



SNOWY MONARO
REGIONAL COUNCIL

ATTACHMENTS TO REPORTS

(Under Separate Cover)

Ordinary Council Meeting

29 June 2016

**ATTACHMENTS TO REPORTS
FOR
ORDINARY COUNCIL MEETING
WEDNESDAY 29 JUNE 2016**

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Name	Year 16/17 GST	Fee (incl. GST)	GST
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Snowy Monaro Regional Council

Service Support

Customer & Civic Support

Facsimiles & Scanning

Send/Scan – Page 1 First Page	\$0.36	\$4.00	Y
Send/Scan Per Subsequent Page	\$0.05	\$0.60	Y
Receive – Page 1 First Page	\$0.36	\$4.00	Y
Receive Per Subsequent Page	\$0.09	\$1.00	Y
Facsimile sent – first page	\$0.18	\$2.00	Y
Facsimile sent – subs pages	\$0.05	\$0.50	Y
Facsimile received	\$0.23	\$2.50	Y
Sending – First Page	\$0.68	\$7.50	Y
Sending – Second and subsequent pages	\$0.29	\$3.20	Y
Receiving – First 10 pages	\$0.68	\$7.50	Y
Receiving – Eleventh and subsequent pages	\$0.10	\$1.10	Y

Photocopying

Photocopying – Community Associations – per sheet	\$0.00	\$0.05	Y
Photocopying – Community Associations – minimum	\$0.89	\$9.75	Y

Black & White

A4 Size	\$0.07	\$0.80	Y
A3 Size	\$0.14	\$1.60	Y
A4	\$0.07	\$0.80	Y
A3	\$0.14	\$1.60	Y
A2	\$0.59	\$6.50	Y
A1	\$0.69	\$7.60	Y
A0	\$0.79	\$8.65	Y
A0 plastic film	\$1.27	\$14.00	Y
Double-sided A4	\$0.11	\$1.20	Y
Double-sided A3	\$0.22	\$2.40	Y
Approved Own Paper A4	\$0.05	\$0.55	Y
Approved Own Paper A3	\$0.10	\$1.10	Y
Photocopies (black & white) – A4 – Single sided	\$0.05	\$0.50	Y
Photocopies (black & white) – A4 – Double sided	\$0.09	\$1.00	Y
Photocopies (black & white) – A3 – Single sided	\$0.06	\$0.70	Y
Photocopies (black & white) – A3 – Double sided	\$0.13	\$1.40	Y
Photocopies (black & white) – A4– Community Group – Single sided	\$0.01	\$0.10	Y
Photocopies (black & white) – A4– Community Group – Double sided	\$0.01	\$0.15	Y
Photocopies (black & white) – A3 – Community Group – Single sided	\$0.02	\$0.20	Y
Photocopies (black & white) – A3 – Community Group – Double sided	\$0.03	\$0.30	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
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Colour

A4 Size	\$0.18	\$2.00	Y
A3 Size	\$0.36	\$4.00	Y
A4	\$0.20	\$2.20	Y
A3	\$0.40	\$4.40	Y
Photocopies (colour) – A4 – Single sided	\$0.07	\$0.75	Y
Photocopies (colour) – A4 – Double sided	\$0.14	\$1.50	Y
Photocopies (colour) – A3 – Single sided	\$0.11	\$1.20	Y
Photocopies (colour) – A3 – Double sided	\$0.22	\$2.40	Y
Photocopies (colour) – A4 – Community Group – Single sided	\$0.02	\$0.20	Y
Photocopies (colour) – A4 – Community Group – Double sided	\$0.03	\$0.30	Y
Photocopies (colour) – A3 – Community Group – Single sided	\$0.04	\$0.40	Y
Photocopies (colour) – A3 – Community Group – Double sided	\$0.05	\$0.60	Y

Library

A4	\$0.04	\$0.40	Y
A3	\$0.07	\$0.80	Y
Double sided A4	\$0.05	\$0.60	Y
Double sided A3	\$0.11	\$1.20	Y

Office Equipment Hire

Key Deposit	\$0.00	\$52.00	N
Key Deposit	\$0.00	\$52.00	N
TV & Video/DVD unit – day	\$3.18	\$35.00	Y
TV & Video/DVD unit – hour	\$1.09	\$12.00	Y
Email / Internet for research purposes and personal	Free at the Cooma Library		Y
Email / Internet	\$0.12	\$1.35	Y
Key Deposit (refundable)	\$0.00	\$50.00	N
Key Deposit for Old Toilet Block	\$0.00	\$52.00	N
Refundable Deposit			

Government Information (Public Access) Act (GST exempt)

Access Government Information	\$0.00	\$30.00	N
Application Fee	\$0.00	\$30.00	N
Research Fee	\$0.00	\$30.00	N
Application for Internal Review	\$0.00	\$40.00	N
Provision of neighbouring property information to private certifiers for notification of complying Development Certificates under the NSW Housing Code	\$0.00	\$54.00	N
Formal Application*	\$0.00	\$30.00	N
*Subject to 50% reduction for financial hardship (set by legislation)			
Per hour research fee*	\$0.00	\$30.00	N
*Subject to 50% reduction for financial hardship (set by legislation)			
Internal Review*	\$0.00	\$40.00	N
*Subject to 50% reduction for financial hardship (set by legislation)			

Name	Year 16/17 GST	Fee (incl. GST)	GST
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Document Provision

Document and Database Search	\$0.00	\$140.00	N
Hourly Rate Per Staff Member			
Minimum \$70			
Business Paper – 12 month subscription (Paper)	\$0.00	\$200.00	N
Business Paper – 12 month subscription (email)	\$0.00	\$80.00	N
Business Paper – Individual copy (Paper)	\$0.00	\$25.00	N
Minutes – 12 month subscription (Paper)	\$0.00	\$100.00	N
Minutes – 12 month subscription (email)	\$0.00	\$50.00	N
Minutes – Provision of copies (Paper)	\$0.00	\$10.00	N
Note: 50% reduction applies for eligible pensioners. Note: Selected media outlets are provided free copies of these documents to allow for reporting to the community			
Research (per hour of staff time)	\$6.82	\$75.00	Y
Development Statistics (six months)	\$0.00	\$230.00	N
Development Statistics (twelve months)	\$0.00	\$295.00	N

Strategic Property Management

Telecommunications Facilities

Small Equipment Cabinet		P.O.A	N
Large Equipment Cabinet		P.O.A	N
Equipment Shelter At Hub Location		P.O.A	N
Pole/Structure Access For Antennas		P.O.A	N

Applications for Public Land/Road Reserves

Application Fee for Granting of a Lease/Licence/Encroachment/Construction of a Road Reserve	\$0.00	\$525.00	N
Application for Easement or Other Dealing over Council Land	\$0.00	\$1,500.00	N
Application for Owners Consent for DA	\$0.00	\$150.00	N
Application for Owners Consent for DA	\$0.00	\$75.00	N
Not for profit organisation			
Application for Road Reserve Closure	\$0.00	\$1,500.00	N
Application for Sec 54 Certificate	\$0.00	\$150.00	N
Classification of Public Land			
Application to Investigate Proposed Use of Public Land	\$0.00	\$400.00	N
Application to Investigate Proposed Use of Public Land	\$0.00	\$200.00	N
Not for Profit Organisation			

Name	Year 16/17 GST	Fee (incl. GST)	GST
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Lease/Licence of Public Land/Road Reserve

Plan Preparation Fee per hour	\$12.73	\$140.00	Y
Initial Outdoor Dining Licence Application Fee	\$0.00	\$500.00	N
Outdoor Dining Licence (Jindabyne) per m2 per annum	\$0.00	\$180.00	N
Outdoor Dining Licence (All other areas) per m2 per annum	\$0.00	\$90.00	N
Lease of Airspace Minimum fee of \$700. Determined by Valuation	\$0.00	\$700.00	N
Use of Council Land in Association with Development Works e.g. storage of building materials, where materials cannot be confined to site, or scaffolding and hoardings.	\$1.20 per week per 1m2 or part		N

Financial Services

Rates, Water & Debtors

Interest on Overdue Rates, Charges and Sundry Debtor Accounts Maximum as permitted by s.566 of the Local Government Act (1993)		8.5%	N
Dishonour Payment Fee	\$0.00	\$35.00	N
Credit Card Surcharge	\$0.00	\$0.00	N
Rate Notice Reprint Fee	\$0.00	\$15.00	N
Transaction Listing Fee	\$0.00	\$15.00	N
Payment Transfer Fee	\$0.00	\$35.00	N
Reminder Notice Fee	\$0.00	\$0.00	N
Payment Refund Fee	\$3.18	\$35.00	Y

Property Information

Property Information (rating, accounts, water usage & valuation information where research is required) Rating Property Enquiries charge on a 1/4 hour basis – Minimum charge \$35	\$0.00	\$140.00	N
Property Information – Made by the Owner For information relating to more than 3 years prior – Minimum charge \$35	\$0.00	\$140.00	N

Property/Rates Information for Registered Valuers

Supply Extract Valuation Book	\$0.00	\$22.00	N
Use of Valuation Book	\$0.00	\$10.00	N
Listing of Property Records from Rate Book	\$0.00	\$500.00	N
Listing of Sales – per property	\$0.00	\$13.00	N
Listing of Sales – full list / monthly list	\$0.00	\$53.00	N

Information & Communications Technology Services

GIS Information

Extraction of Data Including Preparation for Sending CD–Rom or E–Mail	\$0.00	\$150.00	N
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Name	Year 16/17 GST	Fee (incl. GST)	GST
Extraction of Data and Preparation for Sending (CD–Rom or E–Mail)			
Aerial Photography			
High Resolution 1:5,000 or 1:10,000 / 0.5–1 km ²	\$0.00	\$0.00	N
Low Resolution 1:35,000 or 1:50,000 / 4–10 km ²	\$0.00	\$0.00	N
Large Dataset Costed Individually	\$0.00	\$0.00	N
GIS Map & Large Format Printing			
A4 Map Large Format Printing	\$0.00	\$15.40	N
A3 Map Large Format Printing	\$0.00	\$17.60	N
A1 – Map Large Format Printing	\$0.00	\$46.30	N
A0 – Map Large Format Printing	\$0.00	\$66.00	N
A0 – Map – Colour Poster Large Format Printing	\$0.00	\$82.50	N
Exponare			
A4 – Map – B&W Customer Service	\$0.00	\$10.45	N
A3 – Map – B&W Customer Service	\$0.00	\$12.65	N
A4 – Map – Colour Customer Service	\$0.00	\$15.95	N
A3 – Map – Colour Customer Service	\$0.00	\$19.25	N
Preparation of Maps Custom with Council Gis Data			
Customised Map – GIS Data – A4 and A3 B&W Per hour cost of customisation of standard maps. Applies to A4 and A3 B&W maps. This cost is in addition to the cost of the map.	\$12.73	\$140.00	Y
Colour Aerial Photography			
A4 – Map Colour Aerial Additional Time for Preparation	\$12.73	\$140.00	Y
A3 – Map Colour Aerial Additional Time for Preparation	\$12.73	\$140.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
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GIS Maps & Poster

A1 – GIS Map & Poster – Colour	\$12.73	\$140.00	Y
Preparation Time for Supply of Custom made Maps in PDF or JPEG Format – Additional Printing Cost as per Fees and Charges			
A0 – GIS Map & Poster – Colour	\$12.73	\$140.00	Y
Preparation time for supply of custom made maps in PDF or JPEG format Additional printing cost refer to Fees and Charges			

Rural Addressing

Provision of New Number Plate and Address	\$0.00	\$242.00	N
Additional Numbers for Multi-Lot Subdivision	\$0.00	\$55.00	N
Provision of Replacement Number Plate	\$0.00	\$72.60	N
Preparation Time for Supply of Custom Made Maps in PDF or JPEG Format	Request costed individually		N
Additional Printing Cost Refer to Printing Fees			
Rural and Urban Road Map Books	\$0.00	\$44.00	N
A4 Colour, 50 pages			
Urban Street Maps for Towns, Villages and Rural Residential Estates	\$0.00	\$27.50	N
A4 B&W 20 pages			

Map Production–Cadastral & Aerial Photography

A4 Map	\$3.45	\$38.00	Y
A3 Map	\$3.91	\$43.00	Y
A2 Map	\$5.91	\$65.00	Y
A1 Map	\$7.36	\$81.00	Y
A0 Map	\$8.36	\$92.00	Y

Map Production–Custom

A4 Map	\$4.32	\$47.50	Y
A3 Map	\$5.41	\$59.50	Y
A2 Map	\$6.45	\$71.00	Y
A1 Map	\$8.64	\$95.00	Y
A0 Map	\$9.36	\$103.00	Y

Human Resources

Training Charge	Cost divided by no. of participants + 20%		N
Cost divided by no. of participants + 20%			

Visitors Centre

Advertising

Wall Box Display	\$24.09	\$265.00	Y
Brochure Display (DL)–full year	\$11.18	\$123.00	Y
Winter or summer only	\$7.82	\$86.00	Y
Brochure Display (A4)–full year	\$13.18	\$145.00	Y
Winter or summer only	\$11.36	\$125.00	Y
Subsequent Brochure (A4)	50% of the initial fee		Y
Outside Region 8 month display Oct to May – (DL), – (A4)	\$5.91	\$65.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
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Library

Fees

Overdue Library items – day	\$0.00	\$0.20	N
Overdue Library items – maximum	\$0.00	\$10.00	N
Lost Library items/items beyond repair	\$0.00	\$5.50	N
Damaged Library items	\$0.00	\$5.50	N
Replacement Library card	\$0.00	\$1.50	N
Library Bag	\$0.18	\$2.00	Y

Inter-Library Loan Requests

NSW Public Libraries	\$0.86	\$9.50	Y
Other Libraries	\$2.27	\$25.00	Y

Room Hire

Community/Non-profit Groups – day	\$5.45	\$60.00	Y
Community/Non-profit Groups – hour	\$0.91	\$10.00	Y
Business – day	\$8.64	\$95.00	Y
Business – hour	\$1.45	\$16.00	Y

Tourism

Event Signs

Existing Event signs – Date Changes (for the 3 signs)	\$3.00	\$33.00	Y
Existing Event signs – Other Changes Required (for the 3 signs)	\$6.00	\$66.00	Y
New Event Signs – Includes Event Name and Date (for 3 signs)	\$16.36	\$180.00	Y

Form available from Council needs to be filled in and lodged two months prior to event

Name	Year 16/17 GST	Fee (incl. GST)	GST
Service Planning			
Resource Management & Planning			
Noxious Weeds Act 1993			
Re-inspection after Issue of a Section 18 Weed Control Notice, Section 26 Noxious Weeds Act 1993	\$0.00	\$280.00	N
Issue of Council Padlock	\$0.00	\$80.00	N
When gate found locked after notification of Weeds Inspection			
Noxious Weeds Certificate (Section 64)	\$0.00	\$75.00	N
Section 20 Entry Work administration fee	Control Costs + 10%		Y
Pre-purchase property inspection and report	\$0.00	\$280.00	N
Section 20 Entry Work travel fee per site inspection	\$25.45	\$280.00	Y
Insertion of Council padlock following unsuccessful entry	\$10.45	\$115.00	Y
Hire of Quickspray Unit – Day	\$2.73	\$30.00	Y
Hire of Quickspray Unit – W/end	\$4.55	\$50.00	Y
Noxious Weeds Certificate (Section 64)	100.00 per hour		N
Section 20 Entry Work administration fee	280.00 annually		N
Re-inspection Fee (Section 18 non-compliance)	\$0.00	\$235.00	N
Insertion of Council padlock following unsuccessful entry	\$0.00	\$125.00	N
Section 64 Noxious Weeds Act 1993	\$0.00	\$70.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
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Urban & Rural Statutory Development Property & Development Information

Property Information Request Option A	\$17.18	\$189.00	Y
Search of development and building records			
Council can only provide copies of documents that we have produced, any plans or development related documents that are covered by copyright require the permission of the copyright owner to reproduce.			
Property Information Request Option B	\$19.09	\$210.00	Y
Property research and formal written advice			
Property information Request Option A & B	\$23.82	\$262.00	Y
Search of development and building records, including copies of documents and formal written advice			
Council can only provide copies of documents that we have produced, any plans or development related documents that are covered by copyright require the permission of the copyright owner to reproduce.			
Property Information Request Option C	\$2.82	\$31.00	Y
View Property File at Council Office			
Charge is waived if the file view is carried out with the owner in attendance. The full fee will apply for any person viewing the file if the owner is not in attendance including but not limited to real estate agents, solicitors and prospective purchasers. This is for a view file only, no advice is provided as part of this service. For property advice, please refer to counter enquiries and interviews.			
Counter Enquiries and Interviews	\$13.36	\$147.00	Y
\$140.00 per hour or part there of. This charge may be reduced if made by the owner of the property. The fee reduction does not apply if the inquiry relates to unlawful works.			
Minimum \$70 charge per quarter hour			
Pre-lodgement Meeting – Minor <\$500,000 value	\$18.18	\$200.00	Y
In Office			
Pre-lodgement Meeting – Minor <\$500,000 value	\$29.64	\$326.00	Y
On Site			
Pre-lodgement Meeting – Major >\$500,000 value	\$29.64	\$326.00	Y
In Office			
Pre-lodgement Meeting – Major >\$500,000 value	\$43.91	\$483.00	Y
On Site			

Name	Year 16/17 GST	Fee (incl. GST)	GST
Planning			
Erection of a building, the carrying out of work or the demolition of a building with a value of less than \$5,000.00	\$0.00	\$110.00	N
Development application for the erection of a building, the carrying out of work or the demolition of a building with an estimated cost of works between \$5,001 and \$50,000	\$170.00 plus an additional \$3.00 for each \$1,000 (or part of \$1,000) of the estimated cost.		N
Development application for the erection of a building, the carrying out of work or the demolition of a building with an estimated cost of works between \$50,001 and \$250,000	\$352.00 plus an additional \$3.64 for each \$1,000.00 (or part thereof) by which the estimated cost exceeds \$50,000		N
Development application for the erection of a building, the carrying out of work or the demolition of a building with an estimated cost of works between \$250,001 and \$500,000	\$1,160.00 plus an additional \$2.34 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$250,000.		N
Development application for the erection of a building, the carrying out of work or the demolition of a building with an estimated cost of works between \$500,001 and \$1,000,000	\$1,745.00 plus an additional \$1.64 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$500,000.		N
Development application for the erection of a building, the carrying out of work or the demolition of a building with an estimated cost of works between \$1,000,001 and \$10,000,000	\$2,615.00 plus an additional \$1.44 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000.		N
Development application for the erection of a building, the carrying out of work or the demolition of a building with an estimated cost of works exceeding \$10,000,000	\$15,875.00 plus an additional \$1.19 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000		N
Development Applications for the erection of a building, the carrying out of work or the demolition of a building (Clause 246 EP&A Regulations 2000)			
Advertising & Directional Signs			
Dwelling House <\$100,000 (Cl.247)			
NEW Single dwelling house with a value not exceeding \$100,000 Does not include alterations & additions to existing dwellings	\$0.00	\$455.00	N
Development involving the erection of a dwelling-house with an estimated construction cost of \$100,000 or less	\$0.00	\$455.00	N
Development Not Involving Erection of a Building			
Development not involving the erection of a building, the carrying out of a work, the subdivision of land or the demolition of a building or work This applies to development applications for change of use and temporary events	\$0.00	\$285.00	N
Tree Removal (discounted statutory fee)			
Development Application for Tree Removal	\$0.00	\$60.00	N
Heritage Development Applications			
Development Application for works on Heritage Listed Properties Heritage Listed Properties Described in Snowy River LEP 2013 and State Heritage Listed Properties Associated applications (including Construction Certificates and Water, Sewer and Stormwater Approvals) and inspections are not discounted and subject to standard fees and charges based on the cost of works to be carried out.	50% of prescribed DA fee		N
Development application for what would otherwise be exempt development but for being a heritage item/heritage conservation area.		No fee	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
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Concurrence (CI.252A)

Cheque Made Payable to Other Concurrence Authority	\$0.00	\$320.00	N
In addition to the fee for a development application as shown in the schedule of fees and charges a fee is payable for referral where concurrence is required under the Act payable to each concurrence authority for the development. A separate cheque is required to be made payable to each authority			
Processing Fee Payable to Council	\$0.00	\$140.00	N
Concurrence fee for each concurrence authority	\$0.00	\$320.00	N
Note: Fee will be forwarded to the concurrence authority concerned with a copy of the development application.			
Additional processing fee	\$0.00	\$140.00	N
For each required referral			
Cheque made payable to other concurrence Authority	320.00 per authority		N
Processing fee payable to Council	140.00 for each approval authority		N

Integrated Development (CI.253)

Cheque Made payable to Other Approval Authority	\$0.00	\$320.00	N
In addition to the fee for a development application as shown in the schedule of fees and charges a fee is payable for the referral and provision of advice by other approval bodies (this fee is forwarded to the relevant approval body) A separate cheque is required to be made payable to each authority			
Processing Fee Payable to Council	\$0.00	\$140.00	N
Approval fee for each Approval body	\$0.00	\$320.00	N
Note: Fee will be forwarded to the approval body concerned with a copy of the development application			
Additional processing fee	\$0.00	\$140.00	N
For each required referral			
Cheque made payable to other approval Authority	320.00 per authority		N
Processing fee payable to Council	140.00 for each approval authority		N

Designated Development

Designated Development	\$0.00	\$920.00	N
In addition to any other fees payable including development applicaiton fee.			

Name	Year 16/17 GST	Fee (incl. GST)	GST
Advertising of Development & Notifying of Development Applications (CI.252)			
Fee for advertising of advertised development or prohibited development or any development for which an environmental planning instrument or development control plan requires notice to be given	\$0.00	\$1,105.00	N
This fee is in addition to any other fees payable including development application fee.			
Fee for advertising of Designated Development	\$0.00	\$2,220.00	N
This fee is in addition to any other fees payable including development application fee.			
Adjoining Owner Notification	\$0.00	\$160.00	N
This fee is in addition to any other fees payable including development application fee.			
Notification required for applicaiton to modify development under s96(2) or s96AA(1) of the EP&A Act 1979	\$0.00	\$665.00	N
This fee is in addition to the fee for the modification of consent.			
Designated Development	\$0.00	\$2,220.00	N
Advertised Development	\$0.00	\$1,105.00	N
Prohibited Development	\$0.00	\$1,105.00	N
Development where an environmental planning instrument or DCP requires notice to be given (other than above)	\$0.00	\$1,105.00	N
Fee does not apply where DCP specifies advertising in Council's communique page only, not classifieds section of paper			
Neighbour notification fee – where 10–30 lots (inclusive) to be notified by letter	\$0.00	\$50.00	N
Fee applies to any type of DA requiring written notification to adjoining landholders. Fee applies each time notification required (e.g. for amended plans)			
Neighbour notification fee – where 31+ lots to be notified by letter	\$0.00	\$100.00	N
Fee applies to any type of DA requiring written notification to adjoining landholders. Fee applies each time notification required (e.g. for amended plans)			

