>							
	Gold Membership - 1 Month	✓	110.00			Partial Cost Recovery		
	Gold Membership - 3 Months	✓	215.00			Partial Cost Recovery		
	Gold Membership - 6 Months	✓	385.00			Partial Cost Recovery		
	Gold Membership - 12 Months	✓	680.00			Partial Cost Recovery		
1110811	<i>Note: Concession is available on production of proof of eligibility for concession including Disability Support Card, Australian Student Card and Seniors Concession Card.</i>						LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	Gold Membership (Concession) - 1 Month	✓	100.00			Partial Cost Recovery		
	Gold Membership (Concession) - 3 Months	✓	180.00			Partial Cost Recovery		
	Gold Membership (Concession) - 6 Months	✓	355.00			Partial Cost Recovery		
	Gold Membership (Concession) - 12 Months	✓	585.00			Partial Cost Recovery		
	Replacement membership card fee	✓	5.50			Partial Cost Recovery		
1110812	Personal Training - per hour session	✓	75.00			Partial Cost Recovery		
	Personal Training - per half hour session	✓	45.00			Partial Cost Recovery		
	<b>Classes and Programs</b>							
	Recreation Programs	✓	POA			Full Cost Recovery		
	Aquatic Fitness Classes	✓	11.00			Full Cost Recovery		
Knx 1110812/ Wyn 1110411	Fitness Classes	✓	11.00			Full Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	Book of 10 passes	✓	95.00			Full Cost Recovery		
	<i>Note: Passes can be used for casual entry to Gym, Fitness Classes and Aquatic Fitness Classes.</i>							

**SHIRE OF WYNDHAM EAST KIMBERLEY**

2014-15

**Fees and Charges**

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)			STATUTORY CHARGE Per regulation as at 1 July 2014	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
		GST	Effective 1 July 2014	Effective 1 January 2015			
<b>COMMUNITY AND RECREATION FACILITIES AND SERVICES (continued)</b>							
<b>Recreation Services (continued)</b>							
<b>Kununurra Leisure Centre (continued)</b>							
<b>Swimming Pools</b>							
N/A	2 years and under				Free		
	Supervisors of children 5-12 years (non swimmers)				Free		
	Spectator (non swimmers)	✓			1.00	Partial Cost Recovery	
Knx 1110313 / Wyn 1110413	Hire of Lane Space (per lane, per hour) - not including pool entry charge per person to be charged in addition	✓			15.00	Partial Cost Recovery	
						LGA 1995 (6.16, 6.17, 6.18, 6.19)	
<b>Swim School</b>							
	Swimming Lessons (1/2 hour) Individual	✓			32.00	Partial Cost Recovery	
	I Series (8 sessions), (per child)	✓			95.00	Partial Cost Recovery	
Knx 1110312	I Series (8 sessions), 2 or more children from same family enrolled in same series (per child)	✓			80.00	Partial Cost Recovery	
	Royal Life Saving Society Course (includes updates) Prices set as per RLSS WA standard fees and charges	✓				Royal Life Saving Society	
<b>Swimming Pool Facility Hire</b>							
See "Swimming Pool Facility Hire" above							
<b>Kununurra Swimming Pool Entry</b>							
	Adult swimmers	✓			4.00	Partial Cost Recovery	
	Child swimmers (under 16 years)	✓			3.00	Partial Cost Recovery	
<b>Adult Ticket Books</b>							
1110310	Book of 10	✓			35.00	Partial Cost Recovery	
	Book of 20	✓			65.00	Partial Cost Recovery	
<b>Child Ticket Books (under 16 years)</b>							
	Book of 10	✓			25.00	Partial Cost Recovery	
	Book of 20	✓			45.00	Partial Cost Recovery	
						LGA 1995 (6.16, 6.17, 6.18, 6.19)	
<b>Wyndham Swimming Pool Entry</b>							
	Adult swimmers	✓			4.00	Partial Cost Recovery	
	Child swimmers (under 16 years)	✓			3.00	Partial Cost Recovery	
1110410	<b>Adult Ticket Books</b>						
	Book of 10	✓			35.00	Partial Cost Recovery	
	Book of 20	✓			65.00	Partial Cost Recovery	

**SHIRE OF WYNDHAM EAST KIMBERLEY**

2014-15

**Fees and Charges**

GL	Charge Type Code (If Sundry Debtor invoicing permitted to approved account holders under policy CP FIN-3207)	COUNCIL CHARGE GST INCLUSIVE (WHERE INDICATED ✓)			STATUTORY CHARGE Per regulation as at 1 July 2014	PRICING BASIS REFERENCE (TARGET)	LEGISLATIVE REFERENCE
		GST	Effective 1 July 2014	Effective 1 January 2015			
<b>COMMUNITY AND RECREATION FACILITIES AND SERVICES (continued)</b>							
<b>Recreation Services (continued)</b>							
<b>Swimming Pools (continued)</b>							
<b>Child Ticket Books (under 16 years)</b>							
1110410	Book of 10	✓	25.00		Partial Cost Recovery	LGA 1995 (6.16, 6.17, 6.18, 6.19)	
	Book of 20	✓	45.00		Partial Cost Recovery		
<b>PUBLIC EVENTS</b>							
<b>Public Events activities can require a mixture of approvals under varying legislation which can attract a range of fees and charges. These are referenced below for ease.</b>							
<b>Health</b> Refer to "Application for a Public Event" and/or "Temporary Food Stalls"							
<b>Town Planning and Regional Development</b> Refer to "Public Events Approval"							
<b>Other Law Order and Public Safety</b> Refer to "Road Closure Approval for Public Events"							
<b>Facility and Equipment Hire</b> <b>Signage / Fencing</b> Refer to "Other Law Order and Public Safety"							
<b>Facilities / Equipment</b> Refer to "Community and Recreation Facilities and Services"							

## 11.2 ADOPTION OF RATING POLICIES

<b>DATE:</b>	18 March 2014
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	N/a
<b>AUTHOR:</b>	Natalie Octoman, Director Corporate Services
<b>REPORTING OFFICER:</b>	Natalie Octoman, Director Corporate Services
<b>FILE NO:</b>	N/a

### **PURPOSE**

For the Council to consider the adoption of three new Policies related to rating being, Rate Exemptions for Charitable Organisations Policy (Non-Rateable Land); Rates Concession Policy (Rateable Land); and Notice of Discontinuance (Rates and Debtors) Policy to be used in conjunction with the preparation of the 2014/15 annual budget, along with the removal of the current 2.5% rates discount.

### **BACKGROUND**

Currently there are no rating policies in relation to rates exemptions, rates concessions or notices of discontinuance. These policies are suggested so as to improve the framework for their consideration and administration by officers and the Council.