Name	Year 16/17 GST	Fee (incl. GST)	GST
Modification of Consent			
Modify or Amend a Condition or Approved Plan as per s96(1) i.e. minor error	\$0.00	\$71.00	N
Modify or Amend a Condition or Approved Plan as per s96(1A) or 96AA(1) Where in the opinion of Council the modification is of minimal environmental impact If the modification is determined not to be of minimal environmental impact then charges are levied the same as that of s96(2) modifications.	\$645.00 or 50% of original DA fee, whichever is lesser		N
Modify or Amend a Condition or Approved Plan as per s96(2) Where Original DA fee >\$100.00 Where in the opinion of Council the modification is not of minimal environmental impact	50% of original DA fee		N
Modify or Amend a Condition or Approved Plan as Per s96(2) or s96AA(1) where original DA fee <\$100.00 and where the original DA did not involve the erection of a building, the carrying out of work or the demolition of a work or building Where in the opinion of Council the modification is not of minimal environmental impact This would apply to modification of a change of use application	50% of original DA fee		N
Modify or Amend a Condition or Approved Plan as per s96(2) or s96AA(1) Involving a Dwelling–House with a Value of <\$100,000	\$0.00	\$190.00	N
Modify or Amend a Condition or Approved Plan as per s96(2) or s96AA(1) Other Developments with an estimated cost of <\$5,000 Where in the opinion of Council the modification is not of minimal environmental impact	\$0.00	\$55.00	N
Modify or Amend a Condition or Approved Plan as per s96(2) Other Developments with an estimated cost of between \$5,001 – \$250,000 Where in the opinion of Council the modification is not of minimal environmental impact	\$85.00 + \$1.50 for each \$1,000 (or part of \$1000) of est. cost		N
Modify or Amend a Condition or Approved plan as per s96(2) or s96AA(1) for other development where the estimated cost is between \$250,001 – \$500,000 Where in the opinion of Council the modification is not of minimal environmental impact	\$500.00 + \$0.85 for each \$1,000 (or part of \$1,000) by which the est. cost exceeds \$250,000		N
Modify or Amend a Condition or Approved Plan as per s96(2) or s96AA(1) for other developments where the estimated cost is between \$500,001 – \$1,000,000 Where in the opinion of Council the modification is not of minimal environmental impact	\$712 + \$0.50 for each \$1,000(or part of \$1,000) by which the est. cost exceeds \$500,000		N
Modify or Amend a Condition or Approved Plan as per s96(2) or s96AA(1) for other development where the estimated cost is between \$1,000,001 – \$10,000,000 Where in the opinion of Council the modification is not of minimal environmental impact	\$987.00 + \$0.40 for each \$1,000 (or part of \$1,000) by which the est. cost exceeds \$1,000,000		N
Modify or Amend a Condition or Approved Plan as per s96(2) or s96AA(1)for other development where the estimated cost is >\$10,000,000 Where in the opinion of Council the modification is not of minimal environmental impact	\$4,737.00 + \$0.27 for each \$1,000 (or part of \$1,000) by which the est. cost exceeds \$10,000,000		N
Extension of Consent			
Extension of Lapsing Date of Development Consent For Consents Granted Less than 5 years This must be received by Council prior to the lapsing date allowing sufficient time for assessment	\$0.00	\$250.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Performance, Safety Restoration Bond			
Performance, Safety Restoration Bond Non-Refundable Administration Charge (Minor)	\$0.00	\$180.00	N
This administration charge is in addition to the bond payable for the development			
Performance, Safety Restoration Bond Non-Refundable Administration Charge (Major)	\$355.00 or 1% of the Bond value, whichever is greater		N
This administration charge is in addition to the bond payable for the development			
Variations to Restrictions			
Request to Vary S88b Restriction on Land	\$0.00	\$600.00	N
Development involving the erection of a building, dwelling house > \$100,000, carrying out of work or the demolition of a work or a building (CI.246B),with Value of Building Works			
Up to \$5,000	\$0.00	\$110.00	N
\$5,001 – \$50,000	+ \$3.00 per \$1,000 (or part of) of the estimated cost	Minimum Fee: 170.0	N
\$50,001 – \$250,000	+ \$3.64 per \$1,000 (or part of) by which the estimated cost exceeds \$50,000	Minimum Fee: 352.0	N
\$250,001 – \$500,000	+ \$2.34 per \$1,000 (or part of) by which the estimated cost exceeds \$250,000	Minimum Fee: 1,160.0	N
\$500,001 – \$1,000,000	+ \$1.64 per \$1,000 (or part of) by which the estimated cost exceeds \$500,000	Minimum Fee: 1,745.0	N
1,000,001 – \$10,000,000	+ \$1.44 per \$1,000 (or part of) by which the estimated cost exceeds \$1,000,000	Minimum Fee: 2,615.0	N
More than \$10,000,000	+ \$1.19 per \$1,000 (or part of) by which the estimated cost exceeds \$10,000,000	Minimum Fee: 15,875.0	N
Planning Reform Fund Fee (CI.256A)			
Fee	The fee is deducted from the Development Application fee (as calculated above). Council then forwards the Fee to the Director General.		N
Events			
Development Application for one-off events	\$0.00	\$50.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Advertising Signs (CI.246B(2))			
Fixed and permanent		+ \$93.00 for each sign in excess of one Minimum Fee: 285.0	N
Portable/non-permanent (Council fee)		+ \$72.00 for each sign in excess of one Minimum Fee: 104.0	N
Other Works (CI.250)			
Development not involving the erection of a building, the carrying out of a work, the subdivision of land or the demolition of a building or work Includes Change of Use, Boundary Adjustments	\$0.00	\$285.00	N
Review of a Determination under S.82A of the Act (CI.257)			
If DA does not involve erection of building, carrying out of work or demolition		50% of DA fee	N
If DA involves erection of a dwelling house valued \$100,000 or less \$190.00	\$0.00	\$190.00	N
Any other development, as set out below (plus \$620 if Notice of Application is required under S.82A of the Act), with value of building works			
Up to \$5,000	\$0.00	\$55.00	N
\$5,001 – \$250,000		+ \$1.50 per \$1,000 (or part of) of the estimated cost Minimum Fee: 85.0	N
\$250,001 – \$500,000		+ \$0.85 per \$1,000 (or part of) by which the estimated cost exceeds \$250,000 Minimum Fee: 500.0	N
\$500,001 – \$1,000,000		+ \$0.50 per \$1,000 (or part of) by which the estimated cost exceeds \$500,000 Minimum Fee: 712.0	N
1,000,001 – \$10,000,000		+ \$0.40 per \$1,000 (or part of) by which the estimated cost exceeds \$1,000,000 Minimum Fee: 987.0	N
More than \$10,000,000		+ \$0.27 per \$1,000 (or part of) by which the estimated cost exceeds \$10,000,000 Minimum Fee: 4,737.0	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Review of a Determination of Modification under S.96AB of the Act (CI.258(A))			
Review of determination for the erection of a Dwelling–House with an estimated cost of less than \$100,000	\$0.00	\$190.00	N
Review of determination for development not Involving the Erection of a Building, the Carrying out of Work or the Demolition of a Work or Building.	50% of the original DA fee		N
Review of determination for any other development with an estimated cost of less than \$5,000	\$0.00	\$71.00	N
Review of determination for any other development with an estimated cost between \$5,001 and \$250,000	\$85.00 + \$1.50/\$1,000 of est. cost		N
Review of determination for any other development with an estimated cost of between \$250,001 and \$500,000	\$500.00 + \$1.50/\$1,000 > \$250,000		N
Review of determination for any other development with an estimated cost of between \$500,001 and \$1,000,000	\$712.00 + \$0.50/\$1,000 >\$500,000		N
Review of determination for any other development with an estimated cost of between \$1,000,001 and \$10,000,000	\$987.00 + \$0.40/\$1,000 >\$1M		N
Review of determination for any other development with an estimated cost of exceeding \$10,000,000	\$4,737.00 + \$0.27/\$1,000 > \$10M		N
The fee for an application under S 96AB for a review of a decision is 50% of the fee that was payable in respect of the application that is the subject of the review		50% of fee	N
Review of a Decision to Reject an Application under S.82B of the Act (CI.257A)			
If the estimated cost of the development is < \$100,000	\$0.00	\$55.00	N
If the estimated cost of the development is \$100,000 \$1,000,000	\$0.00	\$150.00	N
If the estimated cost of the development is > \$1,000,000	\$0.00	\$250.00	N
Modification of Consent under S.96(1), 96(1A) & 96AA of the Act (CI.258)			
96(1) – Modifications involving minor error, misdescription or miscalculation	\$0.00	\$71.00	N
96(1A) – Modifications involving minimal environmental impact (whichever is less)	645.00 OR 50% of DA fee		N
Note: Also includes 96(AA) – Modification by consent authorities of consents granted by the Court			
Modification of Consent under S.96AA(1) OR 96(2) & 96AA of the Act (CI.258)			
If DA fee was < \$100		50% of DA fee	N
Additional fee for Application for Residential Flat development	\$0.00	\$760.00	N
If DA fee was \$100 and:			
i) does not involve erection of building, carrying out of work or demolition		50% of DA fee	N
ii) involves erection of a dwelling house valued \$100,000 or less	\$0.00	\$190.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Any other development, as set out below (plus \$665 if Notice of Application is required under S.96(2) of 96AA(1) of the Act), with value of building works			
Up to \$5,000	\$0.00	\$55.00	N
\$5,001 – \$250,000	+ \$1.50 per \$1,000 (or part of) of the estimated cost	Minimum Fee: 85.0	N
\$250,001 – \$500,000	+ \$0.85 per \$1,000 (or part of) by which the estimated cost exceeds \$250,000	Minimum Fee: 500.0	N
\$500,001 – \$1,000,000	+ \$0.50 per \$1,000 (or part of) by which the estimated cost exceeds \$500,000	Minimum Fee: 712.0	N
\$1,000,001 – \$10,000,000	+ \$0.40 per \$1,000 (or part of) by which the estimated cost exceeds \$1,000,000	Minimum Fee: 987.0	N
More than \$10,000,000	+ \$0.27 per \$1,000 (or part of) by which the estimated cost exceeds \$10,000,000	Minimum Fee: 4,737.0	N

Other Development Application Fees

Residential flat development (Cl.248) (under State Environmental Planning Policy No 65—Design Quality of Residential Flat Development) additional fee	\$0.00	\$760.00	N
Designated development (Cl.251) additional fee	\$0.00	\$920.00	N
Up to \$5,000	\$0.00	\$110.00	N
\$5,001 to \$50,000	170 + 3.00 per 1,000 (or part of) of the estimated cost		N
\$50,001 to \$250,000	352 + 3.64 per 1,000 (or part of) by which the estimated cost exceeds 50,000		N
\$250,001 to \$500,000	1,160 + 2.34 per 1,000 (or part of) by which the estimated cost exceeds 250,000		N
\$500,001 to \$1,000,000	1,745 + 1.64 per 1,000 (or part of) by which the estimated cost exceeds 500,000		N
\$1,000,001 to \$10,000,000	2,615 + 1.44 per 1,000 (or part of) by which the estimated cost exceeds 1,000,000		N
More than \$10,000,000	15,875 + 1.19 per 1,000 (or part of) by which the estimated cost exceeds 10,000,000		N

Name	Year 16/17 GST	Fee (incl. GST)	GST
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Approval Body Fees

If the proposed Development requires Concurrence or is Integrated, approval fee is to be paid to each approval body.	\$0.00	\$320.00	N
Payment is to be by cheque or money order, made out to the approval body and will be forwarded by Council with appropriate documentation			

Planning proposal application

Upfront fee	\$63.64	\$700.00	Y
Advertising	\$30.00	\$330.00	Y
Post Gateway Fee	\$88.18	\$970.00	Y

Building

Construction Certificate

Construction Certificate Value Not Exceeding \$5,000	\$14.36	\$158.00	Y
Value Exceeding \$5,000 But Not Exceeding \$100,000	\$200 + 0.8% of Contract price + GST		N
Value Exceeding \$100,000 But Not Exceeding \$250,000	\$200 + 0.8% for the first \$5,000 + 0.45% of next \$95,000 + 0.3% in excess of \$100,000 + GST		N
Value Exceeding \$250,000	\$200 + 0.8% for first \$5,000 + 0.45% next \$95,000 + 0.3% next \$150,000 + 0.1% excess of \$250,000 + GST		N
Minor Alterations to Plans Where Value Not Increased	\$31.45	\$346.00	Y
Variation to Plans Where Value of Project is Increased	30% of original fee plus GST		N

Construction Certificate & S.68 Part A1 – Structure Approval Fees for Manufactured Dwellings

\$0 – \$10,000	\$0.00	\$147.00	N
\$10,001 to \$100,000	147 + 5.50 per 1,000 (or part of) in excess of 10,000		N
\$100,001 to \$250,000	642 + 3.30 per 1,000 (or part of) in excess of 100,000		N
\$250,001 to \$500,000	1,137 + 2.20 per 1,000 (or part of) in excess of 250,000		N
\$500,001 or more	1,687 + 1.50 per 1,000 (or part of) in excess of 500,000		N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Value of Building Works			
\$0 – \$2,000	\$0.00	\$110.00	N
\$2,001 – \$4,000	\$0.00	\$120.00	N
\$4,001 – \$6,000	\$0.00	\$130.00	N
\$6,001 – \$8,000	\$0.00	\$140.00	N
\$8,001 – \$10,000	\$0.00	\$150.00	N
\$10,001 – \$100,000	+ \$5.50 per \$1,000 (or part of) in excess of \$10,000 Minimum Fee: 150.0		N
\$100,001 – \$250,000	+ \$3.30 per \$1,000 (or part of) in excess of \$100,000 Minimum Fee: 645.0		N
\$250,001 – \$500,000	+ \$2.00 per \$1,000 (or part of) in excess of \$250,000 Minimum Fee: 1,140.0		N
\$500,001 or more	+ \$1.50 per \$1,000 (or part of) in excess of \$500,000 Minimum Fee: 1,640.0		N
New Dwellings and Class 10 buildings and additions	\$0.00	\$110.00	N
Bushfire Attack Level (BAL) Assessment Certificate	\$0.00	\$250.00	N
Modifications			
Construction Certificate; Variation to plans of construction certificate where and/or value of project increased	Minimum fee \$250.00 then 50% of original fee up to max of \$1,000		N
Construction Certificate; Value not increased	\$0.00	\$250.00	N
Modify previously issued S68 Part A1 Structure Approval	50% of original fee		N
Modify previously issued Construction Certificate	50% of original fee – minimum 120.00		N
Modify previously issued S68 Part A1 Structure Approval	50% of original fee – minimum 120.00		N
Where Council is appointed Principal Certifying Authority on a previously privately certified project	113,360 plus normal Construction Certificate fees		N
Assessment of Alternative Solution			
Class 1 and 10 Building	\$150.00 per hour with a minimum fee of \$150.00		N
Class 2–9 Building	\$150.00 per hour with a minimum fee of \$150.00		N

9.13 PLACING THE SNOWY MONARO REGIONAL COUNCIL DRAFT SUITE OF INTEGRATED PLANNING AND REPORTING DOCUMENTS ON PUBLIC EXHIBITION

ATTACHMENT 1 2017 FEES & CHARGES

Name	Year 16/17 GST	Fee (incl. GST)	GST
Occupation Certificate			
Occupation Certificate	\$0.00	\$336.00	N
Residential unit developments, Medium Density Development, Dual Occupancy, Tourist Developments, Commercial buildings & Industrial Developments			
Dwelling–Houses & Other Class 1 & 10 Buildings	\$30.55	\$336.00	Y
Additional Inspections Exceeding Maximum Number of Inspections Allowed for Each Category of Building Works	\$17.18	\$189.00	Y
Residential unit developments, Medium Density Development, Dual Occupancy, Tourist Developments, Commercial buildings & Industrial Developments	\$0.00	\$191.00	N
Dwelling–houses & other class 1 & 10 buildings	\$0.00	\$191.00	N
Compliance Certificates			
Fee for Issue of Individual Compliance Certificates in Respect of Building Works Where Council is the PCA	\$33.45	\$368.00	Y
Fee for Issue of Individual Compliance Certificates in Respect of Any Dwellings or Building Works Where Council is not the PCA	\$52.55	\$578.00	Y
Swimming Pools – Final Certificate Where Council is the PCA	\$0.00	\$368.00	N
Where Council is Principal Certifying Authority	\$0.00	\$450.00	N
Where Council is not Principal Certifying Authority	\$0.00	\$550.00	N
Fee for issue of individual compliance certificates in respect of building works where Council is the PCA	\$0.00	\$370.00	N
Fee for issue of individual compliance certificates in respect of any dwellings or building works where Council is not the PCA	\$0.00	\$575.00	N
Swimming pools – compliance certificate issued under the Swimming Pools Act, Fee determined by legislation*		TBA*	N
Complying Development Certificate			
Not Exceeding \$4,999	\$33.45	\$368.00	Y
Exceeding \$5,000 but Not Exceeding \$9,999	\$38.18	\$420.00	Y
Exceeding \$10,000 but Not Exceeding \$49,000	\$66.82	\$735.00	Y
Exceeding \$50,000 but Not Exceeding \$99,000	\$71.64	\$788.00	Y
Exceeding \$100,000 but Not Exceeding \$149,000	\$95.45	\$1,050.00	Y
Exceeding \$150,000 but Not Exceeding \$249,000	\$143.18	\$1,575.00	Y
Exceeding \$250,000 but Not Exceeding \$499,000	\$190.91	\$2,100.00	Y
Exceeding \$500,000 but Not Exceeding \$999,999	\$238.64	\$2,625.00	Y
Exceeding \$1,000,000 +	\$286.36	\$3,150.00	Y
Development not involving the erection of a building, the carrying out of a work, or the demolition of a building or work (Includes Change of Use and Strata Subdivision)	\$0.00	\$490.00	N
Building Inspection / Re–inspection	191.00 per inspection		N
Development that does not involve works			
Development not involving the erection of a building, the carrying out of a work, or the demolition of a building or work. (Includes Change of Use and Strata Subdivision)	\$0.00	\$450.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
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Development that involves the erection of a building, dwelling house, carrying out of work or demolition of a work or building, in accordance with the table below; Value of Building Works

\$0 – \$2,000	\$0.00	\$200.00	N
\$2,001 – \$4,000	\$0.00	\$220.00	N
\$4,001 – \$6,000	\$0.00	\$240.00	N
\$6,001 – \$8,000	\$0.00	\$260.00	N
\$8,001 – \$10,000	\$0.00	\$280.00	N
\$10,001 – \$100,000	+ \$7.50 per \$1,000 (or part of) in excess of \$10,000 Minimum Fee: 280.0		N
\$100,001 – \$250,000	+ \$4.40 per \$1,000 (or part of) in excess of \$100,000 Minimum Fee: 955.0		N
\$250,001 – \$500,000	+ \$3.00 per \$1,000 (or part of) in excess of \$250,000 Minimum Fee: 1,615.0		N
\$500,001 or more	+ \$2.00 per \$1,000 (or part of) in excess of \$500,000 Minimum Fee: 2,365.0		N
\$0 – \$10,000	\$0.00	\$220.00	N
\$10,001 to \$100,000	220 + 7.50 per 1,000 (or part of) in excess of 10,000		N
\$100,001 to \$250,000	976 + 4.40 per 1,000 (or part of) in excess of 100,000		N
\$250,001 to \$500,000	1,695 + 3.00 per 1,000 (or part of) in excess of 250,000		N
\$500,001 or more	2,512 + 2.00 per 1,000 (or part of) in excess of 500,000		N

Building Inspections

Building Inspection Fees as Part of Construction, Occupation or Complying Development Certificates	\$16.36	\$180.00	Y
After Hours Emergency Building Inspection Fee	\$33.64	\$370.00	Y
An inspection fee is payable for each element inspected even if these elements are inspected at the same time.			
72 Hour Turn–Around for Part 4A Certificates	4 x normal or standard fee		N
Critical Stage inspections	\$17.27	\$190.00	Y
Moveable dwellings inspections	\$17.27	\$190.00	Y
Final Inspection Fee for Building Application Approvals (pre–Construction Certificate)	\$17.27	\$190.00	Y
On–site management renewal inspection	\$0.00	\$135.00	N
Fire Safety inspection	\$17.27	\$190.00	Y
Fire Safety inspection and report – commercial premises	\$36.36	\$400.00	Y
Bushfire Risk Assessment Certificate	\$0.00	\$500.00	N
Solid fuel heater/stove	\$22.73	\$250.00	Y
Additional inspections	\$16.82	\$185.00	Y
Inspections on behalf of Private Certifying Authorities	370.00 each + 0.75c km		Y
Town Planner additional site inspection	\$16.82	\$185.00	Y
Annual Fire Safety Statement Inspection	\$17.27	\$190.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
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Certificates

Certificates Issued By Private Certifier

Lodgement of Construction Certificate by Private Certifier	\$0.00	\$36.00	N
Lodgement of Complying Development Certificate by a Private Certifier	\$0.00	\$36.00	N
Lodgement of Occupation Certificate by Private Certifier	\$0.00	\$36.00	N
Lodgement of a Subdivision Certificate by a Private Certifier	\$0.00	\$36.00	N

If interim occupation is granted payment is required both for the interim certificate and the final certificate when these certificates are lodged with Council.

Registration of private certifiers Construction Certificates and Compliance Certificates	\$0.00	\$36.00	N
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Building Certificate Section 149 B

Building Certificate for each dwelling unit in a building or on an allotment (includes any class 10 building on the same site) or an individual class 10 building	\$0.00	\$250.00	N
Building Certificate for all buildings with floor area not exceeding 200m ²	\$0.00	\$250.00	N

This fee does not apply to class 1 or class 10 buildings, for these classes of buildings see relevant fee above

Building Certificate for all buildings with floor area exceeding 200m ² but not exceeding 2,000 m ²	\$250.00 + 50c per m ² over 200m ²		N
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This fee does not apply to class 1 or class 10 buildings, for these classes of buildings see relevant fee above

Building Certificate for buildings with floor area exceeding 2000m ²	\$1,165.00 + 75c per m ² over 2000m ²		N
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This fee does not apply to class 1 or class 10 buildings, for these classes of buildings see relevant fee above

Where the Application Relates to a Part of a Building that Consists of an External Wall Only or does Not Have a Floor Area.	\$0.00	\$250.00	N
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Copy of a Building Certificate	\$0.00	\$13.00	N
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Clause 261

Building Certificate	Maximum fee as per EP&A Act Regulations		N
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Planning Certificates

Outstanding Notices and Order Certificates

Certificate under the Conveyancing Act

Other Certificates

Lodging of a Part 4A Certificate	\$0.00	\$36.00	N
Occupation Certificate Application	\$0.00	\$250.00	N

Subdivision

Lincoln Plan Release – Subdivision	\$360.00 + \$110.00 per lot created		N
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Torrens title, strata title and community title

Lincoln Plan Release – Boundary Adjustment or Consolidation	\$0.00	\$378.00	N
strata subdivision	+ \$65.00 for each additional lot created		N
	Minimum Fee: 330.0		

boundary adjustments (Council fee)	\$0.00	\$228.00	N
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Name	Year 16/17 GST	Fee (incl. GST)	GST
Development Application fee for Subdivision (Cl.249)			
Subdivision Involving the Opening of a Public Road		\$665.00, plus \$65 for each additional lot created by the subdivision	N
Subdivision Not Involving the Opening of a Public Road		\$330.00, plus \$53.00 for each additional lot created by the subdivision	N
Strata Subdivision		\$330.00 plus \$65 for each additional lot created by the subdivision	N
Subdivision Certificate	\$0.00	\$85.00	N
Subdivision involving the opening of a public road		665.00 + 65.00 per additional lot	N
Subdivision not involving the opening of a public road		330.00 + 53.00 per additional lot	N
Strata Subdivision		330.00 + 65.00 per additional lot	N
Subdivision (other than strata subdivision)			
i) involving the opening of a public road		+ \$65.00 for each additional lot created Minimum Fee: 665.0	N
ii) not involving the opening of a public road		+ \$53.00 for each additional lot created Minimum Fee: 330.0	N
Subdivision Certificate – Linen Plan Release			
Subdivision (Torrens title, strata title and community title), Boundary adjustment, consolidation		360 plus 110 per lot created	N
Inspections of sub division works	\$0.00	\$191.00	N
Subdivision Inspections			
Inspection Fee for Subdivision Certificate or Subdivision Works	\$0.00	\$180.00	N
After Hours Emergency Inspection Fee for Subdivision Certificate or Subdivision Works	\$0.00	\$370.00	N
Plumbing			
Combined Sewer Water and Stormwater Approvals			
Sewer Water and Stormwater Combined Approval – Single Dwelling This fee is not applicable to dual occupancy development	\$0.00	\$441.00	N
Sewer Water and Stormwater Combined Approval – Dual Occupancy	\$0.00	\$567.00	N
Sewer Water and Stormwater Combined Approval – Other		\$420.00 first WC + \$120.00 per additional WC	N
Buildings other than single dwelling houses and dual occupancy dwellings This fee is applicable to development including residential flat buildings, multiunit developments, tourist accommodation and commercial and industrial development.			
Sewer Water and Stormwater Approvals			
Carry Out Water Supply Work Within Premises	\$0.00	\$273.00	N
Carry Out Sewerage Work Within Premises	\$0.00	\$273.00	N
Carry Out Stormwater Drainage Work Within Premises	\$0.00	\$273.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Plumbing & Drainage Act Certificates			
Lodgement of Notice of Works	\$0.00	\$74.00	N
Lodgement of Sewer Service Diagram	\$0.00	\$74.00	N
Lodgement of Certificate of Compliance	\$0.00	\$74.00	N
Blank Notice of Works Books	\$50.00 per 50 sheet book or \$2.00 per form		N
Blank Certificate of Compliance Books	\$50.00 per 50 sheet book or \$2.00 per form		N
Plumbing Inspections			
Inspection Fee/Reinspection Fee	\$0.00	\$180.00	N
After Hours Emergency Inspection Fee	\$0.00	\$370.00	N
New Dwelling	191.00 per inspection		N
Industrial, Commercial & Multi-residential	191.00 per inspection		N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Local Government Act			
Section 68 Approvals			
Installation of a manufactured home, moveable dwelling – Single Dwelling	\$0.00	\$1,000.00	N
Installation of a manufactured home, moveable dwelling or associated structure – Dual Occupancy	\$0.00	\$1,200.00	N
Installation of a manufactured home, moveable dwelling or associated structure – Multi Dwelling (3 or more)	\$0.00	\$1,500.00	N
Installation of a manufactured home, moveable dwelling or associated structure for three or more relocatable homes on a single block			
Minor alterations to plans for Installation of a manufactured home, moveable dwelling or associated structure where value has not increased	50% of the original fee or \$400.00 which ever is less plus GST		Y
Variation to plans for installation of a manufactured home, moveable dwelling or associated structure where the value of project is increased	50% of original fee plus GST		N
On-site sewage system application (including greywater systems)	\$0.00	\$300.00	N
Non-Domestic	\$0.00	\$450.00	N
Operate on-site sewage system	\$0.00	\$110.00	N
Water supply, sewerage & stormwater drainage work (per lot)	\$0.00	\$350.00	N
Solid fuel heater/stove	\$0.00	\$250.00	N
Fee for approval alone only. Approvals in conjunction with a development application attract no fees			
Manufactured Homes	\$0.00	\$250.00	N
Events –All s68 Approvals required for events	\$0.00	\$50.00	N
Any other Section 68 Approvals	\$0.00	\$180.00	N
Connect to Council Sewerage system	\$0.00	\$260.00	N
Drainage Diagram processing fee	\$0.00	\$165.00	N
Install, construct, alter Onsite Sewerage Management System (OSSM) (septic tank)	\$0.00	\$300.00	N
Install oil or solid fuel heater	\$0.00	\$250.00	N
Hawkers License	400.00 per approval		N
Use of footpath (pro rata for partial year)	\$0.00	\$175.00	N
Any other Section 68 Approvals	\$0.00	\$191.00	N
Modify Section 68 Approval	50% of original fee minimum 120.00		N
Premises Inspections	\$0.00	\$200.00	N
Kerb Side Fuel Services on site per property (per year)	\$0.00	\$200.00	N
Food Premise Inspection (Per Hour)	\$0.00	\$200.00	N
Modifications			
Modify previously issued Section 68 Approval	50% of original fee		N
Landscaping Bond for Relocatable Homes			
Non refundable Administrative Charge	\$0.00	\$163.00	N
Structures			
Install a Temporary Structure on Land	\$0.00	\$368.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Caravan Park Camping Grounds or Manufactured Home Estate			
Management of Waste			
For Fee or Reward, Transport Waste Over or Under a Public Place	\$0.00	\$262.00	N
Place a Waste Storage Container in a Public Place	\$0.00	\$262.00	N
Place Waste in a Public Place	\$0.00	\$262.00	N
Community land			
Engage in a Trade or Business i.e. street trader/street vendor	\$0.00	\$262.00	N
Direct or Procure a Theatrical, Musical or Other Entertainment for the Public	\$0.00	\$262.00	N
Construct a Temporary Enclosure for the Purpose of Entertainment	\$0.00	\$262.00	N
For Fee or Reward, Play a Musical Instrument or Sing	\$0.00	\$262.00	N
Set Up, Operate or Use a Loudspeaker or Sound Amplifying Device	\$0.00	\$262.00	N
Deliver a Public Address or Hold a Religious Service or Public Meeting	\$0.00	\$262.00	N
Public Roads			
Swing or Hoist Goods Across or Over Any Part of a Public Road by Means of a Lift, Hoist or Tackle Projecting over the Footway	\$0.00	\$262.00	N
Expose or Allow to be Exposed (whether for sale or otherwise) Any Article in or on or so as to Overhang any Part of the Road or Outside a Shop Window or Doorway Abutting the Road, or Hang an Article Beneath an Awning over the Road.	\$0.00	\$262.00	N
Other Activities			
Operate a Public Car Park	\$0.00	\$578.00	N
Operate a Manufactured Home Estate	\$0.00	\$578.00	N
Install a Domestic Oil or Solid Fuel Heating Appliance, other than a Portable Appliance	\$0.00	\$189.00	N
Certificate or Statement of Classification	\$0.00	\$368.00	N
Draw Water			
Application to Draw Potable Water from a Council Water Supply or a Standpipe or Sell Water so Drawn	\$0.00	\$346.00	N
Annual Water Carter Inspection	\$0.00	\$445.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
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Conveyancing Information

Drainage diagram	\$0.00	\$75.00	N
Extraordinary water meter reading	\$6.91	\$76.00	Y
Outstanding Notice (S.121 ZP / 735A)	\$0.00	\$75.00	N
Section 735A of LG Act 1993	\$0.00	\$100.00	N
Certificates will be issued in either electronic or hard copy format (please specify at the time of application which is the preferred method to receive your certificate). If you do not specify the default method of generation will be electronic.			
Section 121ZP of EP& Act	\$0.00	\$100.00	N
Certificates will be issued in either electronic or hard copy format (please specify at the time of application which is the preferred method to receive your certificate). If you do not specify the default method of generation will be electronic.			
Additional Fee – Fast Track	\$0.00	\$110.00	N
24 Hour Turn Around			
Additional Fee – Copy of Certificate	\$1.36	\$15.00	Y
Emailed or facsimile			
This fee is in addition to the statutory fee and provides a copy of the original document. This service is only available to the applicant at the time of generation of the original certificate.			
Outstanding Notices	\$0.00	\$82.00	N
Water meter reading (special request)	\$0.00	\$62.00	N
Supply copy of drainage diagram (Sewer plan)	\$0.00	\$75.00	N

Certificate under Section 149 of EP&A Act

Certificate Under Section 149 (2) EP&A Act 1979	\$0.00	\$53.00	N
Certificates will be issued in either electronic or hard copy format (please specify at the time of application which is the preferred method to receive your certificate). If you do not specify the default method of generation will be electronic.			
Certificate Under Section 149 (2)&(5) EP&A Act 1979	\$0.00	\$133.00	N
Certificates will be issued in either electronic or hard copy format (please specify at the time of application which is the preferred method to receive your certificate). If you do not specify the default method of generation will be electronic.			
Additional Fee – Fast Track	\$10.00	\$110.00	Y
24 Hour Turn Around			
Additional Fee – Hard Copy of Certificate	\$1.36	\$15.00	Y
This fee is in addition to the statutory fee and provides a copy of the original document. This service is only available to the applicant at the time of generation of the original certificate.			
149(2)	\$0.00	\$53.00	N
149(2)&(5)	\$0.00	\$133.00	N
149 Certificate reprint	\$0.00	\$20.00	N
Section 149(2) Certificate	\$0.00	\$53.00	N
Section 149(5) Certificate	\$0.00	\$133.00	N
Section 149(2) – Including Urgency Fee (within 24 hrs)	\$0.00	\$200.00	N
Section 149(5) – Including Urgency Fee (within 24 hrs)	\$0.00	\$235.00	N
Duplicate copy of 149 Certificate	\$0.00	\$36.00	N
Section 150 Certificate (Certified copies of documents, plans or maps relating to an environmental planning instrument)	\$0.00	\$45.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Certificate under 88G of the Conveyancing Act			
Certificate Under Section 88G of the Conveyancing Act No Inspection Certificates will be issued in either electronic or hard copy format (please specify at the time of application which is the preferred method to receive your certificate). If you do not specify the default method of generation will be electronic.	\$0.00	\$10.00	N
Certificate Under Section 88G of the Conveyancing Act Inspection Required Certificates will be issued in either electronic or hard copy format (please specify at the time of application which is the preferred method to receive your certificate). If you do not specify the default method of generation will be electronic.	\$0.00	\$33.00	N
Additional Fee – Fast Track 24 hour turn around	\$10.00	\$110.00	Y
Additional Fee – Copy of Certificate This fee is in addition to the statutory fee and provides a copy of the original document. This service is only available to the applicant at the time of generation of the original certificate.	\$1.36	\$15.00	Y
certificate only	\$0.00	\$10.00	N
certificate and inspection	\$0.00	\$35.00	N
Certificate only	\$0.00	\$38.00	N
Certificate and inspection	\$0.00	\$191.00	N
Certificate under Section 603 Local Government Act			
Section 603 Certificate As per the Local Government Act (1993) as gazetted by the Minister of Local Government	\$0.00	\$75.00	N
Section 603 Certificate – Urgency Fee	\$0.00	\$50.00	N
State Government Charges			
Long Service Levy – over \$25,000	0.35% x construction costs		N
Planning NSW – over \$50,000	0.64 x construction costs divided by 1,000		N
Developer Contributions			
Bombala Sewer – Contribution per ET	\$0.00	\$2,463.00	N
Delegate Sewer – Contribution per ET	\$0.00	\$843.00	N
Section 94A Developer Contributions	As provided in Council Policy		N
Car Parking Contribution per parking space	\$0.00	\$395.00	N
Bombala Region			
Water			
Sewer			
Cooma Region – Section 94 Contributions			
Rural Roads			
Section 94 Contributions – Rural Roads (applies to Cooma–Monaro Section 94 Plan Contributions Plan (Roads and Open Space) – 2003)	\$0.00	\$4,001.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Provision of Access Road (former Yarrawlumla Area)			
A Along Smiths Road from ACT border		\$2,881 a	N
B At Smiths Rd / Apple Box Lane Intersection	\$0.00	\$1,935.00	N
C Along Apple Box Lane	\$1,301 +	\$4,897 b	N
D At Smiths Rd / Contour Rd Intersection	\$0.00	\$7,926.00	N
E At Smiths Rd/ Hugs Lane Intersection	\$0.00	\$9,649.00	N
F Along Hugs Lane	\$9,649 +	\$4,897 b	N
G At Smiths Rd / Yellowbox Rd Intersection	\$0.00	\$11,373.00	N
H Along Burra Rd south of Urila Rd for 8kms	\$19,552 +	\$2,101 c	N
I At Burra Rd / Black Flat Rd Intersection	\$0.00	\$24,285.00	N
Note: The NSW Department of Planning has established an upper limit of \$20,000 for Development Contributions			
J Along Black Flat Rd (Burra end)	\$0.00	\$24,285.00	N
Note: The NSW Department of Planning has established an upper limit of \$20,000 for Development Contributions			
K At Burra Rd / 8km south or Urila Rd	\$0.00	\$24,285.00	N
Note: The NSW Department of Planning has established an upper limit of \$20,000 for Development Contributions			
L Along Burra Rd from 8km south of Urila Rd towards Michelago	\$0.00	\$24,285.00	N
Note: The NSW Department of Planning has established an upper limit of \$20,000 for Development Contributions			
M Burra Rd from Monaro Hwy Intersection		\$2,101 d	N
N At Burra Rd / Tinderry Rd Intersection	\$0.00	\$5,464.00	N
O Along Tinderry Rd	\$5,464 +	\$2,881 e	N
P Along Burra Rd from Tinderry Rd Intersection	\$5,464 +	\$2,881 f	N
Q At Michelago	\$0.00	\$1,428.00	N
Minimum fee	\$0.00	\$1,935.00	N
Maximum fee	\$0.00	\$24,285.00	N
Note: The NSW Department of Planning has established an upper limit of \$20,000 for Development Contributions			
Open Space/Community Facilities			
Section 94 Contributions – Provision of Community Facilities	\$0.00	\$658.00	N
Charge applies to Michelago catchment area in accordance with Yarrawlumla Council Section 94 Plan No. 9 in effect 12/6/1998			
Open Space			
Cooma	\$0.00	\$2,862.00	N
Villages	\$0.00	\$648.00	N
Cooma Region – Section 64 Contributions			
Single Residential Lots (House)			
Water			
Standard Residential Lot (450sqm–2000sqm)	\$0.00	\$6,996.00	N
Adopted Equivalent – 1.00			
Small Residential Lot (<450sqm)		Use Units	N
Adopted Equivalent – Use Units			
Large Residential Lot (>2000sqm)	\$0.00	\$8,395.00	N
Adopted Equivalent – 1.20			

Name	Year 16/17 GST	Fee (incl. GST)	GST
Wastewater			
Standard Residential Lot (450sqm–2000sqm) Adopted Equivalent – 1.00	\$0.00	\$7,363.00	N
Small Residential Lot (<450sqm) Adopted Equivalent – Use Units		Use Units	N
Large Residential Lot (>2000sqm) Adopted Equivalent – 1.00	\$0.00	\$7,363.00	N
Multi-Residential Lots (Medium Density 1–2 Storey)			
Water			
Units – 1 Bedroom Adopted Equivalent – 0.40	\$0.00	\$2,798.00	N
Units – 2 Bedroom Adopted Equivalent – 0.60	\$0.00	\$4,197.00	N
Units – 3 Bedroom (or more) Adopted Equivalent – 0.80	\$0.00	\$5,596.00	N
Dual Occupancy – 1 Bedroom (Lot <450sqm) Adopted Equivalent – 0.40	\$0.00	\$2,798.00	N
Dual Occupancy – 2 Bedroom (Lot <450sqm) Adopted Equivalent – 0.60	\$0.00	\$4,197.00	N
Dual Occupancy – 3 Bedroom (Lot <450sqm) Adopted Equivalent – 0.80	\$0.00	\$5,596.00	N
Dual Occupancy – 1 Bedroom (Lot >450sqm) Adopted Equivalent – 1.00	\$0.00	\$6,996.00	N
Dual Occupancy – 2 Bedroom (Lot >450sqm) Adopted Equivalent – 1.00	\$0.00	\$6,996.00	N
Dual Occupancy – 3 Bedroom (Lot >450sqm) Adopted Equivalent – 1.00	\$0.00	\$6,996.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Wastewater			
Units – 1 Bedroom Adopted Equivalent – 0.50	\$0.00	\$3,682.00	N
Units – 2 Bedroom Adopted Equivalent – 0.75	\$0.00	\$5,523.00	N
Units – 3 Bedroom (or more) Adopted Equivalent – 1.00	\$0.00	\$7,363.00	N
Dual Occupancy – 1 Bedroom (Lot <450sqm) Adopted Equivalent – 0.50	\$0.00	\$3,682.00	N
Dual Occupancy – 2 Bedroom (Lot <450sqm) Adopted Equivalent – 0.75	\$0.00	\$5,523.00	N
Dual Occupancy – 3 Bedroom (Lot <450sqm) Adopted Equivalent – 1.00	\$0.00	\$7,363.00	N
Dual Occupancy – 1 Bedroom (Lot >450sqm) Adopted Equivalent – 1.00	\$0.00	\$7,363.00	N
Dual Occupancy – 2 Bedroom (Lot >450sqm) Adopted Equivalent – 1.00	\$0.00	\$7,363.00	N
Dual Occupancy – 3 Bedroom (Lot >450sqm) Adopted Equivalent – 1.00	\$0.00	\$7,363.00	N
Multi-Residential Lots (High Density)			
Water			
Multi Storey Apartments (1 Bedroom) Adopted Equivalent – 0.33	\$0.00	\$2,308.00	N
Multi Storey Apartments (2 Bedroom) Adopted Equivalent – 0.50	\$0.00	\$3,498.00	N
Multi Storey Apartments (3 Bedroom) Adopted Equivalent – 0.67	\$0.00	\$4,687.00	N
Bombala Water – Contribution per Equivalent Tenement (ET)	\$0.00	\$1,900.00	N
Delegate Water – Contribution per ET	\$0.00	\$1,450.00	N
Wastewater			
Multi Storey Apartments (1 Bedroom) Adopted Equivalent – 0.50	\$0.00	\$3,682.00	N
Multi Storey Apartments (2 Bedroom) Adopted Equivalent – 0.75	\$0.00	\$5,523.00	N
Multi Storey Apartments (3 Bedroom) Adopted Equivalent – 1.00	\$0.00	\$7,363.00	N
Accommodation (Short Term)			
Water			
Motel/Hotel/Resort Room Adopted Equivalent – 0.30	\$0.00	\$2,099.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
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Wastewater

Motel/Hotel/Resort Room Adopted Equivalent – 0.45	\$0.00	\$3,313.00	N
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Accommodation (Permanent)

Water

Nursing Home Limited medical facilities, communal kitchen/laundry. Adopted Equivalent – 0.50	\$0.00	\$3,498.00	N
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Self Care Retirement Units/Villas – 1 Bedroom Internal kitchen/laundry facilities Adopted Equivalent – 0.40	\$0.00	\$2,798.00	N
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Self Care Retirement Serviced Unit No internal kitchen/laundry facilities Adopted Equivalent – 0.50	\$0.00	\$3,498.00	N
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Wastewater

Nursing Home Limited medical facilities, communal kitchen/laundry. Adopted Equivalent – 0.75	\$0.00	\$5,523.00	N
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Self Care Retirement Units/Villas – 1 Bedroom Internal kitchen/laundry facilities Adopted Equivalent – 0.50	\$0.00	\$3,682.00	N
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Self Care Retirement Serviced Unit No internal kitchen/laundry facilities Adopted Equivalent – 0.75	\$0.00	\$5,523.00	N
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Commercial & Industrial

Water

Wastewater

Snowy Region – Section 94 Contributions

Administration

Administration Fees on outstanding Developers Contributions Charged when invoice raised	15% of total outstanding		N
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Administration Fees on outstanding Building Bonds Charged when invoice raised	15% of total outstanding		N
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Publications

Snowy River Local Environmental Plan 2013 – Document	\$0.00	\$42.00	N
Snowy River Local Environmental Plan 2013 – CD Document and Maps	\$0.00	\$21.00	N
Snowy River Local Environmental Plan 2013 – Complete Map Book (A3 Colour)	\$0.00	\$126.00	N
Certified Copies of Planning Documents Under s.150 of the EPA Act	\$0.00	\$68.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Other Fees			
Early construction subdivision plan release	\$27.27	\$300.00	Y
Development advice	\$15.91	\$175.00	Y
Title Search fee	\$1.36	\$15.00	Y
Urgency Fee	\$0.00	\$415.00	N
An initial response will be issued within 3 days of receipt of application.			
Inspection fee to inspect Manufactured Home, Moveable Dwelling or Associated Structure on Land	\$0.00	\$191.00	N
Statistical Information / Other Building Information from Register/per hour (min. 1 hour)	\$0.00	\$95.00	N
Supply of details from Building Approvals by post (per annum)	\$0.00	\$195.00	N
Local Environmental Plan / Rezoning			
Simple Local Environmental Plans and Planning Proposals			
Stage 1 – Minor LEP Plan	\$0.00	\$4,000.00	N
Planning Proposal development and assessment			
Stage 2 – Minor LEP Plan	\$0.00	\$2,000.00	N
Review and final reporting			
Detailed Local Environmental Plans and Planning Proposals			
Stage 1 – Detailed LEP Plan	\$0.00	\$4,500.00	N
Planning Proposal development and assessment			
Stage 2 – Detailed LEP Plan	\$0.00	\$3,000.00	N
Review and final reporting			
Major Local Environmental Plans and Planning Proposals			
Stage 1 – Major LEP Plan	\$0.00	\$7,500.00	N
Planning Proposal development and assessment			
Stage 2 – Major LEP Plan	\$0.00	\$5,000.00	N
Review and final reporting			
Development Control Plans			
Minor DCP Processing Fee	\$0.00	\$9,000.00	N
Major DCP Processing Fee	\$0.00	\$13,000.00	N
Application for the erection of a memorial eg (public art) on public land	\$0.00	\$500.00	N
Fee for the printing of plans and documents for applications lodged electronically	\$2.00/A4 or A3 page – \$3.00/A2 or A1page – \$5.50/AO page		N
Jindabyne Banner – Public Land	\$3.00/day for display		N
For use of the banner structure for an activity/event that is taking place on public land			
Jindabyne Banner – Private Land	\$6.50/day for display		N
For use of the banner structure activity/event that is taking place on private land			

Name	Year 16/17 GST	Fee (incl. GST)	GST
Printing & Publications			
IP&R Documents – Public	\$5.41	\$59.50	Y
Community Associations		1 copy free	Y
Monaro 150 year book	\$1.91	\$21.00	Y
Digital Information (PDF on disk)	\$3.91	\$43.00	Y
Engineering Standards	\$30.00	\$330.00	Y
Copy of asset plan	\$0.25	\$2.70	Y
Historical Planning Scheme LEP map	\$7.36	\$81.00	Y
Certified copy of plans for evidence purposes	\$4.82	\$53.00	Y
History Books	\$2.73	\$30.00	Y
Book A4 Rural Road Maps	\$2.00	\$22.00	Y
Local Environmental Plan 2013			
Without maps	\$10.91	\$120.00	Y
With A4 maps	\$65.45	\$720.00	Y
With A3 maps	\$105.45	\$1,160.00	Y
Development Control Plans (DCP)			
DCP 2014	\$9.09	\$100.00	Y
Historical DCPs	\$1.45	\$16.00	Y
Environmental Regulation & Compliance			
Cemeteries			
Plot/Site Fees			
Plot Fee – Single Occupancy	\$118.18	\$1,300.00	Y
No charge for infant plot under 2yrs – grave digging fee still applicable. Grave Digging Fees are additional			
Plot Fee – Double Occupancy	\$181.82	\$2,000.00	Y
Double depth plot purchase includes issue of right of burial name of secondary user. Grave Digging Fees are additional			
Single Occupancy Plot	\$93.18	\$1,025.00	Y
Dual Occupancy Plot	\$149.09	\$1,640.00	Y
Purchase of Burial Site (aged 10 years and over)	\$61.36	\$675.00	Y
Purchase of Burial Site (10 years and under)	\$32.73	\$360.00	Y
Purchase of site and perpetual maintenance (10yrs & over)	\$188.00	\$2,068.00	Y
Purchase of site and perpetual maintenance (Under 10yrs of age)	\$97.82	\$1,076.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Family Estates (per plot)			
Permit to Bury, Grave Digging and Closure			
Burial Arrangements/Grave Digging and Maintenance– Adult Single Weekday burial	\$172.73	\$1,900.00	Y
Burial arrangements/Grave digging and Maintenance – Child/Infant	\$67.27	\$740.00	Y
Burial Arrangements/Grave Digging and Maintenance – Adult– Double Occupancy – First Interment	\$236.36	\$2,600.00	Y
Burial Arrangements/Grave Digging and Maintenance– Adult – Double Occupancy – Second Interment Second Interment – Weekday Burial	\$104.55	\$1,150.00	Y
Grave Digging – Weekend, Public Holiday and Out-of-hours Burials In addition to applicable burial and maintenance fees	\$850 + applicable Burial and Maintenance Fees		N
Additional Works for Digging Grave eg larger dimensions than standard	Charged at Full Cost of the works plus 20%		N
Vertical Grave Digging	Charged at Full Cost of the works plus 20%		N
Single Occupancy Plot	\$169.55	\$1,865.00	Y
Dual Occupancy Plot (first interment)	\$231.82	\$2,550.00	Y
Burial for second interment	\$100.00	\$1,100.00	Y
Re-opening for 2nd Interment + additional inscription on bronze plaque	\$66.09	\$727.00	Y
Grave digging fees for grave in conventional cemetery – Bombala, Delegate, Villages	\$86.91	\$956.00	Y
Grave Digging fees – Weekends/Public Holiday	\$27.27	\$300.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Other Facilities/Services			
Exhumation of Human Remains	\$147.27	\$1,620.00	Y
Application to Exhume Human Remains	\$30.45	\$335.00	Y
Prescribed Fee Public Health Regulation 2012			
Check Depth for New interment in Existing Single Grave	\$0.00	\$315.00	N
Memorial Niche	\$54.55	\$600.00	Y
Plaque cost not included. Maximum two interments per Niche			
Genealogy Enquiry	\$0.00	\$40.00	N
Minimum \$10 charge per 1/4 hour \$40 per hour			
Copy of Burial Records	\$0.00	\$30.00	N
Ashes into Existing Grave	\$27.27	\$300.00	Y
Infants and Children's up to 12 years – Burial & Maintenance Fee Only	\$54.55	\$600.00	Y
Burials on Saturday, Sunday or Public Holiday (excluding Christmas & Good Friday) – Dig and/or fill	\$18.18	\$200.00	Y
Graves exceeding standard length or width (contact Cemetery Manager)	As Negotiated		Y
Check depth for new interment in old single grave	\$27.27	\$300.00	Y
Manual digging/additional machinery hire	\$18.18	\$200.00	Y
Copy of Burial Records – Genealogical Societies	\$0.00	\$30.00	N
Copy of Burial Records – Private	\$0.00	\$40.00	N
Private Burial Inspection	\$17.27	\$190.00	Y
Columbarium/sale of niche – depositing of ashes and affixing of inscribed bronze plaque and perpetual maintenance (plaque not included)	\$58.18	\$640.00	Y
Supply of Plaque	Based on cost + 50.00		Y
Identification Plaque on Existing Grave or Proposed Grave in Monumental Section of Cemetery	\$46.91	\$516.00	Y
(Note: Fee is retained by Council if work not commenced within 12mths.)			
Standard Plaque and Marker for historical unmarked graves	\$8.64	\$95.00	Y
Niche Wall			
Interment Right Perpetual – Plot & Maintenance	\$40.91	\$450.00	Y
Interment Right Perpetual – Placement	\$40.91	\$450.00	Y
Rural Cemeteries			
Interment Right Perpetual – Single Occupancy Plot	\$74.55	\$820.00	Y
Interment Right Perpetual – Dual Occupancy Plot	\$90.91	\$1,000.00	Y
Maintenance in Perpetuity	\$68.18	\$750.00	Y
Erection of Monument – all cemeteries	\$22.73	\$250.00	Y
Public Health & Enforcement			
Places of Public Entertainment			
Public Entertainment Premises Inspection	\$0.00	\$254.00	N
Inspection	\$17.27	\$190.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Food Premises			
Food Premises Incident Response Inspections	\$0.00	\$195.00	N
Requested Food Premises Pre Purchase Inspection	\$0.00	\$195.00	N
Pre Opening Food Premises Inspection for Development Consent compliance	\$0.00	\$195.00	N
Food Premises Routine Inspections	\$0.00	\$195.00	N
Food Premises Re-inspection Fee	\$0.00	\$145.00	N
Temporary Food Stall Application Permit Fee charged to event consent holder	\$0.00	\$15.00	N
Temporary Food Stall Inspection Fee	\$0.00	\$25.00	N
Charged to the event consent holder post inspection			
Food Premises Administration Charge (Food Safety Scheme)(NSW Food Act 2003, S.139 (2B)(d))			
Food Premises Administration Fee – for businesses with less than six (6) food handlers	\$0.00	\$270.00	N
A Food Handler is defined as number of fulltime equivalents			
Food Premises Administration Fee – for businesses with six (6) or more food handlers	\$0.00	\$570.00	N
A Food Handler is defined as number of fulltime equivalents			
Drainage Diagrams			
House Drainage Diagram	\$0.00	\$247.00	N
Public Swimming Pools (Public Health Act)			
Public Swimming Pool/Spa Pool – Registration Fee	\$0.00	\$100.00	N
Prescribed Fee			
Inspection of Public Swimming Pool/Spa Pool	\$0.00	\$240.00	N
Re-Inspection of Public Swimming Pool/Spa Pool	\$0.00	\$140.00	N
Water Testing			
Water Test – Disinfection Level Test onsite	\$0.00	\$70.00	N
Pool or reticulated water			
Onsite			
Water Test – Chemical	\$0.00	\$350.00	N
NATA accredited laboratory			
Collection and dispatch. Pool or reticulated water supply			
Water Test – Bacteriological	\$0.00	\$165.00	N
NATA accredited laboratory			
Collection and dispatch. Pool or reticulated water supply			
After hours or emergency inspection fee	\$0.00	\$530.00	N
Skin Penetration Premises			
Skin Penetration Premises – Registration	\$0.00	\$100.00	N
Prescribed Fee			
a once off max fee – payable at time of registration			
Skin Penetration – Inspection	\$0.00	\$200.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Legionella Control			
Legionella Control Premises – Registration	\$0.00	\$100.00	N
Prescribed Fee			
a once off max fee payable at time of registration			
Legionella Control – Inspection	\$0.00	\$195.00	N
Protection of the Environment Operations Act			
Application to burn under the Protection of the Environment (Clean Air) Regulation 2010 – General Public (Previous Cooma–Monaro only)	\$0.00	\$250.00	N
Application to burn under the Protection of the Environment (Clean Air) Regulation 2010 – Australian Aged Pension & Seniors Cards (Previous Cooma–Monaro only)	\$0.00	\$150.00	N
Application Fee for Approval to Operate – Caravan Parks			
Annual Fee to Operate Caravan Park	\$0.00	\$7.00	N
Annual Fee to Operate a Manufactured Home Estate	\$0.00	\$10.00	N
Improvement Notice and Prohibition Orders			
Food Act and Regulation – Improvement Notice	\$0.00	\$330.00	N
Public Health Act and Regulations – Improvement Notice and Prohibition Order – Regulated Systems	\$0.00	\$560.00	N
Prescribed Fee			
Public Health Act and Regulations – Improvement Notice and Prohibition Order – Un–Regulated Systems	\$0.00	\$270.00	N
Prescribed Fee			
Protection of the Environment Operations Act and Regulations – Notice to Clean–up/Prevention/Noise Control	\$0.00	\$520.00	N
On–Site Sewage Management (OSSM)			
Application to Install/modify an Onsite Sewerage Management Facility – Non Domestic	\$0.00	\$550.00	N
Application to Install/modify an Onsite Sewerage Management Facility – Domestic	\$0.00	\$300.00	N
Reissue operating approval for conveyancing purposes	\$0.00	\$70.00	N
Inspection OSSM – non scheduled – Domestic	\$0.00	\$190.00	N
Inspection OSSM – non scheduled – Non Domestic	\$0.00	\$300.00	N
Transfer of Ownership – Application to operate a OSSM	\$0.00	\$70.00	N
Cooma Region (OSSM)			
OSSM Renewal Charge	\$0.00	\$10.00	N