It is also clear from reviewing the rating database, that there has been confusion in the past in relation to what an exemption is, versus a concession or waiver. It is hoped that these policies will assist in providing that guidance to ensure the data integrity of the Shire's database.

The Shire has received a number of requests to issue Notice of Discontinuance's over the past 6 months.

Once the Shire has issued a General Procedure Claim against a ratepayer or debtor for unpaid amounts this information becomes public record through the Courts.

Veda is a credit reference agency who periodically access public records and record these claims against the individuals or company's credit file. The Shire and its debt collection agency Ampac, do not have a relationship with Veda and do not directly provide them with information of any nature until the debt is paid in full.

A Notice of Discontinuance provided to the courts and subsequently accessed by Veda results in the claim being totally removed from the person or company's credit file, as though the claim never existed and they had paid their debt when due.

The Shire will issue a letter confirming a ratepayer or debtor has been paid in full, which when provided to Veda results in the claim being marked as closed, but still recorded on the file.

In order to address these requests consistently, the Notice of Discontinuance (Rates and Debtors) Policy has been developed, along with the other two policies, for the Council's consideration.

## STATUTORY IMPLICATIONS

### **LEGISLATION APPLICABLE TO THE “RATES EXEMPTIONS FOR CHARITABLE ORGANISATIONS POLICY (NON-RATEABLE LAND)”**

#### **Local Government Act 1995**

#### **Part 6**

#### **Division 6 – Rates and service charges**

#### 6.26. Rateable land

- (1) *Except as provided in this section all land within a district is rateable land.*
- (2) *The following land is not rateable land —*
  - (a) *land which is the property of the Crown and —*
    - (i) *is being used or held for a public purpose; or*
    - (ii) *is unoccupied, except —*
      - (I) *where any person is, under paragraph (e) of the definition of **owner** in section 1.4, the owner of the land other than by reason of that person being the holder of a prospecting licence held under the Mining Act 1978 in respect of land the area of which does not exceed 10 ha or a miscellaneous licence held under that Act; or*
      - (II) *where and to the extent and manner in which a person mentioned in paragraph (f) of the definition of **owner** in section 1.4 occupies or makes use of the land;*
- and*
- (b) *land in the district of a local government while it is owned by the local government and is used for the purposes of that local government other than for purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the local government; and*
- (c) *land in a district while it is owned by a regional local government and is used for the purposes of that regional local government other than for the purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the regional local government; and*
- (d) *land used or held exclusively by a religious body as a place of public worship or in relation to that worship, a place of residence of a minister of religion, a convent, nunnery or monastery, or occupied exclusively by a religious brotherhood or sisterhood; and*
- (e) *land used exclusively by a religious body as a school for the religious instruction of children; and*
- (f) *land used exclusively as a non-government school within the meaning of the School Education Act 1999; and*
- (g) *land used exclusively for charitable purposes; and*
- (h) *land vested in trustees for agricultural or horticultural show purposes; and*
- (i) *land owned by Co-operative Bulk Handling Limited or leased from the Crown or a statutory authority (within the meaning of that term in the Financial Management Act 2006) by that co-operative and used solely for the storage of grain where that co-operative has agreed in writing to make a contribution to the local government; and*

- (j) *land which is exempt from rates under any other written law; and*
  - (k) *land which is declared by the Minister to be exempt from rates.*
- (3) *If Co-operative Bulk Handling Limited and the relevant local government cannot reach an agreement under subsection (2)(i) either that co-operative or the local government may refer the matter to the Minister for determination of the terms of the agreement and the decision of the Minister is final.*
  - (4) *The Minister may from time to time, under subsection (2)(k), declare that any land or part of any land is exempt from rates and by subsequent declaration cancel or vary the declaration.*
  - (5) *Notice of any declaration made under subsection (4) is to be published in the Gazette.*
  - (6) *Land does not cease to be used exclusively for a purpose mentioned in subsection (2) merely because it is used occasionally for another purpose which is of a charitable, benevolent, religious or public nature.*

*[Section 6.26 amended by No. 36 of 1999 s. 247; No. 77 of 2006 Sch. 1 cl. 102; No. 24 of 2009 s. 506 (correction to reprint in Gazette 7 Sep 2012 p. 4329).]*

## **LEGISLATION APPLICABLE TO THE “RATES CONCESSIONS POLICY (RATEABLE LAND)”**

### **Local Government Act 1995**

#### **Part 6**

#### **Division 6 – Rates and service charges**

##### 6.47. Concessions

*Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive\* a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.*

*\* Absolute majority required.*

##### 6.48. Regulation of grant of discounts and concessions

*Regulations may prescribe circumstances in which a local government is not to exercise a power under section 6.46 or 6.47 or regulate the exercise of the power.*

### **Local Government (Financial Management) Regulations 1996**

#### **Part 5 – Rates and service charges**

##### 69A. When concession under Act s. 6.47 can not be granted

*A local government is not to exercise a power to grant a concession in relation to a rate or service charge under section 6.47 of the Act in circumstances where the concession is based on whether or not, or the extent to which, the land in respect of which the rate or service charge is imposed is occupied by a person who owns the land.*

*[Regulation 69A inserted in Gazette 7 Jan 2005 p. 72.]*

## **LEGISLATION APPLICABLE TO THE “NOTICE OF DISCONTINUANCE (RATES AND DEBTORS) POLICY”**

### **Local Government Act 1995**

#### **Part 6**

#### **Division 6 – Rates and service charges**

##### **6.56. Rates or service charges recoverable in court**

- (1) *If a rate or service charge remains unpaid after it becomes due and payable, the local government may recover it, as well as the costs of proceedings, if any, for that recovery, in a court of competent jurisdiction.*

### **POLICY IMPLICATIONS**

If Council adopts the officer’s recommendation, this will mean there will be three new policies:-

1. Rate Exemptions for Charitable Organisations (Non-Rateable Land)
2. Rate Concession Policy (Rateable Land)
3. Notice of Discontinuance (Rates and Debtors) Policy.

The current Strategic Rating Policy CP/FIN-3200 refers in paragraph 2.2 to exemptions from rates, and further references in paragraph 2.2.3 to concessions or waivers. It should be noted that these new policies will be in conflict with the Strategic Rating Policy until it is reviewed as part of the budget process. This will be occurring over the next couple of months, and will ensure alignment of all policies and processes.

### **FINANCIAL IMPLICATIONS**

#### ***Rating Concessions/Waivers/Discounts***

While it is envisaged that these new policies will have a financial implication associated with them, it is unclear at this stage as to what the quantum would be. Utilising data we do know, the Wyndham Gardens Inc. is the only community group whereby rates are formally waived which was valued at approximately \$975.00.

In terms of what this may mean for rating concessions, if community groups pay rates, whether it be part of a leasing arrangement or otherwise, then they would be eligible to apply for a concession, to then be considered by Council.

Currently the Shire has a rates discount of 2.5% on current rates (excluding service charges) that is offered to ratepayers whose payment of the full amount owing is made within 21 days of the date of service appearing on the rates notice. The table below indicates the number of assessments that were paid by the discount date, relevant discount (as it has been reduced in recent years), and the amount of the discount provided.

	2010-11	2011-12	2012-13	2013-14
Number of Assessments Rated at Billing	2,758	2,918	2,980	3,341
Number of Assessments Paid by the Discount Date	1,227	1,221	1,420	917*
Number of Discounts (top 5) provided to either State Government or Businesses	499	443	546	85*
<b>Discount Rate</b>				
	5%	5%	5%	2.5%
Total Amount Billed	\$5,596,046	\$6,507,674	\$7,287,979	\$7,560,854
Discounts Provided	\$139,291	\$160,925	\$199,803	\$71,376

\* It should be noted that DHW had approximately 510 assessments for 2013-14 and would normally be added to the 917 and 85 shown in the 2013-14 column.

As nearly half of the discounts are generally taken up by State Government, or businesses who can claim rates as a business expense, the officer is proposing to phase out the rates discount in its entirety.

This would save in excess of \$100,000 for 2014-15 if the same number of discounts were provided as in 2012-13 with some of these funds then able to be utilised for rating concessions for community groups.

### **Rating Exemptions**

Rate exemptions are defined by legislation, specifically section 6.26 of the *Local Government Act 1995*. These are not to be confused with concessions, or waivers of rates, which are quite different. In the case of concessions or waivers of rates, the rates are essentially raised in the first instance and then reduced. In the case of rating exemptions, rates are not raised on the properties given the rating code that is utilised. This again, is common practice, but it makes it difficult for officers to provide an estimate of what the financial implications are.

Essentially, the Council does not have a choice but to provide exemptions in accordance with legislation, whereby it does have a choice in relation to concessions and waivers, and in essence, the number of properties with rating exemptions should not vary significantly from those that are currently in place.

### **Notice of Discontinuance**

The process of issuing a notice of discontinuance comes at the cost of officers' time, along with legal costs which are recouped. There is no direct financial implication upon the Shire with the implementation of this Policy.

## **STRATEGIC IMPLICATIONS**

Goal 1: Strong leadership and governance that underpins a more strategic approach to community engagement, regional development and organisational sustainability.

Objective 1.4: Business innovation, efficiency and improved service

Strategy 1.4.1: Ensure legislative compliance and follow best practice principles in planning and service delivery.

Strategy 1.4.2: Improve the efficiency and productivity of Shire services.

Strategy 1.4.3: Maintain Council's long term financial viability.

### **COMMUNITY CONSULTATION**

- Prior consultation undertaken in relation to the Notice of Discontinuance Policy proposed:-
  - McLeods Barristers and Solicitors
  - Dun and Bradstreet (debt collection agency)
- Officers of the Shire
- Elected Members at the 4<sup>th</sup> of March Budget Briefing Session

If Council proceed with the Officer's recommendations in relation to the Rating Exemptions and Concessions Policies, there will be media by way of newspaper ads, facebook posts and media releases requesting applications for rating exemptions and concessions for the 2014/15 financial year. The media is intended to commence in the week following the Council decision with applications closing on 9 April.

All applications will be considered by Officers, utilising the Policies, and then presented to Council at the 29 April Ordinary Council Meeting. The final outcomes will be communicated with the applicants thereafter.

### **COMMENT**

Establishing these Policies is the first step in providing the administration with a strong framework around rating exemptions, concessions and whether Council is comfortable with providing a Notice of Discontinuance to a ratepayer, who has paid after the due date.

#### ***Rates Exemptions for Charitable Organisations Policy (Non-Rateable Land)***

While most of the sections within the legislation are relatively easy to interpret in relation to whether land may be non-rateable and therefore exempt from paying rates, section 6.26(2)(g) is a little more difficult given there is some interpretation required.

This Policy provides an important framework for officers and the Council to ensure that an accurate interpretation is made, and decisions are accurate.

#### ***Rates Concessions Policy (Rateable Land)***

The Rates Concessions Policy (Rateable Land) provides a mechanism for the Council to demonstrate how valuable it believes the goods or services that a group or association provides is to the community through the provision of rates relief. Again, the Policy provides a clear framework for officers to make recommendations to the Council based on the information contained in the application.

#### ***Notice of Discontinuance (Rates and Debtors) Policy***

The Shire has a responsibility to the community to ensure monies owed to it are recovered in a timely and efficient manner to ensure effective cash flow management. Issuing a Notice of Discontinuance results in the General Procedure Claim being removed from the person or company's file effectively offering no incentive for them to pay their debts when due and payable in future years.

It should be noted that officers have received requests for Notices of Discontinuances from the same ratepayer on more than one occasion as it was affecting their credit rating.

The Officer is of the opinion that it is everyone's responsibility to either pay their debts when due and payable, or contact the Shire to make alternative arrangements, as you would any other company. It should not be the Shire's position to effectively hide a bad debtor by modifying their credit rating through issuing a Notice of Discontinuance.

With this in mind it is recommended that Council adopt the Notice of Discontinuance (Rates and Debtors) Policy, which will only see Notice of Discontinuance's issued in the event of an administrative error.

### **ATTACHMENTS**

Attachment 1 – Rates Exemptions for Charitable Organisations Policy (Non-Rateable Land)

Attachment 2 – Rates Concessions Policy (Rateable Land)

Attachment 3 – Notice of Discontinuance (Rates and Debtors) Policy

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

That Council:

1. Adopts the Rates Exemption for Charitable Organisations Policy (Non-Rateable Land);
2. Adopts the Rates Concessions Policy (Rateable Land);
3. Adopts the proposed Notice of Discontinuance (Rates and Debtors) Policy to be effective immediately;
4. Approves the removal of the 2.5% discount for ratepayers who pay their rates in full within 21 days for the 2014/15 financial year onwards;
5. Notes that advertising for applications for rates exemptions and rates concessions applicable to the 2014/15 and 2015/16 financial years will commence shortly, with the closing date for applications being the 9<sup>th</sup> of April 2014.