9.13 PLACING THE SNOWY MONARO REGIONAL COUNCIL DRAFT SUITE OF INTEGRATED PLANNING AND REPORTING DOCUMENTS ON PUBLIC EXHIBITION

ATTACHMENT 1 2017 FEES & CHARGES

Name	Year 16/17 GST	Fee (incl. GST)	GST
Snowy Region (OSSM)			
Management of Onsite Sewage Systems Charge – High Risk – Non-Domestic up to 2 systems To be charged on Rates Notice	\$0.00	\$445.00	N
Management of Onsite Sewage Systems Charge – High Risk – Non-Domestic 3 to 5 systems To be charged on the rate notice	\$0.00	\$900.00	N
Management of Onsite Sewage Systems Charge – High Risk – Non-Domestic 6 or more systems To be charges on rate notice	\$0.00	\$2,680.00	N
Management of Onsite Sewage Systems Charge – High Risk – Domestic up to 2 systems To be charged on Rates Notice	\$0.00	\$115.00	N
Management of Onsite Sewage Systems Charge – High Risk – Domestic 3 to 5 systems To be charged on Rate Notice	\$0.00	\$345.00	N
Management of Onsite Sewage Systems Charge – High Risk – Domestic 6 or more systems To be charged on Rate Notice	\$0.00	\$700.00	N
Management of Onsite Sewage Systems Charge Low Risk – Non Domestic up to 2 systems To be charged on Rates Notice	\$0.00	\$100.00	N
Management of Onsite Sewage Systems Charge Low Risk – Non Domestic 3 to 5 systems To be charged on Rate Notice	\$0.00	\$300.00	N
Management of Onsite Sewage Systems Charge Low Risk – Non Domestic 6 or more systems To be charged on Rate Notice	\$0.00	\$600.00	N
Management of Onsite Sewage Systems Charge– Low Risk Domestic up to 2 systems To be charged on Rates Notice	\$0.00	\$50.00	N
Management of Onsite Sewage Systems Charge– Low Risk Domestic 3 to 5 systems To be charged on rate notice	\$0.00	\$150.00	N

continued on next page ..

Name	Year 16/17 GST	Fee (incl. GST)	GST
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Snowy Region (OSSM) [continued]

Management of Onsite Sewage Systems Charge– Low Risk Domestic 6 or more systems To be charged on Rate Notice	\$0.00	\$300.00	N
Re–inspection of Domestic system (failed monitoring inspection)	\$0.00	\$90.00	N
Re– inspection of Non Domestic system (failed monitoring inspection)	\$0.00	\$140.00	N

Animal Control

Companion Animal Act Fees, Inspection and Registration & Control Registration

Desexed Companion Animal Prescribed Fee Registration is for Companion Animals lifetime Vet Certificate Required or Statutory Declaration	\$0.00	\$52.00	N
Non–Desexed Companion Animal Prescribed Fee	\$0.00	\$192.00	N
Desexed Companion Animal – Pensioner* Rate Prescribed Fee where the animal is desexed *An eligible pensioner is a person in receipt of the aged pension, war widow pension or disability pension.	\$0.00	\$21.00	N
Registered Breeder Prescribed Fee	\$0.00	\$52.00	N
Assistance Companion Animal Prescribed Fee An Assistance Animal includes a guide dog, a dog trained to assist a person in activities where hearing is required or any other animal trained to assist a person to alleviate the effect of a disability. Assistance Companion Animal does not include therapy animals.		Free	N
Working Dog Prescribed Fee A working dog is a dog used primarily for the purpose of droving, tending, working or protecting stock.		Free	N
Inspection of Dangerous Dog Enclosure Prescribed Fee	\$0.00	\$100.00	N
Companion Animal Act Penalty Notices	As prescribed under the Acts		N
Compliance Inspection – Dangerous/Restricted Dog enclosures (Companion Animals Act)	\$15.00	\$165.00	Y

Companion Animal General and Pound Fees

Surrendered Companion Animal	\$0.00	\$90.00	N
Adoption of Companion Animal Adoption of animal from pound includes microchipping but not registration fees. Applies for both desexed and non–desexed animals	\$10.00	\$110.00	Y
Destruction of dog or cat	\$0.00	\$100.00	N
Sustenance (dog/cat) – Registered	\$5.00	\$55.00	Y
Sustenance (dog/cat) – Unregistered	\$9.00	\$99.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Release of animal from pound			
Release fee – first incidence in twelve months (registered animal)	\$3.00	\$33.00	Y
Release fee – first incidence in twelve months (unregistered animal)	85.00 plus registration and micro chipping charges as necessary		Y
Release fee (second incidence in twelve months)	\$0.00	\$60.00	N
Release fee (third and subsequent incidence in twelve months)	\$0.00	\$100.00	N
Companion Animal released from custody of Ranger or Ranger vehicle			
Registered Companion Animal By arrangement with Ranger Between the hours of 8.30AM and 4PM	\$3.00	\$33.00	Y
Unregistered Companion Animal By arrangement with Ranger Between the hours of 8.30AM and 4PM	\$5.00	\$55.00	Y
Companion Animal Micro Chipping			
Microchipping Companion Animal	\$6.00	\$66.00	Y
Animal/Stock Impounding			
Abandoned animals in need of emergency care/destruction Full medical costs + either maintenance or disposal costs		TBD	N
Horses/Cattle – per animal		TBD	N
Sheep/Goats – per animal		TBD	N
Abandoned Article Impounding (S.26 Impounding Act 1993)			
Motor Vehicles \$250 + full removal cost		TBD	N
Advertising Signage	\$0.00	\$25.00	N
Shopping Trolley	\$0.00	\$25.00	N
Unattended articles that are a danger to public and health \$560 + full removal cost		TBD	N
Storage of Impounded Item	\$2.00	\$22.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Compliance			
Swimming Pool Barrier Inspection Prescribed fee, Swimming Pool Regulation 2008	\$0.00	\$150.00	N
Swimming Pool Barrier Re – Inspection Swimming Pool Regulation 2008	\$0.00	\$100.00	N
Swimming Pool Compliance Certificate Issuance only on payment of Prescribed Inspection Fee Legislation precludes fees	\$0.00	\$0.00	N
Swimming Pool Registration Lodgement Prescribed fee	\$0.00	\$10.00	N
Swimming Pool Application for Exemption S22 of Act Spa Pool Prescribed fee, Swimming Pool Regulation 2008	\$0.00	\$70.00	N
Notification of installation of water cooling and/or warm water system Prescribed Fee	\$0.00	\$100.00	N
Resuscitation signs		Cost + 20%	Y
Compliance inspections including issuance of Compliance Certificate		Maximum fee as prescribed by Regulations	Y
Inspections		Maximum fee as prescribed by Regulations including follow-up inspections	Y
Annual Fire Safety Statement			
Annual Lodgement Fee	\$0.00	\$70.00	N
Inspection Fee	\$18.18	\$200.00	Y
Re – Inspection	\$13.18	\$145.00	Y
After Hours Emergency Inspection Fee	\$45.00	\$495.00	Y
Environmental Investigation Industrial or Commercial	\$0.00	\$300.00	N
Annual Fire Safety Certificate	\$0.00	\$50.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Miscellaneous Compliance			
After hours or emergency inspection fee	\$0.00	\$530.00	N
This fee does not relate to building, plumbing or subdivision inspections			
Annual registration of an article/structure for display or use in a public place	\$0.00	\$365.00	N
Includes – frame signs, display racks, promotional stands, trading tables, cafe tables & chairs, outdoor furniture, and the like.			
Cold Mix purchase		Cost + 25%	Y
Stores purchase		Cost + 35%	Y
Equipment Hire		A 20% discount is applied to daily hire rate for items hired for more than 5 days at a time.	N
Witches hat	\$0.26	\$2.90	Y
Barricade board	\$0.26	\$2.90	Y
10cm roll barricade webbing	\$0.26	\$2.90	Y
Road signs	\$0.50	\$5.50	Y
Flashing light	\$0.50	\$5.50	Y
Water filled barrier	\$0.50	\$5.50	Y
50m roll Safety fencing – private use	\$2.45	\$27.00	Y
50m roll safety fencing – community use	\$2.45	\$27.00	Y
Steel post – private use	\$0.59	\$6.50	Y
Steel post – community use	\$0.12	\$1.30	Y
Spray Unit Hire (plant 9521)	\$0.40	\$4.40	Y
Security deposit for all equipment hire		10% of expected hire costs	N
Security deposit for all equipment hire – minimum	\$0.00	\$55.00	N
Charge for non returned item		Cost + 30%	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Service Delivery			
Air Transportation			
Aircraft Land Areas			
Aircraft Landing Areas – Commercial Operations by Negotiation with Air Transportation Program Manager.	\$136.36	\$1,500.00	Y
Annual Fees – Jindabyne	\$0.00	\$298.00	N
Airport Landing Fees			
Commercial per month	\$8.36	\$92.00	Y
Commercial per annum	\$99.45	\$1,094.00	Y
Private per month	\$2.91	\$32.00	Y
Private per annum	\$33.45	\$368.00	Y
Courier, government, bank/freight per use	\$2.27	\$25.00	Y
Consultancy			
General Consultancy	\$11.82	\$130.00	Y
Surveying Services	\$15.27	\$168.00	Y
Manager of Resource & Waste Services	\$12.73	\$140.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Plant/Motor Vehicle Hire and Private Works			
Hire rates			
Major Plant			
Motor Vehicles – Utilities over 1 Tonne – Roads – Hrs #3227,5027,3114,3187	\$1.36	\$15.00	Y
Utilities over 1 tonne – hrs & kms	\$4.55 per hr / \$0.45/km		N
Small Plant Items	\$0.00	\$12.00	N
Medium Plant Items	\$0.00	\$17.00	N
Hoist	\$0.00	\$6.00	N
Workshop	\$0.00	\$26.00	N
Saws and Pumps	\$0.00	\$12.00	N
Packers	\$0.00	\$17.00	N
Vibrators and Generators	\$0.00	\$17.00	N
Post Hole Diggers	\$0.00	\$17.00	N
Ride On Mowers	\$0.00	\$17.00	N
Tractors (Including slasher)	\$0.00	\$75.00	N
Backhoes	\$0.00	\$45.00	N
Case 580 SLE 4WD Backhoe Frontend Loader	\$0.00	\$47.00	N
Komatsu FG44T7 Forklift	\$0.00	\$35.00	N
John Deere & Caterpillar 12H Graders (includes freerollers)	\$0.00	\$75.00	N
Water Cart #35	\$0.00	\$45.00	N
Volvo EC220D Excavator	\$0.00	\$75.00	N
Multipac VV903D Smooth Drum Roller	\$0.00	\$65.00	N
Kubota Mini Excavator	\$0.00	\$32.00	N
Electric Eel	\$0.00	\$30.00	N
Water Snorter Jet Cleaner & Video –+A459	\$0.00	\$50.00	N
Sports field paint line marker	\$10.91	\$120.00	Y
+ Paint costs +15% + transport costs @ hourly rate. Includes 2 operators – not for hire without operators.			
Fork Lift 2–5 Tons	\$9.73	\$107.00	Y
Operator included + travel time + o/time			
Hino McDonald Johnston Suction Street Sweeper	\$12.09	\$133.00	Y
Includes Operator, plus travelling at hourly rate			
Mobile Air Compressor and attachments	\$10.00	\$110.00	Y
Operator included + transport costs			
Dynapac S/P 11 000 kg Roller	\$10.00	\$110.00	Y
Operator included + transport costs			
Cat Roller Ride–on (2.5 tonne)	\$6.73	\$74.00	Y
Operator included + transport costs			
Mower Ride–on – Kubota plus Trailer or Transport	\$9.18	\$101.00	Y
Operator included + transport costs at hourly rate			
Amenities Caravan	\$10.45	\$115.00	Y
+ Transport and cleaning			

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9.13 PLACING THE SNOWY MONARO REGIONAL COUNCIL DRAFT SUITE OF INTEGRATED PLANNING AND REPORTING DOCUMENTS ON PUBLIC EXHIBITION

ATTACHMENT 1 2017 FEES & CHARGES

Name	Year 16/17 GST	Fee (incl. GST)	GST
Major Plant [continued]			
Amenities Caravan + Transport and cleaning	\$10.45	\$115.00	Y
Tana G260 landfill compactor Operator included (truck/ute plus operator add) +transport	\$20.00	\$220.00	Y
Loader Volvo L70D	\$11.36	\$125.00	Y
Water Snorter Operator + truck/ute included	\$19.73	\$217.00	Y
Concrete Road Saw – Husqvarna Operator included	\$7.18	\$79.00	Y
Grader Volvo G930 Operator included + transport if required	\$15.36	\$169.00	Y
Grader Volvo G930 Operator included + transport if required	\$15.36	\$169.00	Y
Grader John Deere 670G Operator included + transport if required	\$15.36	\$169.00	Y
Backhoe Volvo BL71 Operator included	\$9.09	\$100.00	Y
Front–end Loader Volvo L60E Operator included	\$11.18	\$123.00	Y
Pavement Print Line Marker / Delivery Paint cost + 15% + operator + transport costs – not for hire without operator	107.00/day + 39/hr delivery		Y
Tractor New Holland 4WD Operator included	\$8.82	\$97.00	Y
Dual Axle Plant Trailer (2 tonne) Ring Coupling Air Brake	\$1.45	\$16.00	Y
Tractor Aebi Operator included	\$14.00	\$154.00	Y
Tractor John Deere 4WD Operator included, includes mower 9404	\$12.55	\$138.00	Y
Mower Ride–on – Iseki plus Trailer or Transport Operator included + transport costs at hourly rate	\$9.18	\$101.00	Y
Elevated Work Platform One operator + towing vehicle + transport costs at hourly rate – not for hire without operator	\$10.45	\$115.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Tractor Attachments/Trailers			
Meyer C9 Blade Assembly—attach to Plant 77	\$0.00	\$0.00	N
Meyer Mini Salt Spreader—attach to Plant 77	\$0.00	\$0.00	N
Trailers	\$0.00	\$50.00	N
Weed Spray Trailer	\$0.00	\$60.00	N
Fuel Trailers & 4 wheel general purpose	\$0.00	\$50.00	N
Compressor/Bitumen Sprayer	\$0.00	\$25.00	N
Sewell Road Broom – Berridale	\$0.00	\$17.00	N
Snowblade	\$0.00	\$0.00	N
Box Trailer – HACC – hrs & kms	\$0.00	\$3.00	N
Hygiene trailer	\$2.73	\$30.00	Y
Tag Plant Trailer	\$5.09	\$56.00	Y
+ 9210 or 9270			
Spray Trailer	30.00/day;50.00/weekend		Y
Includes 400lt Spray Unit (9521)			
Road Broom T.P.L	\$2.18	\$24.00	Y
Not for hire without Council tractor & Operator			
Post Hole Auger T.P.L	\$2.18	\$24.00	Y
Not for hire without Council tractor & Operator			
Mower Ext Arm McConnell Flail PA5600	\$0.00	\$0.00	Y
Not for hire without Council tractor & Operator att to 9946			
Aerovator	\$8.18	\$90.00	Y
Super Spreader T.P.L	\$2.18	\$24.00	Y
Not for hire without Council tractor 9912 & Operator			
Slasher up to 1800 mm	\$2.18	\$24.00	Y
Not for hire without Council tractor & Operator			
Other Attachment (Tynes, Harrows, Pipelayer, Roller, Spreader)	\$2.18	\$24.00	Y
Not for hire without Council tractor 9912 & Operator			

9.13 PLACING THE SNOWY MONARO REGIONAL COUNCIL DRAFT SUITE OF INTEGRATED
PLANNING AND REPORTING DOCUMENTS ON PUBLIC EXHIBITION

ATTACHMENT 1 2017 FEES & CHARGES

Name	Year 16/17 GST	Fee (incl. GST)	GST
Trucks			
Prime Mover Mack Float #38	\$0.00	\$90.00	N
2 tonne truck #3011, 83	\$0.00	\$25.00	N
4 tonne truck #5001	\$0.00	\$35.00	N
4 tonne tipping truck #5002	\$0.00	\$35.00	N
6 tonne tipping truck #5000	\$0.00	\$40.00	N
8 tonne tipping truck #70 #77	\$0.00	\$40.00	N
12 tonne tipping truck with water tank #35 #5003	\$0.00	\$47.50	N
Flocon truck	\$0.00	\$50.00	N
Dennis Eagle Garbage Truck 19 cubic metres	\$21.73	\$239.00	Y
Operator Included			
Isuzu 3.5T Tipper/Crane	\$8.18	\$90.00	Y
Operator Included			
Mitsubishi 2T tipper	\$7.09	\$78.00	Y
Operator Included			
Mitsubishi Tipper 13T	\$11.18	\$123.00	Y
Operator Included			
Isuzu Recycle Truck	\$16.54	\$181.99	Y
Operator Included			
Mitsubishi Tipper 3T/Crane	\$6.64	\$73.00	Y
Operator Included			
Nissan UD Cab Chassis Tar Truck	141.00 + material used		Y
Includes two men plus tools			
Isuzu Tipper 8T	\$8.18	\$90.00	Y
Operator Included			
Isuzu Tipper 6T	\$8.18	\$90.00	Y
Operator Included			
Isuzu Truck 6T Tipper	\$8.18	\$90.00	Y
Operator Included			
Isuzu Truck 3.5T Tipper	\$8.18	\$90.00	Y
Operator Included			
Isuzu Truck 3.5T Tipper	\$8.18	\$90.00	Y
Operator included			
Mitsubishi 2T tipper	\$7.09	\$78.00	Y
Operator Included			
Mitsubishi Non-Tipping – Water 4T	\$7.64	\$84.00	Y
Operator Included			
Mitsubishi 13T Tipper	\$11.36	\$125.00	Y
Operator Included			
Mitsubishi Non-Tipping – Sewer 6T/Crane	\$8.18	\$90.00	Y
Operator Included			

Name	Year 16/17 GST	Fee (incl. GST)	GST
Light Vehicles			
Motor Vehicles – Sedans and Station Wagons	\$0.04	\$0.40	Y
Motor Vehicles – Utilities	\$0.05	\$0.60	Y
HACC Ford Transit 12 seater	\$1.00 per km / \$5.00 per hour		N
HACC Toyota Coaster Bus	\$2.00 per km / \$5.00 per hr		N
HACC Motor Vehicles – Sedans and Station wagons	\$0.00	\$0.40	N
Mitsubishi Triton 4x4 Utility + operator	\$2.36	\$26.00	Y
Isuzu D–Max 4x4 Field Service + Operator	\$2.36	\$26.00	Y
Mitsubishi Triton 4x2 Dual Cab + Operator	\$2.36	\$26.00	Y
Mitsubishi Triton T/Top + Operator	\$2.36	\$26.00	Y
Mitsubishi 1T/Tipper + Operator	\$2.36	\$26.00	Y
Mitsubishi Triton 4x4 Utility + Operator	\$2.36	\$26.00	Y
Nissan Navara 4x4 Dual Cab + Operator	\$2.36	\$26.00	Y
Ssangyong Dual Cab 4x4 + Operator	\$2.36	\$26.00	Y
Nissan Navara 4x4 Dual Cab + Operator	\$2.36	\$26.00	Y
Ford Ranger Dual Cab 1T T/Top + Operator	\$2.36	\$26.00	Y
Ford Ranger Utility + Operator	\$2.36	\$26.00	Y
Ford Ranger 1T T/Top + Operator	\$2.36	\$26.00	Y
Toyota Hilux IT T/Top + Operator	\$2.36	\$26.00	Y
Ford Transit Bus 12 seater + Operator	\$2.36	\$26.00	Y
Ford Transit Bus 12 seater – daily rate + Operator	\$11.36	\$125.00	Y
Isuzu D–Max 4x4 1T/Tabletop – Crane + Operator	\$2.36	\$26.00	Y
Mitsubishi Triton Utility + Operator	\$2.36	\$26.00	Y

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Name	Year 16/17 GST	Fee (incl. GST)	GST
Light Vehicles [continued]			
Mitsubishi Triton Dual Cab Utility + Operator	\$2.36	\$26.00	Y
Mitsubishi Triton Utility + Operator	\$2.36	\$26.00	Y
Nissan Navara Utility + Operator	\$2.36	\$26.00	Y
Toyota Hiace Van + Operator	\$2.36	\$26.00	Y
Mitsubishi Triton 4x4 1T/Crane + Operator	\$2.36	\$26.00	Y
Mitsubishi Triton Utility + Operator	\$2.36	\$26.00	Y
Nissan Navara 4x4 Dual Cab T/Top + Operator	\$2.36	\$26.00	Y
Mitsubishi Triton 4x4 Dual Cab T/Top + Operator	\$2.36	\$26.00	Y
Nissan Navara 4x4 Dual Cab T/Top + Operator	\$2.36	\$26.00	Y
Mitsubishi Triton 4x4 T/Top Operator included in Grader Hire Rate	\$2.36	\$26.00	Y
Mitsubishi Triton 4x4 T/Top Operator included in Grader Hire Rate	\$2.36	\$26.00	Y
Isuzu D–Max 4x4 T/Top Operator included in Grader Hire Rate	\$2.36	\$26.00	Y
Miscellaneous Hire Rates			
Tait VHF Handheld radio Orca Elan		Nil/Nil	N
Uniden hand held UHF radios	\$0.00	\$4.00	N
After Hours Rates			
Hire of Plant & Equipment – overtime rate (call outs after hours to be 4 hours minimum)		Above rates + 29.00	Y
Labour Hire			
Construction worker 2	\$5.45	\$60.00	Y
Water & Wastewater worker	\$5.73	\$63.00	Y
Wastewater drainage operator	\$5.73	\$63.00	Y
Water service operator	\$5.73	\$63.00	Y
Team leader	\$7.18	\$79.00	Y
Water Supply or Wastewater supervisor	\$7.18	\$79.00	Y
Overtime rate	\$8.54	\$94.00	Y
Overtime rate – minimum	\$0.00	\$378.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
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Schedules

Street Numbering

Provision of Rural address number (single number) Fee covers site measurement to determine the number and supply of number plate	\$0.00	\$135.00	N
Provision of Rural address number (fee per number where more than one number supplied for a development/subdivision) Fee covers site measurement to determine the number and supply of number plate	\$0.00	\$75.00	N
Provision of Urban street numbers (payable in relation to subdivisions)	\$0.00	\$55.00	N

Subdivision Certificates

Cost per number of lots on plan	\$0.00	\$85.00	N
Fee for signing additional sets of plans (other than the original set)	\$0.00	\$10.00	N