## **COUNCIL DECISION**

**Minute No. 10344**

**Moved: Cr K Wright**

**Seconded: Cr B Robinson**

**That Council:**

- 1. Adopts the Rates Exemption for Charitable Organisations Policy (Non-Rateable Land);**
- 2. Adopts the Rates Concessions Policy (Rateable Land);**
- 3. Adopts the proposed Notice of Discontinuance (Rates and Debtors) Policy to be effective immediately;**
- 4. Approves the removal of the 2.5% discount for ratepayers who pay their rates in full within 21 days for the 2014/15 financial year onwards;**
- 5. Notes that advertising for applications for rates exemptions and rates concessions applicable to the 2014/15 and 2015/16 financial years will commence shortly, with the closing date for applications being the 9<sup>th</sup> of April 2014.**

**Carried Unanimously 8/0**



## **Council Policy Number: CP Rates Exemptions for Charitable Organisations Policy (Non-Rateable Land)**

### **OBJECTIVE:**

*This policy will provide an administrative framework for assessing any application for properties to be classified as not rateable land on the ground of being used for charitable purposes.*

### **POLICY:**

#### **Scope & Limitations**

*In accordance with s6.26 (2)(g) of the Local Government Act 1995 section 6.26(2)(g), the following land is not rateable –*

*(g) Land used exclusively for charitable purposes.*

#### **Background**

*There are often questions about what constitutes “charitable purposes”, and its application to land and its rateability.*

*The purpose of this policy is to identify a process to be followed by any organisation that wishes to claim that land it uses is not rateable land by virtue of the application of section 6.26(2)(g) of the Local Government Act 1995 and to provide guidance on when land is rateable under section 6.26(2)(g).*

#### **Guiding Statements**

- a) All applications for exemption under s6.26(2)(g) of the Local Government Act 1995 must be in writing on the prescribed form and contain a declaration as to the accuracy of the information contained therein;*
- b) An application for a concession is only applicable to rates, and not to service charges nor the Emergency Services Levy;*
- c) An application will be required to be lodged every two years and is to be assessed in accordance with this policy;*
- d) Council may request information from an organisation on a yearly basis if Council considers this appropriate;*
- e) Council may request additional information from an organisation making application if it considers it necessary to do so;*



## **Council Policy Number: CP Rates Exemptions for Charitable Organisations Policy (Non-Rateable Land)**

- f) *Information requested under paragraph d. above is not limited to, but typically include copies of the Constitution of the organisation, recent financial statements of the organisation and information demonstrating precisely how any land the subject of the application is used;*
- g) *For land to be treated as newly recognised not rateable land under section 6.26(2)(g), or if a new application for exemption is required under paragraphs b. or c. above, an application must be made by the date determined by Council for the rating year that precedes the rating year to which the applications relates.*

*Determination of whether land is 'used exclusively for charitable purposes' for the purpose of section 6.26(2)(g) of the Local Government Act 1995 is made by reference to the common law on charitable purposes. Council is only able to grant an exemption from rates under section 6.26(2)(g) if an applicant demonstrates that the land in question is being used exclusively for charitable purposes according to criteria that has been developed by case law on this subject.*

*The essential elements for an exemption under section 6.26(2)(g) are:-*

- a) *It is the use of the land that is in question, not whether the body in question has a charitable purpose;*
- b) *The use in question must be for charitable purposes as that is defined by common law; and*
- c) *The land must be used exclusively for a charitable purpose.*

*Charitable purpose is defined at common law by reference to the Charitable Uses Act 1601 (UK). It is generally considered that to be a charitable purpose by reference to that Act the purpose must fall within one of the following four headings:*

- a) *Relief of poverty,*
- b) *Advancement of education,*
- c) *Advancement of religion, and*
- d) *Other purposes beneficial to the community not falling under any of the preceding headings.*

*For the last heading in d. above to apply the use must be both:*

- i) *beneficial to the community, and*
- ii) *falls within the 'spirit and intendment' of the preamble to the Charitable Uses Act 1601 (UK).*

### Outcomes

*The policy provides an equitable basis to assess applications for Rate Exemptions that is compliant with legislation.*



**Council Policy Number: CP**  
**Rates Exemptions for Charitable Organisations**  
**Policy (Non-Rateable Land)**

**GOVERNANCE REFERENCES**

<b>Statutory Compliance</b>	<i>Local Government Act 1995</i>
<b>Industry Compliance</b>	<i>Not Applicable</i>
<b>Organisational Compliance</b>	<i>Not Applicable</i>
<b>Process Links</b>	<i>Annual Budget Process</i>

**POLICY ADMINISTRATION**

<b>Directorate</b>		<b>Officer Title</b>		<b>Contact:</b>	
<i>Corporate Services</i>		<i>Director Corporate Services</i>		<i>Ext: 121</i>	
<b>Date Effective</b>	DD/MM/YYYY	<b>CEO Approved</b>			
<b>Date Adopted</b>	DD/MM/YYYY	<b>Last Reviewed</b>	DD/MM/YYYY		
<b>Risk Rating</b>	Low Medium High	<b>Review Cycle</b>	Annual	<b>Next Due</b>	MM/YYYY
<b>Organisational Compliance</b>	Eg: Delegations Manual				
<b>Process Links</b>	Eg: Administrative Policy, Council Policy				



## Application for Rates Exemption Local Government Act 1995, Section 6.26

### Privacy

The personal information collected on this form will only be used by the Shire of Wyndham East Kimberley for the sole purpose of providing requested and related services. Information will be stored securely by the Shire and will not be disclosed to any third parties without your express written consent.

### Instructions

Please print clearly in the spaces provided and fill out the attached checklist.

This application form is to be used by organisations seeking a rates exemption, pursuant to Section 6.26 of the Local Government Act 1995. The provision of this exemption will result in a decision by Council, and you will be advised of the outcome in due course. Please attach any additional documents requested, as failure to do so may result in the application being refused.

1. PROPERTY OWNER DETAILS	
Rates Assessment Number:	
Organisation:	
Property Owner:	
Property Address:	
Telephone:	Postcode:
Mobile:	Facsimile:
Email:	

2. APPLICANT DETAILS	
Contact Person:	
Position Title:	
Postal Address:	
Telephone:	Postcode:
Mobile:	Facsimile:
Email:	

### 3. PLEASE ANSWER THE FOLLOWING QUESTIONS BY TICKING THE APPROPRIATE BOX

YES	NO	
-----	----	--

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Are you the owner or lessee and occupier of the land with the rate notice being issued in the organisation's name?                                      |
| <input type="checkbox"/> | <input type="checkbox"/> | Is your organisation an Incorporated body as per the <i>Association Incorporated Act 1987</i> ? If so, please provide the Certificate of Incorporation. |



**Application for Rates Exemption**  
**Local Government Act 1995, Section 6.26**

- Is your organisation considered not for profit? If yes, please state the purpose of the organisation.  
 .....  
 .....
- Is the organisation considered a Public Benevolent Institution for taxation purposes, or receive a tax exemption from the Australian Taxation Office? If so, please provide the relevant taxation information or certificates.
- Does the organisation own or lease the rateable land? (If leased, is the lessee responsible for rates under the lease agreement)?  
 If so, please provide a certificate of the lease.
- Are commercial activities being conducted at the property address?
- Does the organisation make a profit which is not used for charitable purposes from its operations? If Yes, please state how the profit is utilised or distributed by the organisation.  
 .....  
 .....
- Is the organisation exempt from the payment of rates under legislation other than the *Local Government Act 1995*? If so, please provide details of the specific legislation.  
 .....  
 .....

**4. DOCUMENT REQUIREMENTS**  
**Please provide a copy of the following (in addition to those documents specified in Section 3 above):**

- Organisation’s Constitution.
- Written statement, outlining the nature of the organisation’s operations. It should include the following details:
  - Use and occupancy of the property
  - Type of service provided (e.g. food, accommodation etc)
  - Frequency of service provision (e.g. full-time, daily, weekly etc)
  - Whether payment is received for the service.
- Floor plan of the leased property area, if only part of the property is to be exempt.
- Copies of the current and prior years audited financial or other statements for the organisation to the satisfaction of Council.



**Application for Rates Exemption**  
**Local Government Act 1995, Section 6.26**

**5. AUTHORISATION**

- By signing this application, I hereby certify that the information provided is true and correct to the best of my knowledge.
- I understand that Applications must be submitted in accordance with the timeframes determined by Council to be considered for the next two financial years. Applications lodged after this date may be considered for the second financial year only.
- Organisations that are granted rates exemption by Council will be asked to reapply every financial year, if Council considers this appropriate.
- I have read and understand the Shire's *Rates Exemption Policy (Non Rateable Land)*.

Name:	
Position:	
Organisation:	
Signed:	Date:

**6. OFFICE USE ONLY**

Rates Exemption Application Approved:                      Yes                       No

Effective Financial Years for Exemption:    \_\_\_\_ / \_\_\_\_ and \_\_\_\_ / \_\_\_\_

The decision to approve / deny a Rates Exemption under Section 6.26 of the Local Government Act 1995 was approved / denied by Council at the \_\_\_\_\_ meeting of Council on \_\_\_\_ / \_\_\_\_ / \_\_\_\_.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_



## Application for Rates Exemption

### *Local Government Act 1995, Section 6.26*

#### 6.26. Rateable land

- (1) Except as provided in this section all land within a district is rateable land.
- (2) The following land is not rateable land —
  - (a) land which is the property of the Crown and —
    - (i) is being used or held for a public purpose; or
    - (ii) is unoccupied, except —
      - (I) where any person is, under paragraph (e) of the definition of **owner** in section 1.4, the owner of the land other than by reason of that person being the holder of a prospecting licence held under the *Mining Act 1978* in respect of land the area of which does not exceed 10 ha or a miscellaneous licence held under that Act; or
      - (II) where and to the extent and manner in which a person mentioned in paragraph (f) of the definition of **owner** in section 1.4 occupies or makes use of the land;
  - and
  - (b) land in the district of a local government while it is owned by the local government and is used for the purposes of that local government other than for purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the local government; and
  - (c) land in a district while it is owned by a regional local government and is used for the purposes of that regional local government other than for the purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the regional local government; and
  - (d) land used or held exclusively by a religious body as a place of public worship or in relation to that worship, a place of residence of a minister of religion, a convent, nunnery or monastery, or occupied exclusively by a religious brotherhood or sisterhood; and
  - (e) land used exclusively by a religious body as a school for the religious instruction of children; and
  - (f) land used exclusively as a non-government school within the meaning of the *School Education Act 1999*; and
  - (g) land used exclusively for charitable purposes; and
  - (h) land vested in trustees for agricultural or horticultural show purposes; and
  - (i) land owned by Co-operative Bulk Handling Limited or leased from the Crown or a statutory authority (within the meaning of that term in the *Financial Management Act 2006*) by that co-operative and used solely for the storage of grain where that co-operative has agreed in writing to make a contribution to the local government; and



## Application for Rates Exemption

### *Local Government Act 1995, Section 6.26*

- (j) land which is exempt from rates under any other written law; and
  - (k) land which is declared by the Minister to be exempt from rates.
- (3) If Co-operative Bulk Handling Limited and the relevant local government cannot reach an agreement under subsection (2)(i) either that co-operative or the local government may refer the matter to the Minister for determination of the terms of the agreement and the decision of the Minister is final.
- (4) The Minister may from time to time, under subsection (2)(k), declare that any land or part of any land is exempt from rates and by subsequent declaration cancel or vary the declaration.
- (5) Notice of any declaration made under subsection (4) is to be published in the *Gazette*.
- (6) Land does not cease to be used exclusively for a purpose mentioned in subsection (2) merely because it is used occasionally for another purpose which is of a charitable, benevolent, religious or public nature.

*[Section 6.26 amended by No. 36 of 1999 s. 247; No. 77 of 2006 Sch. 1 cl. 102; No. 24 of 2009 s. 506 (correction to reprint in Gazette 7 Sep 2012 p. 4329).]*



## **OBJECTIVE:**

*This policy will provide an administrative framework for assessing any application requesting the waiving or granting concession from rates to 'not for profit' community based organisations occupying rateable land in accordance with Council's discretionary powers provided by section 6.47 of the Local Government Act 1995.*

## **POLICY:**

### **Scope & Limitations**

*In accordance with the Local Government Act 1995 –*

#### **6.47 Concessions**

*Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive\* a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.*

#### **6.48. Regulation of grant of discounts and concessions**

*Regulations may prescribe circumstances in which a local government is not to exercise a power under section 6.46 or 6.47 or regulate the exercise of the power.*

*In accordance with the Local Government (Financial Management) Regulations 1996*

#### **69A. When concession under Act s. 6.47 can not be granted**

*A local government is not to exercise a power to grant a concession in relation to a rate or service charge under section 6.47 of the Act in circumstances where the concession is based on whether or not, or the extent to which, the land in respect of which the rate or service charge is imposed is occupied by a person who owns the land.*

### **Background**

*The Shire of Wyndham East Kimberley recognises the value and importance of the services and contributions that community groups and associations provide to the community for the East Kimberley to be a thriving community with opportunities for all.*

*The purpose of this policy is to identify a process to be followed by a 'not for profit' community group or association providing a benefit to the community from rateable land for the relief of rates.*