Property & Infrastructure Management

Meeting Rooms

Council

Committee Room – day	\$5.91	\$65.00	Y
Committee Room – hour	\$0.91	\$10.00	Y
Council Chambers (includes kitchen) – day	\$10.00	\$110.00	Y
Council Chambers (includes kitchen) – hour	\$1.45	\$16.00	Y

Library

Werri-Nina Centre

Community/Non-profit Groups – day	\$5.91	\$65.00	Y
Community/Non-profit Groups – hour	\$1.09	\$12.00	Y
Business – day	\$11.36	\$125.00	Y
Business – hour	\$2.00	\$22.00	Y
HACC service providers		Nil	Y

Caravan Parks

Inspections	\$17.27	\$190.00	Y
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Bombala Caravan Park

Site with Power – per night	\$2.27	\$25.00	Y
Site with Power – per week	\$15.00	\$165.00	Y
Unpowered Site – per night	\$1.82	\$20.00	Y
Unpowered Site – per week	\$11.82	\$130.00	Y
Additional persons	\$0.55	\$6.00	Y
On site Van – per night	\$5.00	\$55.00	Y
Additional persons in on-site van – per night	\$0.91	\$10.00	Y
Cabins – per night – sleeps 2	\$6.82	\$75.00	Y
Additional child per night in Cabin(s)	\$0.55	\$6.00	Y
Family Cabin – per night – sleeps 4	\$11.36	\$125.00	Y
Family Cabin – per week – sleeps 4	\$68.18	\$750.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Dalgety Holiday Park			
Dalgety Holiday Park		Accommodation prices on application to Lessee	Y
Delegate Caravan Park			
Site with Power – per night	\$2.27	\$25.00	Y
Un-powered Site – per night	\$1.82	\$20.00	Y
Additional persons	\$0.55	\$6.00	Y
Site with power – per week	\$15.00	\$165.00	Y
Unpowered site – per week	\$11.82	\$130.00	Y
Jindabyne Holiday Park			
Jindabyne Holiday Park		Accommodation prices on application to Lessee	Y
Old Adaminaby (Rainbow Pines) Tourist Caravan Park			
Old Adaminaby (Rainbow Pines) Tourist Caravan Park		Accommodation prices on application to Lessee	Y
Nimmitabel, Cooma Showground & Other Sites			
Powered Site – night	\$2.27	\$25.00	Y
Powered Site – week	\$12.73	\$140.00	Y
Un-powered site – night	\$1.36	\$15.00	Y
Un-powered site – week	\$7.73	\$85.00	Y
Community Halls			
Adaminaby School of Arts			
Main Hall Only Per Hour	\$0.91	\$10.00	Y
Main Hall Only Per Day	\$13.82	\$152.00	Y
Supper Room Only Per Hour	\$0.73	\$8.00	Y
Supper Room Only Per Day	\$11.55	\$127.00	Y
Small Meeting Room Per Hour	\$0.55	\$6.00	Y
Small Meeting Room Per Day	\$7.00	\$77.00	Y
Billiards Room per Hour	\$0.55	\$6.00	Y
Billiards Room Per Day	\$7.00	\$77.00	Y
Main Hall Plus Kitchen Per Hour	\$1.36	\$15.00	Y
Main Hall Plus Kitchen Per Day	\$17.09	\$188.00	Y
Supper Room Plus Kitchen Per Hour	\$1.18	\$13.00	Y
Supper Room Plus Kitchen Per Day	\$12.55	\$138.00	Y
Whole Hall (Main & Supper) Per Hour	\$1.27	\$14.00	Y
Whole Hall (Main & Supper) Per Day	\$21.00	\$231.00	Y
Whole Hall Plus Kitchen Per Hour	\$1.73	\$19.00	Y
Whole Hall Plus Kitchen Per Day	\$27.64	\$304.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Berridale Hall			
Berridale Community Hall	\$3.18	\$35.00	Y
Minimum Charge			
Storage Space – per room – per quarter	\$4.18	\$46.00	Y
Bond Per Day	\$0.00	\$682.00	N
Tables, Chairs, Crockery and Cutlery	\$0.00	\$0.00	N
Not for Separate Hire			
Main Hall Per Hour	\$3.82	\$42.00	Y
Main Hall Only Per Day	\$45.36	\$499.00	Y
Small Hall Hire Only Per Hour	\$3.18	\$35.00	Y
Small Hall Hire Only Per Day	\$37.82	\$416.00	Y
Main Hall Plus Kitchen Per Hour	\$4.36	\$48.00	Y
Main Hall Plus Kitchen Per Day	\$52.91	\$582.00	Y
Small Hall Plus Kitchen Per Hour	\$3.64	\$40.00	Y
Small Hall Plus Kitchen Per Day	\$44.09	\$485.00	Y
Whole Hall (Main & Small) Per Hour	\$4.36	\$48.00	Y
Whole Hall (Main & Small) Per Day	\$52.91	\$582.00	Y
Whole Hall Plus Kitchen Per Hour	\$4.91	\$54.00	Y
Whole Hall Plus Kitchen Per Day	\$57.91	\$637.00	Y
Bibbenluke Hall & Sportsground			
BBQ Area – BYO Bottle Gas	\$4.00	\$44.00	Y
Hall Hire – One Room Only	\$2.50	\$27.50	Y
Full Hall Hire including all electrical	\$9.00	\$99.00	Y
Bain Marie	\$1.50	\$16.50	Y
Bredbo Community Hall			
Meetings	\$0.73	\$8.00	Y
Small Functions	\$1.64	\$18.00	Y
Day Functions	\$3.82	\$42.00	Y
Evening Functions	\$5.91	\$65.00	Y
Storage; Hire of urn, chairs, tables	By negotiation with Hall Committee		Y
Cathcart School of Arts			
Hire of Hall (includes insurance)	\$6.36	\$70.00	Y
Hire of Supper Room & Kitchen only (including insurance)	\$4.55	\$50.00	Y
Regular Hirers (3 or more times per year)	\$5.91	\$65.00	Y
Dalgety Memorial Hall			
Main Hall and Supper Room – Per Function	\$9.09	\$100.00	Y
Supper Room only – Per Function	\$4.09	\$45.00	Y
6 Chairs & Table	\$0.91	\$10.00	Y
One Table	\$0.73	\$8.00	Y
One Chair	\$0.09	\$1.00	Y
BBQ Used for Meals	\$2.27	\$25.00	Y
BBQ Large Functions	\$3.64	\$40.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Delegate School of Arts			
Hall Hire Only – Full Day	\$5.00	\$55.00	Y
Hall Hire Only – Half Day	\$3.00	\$33.00	Y
Hire of Tables (each)	\$0.40	\$4.40	Y
Hire of Chairs(metal) (each)	\$0.05	\$0.55	Y
Hire of Chairs (Plastic) (each)	\$0.10	\$1.10	Y
Meeting Room	\$1.00	\$11.00	Y
Main Hall & Kitchen – Full Day	\$7.00	\$77.00	Y
Main Hall & Kitchen – Half Day	\$4.00	\$44.00	Y
Gas Heaters (per hour to run)	\$0.40	\$4.40	Y
Weekly Charge – Hairdresser	\$2.00	\$22.00	Y
Delegate and District Pre–School			
Half Day Session – Under 2yrs only	\$0.00	\$45.00	N
Full Day Session (8 hours per day)	\$0.00	\$68.00	N
NB: Fees are subject to family's eligibility for Child Care Benefit and are GST exempt			
Jindabyne Memorial Hall			
Bond Per Day	\$0.00	\$682.00	N
Tables, Chairs, Crockery and Cutlery		Not Applicable	N
Not for separate hire			
Stage Lighting – per hour	\$0.45	\$5.00	Y
Main Hall Only Per Hour	\$3.64	\$40.00	Y
Main Hall Only Per Day	\$44.09	\$485.00	Y
Supper Room Only Per Hour	\$2.64	\$29.00	Y
Supper Room Only Per Day	\$31.45	\$346.00	Y
Main Hall Plus Kitchen Per Hour	\$4.36	\$48.00	Y
Main Hall Plus Kitchen Per Day	\$52.91	\$582.00	Y
Supper Room Plus Kitchen Per Hour	\$4.36	\$48.00	Y
Supper Room Plus Kitchen Per Day	\$52.91	\$582.00	Y
Whole Hall (Main & Supper) Per Hour	\$4.73	\$52.00	Y
Whole Hall (Main & Supper) Per Day	\$56.73	\$624.00	Y
Whole Hall (Main & Supper) Plus Kitchen Per Hour	\$5.00	\$55.00	Y
Whole Hall (Main & Supper) Plus Kitchen Per Day	\$59.18	\$651.00	Y
Kybeyan Community Hall			
Hire of Hall		By negotiation	Y
Michelago Community Hall Community/Sporting Groups			
Meeting	\$1.36	\$15.00	Y
Annual fee for meeting use	\$10.00	\$110.00	Y
Function	\$5.45	\$60.00	Y
Annual fee for ½ day or evening functions	\$17.27	\$190.00	Y
Function full day / evening	\$10.45	\$115.00	Y
Bond (cleaning / key)	\$0.00	\$150.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Private Functions			
Function	\$9.09	\$100.00	Y
Function full day / evening	\$16.82	\$185.00	Y
Bond (cleaning / key)	\$0.00	\$150.00	N
Mila Country Club			
Hire Hall During Day – no Heaters	\$1.50	\$16.50	Y
Hall Hire – Half Day – with heaters	\$2.00	\$22.00	Y
Hall Hire – per half day	\$1.00	\$11.00	Y
Minimum Hall Charge			
Minimum Hall Charge for all Halls	\$3.18	\$35.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Multi-Function Centre (Cooma)			
Hire of chairs	\$0.18	\$2.00	Y
Hire of tables	\$0.45	\$5.00	Y
Deposit	\$0.00	\$200.00	N
Hall & Toilets Only – Cleaning Deposit Refundable	\$0.00	\$300.00	N
* Hourly rate for a period of up to 6 hours does not include cleaning. Cleaning of premises is the responsibility of the hirer, otherwise an additional fee for cleaning will apply: Hall & Toilets \$200.00 Day Catering \$ 75.00 Kitchen \$100.00.			
Day Catering, no Toilets – Cleaning Deposit Refundable	\$0.00	\$120.00	N
* Hourly rate for a period of up to 6 hours does not include cleaning. Cleaning of premises is the responsibility of the hirer, otherwise an additional fee for cleaning will apply: Hall & Toilets \$200.00 Day Catering \$ 75.00 Kitchen \$100.00.			
Hall & Toilets Only – Hourly Rate	\$3.18	\$35.00	Y
Hall & Toilets Only – Daily Rate	\$27.27	\$300.00	Y
Day Catering, no Toilets – Hourly Rate	\$1.82	\$20.00	Y
* Hourly rate for a period of up to 6 hours does not include cleaning. Cleaning of premises is the responsibility of the hirer, otherwise an additional fee for cleaning will apply: Hall & Toilets \$200.00 Day Catering \$ 75.00 Kitchen \$100.00.			
Day Catering, no Toilets – Daily Rate	\$13.64	\$150.00	Y
Hall & Toilets Only – Hourly Rate	\$5.00	\$55.00	Y
* Hourly rate for a period of up to 6 hours does not include cleaning. Cleaning of premises is the responsibility of the hirer, otherwise an additional fee for cleaning will apply: Hall & Toilets \$200.00 Day Catering \$ 75.00 Kitchen \$100.00.			
Hall & Toilets Only – Daily Rate	\$50.00	\$550.00	Y
Day Catering, no Toilets – Hourly Rate	\$3.18	\$35.00	Y
* Hourly rate for a period of up to 6 hours does not include cleaning. Cleaning of premises is the responsibility of the hirer, otherwise an additional fee for cleaning will apply: Hall & Toilets \$200.00 Day Catering \$ 75.00 Kitchen \$100.00.			
Day Catering, no Toilets – Daily Rate	\$32.73	\$360.00	Y
Kitchen – Hourly Rate	\$2.27	\$25.00	Y
* Hourly rate for a period of up to 6 hours does not include cleaning. Cleaning of premises is the responsibility of the hirer, otherwise an additional fee for cleaning will apply: Hall & Toilets \$200.00 Day Catering \$ 75.00 Kitchen \$100.00.			
Kitchen – Daily Rate	\$22.73	\$250.00	Y
Kitchen – Hourly Rate	\$4.09	\$45.00	Y
* Hourly rate for a period of up to 6 hours does not include cleaning. Cleaning of premises is the responsibility of the hirer, otherwise an additional fee for cleaning will apply: Hall & Toilets \$200.00 Day Catering \$ 75.00 Kitchen \$100.00.			
Kitchen – Daily Rate	\$40.91	\$450.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Nimmitabel Community Hall			
Whole Hall including supper room and kitchen	\$15.45	\$170.00	Y
Hall only	\$7.73	\$85.00	Y
Supper Room Only	\$5.00	\$55.00	Y
Supper Room Kitchen	\$7.27	\$80.00	Y
Long term		By negotiation	Y
Numeralla Community Hall			
Local organisations who organise the Numeralla Folk Festival on a volunteer basis and give the Hall Committee a share of the Profits		No charge	Y
Preparation for functions, before & after (per day)	\$5.00	\$55.00	Y
Private and other Functions			
Short-term (up to ½ day)	\$6.36	\$70.00	Y
Daily rate – up to 50 people	\$10.91	\$120.00	Y
Daily rate – 50 to 100 people	\$20.91	\$230.00	Y
Daily rate – over 100 people	\$31.82	\$350.00	Y
Peak View Community Hall			
Hire of Hall		By negotiation	Y
Shannons Flat Community Hall			
Half day (4hrs)	\$2.27	\$25.00	Y
Full day	\$4.55	\$50.00	Y
Night (6pm – midnight)	\$7.27	\$80.00	Y
Bond	\$0.00	\$100.00	N
Hire of tables/chairs		By negotiation	Y
Smiths Road Community Hall			
Hire of Hall		By negotiation	Y
Recreation			
Sporting Fields & Showgrounds			
Camping		No charge, only permitted in conjunction with events. No charge for the use of the facilities in accordance with agreements for Nimmitabel Show Society, Nimmitabel Camp Drafting Association and Nimmitabel Pony Club	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Adaminaby & Berridale Sporting Field			
Seasonal Contribution Fee (6 months) for the sporting fields including toilet facilities.	\$15.91	\$175.00	Y
Amenities building not included – regular local users, including schools			
Seasonal Contribution Fee (6 months) for the amenities building (Adaminaby Only)	\$15.91	\$175.00	Y
General sporting use for district bodies, including sporting club fixtures	\$4.18	\$46.00	Y
Special Use – including meetings and assemblies of crowds, sale of goods or services or where fee for admission is charged	\$15.91	\$175.00	Y
Annual Contribution Fee	\$31.91	\$351.00	Y
Amenities building not included – regular local users, including schools			
Annual Contribution Fee for the amenities building (Adaminaby only)	\$31.91	\$351.00	Y
Bombala Exhibition Ground			
Hall			
Hall, Supper Room, Kitchen, Youth Club. Full time 4pm to midnight	\$13.91	\$153.00	Y
For each hour after midnight	\$3.00	\$33.00	Y
Hall, Supper Room, Kitchen, Youth Club. Daylight to 6pm	\$9.36	\$103.00	Y
Daylight use of Hall only	\$6.55	\$72.00	Y
Decorating of Hall per Night	\$1.91	\$21.00	Y
Decorating of Hall per Day	\$1.45	\$16.00	Y
Hire of Kitchen (deposit only; reimbursed after inspection)	\$9.09	\$100.00	Y
Supper Room, Kitchen to Midnight	\$9.64	\$106.00	Y
Supper Room, Kitchen Daylight use	\$6.27	\$69.00	Y
Supper Room each additional hour after midnight	\$1.82	\$20.00	Y
Youth Club Rooms used by Youth Club	\$0.68	\$7.50	Y
Youth Club only per Night	\$7.64	\$84.00	Y
Youth Club only per Day	\$4.55	\$50.00	Y
Use of electric heaters—arrangement with Caretakers per Hour	\$1.36	\$15.00	Y
Use of Stove per hour	\$0.55	\$6.00	Y
Use of Gas Heaters per hour	\$0.55	\$6.00	Y
Hire of Wooden Trestles	\$0.55	\$6.00	Y
Hire of Kiosk – extra to Ground Rental	\$2.54	\$27.99	Y
Hire of Kiosk – extra to Ground Rental (Not using BBQ)	\$1.00	\$11.00	Y
Commercial Hire of Hall for Profit Making Organisations	\$20.18	\$222.00	Y
Crockery Hire per Piece	\$0.05	\$0.60	Y
Cutlery Hire per Piece	\$0.01	\$0.10	Y
Rubbish removal	Reimburse Committee Expense		Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Sportsground			
Commercial Hire of Grounds for a profit making organisation	\$12.55	\$138.00	Y
Schoolboys Football per day	\$2.54	\$27.99	Y
Netball per day	\$2.54	\$27.99	Y
Touch football per night	\$8.64	\$95.00	Y
Floodlight per pole per hour		TBA	Y
Netball Court Lights per night	\$1.54	\$16.99	Y
Bombala Exhibition Society – Annual Show	\$18.18	\$200.00	Y
Football Season Fee	\$61.82	\$680.00	Y
Cancellation fee – if less than two weeks prior to use	\$1.82	\$20.00	Y
Casual Hires Insurance	\$1.82	\$20.00	Y
Bombala Racecourse & Recreation Ground			
Ground Hire	\$10.00	\$110.00	Y
Bombala Tennis Club			
Day Hire (per day)	\$0.73	\$8.00	Y
Night Hire (per hr for 2 courts)	\$0.91	\$10.00	Y
Night Hire (per hr for 3 courts)	\$1.36	\$15.00	Y
Group Hire (per day)	\$3.64	\$40.00	Y
Bredbo Recreation Ground			
Bredbo Recreation Ground	\$5.45	\$60.00	Y
Cooma Showground			
Functions & Events	\$10.45	\$115.00	Y
Lighting	\$3.64	\$40.00	Y
Showground oval amenities only	\$4.55	\$50.00	Y
Dalgety Showground			
Whole of facility (per event up to 2 days)	\$30.73	\$338.00	Y
Multi Purpose Building (Hirer to provide own tea towels)	\$5.45	\$60.00	Y
Pavilion	\$3.64	\$40.00	Y
BBQ Hut including BBQ & Gas (subject to Show Society Agreement)	\$6.00	\$66.00	Y
Sheep Pavilion and Yards	\$2.36	\$26.00	Y
Cattle Pavilion and Yards	\$2.36	\$26.00	Y
Horse Stalls	\$2.36	\$26.00	Y
Oval and Grounds	\$6.00	\$66.00	Y
Hockey Field	\$2.36	\$26.00	Y
Camping with Events	\$1.18	\$13.00	Y
Events of more than one day and over 20 people are required to provide own shower facilities			
Annual Contribution Fee for the showgrounds and oval (buildings not included) regular local users, including Schools	\$15.91	\$175.00	Y
Annual Contribution Fee for the buildings	\$15.91	\$175.00	Y
Hire of Tennis Court without lights	\$1.18	\$13.00	Y
Hire of Tennis Court with lights	\$2.18	\$24.00	Y
Annual Contribution Fee for local regular users	\$15.91	\$175.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Delegate Sportsground			
Sheep Pavilion	\$5.40	\$59.40	Y
Kitchen/Supper Room/Hall & Conveniences	\$17.50	\$192.50	Y
Hall, Conveniences and Kiosk	\$12.00	\$132.00	Y
Supper Room/Hall and Conveniences	\$12.00	\$132.00	Y
Kitchen/Supper Room & Conveniences	\$12.00	\$132.00	Y
Supper Room	\$4.30	\$47.30	Y
Kitchen	\$5.40	\$59.40	Y
Old Bar	\$1.50	\$16.50	Y
Football Club – Per Day	\$6.50	\$71.50	Y
Kiosk – Full Day	\$4.30	\$47.30	Y
Kiosk– Half Day	\$2.70	\$29.70	Y
Show Society	\$40.00	\$440.00	Y
Campdraft	\$40.00	\$440.00	Y
Pony Club Rental – Annual	\$6.50	\$71.50	Y
Urn rental	\$0.55	\$6.05	Y
Trestles (each)	\$0.33	\$3.65	Y
Stools (each)	\$0.10	\$1.10	Y
Chairs (each) (breakages at cost to replace)	\$0.10	\$1.10	Y
Cutlery	\$6.00	\$66.00	Y
Crockery (Breakages at cost to replace)	\$6.00	\$66.00	Y
Removal of Garbage by Caretaker	\$12.00	\$132.00	Y
Casual Hirers Insurance Fee	\$3.00	\$33.00	Y
Hire of Stock Yards (per annum)	\$50.00	\$550.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Jindabyne Sporting Fields			
Seasonal Contribution Fee (6 months) for the John Connors sporting field including toilet facilities	\$41.73	\$459.00	Y
Amenities building not included – regular local users, including schools			
Seasonal Contribution Fee (6 months) for the John Connors main amenities building, regular local users, including schools	\$41.73	\$459.00	Y
Seasonal Contribution Fee (6 months) for the hockey/soccer field including toilet facilities	\$41.73	\$459.00	Y
Amenities building not included – regular local users, including schools			
Seasonal Contribution Fee (6 months) for the small amenities building at hockey/soccer field, regular local users including schools.	\$20.82	\$229.00	Y
Annual Contribution Fee for the small amenities building at hockey/soccer field, regular local users including schools.	\$41.73	\$459.00	Y
Annual Contribution Fee for the John Connors sporting field including toilet facilities	\$83.45	\$918.00	Y
Amenities building not included – regular local users, including schools			
Annual Contribution Fee for the John Connors main amenities building, regular local users, including schools	\$83.45	\$918.00	Y
Annual Contribution Fee for the hockey/soccer field including toilet facilities	\$83.36	\$917.00	Y
Amenities building not included – regular local users, including schools			
Lighting	\$1.36	\$15.00	Y
John Connors main amenities building	\$6.82	\$75.00	Y
John Connors main sporting field including toilets	\$6.82	\$75.00	Y
Hockey/Soccer sporting field including toilets	\$6.82	\$75.00	Y
Hockey/Soccer amenities building	\$3.45	\$38.00	Y
Whole Facility	\$23.09	\$254.00	Y
Senior Sporting Users training & short term use up to 4 hours	\$1.36	\$15.00	Y
Rodeo	\$41.73	\$459.00	Y
Plus Refundable Deposit \$500			
Michelago Oval			
Oval	\$5.45	\$60.00	Y
Nijong Oval (Cooma)			
Oval 1	\$10.45	\$115.00	Y
Oval 2	\$10.45	\$115.00	Y
Nimmitabel Sportsground			
Functions & Events	\$10.45	\$115.00	Y
Nimmitabel Showground – Pavilion			
Refundable Deposit (all users)	\$0.00	\$200.00	N
Community Use – day	\$15.00	\$165.00	Y
Community Use – w/end	\$25.00	\$275.00	Y
Basketball/tennis use	\$1.45	\$16.00	Y
Commercial Use – hour	\$27.27	\$300.00	Y
Commercial Use – w/end	\$45.45	\$500.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Arena & Grounds			
All Users – Community Use	\$1.36	\$15.00	Y
All Users – Commercial use	\$10.45	\$115.00	Y
Luncheon Pavilion			
Refundable Deposit (all users)	\$0.00	\$200.00	N
Community Use	\$9.54	\$105.00	Y
Commercial Use	\$20.45	\$225.00	Y
Numeralla Sportsfield			
Sportsfield	\$3.18	\$35.00	Y
Rotary Oval (Cooma)			
Oval	\$10.45	\$115.00	Y
Lighting	\$3.64	\$40.00	Y
Snowy Oval (Cooma)			
Oval	\$10.45	\$115.00	Y
Lighting	\$2.00	\$22.00	Y
Sports			
Equestrian showjumping	\$47.73	\$525.00	Y
Equestrian events deposit (refundable)	\$0.00	\$400.00	N
General			
Training/short term use up to 4 hours – all grounds	\$1.82	\$20.00	Y
Activities other than sports designated for a particular facility deposit	\$0.00	\$350.00	N
Touch football / Six-a-side soccer (all grounds)	\$1.82	\$20.00	Y
Dog shows (various grounds)	Applicable fee for field		Y
Ground Hire	Fee to be entered		Y
Junior Sports			
All fields	No charge		Y
Interschool matches	No charge		Y
School carnivals	No charge		Y
Weekly sport	No charge		Y
Junior sports teams under 16 years and school sports teams	Fee to be entered		Y
Rodeo			
Rodeo (showground)	\$52.73	\$580.00	Y
Rodeo – Arena Only	\$5.00	\$55.00	Y
Deposit (refundable)	\$0.00	\$250.00	N
Circus			
Fee	\$54.55	\$600.00	Y
Deposit (refundable)	\$0.00	\$850.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Basketball & Netball			
Grass netball courts	\$2.73	\$30.00	Y
All weather netball courts	\$3.18	\$35.00	Y
Basketball Stadium			
Casual hire	\$1.82	\$20.00	Y
School activities	\$0.18	\$2.00	Y
Lease arrangements		By negotiation	Y
Parks and Gardens / Reserves			
Use of Council Parks, Reserves and facilities for public fairs, events, promotions, filming, shows, etc	\$0.00	\$470.00	N
Plus Bond – Minimum \$750 credit card swipe			
Use of Council Parks, Reserves & facilities for private functions (weddings, birthdays, etc)	\$42.73	\$470.00	Y
Plus Bond – Minimum \$500 credit card swipe			
Special Use (including Jindabyne Community Stage)	\$15.91	\$175.00	Y
Bond Minimum	\$45.45	\$500.00	Y
Berridale Skate Park			
Berridale Special Use – Commercial event	\$19.91	\$219.00	Y
Berridale Special Use – Community event	\$8.00	\$88.00	Y
Bredbo Centennial Park			
Community Markets		No charge	Y
Commercial Use (Areas up to 1,000 sqm)	\$2.27	\$25.00	Y
Banners			
Banner hire for community purposes	\$1.82	\$20.00	Y
Banner hire for commercial purposes (only permitted when not required for community purposes)	\$13.64	\$150.00	Y
Erect banner (by Council)	\$4.55	\$50.00	Y
Remove banner (by Council)	\$4.55	\$50.00	Y
Failure to remove banner in accordance with agreement	\$5.45	\$60.00	Y
Supply and erect a flagpole	\$0.00	\$3,500.00	N
Centennial Park (Cooma)			
Community use		No charge.	Y
Use of PA system with speakers on stage		No charge	Y
Use of PA system with speakers on poles	\$7.27	\$80.00	Y
Commercial Use			
Areas up to 1,000m2	\$24.09	\$265.00	Y
Single caravans	\$6.82	\$75.00	Y
Deposit (refundable)	\$0.00	\$350.00	N
Norris Park (Cooma)			
Functions & Events	\$7.73	\$85.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Jindabyne Terrain Parks			
Jindabyne Special Use – Commercial event	\$33.18	\$365.00	Y
Jindabyne Special Use – Community event	\$15.91	\$175.00	Y
Swimming Pools			
Adaminaby Pool			
Single Entry Adult/Child	\$0.36	\$4.00	Y
Family Season Pass	\$13.36	\$147.00	Y
Adult Season Pass	\$7.64	\$84.00	Y
Child Season Pass	\$5.73	\$63.00	Y
School Events – per child	\$0.27	\$3.00	Y
Hire by Schools, Swim Club During Normal Operating Hours	\$4.64	\$51.00	Y
Berridale Pool			
Single Entry Adult/Child	\$0.36	\$4.00	Y
Family Season Pass	\$13.36	\$147.00	Y
Adult Season Pass	\$7.64	\$84.00	Y
Child Season Pass	\$5.73	\$63.00	Y
School Events – per child	\$0.27	\$3.00	Y
Hire by Schools, Swim Club During Normal Operating Hours	\$4.64	\$51.00	Y
Bombala Pool			
Children below school age and school children	\$0.32	\$3.50	Y
Adults	\$0.50	\$5.50	Y
Season Tickets – Child	\$5.91	\$65.00	Y
Season Tickets – Adults	\$10.00	\$110.00	Y
Season Tickets – Family	\$20.00	\$220.00	Y
Monthly in Advance Starting July (4 months – per month)	\$5.18	\$57.00	Y
Instructors conducting swimming classes	\$0.50	\$5.50	Y
Non swimming adults (no access to pool)	\$0.18	\$2.00	Y
Teachers accompanying school groups			
Bombala High School	\$27.27	\$300.00	Y
Bombala Public School	\$27.27	\$300.00	Y
St Joseph's Primary School	\$10.91	\$120.00	Y
Delegate Public School	\$10.91	\$120.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Jindabyne Pool			
Adult Entry	\$0.64	\$7.00	Y
Child/Pensioner Entry	\$0.45	\$5.00	Y
Annual Family Pass	\$55.36	\$609.00	Y
Annual Adult Pass	\$27.18	\$299.00	Y
Annual Child Pass	\$13.82	\$152.00	Y
Six Month Family Pass	\$31.45	\$346.00	Y
Six Month Adult Pass	\$14.36	\$158.00	Y
Six Month Child Pass	\$7.64	\$84.00	Y
Adult Admission (10 entries)	\$5.36	\$59.00	Y
Child/Pensioner Admission (10 entries)	\$3.55	\$39.00	Y
Private Hire of Whole Pool	\$8.91	\$98.00	Y
Fee includes entry fee			
Lane Hire – during normal operating hours	\$2.64	\$29.00	Y
The fee charged is in addition of school entry fee of \$3			
Hire by Schools, Swim Club During Normal Operating Hours	\$6.27	\$69.00	Y
Fee charged in addition to school entry fee of \$3			
School Events/Swim Club	\$0.27	\$3.00	Y
Ground Hire			
Carnivals and Circuses (per day) – Seating capacity less than 300	\$45.45	\$500.00	Y
Carnivals and Circuses (per day) – Seating capacity equal or more than 300	\$45.45	\$500.00	Y
Security Deposit (refundable)	\$45.45	\$500.00	Y
Functions & weddings – seating capacity less than 300	\$45.45	\$500.00	Y
Functions & weddings – seating capacity equal or more than 300	\$45.45	\$500.00	Y
Bombala Laundromat			
Washing Machines	\$0.27	\$3.00	Y
Driers	\$0.36	\$4.00	Y
Soap Dispenser	\$0.18	\$2.00	Y
Miscellaneous			
Equipment Hire			
Fencing	\$0.91	\$10.00	Y
Barricades, witches hats, star pickets	\$0.09	\$1.00	Y
Deposit (refundable)	\$0.00	\$200.00	N
Dwellings			
Flats/Water Treatment Plant Cottage	Outgoings + 34% or market rate, whichever is greater		Y
Showground Cottage	60% x Market rental – as per Council Policy		Y
Vacant Council owned or managed land	Outgoings + 34% or market rate whichever is greater		Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Alarm Call-Out Fees			
Cleaning Deposit Refundable – During Business Hours	\$0.00	\$70.00	N
Cleaning Deposit Refundable – After Business Hours	\$0.00	\$130.00	N
Road Services			
Private Works			
Private Works	Refer to Revenue Policy and Service Support – Private Works		N
Unused Road–Marking Materials	\$0.00	\$60.00	N
Subject to permission by Operations Department			
Private Road Opening		Actual Costs	Y
Private Restoration of Roads		Actual Costs	Y
Roads, Footpaths, Kerb & Gutter			
Footpaths, Kerb & Gutter Contribution			
Footpath		\$179.00/m2	N
Kerb and guttering		\$167.00 / linear meter	N
Maintenance & Construction			
Kerb and gutter construction (adjoining owners share)	\$7.91	\$87.00	Y
Footpath construction (adjoining owners share)	\$6.91	\$76.00	Y
Repair grid/gate/roadway	At cost. To ensure public safety		Y
CBD Footpath Paving	\$19.09	\$210.00	Y
Approvals, Permits & Inspections			
Private development Engineering Inspection	\$16.82	\$185.00	Y
Indivisible load Permit	\$0.00	\$90.00	N
Application to install public gate or grid	\$109.09	\$1,200.00	Y
'B' Class Hoarding (plan area)	\$0.00	\$4.00	N
Hoarding inspection fee	\$5.45	\$60.00	Y
Filming in Shire		Actual cost	Y
Publications			
Development Engineering Specifications – Design and Construction	\$0.00	\$270.00	N
Driveways			
Driveways		\$240.00 /m2	N
Inspection fee for vehicular crossing	\$0.00	\$225.00	N
Unused Road–Marking Materials			
Approvals, Roadwork's, Stormwater Drainage and Subdivision Construction			
Carry out Stormwater Drainage Work	\$0.00	\$98.00	N
Approval to carry out works on a public road	\$0.00	\$320.00	N
Includes Application & Inspection Fee			
Inspections of private works or developer Subdivision Construction	\$20.46	\$225.01	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Approval, Permits & Inspections			
Footpath – Commercial Use (Permanent/Temporary)			
Daily rate	60.00 + 6.50 day/m2		Y
New licence application for annual permits	100.00 + 40.00 m2/pa		Y
Renewal of licence application for annual permits	60.00 + 40.00 m2/pa		Y
Impounding/retrieval fee	\$0.00	\$179.00	N
Lease of Unnecessary Road			
Advertising fee	\$10.50	\$115.50	Y
Annual rental	\$11.64	\$128.00	Y
Section 138 Roads Act Approvals			
Works involving road opening	\$11.36	\$125.00	Y
Restoration bond for work involving Council assets	\$0.00	\$600.00	N
Works not involving road opening	\$6.82	\$75.00	Y
Driveway as part of development consent	\$25.00	\$275.00	Y
Driveway not part of development consent	\$6.82	\$75.00	Y
Preparation of Traffic Control Plan	\$7.73	\$85.00	Y
Driveways/Works in Road Reserves, minor use	\$0.00	\$166.00	N
Driveways/Works in Road Reserves, industry large vehicle movement over 100 per year	\$0.00	\$493.00	N
Unmodified Traffic Control Plans	\$0.00	\$0.00	N
Road Restoration			
Inspection fee for road restorations performed by developer or contractor	\$20.46	\$225.01	Y
Annual Charge on Rails, Pipes etc			
Annual Charge on Rails pipes etc, under a public space	\$0.00	\$742.00	N
Annual Charge on Rails pipes etc, over a public space	\$0.00	\$154.00	N
Cattle Grid Permit			
Inspection & Signage of existing grid	\$0.00	\$100.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Advertising & Directional Signs			
Directional signs (commercial developments)		\$258.00 for first sign & \$88.00 for each additional sign or the Development Application fee – which ever is greater	N
RTA Vehicle Registration Weighs	\$0.00	\$40.00	N
Commercial Sign	\$0.00	\$285.00	N
Pole, awning, wall etc		\$285.00 for first sign & \$93.00 for each additional sign	
Directional Sign	\$0.00	\$285.00	N
Commercial Developments		\$285.00 for first sign & \$93.00 for each additional sign	
Community Information	\$0.00	\$0.00	N
Non profit organisations			
Tourist Information Sign	\$0.00	\$285.00	N
Commercial Developments		\$285.00 for first sign & \$93.00 for each additional sign	
Annual Licence Fee	\$0.00	\$250.00	N
For the erection of tourist directional signage on public land (as approved by TASAC). \$250.00 per sign, annually paid in advance by 1st October each year			
Water Charges			
Water Application Fees and Inspection Fees			
Design approval for water supply infrastructure for development works		Refer to Fee Details	N
Same as for Construction Certificates			
Inspections of water supply infrastructure for development works	\$0.00	\$247.00	N
As per Engineering Inspections			
Application to connect to Councils water main and install a new meter OR alter, disconnect or remove an existing meter connected to a service pipe	\$0.00	\$248.00	N
Any application for downsizing of the water meter must be accompanied by a letter from a qualified hydraulic engineer that the reduction in size of the connection will not compromise the fire fighting capabilities of the premises			
Application to Draw Potable Water from a Council Standpipe for Non Potable Use	\$0.00	\$167.00	N
This fee has been waived via Council resolution 034/09 for temporary users in times of drought			

Name	Year 16/17 GST	Fee (incl. GST)	GST
Charges for Water Connections and Installation/Removal/Alterations of Water Meters			
Install Standard 20mm Connection and Water Meter – Charge 1		Refer to Fee Details	N
No charge for property paying access charges. If annual water access charges for water have not been paid, a connection fee shall apply as detailed.			
If annual access charges have not been paid, connection charges shall apply as follows: A) Section 64 Developer Contributions for Water shall be charged at the current rate in the current DSP and B) Connection fee shall apply			
Install Non Standard Connection & Water Meter to Any Allotment – Charge 2		refer to below charges	N
Non standard connections include the following: A) More than one connection. B) Connection greater than 20mm. C) Connection which require under boring.			
Cost to install 20 mm connection Same side of the road	\$0.00	\$1,175.00	N
Cost to install 20 mm connection Opposite side of the road	\$0.00	\$6,528.00	N
Cost to install 25 mm connection Same side of the road	\$0.00	\$1,274.00	N
Cost to install 25 mm connection Opposite side of the road	\$0.00	\$6,626.00	N
Cost to install 32 mm connection Same side of the road	\$0.00	\$1,564.00	N
Cost to install 32 mm connection Opposite side of the road	\$0.00	\$6,916.00	N
Cost to install 40 mm connection Same side of the road	\$0.00	\$1,681.00	N
Cost to install 40 mm connection Opposite side of the road	\$0.00	\$7,032.00	N
Cost to install 50 mm connection Same side of the road	\$0.00	\$2,043.00	N
Cost to install 50 mm connection Opposite side of the road	\$0.00	\$7,395.00	N
Cost to install 65 mm connection Same side of the road	\$0.00	\$1,985.00	N
Cost to install 65 mm connection Opposite side of the road	\$0.00	\$7,337.00	N
Cost to install 80 mm connection Same side of the road	\$0.00	\$2,376.00	N
Cost to install 80 mm connection Opposite side of the road	\$0.00	\$7,729.00	N
Cost to install 100 mm connection Same side of the road	\$0.00	\$2,638.00	N

continued on next page ..

Name	Year 16/17 GST	Fee (incl. GST)	GST
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Charges for Water Connections and Installation/Removal/Alterations of Water Meters [continued]

Cost to install 100 mm connection Opposite side of the road	\$0.00	\$7,991.00	N
Cost to install 150 mm connection Same side of the road	\$0.00	\$3,784.00	N
Cost to install 150 mm connection Opposite side of the road	\$0.00	\$8,844.00	N
Install Water Connection and Water Meter to New development – Charge 3	At cost + 20 % admin fee		N
Install Fire Service Connections & Water Meter – Charge 4	At cost + 20 % admin fee		N
Install Special Rural Connections & Water Meter – Charge 5	At cost + 20 % admin fee		N
Connections will only be allowed to Council's reticulation mains. Prohibited to connect to Council's trunk mains including rising mains and gravity mains. Any extensions to the reticulation mains must meet Councils standard and will be at cost to the developer.			
Remove and/or Replace Meter to Change Meter Size– Charge 6	At cost + 20 % admin fee		N
NB: any applications for downsizing of the water meter must be accompanied by a letter from a qualified hydraulic engineer that the reduction in size of the connection will not compromise the fire fighting capabilities of the premises. Changes to meter size will not proceed until the hydraulic engineers certification is provided.			
Developer Contributions	Refer to Fee Description		N
Refer to Council's Current Development Servicing Plans for charges No connection will be allowed to Councils water supply until the Developer Contributions have been paid inFULL.			

Quarry Products

Sale of Gravel – Normal NGB	\$1.50	\$16.50	Y
Sale of DGB	\$3.00	\$33.00	Y
Sale of Gabion/Mattress Rock	\$4.00	\$44.00	Y
Sale of Blast Rock	\$1.50	\$16.50	Y
Reject Material	\$1.00	\$11.00	Y

Saleyards

Registration Access Fee (per agent) for use of saleyards	\$56.36	\$620.00	Y
Non-notification of Transit stock	\$9.09	\$100.00	Y
Movement/management of stock		Actual cost	Y
Hire of NLIS Scanning wand – deposit	\$0.00	\$235.00	N
Hire of NLIS Scanning wand – day	\$7.27	\$80.00	Y
Out of hours callout fee	\$8.18	\$90.00	Y

Cooma Region

Transit Stock Usage Fees (not part of a sale)

Cattle	\$0.38	\$4.20	Y
Sheep	\$0.06	\$0.65	Y
Goat	\$0.10	\$1.10	Y
Horse	\$0.45	\$5.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Sale Fees			
Sheep	\$0.10	\$1.04	Y
Live weight cattle	\$0.99	\$10.85	Y
Store cattle	\$0.77	\$8.50	Y
Cow & calf afoot	\$0.77	\$8.50	Y
Horse sales – per head	\$0.75	\$8.20	Y
Horse sales– minimum	\$20.45	\$225.00	Y
Sheep \$2 or less		Nil	Y
Scales / Weighing			
CAA Members			
Staff time and scale usage – hour	\$5.00	\$55.00	Y
Staff time and scale usage – head	\$0.41	\$4.50	Y
Staff time and scale usage – minimum	\$5.45	\$60.00	Y
After hours (pre–arranged).	\$8.18	\$90.00	Y
Staff time and casual usage – head	\$0.41	\$4.50	Y
Staff time and casual usage – minimum	\$11.36	\$125.00	Y
Weighing by CAA Member anytime	\$0.27	\$3.00	Y
Non CAA Members			
Transit stock fees + staff time and scale usage – hour	\$5.00	\$55.00	Y
Transit stock fees + staff time and scale usage – head	\$0.55	\$6.00	Y
Transit stock fees + staff time and scale usage –minimum	\$11.36	\$125.00	Y
Afterhours (pre–arranged)	\$8.18	\$90.00	Y
Staff time and casual usage fee – head	\$0.55	\$6.00	Y
Staff time and casual usage fee – minimum	\$16.82	\$185.00	Y
Trailer Parking at Cooma Livestock Selling Centre			
Annual fee for up to 2 trailers at any time	\$90.91	\$1,000.00	Y
Casual parking – per trailer	\$4.55	\$50.00	Y
Truckwash			
Use	\$0.06	\$0.65	Y
AVDATA Truckwash key	\$4.55	\$50.00	Y
Deceased Animals			
Removal of beasts during sale – sheep		Nil	Y
Removal of beasts during sale – cattle		Actual cost	Y
Removal of beasts outside of sale		Actual cost + 30%	Y
Bombala Region			
Yard Hire Fees			
Registration Access Fee (per agent, annually)	\$93.64	\$1,030.00	Y
Saleyards Dues (payable by agents as percent of sale price)		1.5%	Y
Saleyards Agents Licence fees (per sale day)	\$37.73	\$415.00	Y
Saleyard Holding Paddock – Agents Rental/per week	\$11.36	\$125.00	Y
Livestock Carrier Transfer Fee per use (excluding registered agents)	\$3.45	\$38.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
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Truckwash

Annual Access Fee (Note: \$50 key deposit)	\$36.64	\$403.00	Y
Annual User Water Charge (per kL)	\$0.33	\$3.60	Y
Casual Use (per hour with minimum fee of 1 hour) (Note: \$50 key deposit)	\$3.45	\$38.00	Y

Water – Bombala Region

Connection to Water Supply

House connection charge (20mm service) Access	\$0.00	\$560.00	N
Connection Fee – non–rateable property and those above 20mm meter		Actual Costs	N
Disconnection Fee	\$0.00	\$101.00	N
Install and removal of Restrictor	\$0.00	\$250.00	N
Reconnection Fee (where disconnected because of failure to pay rates & charges or failure to comply with water restrictions)	\$0.00	\$139.00	N
Gunningrah Road Rural Water Supply Scheme – New Connection (Standard headworks additional)	\$0.00	\$2,300.00	N

Extension of Water Services

Extension of a main to a property on which no water rates have been levied		Actual costs plus on costs	N
Extension of a main to a property which has paid sewer rates for past five years		At 50% cost plus oncost	N

Backflow Prevention Device

New Connections		Actual costs	N
Meter Testing Fee (on site only)	\$0.00	\$52.00	N
Meter Testing Fee (if removed from site)		Actual cost plus postage	N
Meter Testing Fee (if sent away at owners request) Note: Fees refunded if meter proved inaccurate by more than 3%		Actual Costs	N
Meter reading – for excess on Certificate	\$0.00	\$41.00	N
Meter – Repair or replace		Actual Costs	N
Meter – Protection Box	\$0.00	\$75.00	N
Sale of Water from Standpipe – per kL	\$0.00	\$3.55	N

Waste Water (Sewer) – Bombala Region

Sewerage Services

Extension of a main to a property on which no sewer rates have been levied		Actual cost + oncosts	N
Treatment of effluent from non–scheme entities		Equivalent of multiple Delegate sewer access fee	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
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Extension of Sewer Services

Extension of a main to a property which has paid sewer rates for past five years	At 50% cost plus oncost		N
Provision of a branch line main to Boundary	At cost plus oncost		N
Provision of a branch line main to boundary which is the subject of subdivision, cost of connection to be in accordance with subdivision code	Actual cost + oncosts		N

Water & Wastewater – Cooma Region

Water Supply

Water from standpipes	\$0.00	\$2.68	N
Administration Charge	\$6.91	\$76.00	Y
Water testing	\$6.91	\$76.00	Y
Reconnection fee	\$44.55	\$490.00	Y
Water supply sampling	120.00 hour + 0.87 km		N
Location of water meter	\$0.00	\$91.00	N
Purchase Water Meter		Cost + 25%	N
Flow recorder meter test	\$10.82	\$119.00	Y

Water Connections (no existing service)

20mm	\$64.73	\$712.00	Y
25mm	\$72.27	\$795.00	Y

Mains & Services

Physical location		Actual cost	Y
Surface location	\$10.27	\$113.00	Y
Location of wastewater service connection/boundary riser	\$15.73	\$173.00	Y
Wastewater Connections		Actual cost	Y

Liquid Trade Waste – Cooma Region

General

Reinspection fee	\$11.18	\$123.00	Y
Excess mass	\$0.21	\$2.35	Y
Biochemical oxygen demand	\$0.19	\$2.09	Y
Suspended solids	\$0.39	\$4.25	Y
Total nitrogen	\$0.36	\$3.95	Y
Total phosphorus	\$0.10	\$1.09	Y
Grease and oil Ammonia	\$0.19	\$2.10	Y

Application fee per application

Category 1	\$17.77	\$195.50	Y
Category 2	\$17.77	\$195.50	Y
Category 3	\$17.77	\$195.50	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
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Annual fee per year

Category 1	\$8.64	\$95.00	Y
Category 2	\$8.64	\$95.00	Y
Category 3	\$8.64	\$95.00	Y

Usage Charge

Category 2 – Compliant	\$0.15	\$1.70	Y
Category 2 – Non Compliant	\$1.41	\$15.50	Y

Water Supply – Snowy Region

Water Access Charges

Residential Fees

Annual Access Charge	\$0.00	\$372.00	N
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Non Residential

Annual Access Charge 20 mm	\$0.00	\$372.00	N
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Non Residential Access Charge

Non Residential Access Charge based on diameter of connection

Annual Access Charge 25 mm	\$0.00	\$580.00	N
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Non Residential Access Charge

Non Residential Access Charge based on diameter of connection

Annual Access Charge 32 mm	\$0.00	\$950.00	N
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Non Residential Access Charge

Non Residential Access Charge based on diameter of connection

Annual Access Charge 40 mm	\$0.00	\$1,485.00	N
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Non Residential Access Charge

Non Residential Access Charge based on diameter of connection

Annual Access Charge 50 mm	\$0.00	\$2,321.00	N
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Non Residential Access Charge

Non Residential Access Charge based on diameter of connection

Annual Access Charge 65 mm	\$0.00	\$3,922.00	N
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Non Residential Access Charge

Non Residential Access Charge based on diameter of connection

Annual Access Charge 80 mm	\$0.00	\$5,942.00	N
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Non Residential Access Charge

Non Residential Access Charge based on diameter of connection

Annual Access Charge 100 mm	\$0.00	\$9,284.00	N
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Non Residential Access Charge

Non Residential Access Charge based on diameter of connection

Annual Access Charge 150 mm	\$0.00	\$20,889.00	N
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Non Residential Access Charge

Non Residential Access Charge based on diameter of connection

Name	Year 16/17 GST	Fee (incl. GST)	GST
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Water Usage Charges (Residential and Non Residential)

Metered Usage Charge First 100 kl Per Billing Period	\$0.00	\$2.36	N
Metered Usage Charge Excess 100 kl	\$0.00	\$3.59	N

Usage Charges are a two step charge based on periodic metered water consumption. The second step charge shall apply for all water used above 100kl per billing period. This allowance of 100kl will apply to all properties paying access charges.

Water Supply from Standpipe Charges

Less than 20 kilolitres AVDATA billing to Customers	\$0.00	\$5.00	N
Bulk usage in excess of 20 kilolitres AVDATA billing to Customers	\$0.00	\$4.00	N
Purchase of Standpipe AVDATA Key Council issues key and provides customer details to AVDATA for billing purposes	\$11.18	\$123.00	Y

Other Water Supply Fees

Install and Remove flow restrictor	\$0.00	\$248.00	N
Service Disconnection Fee Application Fee and Disconnection Fee must be paid prior to disconnection	\$0.00	\$409.00	N
Service Reconnection Fee Application Fee and Reconnection Fee must be paid prior to disconnection	\$0.00	\$409.00	N
Meter Reading – Sale of property and issue of account Meter reading by water crews	\$0.00	\$266.00	N
Additional meter reading Meter reading by water crews	\$0.00	\$279.00	N
Meter Flow Test Refunded if found to be faulty	\$0.00	\$279.00	N

NOTE: – If a customer disputes the water consumption reading the following steps shall be carried out before any consideration will be given to amending the account: – Council will ensure the meter is re-read by an authorised person to validate the reading and inform the customer of the outcome. – If the customer is not satisfied with the outcome and the customer still disputes the reading, the customer may request in writing for either of the following tests to be carried out with the payment of the appropriate fees. 1. For Council to conduct an inline flow test passing min of 200 litres through the consumer and test meter in series (Cost of testing shall be as indicated in the Fees and Charges). OR. 2. For an independent test and report from a NATA accredited workshop (Cost of testing shall be "at cost" based on the NATA accredited workshop fee current at the time of payment plus 15% administration fee). In this instance Council shall remove the inline meter to send off to the workshop and replace it with a temporary meter. – If the meter is recording correctly, the customer will not be reimbursed cost of the test and no changes shall be made to the water account. – If the meter is found to be faulty, the customer will be reimbursed the cost of the test and the meter will be replaced at no cost to the customer. A review of the water consumption shall be based on 3 previous readings for the same period. NOTE: The customer may request to witness the test and any associated costs of witnessing the test shall be the customers responsibility.