### Guiding Statements

- a) *All applications for rates concessions under s6.47 of the Local Government Act 1995 must be in writing on the prescribed form and contain a declaration as to the accuracy of the information contained therein;*
- b) *An application for a concession is only applicable to rates, and not to service charges nor the Emergency Services Levy;*
- c) *Rates concessions will only be provided to community groups or associations that operate as a body corporate or an Incorporated Association, and not to an individual;*
- d) *The Council will determine what is of benefit to the community for the purpose of this policy;*
- e) *Rates concessions for residential properties not used in the primary service delivery of the community group or association's activities or services will not be eligible for a concession;*
- f) *Community groups or associations, that in the opinion of Council, provide activities which are not core activities, and are in direct competition with a service provided by any established private operator within the district, will not be eligible for a rates concession;*
- g) *A concession will not be provided if there is an outstanding rate debt owed to the Shire on the property;*
- h) *Any concession granted will cease if a debt to the Council on the property is overdue for payment;*
- i) *The concessional percentage will generally be either 50% or 100% of the rates that are payable;*
- j) *Whether a concession is granted in response to an application or, if a concession is granted, the percentage of rates that may be waived, is entirely at the discretion of Council;*
- k) *The granting of a rates concession by Council in any year, will not guarantee that any future concessions will be granted;*
- l) *An application will be required to be lodged every two years and is to be assessed in accordance with this policy upon satisfaction of the requirements of the policy;*



- m) Council may request information from an organisation on a yearly basis if Council considers this appropriate;
- n) Council may request additional information from an organisation making application if it considers it necessary to do so;
- o) Information requested under paragraph m. above is not limited to, but typically include copies of the Constitution of the organisation, recent financial statements of the organisation and information demonstrating precisely how any land the subject of the application is used;
- p) For rates concessions to be considered, an application must be made by the date determined by Council for the rating year that precedes the rating year to which the application relates;

Outcomes

The policy provides an equitable basis to assess applications for Rate Concessions that is compliant with legislation.

**GOVERNANCE REFERENCES**

<b>Statutory Compliance</b>	Local Government Act 1995
<b>Industry Compliance</b>	Not Applicable
<b>Organisational Compliance</b>	Not Applicable
<b>Process Links</b>	Annual Budget Process

**POLICY ADMINISTRATION**

<b>Directorate</b>		<b>Officer Title</b>		<b>Contact:</b>	
Corporate Services		Director Corporate Services		Ext: 121	
<b>Date Effective</b>	DD/MM/YYYY	<b>CEO Approved</b>			
<b>Date Adopted</b>	DD/MM/YYYY	<b>Last Reviewed</b>		DD/MM/YYYY	
<b>Risk Rating</b>	Low Medium High	<b>Review Cycle</b>	Annual	<b>Next Due</b>	MM/YYYY
<b>Organisational Compliance</b>	Eg: Delegations Manual				
<b>Process Links</b>	Eg: Administrative Policy, Council Policy				



**Privacy**

The personal information collected on this form will only be used by the Shire of Wyndham East Kimberley for the sole purpose of providing requested and related services. Information will be stored securely by the Shire and will not be disclosed to any third parties without your express written consent.

**Instructions**

Please print clearly in the spaces provided and fill out the attached checklist.

This application form is to be used by organisations seeking a rates concession, pursuant to Section 6.47 of the Local Government Act 1995. The provision of this concession will result in a decision by Council, and you will be advised of the outcome in due course. Please attach any additional documents requested, as failure to do so may result in the application being refused.

1. PROPERTY OWNER DETAILS	
Rates Assessment Number:	
Organisation:	
Property Owner:	
Property Address:	
Telephone:	Postcode:
Mobile:	Facsimile:
Email:	

2. APPLICANT DETAILS	
Contact Person:	
Position Title:	
Postal Address:	
Telephone:	Postcode:
Mobile:	Facsimile:
Email:	

**3. PLEASE ANSWER THE FOLLOWING QUESTIONS BY TICKING THE APPROPRIATE BOX**

YES	NO
-----	----

- Are you the owner or lessee and occupier of the land with the rate notice being issued in the organisation's name?
  
- Is your organisation an Incorporated body as per the *Association Incorporated Act 1987*? If so, please provide the Certificate of Incorporation.



- Is your organisation considered not for profit? If yes, please state the purpose of the organisation.  
.....  
.....  
.....
- Are you a not for profit organisation that undertakes particular sporting, community or recreational activities for the benefit of juniors and rely on player fees and fundraising only?
- Are you a not for profit organisation that undertakes particular sporting, community or recreational activities and charge entrance fees for viewing or participating?
- Are you a not for profit organisation that undertakes particular sporting, community or recreational activities and hold a liquor licence?
- Is the organisation considered a Public Benevolent Institution for taxation purposes, or receive a tax exemption from the Australian Taxation Office? If so, please provide the relevant taxation information or certificates.
- Does the organisation own or lease the rateable land? (If leased, is the lessee responsible for rates under the lease agreement)?  
If so, please provide a certificate of the lease.
- Are commercial activities being conducted at the property address?
- Is the organisation exempt from the payment of rates under legislation other than the *Local Government Act 1995*? If so, please provide details of the specific legislation.  
.....
- Is your organisation applying for a 50% rates concession?
- Is your organisation applying for a 100% rates concession?

**4. DOCUMENT REQUIREMENTS**  
*Please provide a copy of the following (in addition to those documents specified in Section 3 above):*

- Organisation's Constitution.
- Written statement, outlining the nature of the organisation's operations. It should include the following details:
  - Use and occupancy of the property
  - Type of service provided (e.g. food, accommodation etc)
  - Frequency of service provision (e.g. full-time, daily, weekly etc)
  - Whether payment is received for the service.



- Floor plan of the leased property area, if only part of the property is to be exempt.
- Copies of the current and prior years audited financial or other statements for the organisation to the satisfaction of Council.

**5. AUTHORISATION**

- By signing this application, I hereby certify that the information provided is true and correct to the best of my knowledge.
- I understand that Applications must be submitted in accordance with the timeframes determined by Council to be considered for the next two financial years. Applications lodged after this date may be considered for the second financial year only.
- Organisations that are granted rates concessions by Council will be asked to reapply every financial year, if Council considers this appropriate.
- I have read and understand the Shire's *Rates Concession Policy (Rateable Land)*.

Name:	
Position:	
Organisation:	
Signed:	Date:

**6. OFFICE USE ONLY**

Rates Concession Application Approved:                      Yes                       No   
 Rates Concession Percentage Approved:                      \_\_\_\_\_ %  
 Effective Financial Years for Concession:                      \_\_\_\_/\_\_\_\_ and \_\_\_\_/\_\_\_\_

The decision to approve / deny a Rates Concession under Section 6.47 of the *Local Government Act 1995* was approved / denied by Council at the \_\_\_\_\_ meeting of Council on \_\_\_\_/\_\_\_\_/\_\_\_\_.

Name: \_\_\_\_\_                      Position: \_\_\_\_\_  
 Signature: \_\_\_\_\_                      Date: \_\_\_\_\_



## **Local Government Act 1995**

### **Part 6**

#### **Division 6**

#### **6.47. Concessions**

Subject to the *Rates and Charges (Rebates and Deferments) Act 1992*, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive\* a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.

*\* Absolute majority required.*

#### **6.48. Regulation of grant of discounts and concessions**

Regulations may prescribe circumstances in which a local government is not to exercise a power under section 6.46 or 6.47 or regulate the exercise of the power.

## **Local Government (Financial Management) Regulations 1996**

### **Part 5**

#### **69A. When concession under Act s. 6.47 can not be granted**

A local government is not to exercise a power to grant a concession in relation to a rate or service charge under section 6.47 of the Act in circumstances where the concession is based on whether or not, or the extent to which, the land in respect of which the rate or service charge is imposed is occupied by a person who owns the land.

*[Regulation 69A inserted in Gazette 7 Jan 2005 p. 72.]*



## **OBJECTIVE:**

*This policy provides a clear position to debtors (both general and rates) in relation to the process for requesting a Notice of Discontinuance.*

## **POLICY:**

### Scope & Limitations

*The policy applies to all general and rate debtors of the Shire of Wyndham East Kimberley.*

### Background

*There are often debtors who request a Notice of Discontinuance be issued upon payment of their debt, irrespective of the fact that the payment may have been overdue. The issuing of a Notice of Discontinuance has the effect of removing any reference to the overdue debt from their credit rating.*

*A letter produced from the Shire and provided to credit data organisations such as Veda Advantage will ensure that the reference to the debt remains on their credit rating record, but that it is reflected as being paid.*

### Guiding Statements

- a) If rates or general debts remain unpaid after they become due and payment, the Shire of Wyndham East Kimberley will commence debt collection proceedings, in accordance with the Local Government Act 1995, which may result in the issuing of a General Procedure Claim;*
- b) If subsequently, rates or general debts are paid in full, the ratepayer or debtor, at their request, will be issued with a letter confirming that overdue amounts relating to this claim have now been paid, however a Notice of Discontinuance will not be issued;*
- c) In the event that a General Procedure Claim is issued in error, upon notification of the error, the Shire will promptly issue a Notice of Discontinuance;*
- d) The Shire of Wyndham East Kimberley will not supply private credit agencies with information regarding legal action it has taken in the recovery of overdue amounts;*
- e) The Shire of Wyndham East Kimberley does recognise that judgement details are accessed via public records through the Courts.*

Outcomes

The policy provides an equitable and clear position to debtors (both general and rates) as to when a Notice of Discontinuance will be issued.

**GOVERNANCE REFERENCES**

<b>Statutory Compliance</b>	<i>Local Government Act 1995</i>
<b>Industry Compliance</b>	<i>Not Applicable</i>
<b>Organisational Compliance</b>	<i>Debt Collection Policy</i>
<b>Process Links</b>	<i>Rates and Debtors, Debt Collection</i>

**POLICY ADMINISTRATION**

<b>Directorate</b>		<b>Officer Title</b>		<b>Contact:</b>	
<i>Corporate Services</i>		<i>Director Corporate Services</i>		Ext: 121	
<b>Date Effective</b>	DD/MM/YYYY	<b>CEO Approved</b>			
<b>Date Adopted</b>	DD/MM/YYYY	<b>Last Reviewed</b>		DD/MM/YYYY	
<b>Risk Rating</b>	Low Medium High	<b>Review Cycle</b>	Annual	<b>Next Due</b>	MM/YYYY
<b>Organisational Compliance</b>	Eg: Delegations Manual				
<b>Process Links</b>	Eg: Administrative Policy, Council Policy				

## 11.3 ADOPTION OF THE 2012-13 ANNUAL REPORT AND PROPOSED DATE FOR ANNUAL GENERAL MEETING OF ELECTORS

<b>DATE:</b>	18 March 2014
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	N/a
<b>AUTHOR:</b>	Gary Gaffney, Chief Executive Officer
<b>REPORTING OFFICER:</b>	Gary Gaffney, Chief Executive Officer
<b>FILE NO:</b>	CM.13.4

### **PURPOSE**

The purpose of this report is for Council to adopt the Annual Report of the Shire of Wyndham East Kimberley for the Year Ended 30 June 2013 and set a date for the Annual General Meeting of Electors

### **BACKGROUND**

On the 21 January 2014 the Shire received from its auditors, UHY Haines Norton, the 2012-2013 audit report. The Council is now required to consider the adoption of the Annual Report for 2012-2013, and convene the Annual General Meeting of Electors.

The Annual Report is the final report for the 2012-2013 Financial Year and effectively is the Council's report card to the community. The contents of the Annual Report are prescribed by the Local Government Act.

An annual general meeting of the electors is to be held once every financial year no later than 56 days after accepting the annual report. The meeting is to be convened by the CEO giving at least 14 days local public notice.

### **STATUTORY IMPLICATIONS**

#### ***Local Government Act 1995***

#### ***5.27. Electors' general meetings***

- 1) *A general meeting of the electors of a district is to be held once every financial year.*
- 2) *A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.*
- 3) *The matters to be discussed at general electors' meetings are to be those prescribed*

#### ***5.53. Annual reports***

- 1) *The local government is to prepare an annual report for each financial year.*
- 2) *The annual report is to contain —*
  - a report from the mayor or president;*
  - a report from the CEO;*
  - [(c),(d) deleted]*
  - e) *an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year;*
  - f) *the financial report for the financial year;*
  - g) *such information as may be prescribed in relation to the payments made to employees;*

- h) *the auditor's report for the financial year;*
  - h a) *a matter on which a report must be made under section 29(2) of the Disability Services Act 1993;*
  - h b) *details of entries made under section 5.121 during the financial year in the register of complaints, including —*
    - (i) the number of complaints recorded in the register of complaints;*
    - (ii) how the recorded complaints were dealt with; and*
    - (iii) any other details that the regulations may require; and*
- (i) such other information as may be prescribed.*

#### **5.54. Acceptance of annual reports**

- 1) *Subject to subsection (2), the annual report for a financial year is to be accepted\* by the local government no later than 31 December after that financial year.*  
*\* Absolute majority required.*
- 2) *If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.*

#### **5.55. Notice of annual reports**

*The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.*

### **POLICY IMPLICATIONS**

No policy implications apply in the preparation of this report.

### **FINANCIAL IMPLICATIONS**

There are no financial implications associated with this item.