Leak Detection With Asst Technician and using Council equipment	\$0.00	\$307.00	N
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Name	Year 16/17 GST	Fee (incl. GST)	GST
Backflow Prevention			
Backflow Prevention Initial Registration 1 – 2 Devices	\$0.00	\$90.00	N
Backflow Prevention Initial Registration 3 – 5 Devices	\$0.00	\$110.00	N
Backflow Prevention Initial Registration 6 or more Devices	\$0.00	\$150.00	N
Late Lodgement penalty Applies after 5 days overdue calculated weekly	\$0.00	\$70.00	N
Annual Certification Lodgement Fee 1 – 2 Devices	\$0.00	\$75.00	N
Annual Certification Lodgement Fee 3 – 5 Devices	\$0.00	\$110.00	N
Annual Certification Lodgement Fee 6 or more Devices	\$0.00	\$150.00	N
Inspection Fee 1 – 2 Devices	\$0.00	\$135.00	N
Inspection Fee 3 – 5 Devices	\$0.00	\$190.00	N
Inspection Fee 6 or more Devices	\$0.00	\$220.00	N
Re-Inspection Fee 1 – 2 Devices	\$0.00	\$135.00	N
Re-Inspection Fee 3 – 5 Devices	\$0.00	\$190.00	N
Re-Inspection Fee 6 or more Devices	\$0.00	\$220.00	N

Waste Water (Sewer) – Snowy Region

Application Fees and Inspection Fees

Design approvals for sewerage infrastructure for development works As per Construction Certificate	Same as for Construction Certificate		N
Inspections of sewerage infrastructure for development works As per Engineering Inspections	\$0.00	\$248.00	N
Application to Connect Property to Sewer Drainage Mains	\$0.00	\$248.00	N
Issue of Sewer Location Plan Drainage Diagrams – Fee Per Plan Issued	\$0.00	\$253.00	N
Reissue of Sewer Location Plans Drainage Diagrams Fee per plan reissued	\$0.00	\$162.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
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Connection Charges Including the Property Inspection Opening

Standard Sewer Service Connection	Refer to Fee Description		N
No charge for standard connections to properties paying annual sewer access charges.			
A standard connection is less than 1.2 % grade and less than 10 meters from the sewer main and a maximum depth of 1.5 meter. A non standard connection will incur connection fees at costs plus 20% administration fee. If annual access charges for sewer have not been paid a connection fee shall apply as follows: A) Section 64 Developer Contributions for sewer shall be charges at the current rate in the current DSP AND B) Connection Fee shall apply at full cost plus 20% administration fee			
Non standard sewer connection	At cost + 20 % admin fee		N
Non standard connections are as follows: (Ref. – AUSPEC C402.26). A) is greater than 1.2% grade. B) is greater than 10 meters from the sewer main. C) is less than 1.5 meters in depth.			
New Development (including Dual Occupancies)	On cost+ 20% admin fee		N
Developer Contributions	As per Developer Contribution Plan		N
refer to current Development Servicing Plan			

Sewerage Service Charges – Snowy Region

Sewer Access Charges

Residential Fees

Residential Annual Access Charge	\$0.00	\$953.00	N
Residential Access Charge			
Flat Charge for Residential Sewer			

Name	Year 16/17 GST	Fee (incl. GST)	GST
Non Residential			
Annual Access Charge 20 mm	\$0.00	\$890.00	N
Non Residential Access Charge			
Non Residential Access Charge based on diameter of connection			
Annual Access Charge 25 mm	\$0.00	\$1,390.00	N
Non Residential Access Charge			
Non Residential Access Charge based on diameter of connection			
Annual Access Charge 32 mm	\$0.00	\$2,278.00	N
Non Residential Access Charge			
Non Residential Access Charge based on diameter of connection			
Annual Access Charge 40 mm	\$0.00	\$3,560.00	N
Non Residential Access Charge			
Non Residential Access Charge based on diameter of connection			
Annual Access Charge 50 mm	\$0.00	\$5,562.00	N
Non Residential Access Charge			
Non Residential Access Charge based on diameter of connection			
Annual Access Charge 65 mm	\$0.00	\$9,400.00	N
Non Residential Access Charge			
Non Residential Access Charge based on diameter of connection			
Annual Access Charge 80 mm	\$0.00	\$14,240.00	N
Non Residential Access Charge			
Non Residential Access Charge based on diameter of connection			
Annual Access Charge 100 mm	\$0.00	\$22,250.00	N
Non Residential Access Charge			
Non Residential Access Charge based on diameter of connection			
Annual Access Charge 150 mm	\$0.00	\$50,063.00	N
Non Residential Access Charge			
Non Residential Access Charge based on diameter of connection			

Name	Year 16/17 GST	Fee (incl. GST)	GST
Sewer Usage Charges			
20 mm Non Residential Usage Charge	\$3.23 / Kilolitre – 0.75 Discharge Factor		N
Non Residential Usage Charge – 0.75 Discharge Factor			
25 mm Non Residential Usage Charge	\$3.23 / Kilolitre – 0.75 Discharge Factor		N
Non Residential Usage Charge – 0.75 Discharge Factor			
32 mm Non Residential Usage Charge	\$3.23 / Kilolitre – 0.75 Discharge Factor		N
Non Residential Usage Charge – 0.75 Discharge Factor			
40 mm Non Residential Usage Charge	\$3.23 / Kilolitre – 0.60 Discharge Factor		N
Non Residential Usage Charge – 0.60 Discharge Factor			
50 mm Non Residential Usage Charge	\$3.23 / Kilolitre – 0.60 Discharge Factor		N
Non Residential Usage Charge – 0.60 Discharge Factor			
65 mm Non Residential Usage Charge	\$3.23 / Kilolitre – 0.60 Discharge Factor		N
Non Residential Usage Charge – 0.60 Discharge Factor			
80 mm Non Residential Usage Charge	\$3.23 / Kilolitre – 0.60 Discharge Factor		N
Non Residential Usage Charge – 0.60 Discharge Factor			
100 mm Non Residential Usage Charge	\$3.23 / Kilolitre – 0.60 Discharge Factor		N
Non Residential Usage Charge – 0.60 Discharge Factor			
150 mm Non Residential Usage Charge	\$3.23 / Kilolitre		N
Non Residential Usage Charge – 0.60 Discharge Factor (for water meter and 1 discharge factor for sewer meters)			
Supply of non potable treated effluent	\$1.10 / Kilolitre		N
Treated effluent from sewerage treatment plants primarily from Berridale STP			
Other Sewerage Services			
Acceptance of fresh sewage in aerobic condition – Nil Pre-treatment	\$106/ per tonne		N
Disposal of fresh sewerage at the Jindabyne Sewerage Treatment Plant			
Septage from Septic tank waste which includes septic tank sludge	\$150.00 / tonne		N
Disposal of septage at the Jindabyne Sewerage Treatment plant			

Name	Year 16/17 GST	Fee (incl. GST)	GST
Liquid Waste Discharges to Sewer System			
Classification "A " Charging Category 1 – Low Risk Management Charge On Rates	\$0.00	\$215.00	N
Classification "B " Charging Category 1 – Low Risk Management Charge On Rates Management charge	\$0.00	\$240.00	N
Classification "A" Charging Category 2 – Medium Risk Management Charge On Rates	\$0.00	\$845.00	N
Classification "B" Charging Category 2 – Medium Risk Management Charge On Rates	\$0.00	\$845.00	N
Classification "S" Charging category 2 Dischargers of Chemical Toilet Waste. Management Charge	\$0.00	\$90.00	N
Classification "C" Charging Category 3 – high risk/Industrial Management Charge On Rates	\$0.00	\$1,675.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Liquid Trade Waste Fees			
Change of Ownership – administration fee	\$0.00	\$63.64	N
Laboratory Testing includes collection, delivery to lab and test	At Cost plus 20%		N
All Classifications and charging categories re–inspection fee	\$0.00	\$147.00	N
Classification “A” Charging Category 1 – Low Risk Dischargers with nil or minimal pre–treatment	Not Applicable		N
Annual charge under section 501 of the Local Government Act 1993 – charged on the Water Bill. The factors for this calculation vary according to the Classification and Charging Category of the discharger.			
Classification “B “ Charging Category 1 – Low Risk Dischargers requiring pre – treatment.	\$2.00/Kilolitre		N
Classification “A” Charging Category 2 – Medium Risk Dischargers with prescribed pre–treatment.	\$2.00/Kilolitre		N
Classification “A” Charging Category 2 – Medium Risk Dischargers with out prescribed pre–treatment.	\$21.00/Kilolitre		N
Classification “B” Charging Category 2 – Medium Risk Dischargers with prescribed pre–treatment.	\$2.00/Kilolitre		N
Classification “B” Charging Category 2 – Medium Risk Dischargers with out prescribed pre–treatment.	\$21.00/Kilolitre		N
Classification “S” charging category 2 Dischargers of Chemical Toilet Waste	\$21.00/Kilolitre		N
Classification “C” Charging Category 3 – high risk/Industrial /Large Dischargers (Complex or specialised pre–treatment)	Charging rate as per the list below.		N
Biochemical Oxygen Demand	\$0.00	\$3.00	N
Suspended Solids	\$0.00	\$2.00	N
Ammonia Nitrogen	\$0.00	\$2.00	N
Total Nitrogen	\$0.00	\$1.00	N
Total Phosphates	\$0.00	\$2.00	N
pH non compliance Charge (Based on formula under Clause 3.7.7 in the regulation policy)	As per Calculation		N
Oil & Grease	\$0.00	\$2.00	N
Aluminium	\$0.00	\$1.00	N
Arsenic	\$0.00	\$80.00	N
Barium	\$0.00	\$37.00	N
Boron	\$0.00	\$1.00	N
Bromine	\$0.00	\$17.00	N
Cadmium	\$0.00	\$375.00	N
Chloride	\$0.00	\$0.00	N
Chlorinated Hydrocarbons	\$0.00	\$41.00	N
Chlorinated Phonetics	\$0.00	\$1,625.00	N
Chlorine	\$0.00	\$2.00	N
Chromium	\$0.00	\$27.00	N
Cobalt	\$0.00	\$17.00	N
Copper	\$0.00	\$17.00	N
Cyanide	\$0.00	\$80.00	N
Fluoride	\$0.00	\$4.00	N
Formaldehyde	\$0.00	\$2.00	N

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Name	Year 16/17 GST	Fee (incl. GST)	GST
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Liquid Trade Waste Fees [continued]

Herbicides/defoliant	\$0.00	\$815.00	N
Iron	\$0.00	\$2.00	N
Lead	\$0.00	\$40.00	N
Lithium	\$0.00	\$8.00	N
Manganese	\$0.00	\$8.00	N
Mercaptans	\$0.00	\$82.00	N
Mercury	\$0.00	\$2,700.00	N
Methylene blue active substances (MBAS)	\$0.00	\$1.00	N
Molybdenum	\$0.00	\$1.00	N
Nickel	\$0.00	\$27.00	N
Organoarsenic Compounds	\$0.00	\$815.00	N
Pesticides general	\$0.00	\$815.00	N
Petroleum hydrocarbons (non-flammable)	\$0.00	\$3.00	N
Phenolic compounds (non-chlorinated)	\$0.00	\$8.00	N
Polynuclear aromatic hydrocarbons	\$0.00	\$17.00	N
Selenium	\$0.00	\$58.00	N
Silver	\$0.00	\$3.00	N
Sulphate * (SO4)	\$0.00	\$1.00	N
Sulphide	\$0.00	\$2.00	N
Sulphite	\$0.00	\$2.00	N
Thiosulphate	\$0.00	\$1.00	N
Tin	\$0.00	\$8.00	N
Total dissolved solids * (TDS)	\$0.00	\$1.00	N
Uranium	\$0.00	\$8.00	N
Zinc	\$0.00	\$16.00	N

Waste Services

Domestic Waste & Recycling Services

Additional Waste/Recycling collection due to environmental threat	\$0.00	\$40.00	N
Annual Service Fee for 'BOB' bunch of bins (per bin) at Smith's Road & Jerangle	\$0.00	\$95.00	N
Bank of Bins Waste & Recycling Charge	\$0.00	\$200.00	N
BOB Key Deposit	\$0.00	\$35.00	N
Domestic Recycling Collection Service	\$0.00	\$97.00	N
Domestic Waste Collection Service	\$0.00	\$233.00	N
Waste Management Charge	\$0.00	\$101.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Garbage/Compost Bins			
220L Compost Bin	\$5.00	\$55.00	Y
Bin Hitch	\$2.00	\$22.00	Y
Bin Purchase – Non–Council (120–306L)	\$8.50	\$93.50	Y
Bin Replacement – Council Owned (120–306L)	\$6.50	\$71.50	Y
Bulk–a–bag	\$1.50	\$16.50	Y
Only available from Jindabyne			
Compost Aerator	\$2.50	\$27.50	Y
Conditioner	\$1.00	\$11.00	Y
Kitchen Caddy	\$1.50	\$16.50	Y
Recycling crate	\$0.00	\$15.00	N
Red Waste Bin replacement (120L)	\$0.00	\$65.00	N
Tube–o–worms	\$5.45	\$60.00	Y
Worm Blanket	\$1.00	\$11.00	Y
Worm Farm (excluding worms)	\$7.50	\$82.50	Y
Worm Farm Bedding Block	\$0.50	\$5.50	Y
Worm Farm Collector Tray	\$1.50	\$16.50	Y
Worm Farm Leg & Clips	\$0.60	\$6.60	Y
Worm Farm Lid	\$1.50	\$16.50	Y
Worm Farm Tap and Nut Set	\$1.00	\$11.00	Y
Worm Farm Vents	\$0.50	\$5.50	Y
Worm Farm Working Tray	\$1.50	\$16.50	Y
Yellow Recycling Bin replacement (240L)	\$0.00	\$65.00	N
Commercial Waste			
Annual Waste Service – 240L Bin	\$38.40	\$422.40	Y
Bombala commercial customers only, includes service			
Commercial Food & Organics Collection – For each m3 collected where applicable	\$0.00	\$25.00	N
Commercial Recycling Charge – For each m3 collected (1100L MGB) where applicable	\$0.00	\$25.00	N
Commercial Recycling Charge – Per Collection 360L Bin or part thereof	\$0.00	\$7.00	N
Commercial Waste Charge – For each m3 collected (1100L MGB) or part thereof	\$0.00	\$36.00	N
Commercial Waste Charge – Per Collection 240L Bin where applicable	\$0.00	\$9.00	N
Replacement/Additional Keys	\$0.00	\$35.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Hire of Garbage Skips			
1,100L Sulo Bin	\$0.00	\$330.00	N
Cooma commercial customers only			
1,100ltr Sulo bin	\$0.00	\$330.00	N
660L Sulo Bin	\$0.00	\$160.00	N
Cooma commercial customers only			
660ltr Sulo bin	\$0.00	\$160.00	N
Replacement Skip Key	\$0.00	\$35.00	N
Supply of Bins at Events/Functions – 240lt & 360lt bins			
Charge per contaminated recycling bin	\$1.80	\$19.80	Y
Charge per recycling pick up	\$0.90	\$9.90	Y
Charge per waste pick up	\$0.00	\$12.00	N
Delivery and return of 1 to 10 bins	\$2.00	\$22.00	Y
Delivery and return of 11 to 20 bins	\$8.00	\$88.00	Y
Delivery and return of 21 to 30 bins	\$16.00	\$176.00	Y
Delivery and return of 31 to 40 bins	\$24.00	\$264.00	Y
Delivery and return of 41 to 50 bins	\$35.00	\$385.00	Y
Waste Disposal at Licensed Landfills (Cooma & Jindabyne)			
Service Fee for out of hours tipping at Landfill	\$3.64	\$40.00	Y
Mixed Waste, including Domestic, Commercial and Unsorted Waste			
240L bin/car boot load	\$1.00	\$11.00	Y
240L bin/car boot load	\$1.00	\$11.00	Y
240L bin/car boot load	\$1.00	\$11.00	Y
Commercial & Industrial Mixed Unsorted Waste (Putrescible)	\$0.00	\$196.00	N
Mixed Commercial & Industrial Waste between 150 kgs at \$196/tonne			
Commercial Waste Drop Off >300kg	\$18.50	\$203.50	Y
Only accepted at Cooma & Jindabyne Facilities			
Minimum Charge (120L or less)	\$0.50	\$5.50	Y
Mixed waste larger loads	\$15.50	\$170.50	Y
Small truck/large trailer	\$2.00	\$22.00	Y
Ute/Level Trailer	\$1.50	\$16.50	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Tyres			
4WD Tyres	\$0.70	\$7.70	Y
Bobcat	\$2.50	\$27.50	Y
Bobcat Tyres	\$2.27	\$25.00	Y
Large Tractor / Earthmover Tyres	\$13.00	\$143.00	Y
Light Truck Tyres	\$2.50	\$27.50	Y
Motor Cycle	\$0.36	\$4.00	Y
Motorbike Tyres	\$0.70	\$7.70	Y
Passenger Tyres	\$0.70	\$7.70	Y
Rubber waste (landfilled)	\$20.00	\$220.00	Y
Only accepted at Cooma & Jindabyne Facilities			
Small Tractor/Tyres on rims	\$2.50	\$27.50	Y
Super Single Tyres	\$2.50	\$27.50	Y
Tractor/heavy plant up to 1.5metres high	\$15.91	\$175.00	Y
Adaminaby Only			
Truck Tyres	\$2.50	\$27.50	Y
Special Waste			
Asbestos – Larger loads	\$20.00	\$220.00	Y
Only accepted at Cooma & Jindabyne Facilities			
Asbestos – Minimum charge (small quantities, sheets)	\$3.00	\$33.00	Y
Only accepted at Cooma & Jindabyne Facilities			
Dewatered Biosolids / Contaminated Soil	\$18.18	\$200.00	Y
Dewatered Biosolids/Contaminated Soil	\$20.00	\$220.00	Y
Grease/Screening/Oil Sludge	\$18.50	\$203.50	Y
Minimum Charge – Grease/screening/oil sludge – Dewatered Biosolids – Contaminated Soil	\$1.82	\$20.00	Y
The receipt of Dewatered Biosolids and Contaminated Soil is only accepted by prior arrangement and will only be accepted if test results provided to Council meet the EPA Guidelines for solid waste.			
Construction & Demolition			
Mixed building waste – Minimum Charge	\$0.50	\$5.50	Y
Mixed building waste/demolition rubble (no asbestos)	\$15.50	\$170.50	Y
Other treated timbers/particle board etc	\$4.27	\$47.00	Y
Other treated timbers/particle board etc Minimum charge	\$1.36	\$15.00	Y
Other treated timbers/particle board etc Weighed loads	\$14.09	\$155.00	Y
Timber – Untreated/Unpainted	\$1.82	\$20.00	Y
Timber – untreated/unpainted – Minimum charge	\$1.36	\$15.00	Y
Timber – untreated/unpainted – weighed loads	\$14.09	\$155.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Recyclables			
Batteries including Car & Truck		Free	N
Car bodies – Containing Fluids	\$1.82	\$20.00	Y
Car bodies – Free of Fluids		Free	N
E – Waste	\$0.91	\$10.00	Y
If the E–Waste Stewardship program no longer supports Snowy Monaro residents, Council will charge per item of E–Waste received			
Plastic / Glass / Cans / Paper / Cardboard		Free	N
Scrap Metal		Free	N
Scrap Metal		Free	N
Waste Oil Less than 5 drums of waste oil		Free	N
Waste Oil more than 5 drums decanting fee per drum	\$0.18	\$2.00	Y
Whitegoods – Removal of refrigerant gas	\$0.91	\$10.00	Y
Items such as fridges, freezers and air conditioners are required to have the refrigerants gas removed prior to disposal. Where such an item does not have verification that gas has been removed, a fee will be charged to cover the cost of degassing.			
Whitegoods (Not containing Refridgerant)		Free	N
Waste Oil 5 or more drums decanting fee per drum	\$0.18	\$2.00	Y
Green Waste			
Green Waste	\$6.36	\$70.00	Y
Domestic/Council			
Up to caged trailer < 300mm diameter	\$0.45	\$5.00	Y
Commercial			
Up to 1 cubic meter	\$0.91	\$10.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Other Waste			
2 Seater Couch	\$1.36	\$15.00	Y
3 Seater or Larger Couch	\$1.82	\$20.00	Y
Arm Chair	\$0.91	\$10.00	Y
Dead Animal – Large Cow/Horse	\$3.64	\$40.00	Y
Dead Animal – Medium Sheep/Calf/Goat	\$2.73	\$30.00	Y
Dead Animal – Small Dog/Cat	\$1.36	\$15.00	Y
Mattresses – All sizes	\$2.73	\$30.00	Y
Mattresses – Foam	\$0.91	\$10.00	Y
Offal	\$15.00	\$165.00	Y
Snow Skis / Snowboards / Ski boots – large loads Jindabyne Only	\$21.82	\$240.00	Y
Snow Skis / Snowboards / Ski boots – large loads – Minimum Charge Jindabyne Only	\$2.73	\$30.00	Y
Snow Skis / Snowboards / Ski boots – per paid/board	\$1.09	\$12.00	Y
Tyre waste (landfilled) at Cooma Landfill only	\$18.18	\$200.00	Y
Miscellaneous Charges			
Private weighbridge / Vehicle Registration weighs	\$3.64	\$40.00	Y
Sale of Recovered Materials			
Compost – 6 x 4 box trailer high sides (500mm) level load Cooma Only	\$2.91	\$32.00	Y
Compost – 6 x 4 box trailer standard sides (300mm) level load Cooma Only	\$1.82	\$20.00	Y
Compost – Large weighed quantities	\$4.55	\$50.00	Y
Compost Grade A (screened) – litre	\$0.00	\$0.03	Y
Compost Grade A (screened) – m3	\$2.73	\$30.00	Y
Crushed concrete	\$1.36	\$15.00	Y
Firewood – Larger loads When Available	\$5.00	\$55.00	Y
Firewood Kindling Bags When Available	\$0.45	\$5.00	Y
Reprocessed concrete – per tonne When Available	\$3.18	\$35.00	Y
Green Waste Mulch	\$1.82	\$20.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
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Waste Disposal at Unlicensed Landfills (Bombala & Delegate)

Annual Key Charge – Bombala Waste Depot		\$350	N
No Longer Available			
Oil Filters – Undrained – per container less than 60 litres	\$1.82	\$20.00	Y
Oil Filters – Undrained – per container more than 60 litres	\$7.73	\$85.00	Y
Replacement of stolen or damaged mobile garbage bin – (240 litre MGB)	\$0.00	\$120.00	N
Replacement of stolen or damaged mobile garbage bin – (140litre MGB.)	\$0.00	\$104.00	N
Replacement of stolen or damaged recycling crate	\$0.00	\$30.00	N

Mixed Waste, including Domestic, Commercial and Unsorted Waste

Minimum Charge (120L or less)	\$0.50	\$5.50	Y
Small truck/large trailer	\$2.00	\$22.00	Y
Ute/Level Trailer	\$1.50	\$16.50	Y

Tyres

4WD Tyres	\$0.70	\$7.70	Y
Bobcat	\$2.50	\$27.50	Y
Light Truck Tyres	\$2.50	\$27.50	Y
Motor Cycle	\$0.36	\$4.00	Y
Motorbike Tyres	\$0.70	\$7.70	Y
Passenger Tyres	\$0.70	\$7.70	Y
Small Tractor/Tyres on rims	\$2.50	\$27.50	Y
Super Single Tyres	\$2.50	\$27.50	Y
Tractor/heavy plant up to 1.5metres high	\$15.91	\$175.00	Y
Truck Tyres	\$2.50	\$27.50	Y