### **STRATEGIC IMPLICATIONS**

Goal 1: Strong leadership and governance that underpins a more strategic approach to community engagement, regional development and organisational sustainability.

Objective 1.4: Business innovation, efficiency and improved service

Strategy 1.4.1: Ensure legislative compliance and follow best practice principles in planning and service delivery.

### **COMMUNITY CONSULTATION**

Community consultation is not required in relation to this item.

### **COMMENT**

The Annual Report and its contents are a statutory requirement which Council is required to adopt before it sets the date for the Annual General Meeting of Electors.

Council has the option to choose the date and time of this meeting, however it is recommended to hold the meeting on Tuesday 29 April 2014 starting at 4.30pm. This date coincides with the Council's Ordinary Meeting which would follow immediately after the Annual General Meeting of Electors.

## **ATTACHMENTS**

Attachment 1 – Annual Report 2012-13 (provided under separate cover)

## **VOTING REQUIREMENT**

Absolute Majority

## **OFFICER'S RECOMMENDATION**

That Council:

- 1) Adopts the 2012-2013 Annual Report as presented
- 2) Advertises the 2012-2013 Annual Report and Annual Meeting of Electors giving at least 14 days local public notice in accordance with Section 5.29 of the Local Government Act; and
- 3) Holds the Annual Meeting of Electors on Tuesday 29 April 2014, commencing at 4.30pm, at the Kununurra Council Chambers

## **COUNCIL DECISION**

**Minute No. 10345**

**Moved: Cr K Wright**

**Seconded: Cr B Robinson**

**That Council:**

- 1. Adopts the 2012-2013 Annual Report as presented**
- 2. Advertises the 2012-2013 Annual Report and Annual Meeting of Electors giving at least 14 days local public notice in accordance with Section 5.29 of the Local Government Act; and**
- 3. Holds the Annual Meeting of Electors on Tuesday 29 April 2014, commencing at 4.30pm, at the Kununurra Council Chambers**

**Carried Unanimously 8/0**

**Motion – Cr J Moulden**

That Council defer the following Items of the 18 March 2014 Special Council Meeting to the 25 March 2014 Ordinary Council Meeting:

1. Item 11.4 Renaming of Wyndham Youth and Recreation Centre
2. Item 15.1 Disposal of Shire Property – Lot 1384 (23) Boobiulla Way, Kununurra

**COUNCIL DECISION**

**Minute No. 10346**

**Moved: Cr K Wright**

**Seconded: Cr B Robinson**

**That Council defer the following Items of the 18 March 2014 Special Council Meeting to the 25 March 2014 Ordinary Council Meeting:**

1. **Item 11.4 Renaming of Wyndham Youth and Recreation Centre**
2. **Item 15.1 Disposal of Shire Property – Lot 1384 (23) Boobiulla Way, Kununurra**

**Carried Unanimously 8/0**

## 11.4 RENAMING OF WYNDHAM YOUTH AND RECREATION CENTRE

<b>DATE:</b>	18 March 2014
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	N/a
<b>AUTHOR:</b>	Wayne Richards, Acting Director Community Development
<b>REPORTING OFFICER:</b>	Gary Gaffney, Chief Executive Officer
<b>FILE NO:</b>	RC.09.2

### **PURPOSE**

For Council to endorse the naming of the Wyndham Youth and Recreation Centre to the "Ted Birch Youth and Recreation Centre".

### **BACKGROUND**

Pastor Ted Birch has been a well-known and respected member of the Wyndham Community. Ted unfortunately passed away on 16 February 2014. Amongst Ted's contributions to the community:

- Pastor of the People Church in Wyndham;
- Basketball Coach and Umpire;
- Held religious classes at Wyndham District High School;
- Inducted into Garnduwa Hall of Fame in 2012;
- Marriage Celebrant;
- Taking Wyndham basketball team to Halls Creek for competitions;
- Night Patrol Officer;
- Organised and delivered Youth services in Wyndham; and
- Organised, sourced funding for and delivered cultural camps such as Young Black and Deadly.

Feedback has been received from the Community requesting that the Shire consider honouring Ted's contribution by renaming the Wyndham Youth and Recreation Centre the Ted Birch Youth and Recreation Centre. Officers agree that this would be a fitting tribute.

### **STATUTORY IMPLICATIONS**

There are no statutory implications associated with this report.

### **POLICY IMPLICATIONS**

No policy implications apply in the preparation of this report.

### **FINANCIAL IMPLICATIONS**

There are no budget implications associated with this report.

### **STRATEGIC IMPLICATIONS**

There are no strategic implications associated with this report.

## **COMMUNITY CONSULTATION**

Members of Ted's family were contacted regarding this proposal, feedback was that they would like the title to be the "Ted Birch Memorial Youth and Recreation Centre". No other community consultation has taken place in regard to this matter.

## **COMMENT**

It is recognised that Pastor Ted Birch made significant contributions to the town of Wyndham, in particular in the provision of activities for young people.

As an active community member Pastor Birch was a role model for many young people and it is believed that re-naming the Wyndham Youth and Recreation Centre to the Ted Birch Youth and Recreation Centre is a fitting gesture.

If the name change is endorsed, officers will arrange suitable ceremony to honour Pastor Ted Birch and acknowledge the official change..

## **ATTACHMENTS**

There are no attachments associated with this report.

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

That Council endorse the amendment of the title of the Wyndham Youth and Recreation Centre to "Ted Birch Youth and Recreation Centre".

**12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**13. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

**14. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY  
DECISION**

Nil

## 15. MATTERS BEHIND CLOSED DOORS

### 15.1 DISPOSAL OF SHIRE PROPERTY – LOT 1384 (23) BOOBIALLA WAY, KUNUNURRA

<b>DATE:</b>	18 March 2014
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Lot 1384 (23) Boobialla Way, Kununurra
<b>AUTHOR:</b>	Julia Hall, Manager Property and Regulatory Services
<b>REPORTING OFFICER:</b>	Gary Gaffney, Chief Executive Officer
<b>FILE NO:</b>	CP.02.9
<b>ASSESSMENT NO:</b>	A2015

The business of the meeting is of a confidential nature as it relates to the business affairs of a person. The item will be discussed Behind Closed Doors under Section 5.23 (2) (c) and (e) (ii) as this is a matter that affects:

- c) A contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.
- e) A matter that if disclosed, would reveal –
  - (ii) information that has a commercial value to a person.

#### **PURPOSE**

For Council to consider the disposal of property at Lot 1384 (23) Boobialla Way, Kununurra.

#### **VOTING REQUIREMENT**

Simple Majority

**16. CLOSURE**

The Shire President declares the meeting closed at 5.06pm. Thank you to staff for attendance in gallery.