Construction & Demolition

VENM (Virgin Excavated Natural Material if required for landfill operation) – Particles must be less than 150 mm.		Free	N
VENM will be accepted if testing results provided to Council meet EPA guidelines.			
VENM (Virgin Excavated Natural Material if required for landfill operation) – Particles must be less than 150 mm		Free	N
CCA treated timber	\$11.36	\$125.00	Y
Concrete containing Steel reinforcement	\$12.27	\$135.00	Y
Concrete containing Steel reinforcement– Minimum charge	\$1.36	\$15.00	Y
Concrete containing Steel reinforcement– Weighed loads	\$8.64	\$95.00	Y
Concrete/bricks cubic metres	\$20.00	\$220.00	Y
Large quantities not accepted			
Concrete/bricks demolition rubble	\$6.00	\$66.00	Y
Concrete/bricks minimum	\$1.00	\$11.00	Y
Concrete/bricks minimum	\$10.00	\$110.00	Y
Concrete/bricks/tiles/rubble Including VENM with particles greater than 150mm – minimum charge	\$0.91	\$10.00	Y
Excavated fill > brick size	\$5.45	\$60.00	Y
Excavated material not contaminated < brick size		free	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Mixed Building Waste/Demolition rubble (NO ASBESTOS)			
Mixed Building	\$9.09	\$100.00	Y
Mixed Building Cubic Metres	\$36.36	\$400.00	Y
Mixed Building Minimum	\$18.18	\$200.00	Y
Mixed building waste – Cubic Metres	\$40.00	\$440.00	Y
Mixed building waste – Minimum Charge	\$20.00	\$220.00	Y
Mixed building waste/demolition rubble (no asbestos)	\$10.00	\$110.00	Y
Concrete/bricks demolition rubble			
Recyclables			
Batteries including Car & Truck		Free	N
Car bodies – Containing fluids	\$1.82	\$20.00	Y
Car bodies – Free of fluids		Free	N
E Waste	\$0.91	\$10.00	Y
If the E-Waste Stewardship program no longer supports Snowy Monaro residents, Council will charge per item of E-Waste received			
Scrap Metal		Free	N
Waste Oil Less than 5 drums of waste oil		Free	N
Plastic / Glass / Cans / Paper / Cardboard Commercial quantities Not accepted		Free	N
Whitegoods – Removal of refrigerant gas	\$0.91	\$10.00	Y
Items such as fridges, freezers and air conditioners are required to have the refrigerants gas removed prior to disposal. Where such an item does not have verification that gas has been removed, a fee will be charged to cover the cost of degassing.			
Whitegoods (Not containing Refridgerant)		Free	N
Green Waste			
Domestic/Council			
more than a caged Trailer	\$1.09	\$12.00	Y
Up to caged trailer < 300mm diameter	\$0.45	\$5.00	Y
Commercial			
Caged trailer / 2 cubic meters	\$1.82	\$20.00	Y
more than a caged Trailer	\$1.09	\$12.00	Y
Up to 1 cubic meter	\$0.91	\$10.00	Y
Minimum Charge			
Other Waste			
2 Seater Couch	\$1.36	\$15.00	Y
3 Seater or larger Couch	\$1.82	\$20.00	Y
Arm Chair	\$0.91	\$10.00	Y
Mattresses – All sizes	\$2.73	\$30.00	Y
Mattresses – Foam	\$0.91	\$10.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
Waste Disposal Transfer Stations at Adaminaby, Berridale, Bredbo, Nimmitabel & Numeralla			
Virgin Excavated Natural Material (as defined by POEO)		Free	N
Mixed Waste, including Domestic, Commercial and Unsorted Waste			
Minimum Charge (120L or less)	\$0.50	\$5.50	Y
Small truck/large trailer	\$2.00	\$22.00	Y
Ute/Level Trailer	\$1.50	\$16.50	Y
Tyres			
Recyclables			
Batteries including Car & Truck		Free	N
Car bodies – Containing fluids	\$1.82	\$20.00	Y
Car bodies – Free of fluids		Free	N
E Waste	\$0.91	\$10.00	Y
If the E–Waste Stewardship program no longer supports Snowy Monaro residents, Council will charge per item of E–Waste received			
Plastic / Glass / Cans / Paper / Cardboard Commercial quantities Not accepted		Free	N
Waste Oil Less than 5 drums of waste oil		Free	N
Waste Oil 5 or more drums decanting fee per drum	\$0.18	\$2.00	Y
Scrap Metal		Free	N
Whitegoods (Not containing Refridgerant)		Free	N
Green Waste			
Domestic/Council			
Quantities more than a caged trailer	\$1.09	\$12.00	Y
Quantities up to caged trailer <300mm diameter	\$0.45	\$5.00	Y
Commercial			
Up to 1 cubic meter	\$0.91	\$10.00	Y
Caged trailer / 2 cubic meters	\$1.82	\$20.00	Y
Quantities more than caged trailer or >300mm diameter	\$1.09	\$12.00	Y

Name	Year 16/17 GST	Fee (incl. GST)	GST
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Community Services

Community Transport

Community Transport client contributions are received on a fee for services basis. The 'fee' is a contribution & does not reflect the cost of providing the service.		TBD	N
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Individual Vehicle Transport – Eligible Customers

Bombala CT Individual

Local Township Trip	\$0.00	\$10.00	N
Bombala – Delegate	\$0.00	\$31.00	N
Bombala – Bibbenluke	\$0.00	\$15.50	N
Bombala – Cathcart	\$0.00	\$15.50	N
Bombala to Cooma or Bega	\$0.00	\$45.00	N
Bombala – Canberra	\$0.00	\$90.00	N

Snowy River Cooma–Monaro CT Individual

Outlying Townships to Cooma	\$0.00	\$20.00	N
Outlying Townships to Canberra or Bega	\$0.00	\$20.00	N
Local Township Trip	\$0.00	\$10.00	N
Cooma to Canberra or Bega	\$0.00	\$45.00	N

Individual Transport – Non Eligible Customer

Local Trips with Volunteer Driver	\$0.00	\$25.00	N
Non Eligible Customers – Individual transport can not ordinarily be provided to non-eligible persons except as full cost recovery and only if resources (e.g. volunteer drivers, vehicles) are available.			
Full Cost recover per km rate	\$0.00	\$1.20	N
\$0.79 per km			

Bus – Eligible Customers

Bombala CT Bus

Bombala Township	\$0.00	\$5.50	N
Delegate (Thursday Fortnightly Run) – Bombala	\$0.00	\$10.50	N
Bombala (Friday fortnightly run) – Delegate & return	\$0.00	\$15.50	N
Bombala – Bibbenluke	\$0.00	\$8.00	N
Bombala – Cathcart	\$0.00	\$8.00	N
Bombala to Cooma or Bega	\$0.00	\$15.00	N
Bombala to Canberra	\$0.00	\$26.00	N
Contact Centre travel (Wednesday session)	\$0.00	\$3.50	N

Snowy River Cooma–Monaro CT Bus

Cooma Township	\$0.00	\$3.00	N
Cooma to Canberra	\$0.00	\$15.00	N
Outlying Townships to Cooma	\$0.00	\$10.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
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Bus – Non Eligible Customers

Cooma Area	\$0.00	\$10.00	N
Cooma to Canberra	\$0.00	\$30.00	N
Bombala – Bombala	\$0.95	\$10.50	Y
Delegate (Thursday Fortnightly Run) – Bombala	\$1.86	\$20.50	Y
Bombala (Friday Fortnightly Run) – Delegate & return	\$2.86	\$31.50	Y
Bombala – Bibbenluke	\$1.41	\$15.50	Y
Bombala – Cathcart	\$1.41	\$15.50	Y
Bombala – Cooma	\$2.86	\$31.50	Y
Bombala – Bega	\$2.86	\$31.50	Y
Bombala – Canberra	\$4.73	\$52.00	Y
Contact Centre Travel (Wednesday Session)	\$0.32	\$3.50	Y

HACC Bus Hire

For HACC Clients & Not for Profit Community groups	\$0.00	\$0.85	N
For Other Private Hirers	\$0.17	\$1.90	Y

Community Care Services

Werri-Nina Centre – Aged Care, Disability & Community Care Services, HACC – Berridale & HACC – Bombala

Contact Centre – Social Support Group

NRCP Lunch Club Contribution Only	\$0.00	\$15.00	N
NRCP Men from Snowy River Community Access Group Contribution Only	\$0.00	\$15.00	N
NRCP Autumn Leaves Centre Day Program Contribution Only	\$0.00	\$15.00	N
NRCP Mystery Trip Contribution Only	\$0.00	\$25.00	N
Carers Support	Dependant on Activity		N
Young Carers	Dependant on Activity		N
Half Day	\$0.00	\$5.00	N
Full Day	\$0.00	\$8.00	N
Lunch Only	\$0.00	\$5.00	N
Excursions & Day Trips	Full cost recovery, P.O.A.		N

ComPacks Service – Short Term Community Support Packages

ComPacks Clients	\$0.00	\$10.00	N
ComPacks Brokerage	\$0.00	\$45.00	N
ComPacks Case Management	\$0.00	\$54.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Meals on Wheels Service			
Meals on Wheels Per Frozen or Hot Meal	\$0.00	\$10.00	N
Two Course Meal	\$0.00	\$8.00	N
Main Meal Only	\$0.00	\$6.00	N
Dessert Only	\$0.00	\$2.00	N
Soup Only	\$0.00	\$2.00	N
Fresh Meals			
Fresh Delivered Meals – HACC Clients	\$0.00	\$9.60	N
Fresh Delivered Meals – Non HACC Clients – Cash Payment		POA	Y
Fresh Delivered Meals – Non HACC Clients – Account		POA	Y
Frozen Meals			
Frozen Meals – Main Meal – HACC Clients	\$0.00	\$7.35	N
Frozen Meals – Soup – HACC Clients		POA	N
Frozen Meals – Dessert – HACC Clients		POA	N
Frozen Meals – Main Meal – Non HACC Client – Cash Payment		POA	Y
Frozen Meals – Main Meal – Non HACC Client – Account		POA	Y
Frozen Meals – Soup – Non HACC Client		POA	Y
Frozen Meals – Dessert – Non HACC Client		POA	Y
Multi – Service Outlet			
Social Support and Food Services Contribution Only	\$0.00	\$15.00	N
CACP As per Department of Health and Ageing care recipient contribution rates) This is adjusted periodically in line with increases in aged pension rate.	\$0.00	\$9.77	N
NRCP Individual Home Respite Programs Contribution Only	\$5.00 per hour up to a maximum of \$20.00 per day		N
NRCP Flexible Respite Contribution Only	\$5.00 per hour up to a maximum of \$20.00 per day		N
MSO Respite Contribution Only	\$0.00	\$5.00	N
HLSS for Community Service Providers			
Domestic Assistance & Respite	Available on Request		N
Domestic Assistance and Respite Brokerage Monday to Friday	\$0.00	\$43.12	N
Domestic Assistance and Respite Brokerage Saturday	\$0.00	\$56.06	N
Domestic Assistance and Respite Brokerage Sunday and Public Holidays	\$0.00	\$68.99	N
Brokerage per Kilometre Rate	\$0.00	\$0.79	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
HLSS Brokerage			
Personal Care Brokerage Rate Monday to Friday	\$0.00	\$54.01	N
Personal Care Brokerage Rate Saturday	\$0.00	\$70.31	N
Personal Care Brokerage Rate Sunday and Public Holidays	\$0.00	\$86.42	N
Community Services Brokerage per Kilometre Rate	\$0.00	\$0.79	N
Monday to Friday	\$0.00	\$36.00	N
Saturday	\$0.00	\$43.00	N
Sunday/Public Holidays	\$0.00	\$50.00	N
Kilometre Charge – Under 2.5l	\$0.00	\$0.68	N
Kilometre Charge – Over 2.5l	\$0.00	\$0.78	N
Yard Maintenance	\$0.00	\$20.00	N
Rural Brokerage (Domestic Assistance & Personal Care)	25% of total assistance provided		Y
Assistance at Home			
Domestic Assistance Contribution Only	\$0.00	\$14.00	N
Social Support Individual Personal Care	\$0.00	\$8.00	N
Domestic Assistance	\$0.00	\$8.00	N
Home Maintenance & Modifications			
Home Modification Costs Contribution Only	Full cost of materials plus \$20.00 per hour + 10% Admin fee per Home modification		N
Home Maintenance Contribution Only	\$0.00	\$25.00	N
HACC Builder – Maintenance per hour	\$0.00	\$20.50	N
HACC Builder – Modification per hour	\$0.00	\$41.50	N
HACC Builder – Non HACC Client (Private Brokerage fee) – Maintenance	\$3.77	\$41.50	Y
HACC Builder – Non HACC Client (Private Brokerage Fee) – Modification (Maintenance and modification materials charged separately)	\$7.59	\$83.50	Y
HACC Handyman – Non HACC Client (Private Brokerage Travelling Fee) per kilometre	\$0.08	\$0.85	Y
(Fee as prescribed by the Australian Tax Office in accordance with relevant vehicle capacity). Council reserves the right to pass on any increase in fees should they occur throughout the 16/17 financial year).			
Aged Care			
Larger Jobs	2/3 total costs paid by clients. Clients pay for items, plus 50% of labour costs.		N
Smaller Jobs	2/3 total costs paid by clients. Clients pay for items, plus 50% of labour costs.		N
Disability Services			
Fee	Fees subject to client income assessment as per Family & Community Services. Home modifications fees apply.		N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Equipment Hire			
Small Equipment Hire		available on request	N
Available on Request (amount varies depending on items borrowed and length of time)			
Wheelchair	\$0.00	\$10.00	N
Hopper Frame	\$0.00	\$10.00	N
Shower Chair/Stool	\$0.00	\$10.00	N
Over Wheelchair Frames	\$0.00	\$10.00	N
Daycare			
Activities (per day)	\$0.00	\$2.50	N
HACC Community Centre – Bombala			
Office Hire (no kitchen) – per hour	\$1.64	\$18.00	Y
Office Hire (no kitchen) – per day	\$8.18	\$90.00	Y
Function Centre (no kitchen) – per hour	\$2.82	\$31.00	Y
Function Centre (no kitchen) – per day	\$13.64	\$150.00	Y
Use of Electronic Whiteboard – per hour	\$0.95	\$10.50	Y
Use of Electronic Whiteboard – per day	\$3.73	\$41.00	Y
Clean up charge if Council required to clean	\$12.73	\$140.00	Y
Use of kitchen – per hour	\$0.77	\$8.50	Y
Library Hire – per hour (Plus Wages for Council Staff member)	\$3.77	\$41.50	Y
Casual Hirers Liability Insurance	\$2.82	\$31.00	Y
(for individuals wishing to hire a council facility that do not have their own Public Liability Insurance Cover)			
2 hrs Free usage of Function Room for Non Profit Organisations (Snowy Monaro LGA based organisations only)		NIL	N
Residential Aged Care			
Snowy River Hostel			
Accommodation Bond			
Refundable Accommodation Deposit –Maximum	\$0.00	\$550,000.00	N
(This replaces what was previously known as the Accommodation Bond)			
Maximum Permissible Interest Rate for Accommodation Bond Agreements. This is set by Department of Social Services and varies each Quarter		1/04/2016 – 6.28%	N
Equivalent Maximum Daily Accommodation Payment (DAP) – Maximum	\$0.00	\$94.63	N
Daily Care Fee			
Respite Day Care	\$0.00	\$35.00	N
Includes morning tea, lunch, afternoon tea and in house activities			
Maximum Basic Daily Care Fee (Standard Residents entering after 1 July 2014)	\$0.00	\$48.25	N
Remote Area Allowance (Additional Charge to Respite Residents)	\$0.00	\$1.06	N
Resident Staff Escorts (to appointment, per hour)	\$0.00	\$30.00	N
Max \$90.00 per day			
Resident Bus/Car Outings	\$0.00	\$5.00	N

Name	Year 16/17 GST	Fee (incl. GST)	GST
Miscellaneous			
Yallambee Lodge Residential Care			
Fortnightly fees		85% of fortnightly pension	N
Respite fees		85% of fortnightly pension	N
Refundable Accommodation Deposit (RAD)		As published on myagedcare website at time of admission	N
Daily Accommodation Payment (DAP)		As published on the myagedcare website at time of admission	N
Home Care Package Program (formally CACP)		17% of weekly pension or as published by DOSS, adjusted biannually	N
Vital Call		Cost recovery only	Y
Snowy River Health Centre			
Sessional Rooms			
Sessional Room – full day	\$7.64	\$84.00	Y
Sessional Room – half day	\$4.73	\$52.00	Y
Sessional Room – per hour	\$1.45	\$16.00	Y
Education Room			
Education Room – room only	\$2.36	\$26.00	Y
Education Room – all facilities	\$3.36	\$37.00	Y
X-Ray Room			

Name	Year 16/17 GST	Fee (incl. GST)	GST
To be allocated			
Store Purchases		Cost + 40%	N
Purchases of materials from Stores			
Weedicide Chemical Sales		Cost + 10%	N
Glyphosate (Roundup) flupropanate (Taskforce)			
Weedicide Chemical Sales – All other chemicals		Cost + 10%	N
Application Fee	\$0.00	\$30.00	N
Processing Charge (per hour)	\$0.00	\$30.00	N
Internal review	\$0.00	\$40.00	N
New dwelling	\$0.00	\$65.00	N
Class 1 & 10 buildings	\$0.00	\$250.00	N
Class 2 to 9 Buildings <200m2	\$0.00	\$250.00	N
Class 2 to 9 Buildings >200m2 to <2000m2 floor area		250 plus 0.50 per m2	N
Class 2 to 9 Buildings >2000m2 floor area		1,165 plus 0.075 per m2 over 2,000m2	N
Copy of Building Certificate	\$0.00	\$40.00	N
Re-Inspection Fee	\$0.00	\$200.00	N
In the case where Council is required to carry out more than one inspection before issuing a building certificate.			
Modify or amend a condition or approved plan as per s96(1) (i.e. minor error)	\$0.00	\$75.00	N
Modify or amend a condition or approved plan as per s96(1A) (i.e. minimal environmental impact) or 96AA(1)		645.00 or 50% of original DA fee, whichever is lesser	N
Modify or amend a condition or approved plan as per s96(2)		50% of original DA fee	N
Extension of lapsing date of development consent	\$0.00	\$250.00	N
Dwelling-house <\$100,000	\$0.00	\$190.00	N
Development not involving the erection of a building, the carrying out of work or the demolition of a work or building.		50% of original fee	N
<\$5,000	\$0.00	\$71.00	N
\$5,001 to \$250,000		85 plus 1.50 per 1,000 of estimated cost over 5,000	N
\$250,001 to \$500,000		500 plus 1.50 per 1,000 of estimated cost over 250,001	N
\$500,001 to \$1,000,000		712 plus 0.50 per 1,000 of estimated cost over 500,001	N
>\$1,000,001		987 plus 0.40 per 1,000 of estimated cost over 1,000,001	N
Processing fee where value of works up to \$20000	\$0.00	\$520.00	N
Processing fee where value of works greater than \$20000	\$0.00	\$1,035.00	N

Index of all fees

Other

- \$0 – \$10,000 [Construction Certificate & S.68 Part A1 – Structure Approval Fees for Manufactured Dwellings]
- \$0 – \$10,000 [Development that involves the erection of a building, dwelling house, carrying out of work or demolition of a work or building, in accordance with the table below; Value of Building Works]
- \$0 – \$2,000 [Value of Building Works]
- \$0 – \$2,000 [Development that involves the erection of a building, dwelling house, carrying out of work or demolition of a work or building, in accordance with the table below; Value of Building Works]
- \$1,000,001 – \$10,000,000 [Any other development, as set out below (plus \$665 if Notice of Application is required under S.96(2) of 96AA(1) of the Act), with value of building works]
- \$1,000,001 to \$10,000,000 [Other Development Application Fees]
- \$10,001 – \$100,000 [Value of Building Works]
- \$10,001 – \$100,000 [Development that involves the erection of a building, dwelling house, carrying out of work or demolition of a work or building, in accordance with the table below; Value of Building Works]
- \$10,001 to \$100,000 [Construction Certificate & S.68 Part A1 – Structure Approval Fees for Manufactured Dwellings]
- \$10,001 to \$100,000 [Development that involves the erection of a building, dwelling house, carrying out of work or demolition of a work or building, in accordance with the table below; Value of Building Works]
- \$100,001 – \$250,000 [Value of Building Works]
- \$100,001 – \$250,000 [Development that involves the erection of a building, dwelling house, carrying out of work or demolition of a work or building, in accordance with the table below; Value of Building Works]
- \$100,001 to \$250,000 [Construction Certificate & S.68 Part A1 – Structure Approval Fees for Manufactured Dwellings]
- \$100,001 to \$250,000 [Development that involves the erection of a building, dwelling house, carrying out of work or demolition of a work or building, in accordance with the table below; Value of Building Works]
- \$2,001 – \$4,000 [Value of Building Works]
- \$2,001 – \$4,000 [Development that involves the erection of a building, dwelling house, carrying out of work or demolition of a work or building, in accordance with the table below; Value of Building Works]
- \$250,001 – \$500,000 [Development involving the erection of a building, dwelling house > \$100,000, carrying out of work or the demolition of a work or a building (Cl.246B),with Value of Building Works]
- \$250,001 – \$500,000 [Any other development, as set out below (plus \$620 if Notice of Application is required under S.82A of the Act), with value of building works]
- \$250,001 – \$500,000 [Any other development, as set out below (plus \$665 if Notice of Application is required under S.96(2) of 96AA(1) of the Act), with value of building works]
- \$250,001 – \$500,000 [Value of Building Works]
- \$250,001 – \$500,000 [Development that involves the erection of a building, dwelling house, carrying out of work or demolition of a work or building, in accordance with the table below; Value of Building Works]
- \$250,001 to \$500,000 [Other Development Application Fees]
- \$250,001 to \$500,000 [Construction Certificate & S.68 Part A1 – Structure Approval Fees for Manufactured Dwellings]
- \$250,001 to \$500,000 [Development that involves the erection of a building, dwelling house, carrying out of work or demolition of a work or building, in accordance with the table below; Value of Building Works]
- \$250,001 to \$500,000 [To be allocated]
- \$4,001 – \$6,000 [Value of Building Works]
- \$4,001 – \$6,000 [Development that involves the erection of a building, dwelling house, carrying out of work or demolition of a work or building, in accordance with the table below; Value of Building Works]
- \$5,001 – \$250,000 [Any other development, as set out below (plus \$620 if Notice of Application is required under S.82A of the Act), with value of building works]
- \$5,001 – \$250,000 [Any other development, as set out below (plus \$665 if Notice of Application is required under S.96(2) of 96AA(1) of the Act), with value of building works]
- \$5,001 – \$50,000 [Development involving the erection of a building, dwelling house > \$100,000, carrying out of work or the demolition of a work or a building (Cl.246B),with Value of Building Works]
- \$5,001 to \$250,000 [To be allocated]
- \$5,001 to \$50,000 [Other Development Application Fees]
- \$50,001 – \$250,000 [Development involving the erection of a building, dwelling house > \$100,000, carrying out of work or the demolition of a work or a building (Cl.246B),with Value of Building Works]
- \$50,001 to \$250,000 [Other Development Application Fees]
- \$500,001 – \$1,000,000 [Development involving the erection of a building, dwelling house > \$100,000, carrying out of work or the demolition of a work or a building (Cl.246B),with Value of Building Works]
- \$500,001 – \$1,000,000 [Any other development, as set out below (plus \$620 if Notice of Application is required under S.82A of the Act), with value of building works]
- \$500,001 – \$1,000,000 [Any other development, as set out below (plus \$665 if Notice of Application is required under S.96(2) of 96AA(1) of the Act), with value of building works]
- \$500,001 or more [Construction Certificate & S.68 Part A1 – Structure Approval Fees for Manufactured Dwellings]
- \$500,001 or more [Value of Building Works]
- \$500,001 or more [Development that involves the erection of a building, dwelling house, carrying out of work or demolition of a work or building, in accordance with the table below; Value of Building Works]

Other [continued]

\$500,001 or more [Development that involves the erection of a building, dwelling house, carrying out of work or demolition of a work or building, in accordance with the table below; Value of Building Works]

\$500,001 to \$1,000,000 [Other Development Application Fees]

\$500,001 to \$1,000,000 [To be allocated]

\$6,001 – \$8,000 [Value of Building Works]

\$6,001 – \$8,000 [Development that involves the erection of a building, dwelling house, carrying out of work or demolition of a work or building, in accordance with the table below; Value of Building Works]

\$8,001 – \$10,000 [Value of Building Works]

\$8,001 – \$10,000 [Development that involves the erection of a building, dwelling house, carrying out of work or demolition of a work or building, in accordance with the table below; Value of Building Works]

'B' Class Hoarding (plan area) [Approvals, Permits & Inspections]

<\$5,000 [To be allocated]

>\$1,000,001 [To be allocated]

1

1,000,001 – \$10,000,000 [Development involving the erection of a building, dwelling house > \$100,000, carrying out of work or the demolition of a work or a building (Cl.246B), with Value of Building Works]

1,000,001 – \$10,000,000 [Any other development, as set out below (plus \$620 if Notice of Application is required under S.82A of the Act), with value of building works]

1,100L Sulo Bin [Hire of Garbage Skips]

1,100ltr Sulo bin [Hire of Garbage Skips]

100 mm Non Residential Usage Charge [Sewer Usage Charges]

10cm roll barricade webbing [Miscellaneous Compliance]

12 tonne tipping truck with water tank #35 #5003 [Trucks]

149 Certificate reprint [Certificate under Section 149 of EP&A Act]

149(2) [Certificate under Section 149 of EP&A Act]

149(2)&(5) [Certificate under Section 149 of EP&A Act]

150 mm Non Residential Usage Charge [Sewer Usage Charges]

2

2 hrs Free usage of Function Room for Non Profit Organisations (Snowy Monaro LGA based organisations only)
[HACC Community Centre – Bombala]

2 Seater Couch [Other Waste]

2 Seater Couch [Other Waste]

2 tonne truck #3011, 83 [Trucks]

20 mm Non Residential Usage Charge [Sewer Usage Charges]

20mm [Water Connections (no existing service)]

220L Compost Bin [Garbage/Compost Bins]

240L bin/car boot load [Mixed Waste, including Domestic, Commercial and Unsorted Waste]

240L bin/car boot load [Mixed Waste, including Domestic, Commercial and Unsorted Waste]

240L bin/car boot load [Mixed Waste, including Domestic, Commercial and Unsorted Waste]

25 mm Non Residential Usage Charge [Sewer Usage Charges]

25mm [Water Connections (no existing service)]

3

3 Seater or larger Couch [Other Waste]

3 Seater or Larger Couch [Other Waste]

32 mm Non Residential Usage Charge [Sewer Usage Charges]

4

4 tonne tipping truck #5002 [Trucks]

4 tonne truck #5001 [Trucks]

40 mm Non Residential Usage Charge [Sewer Usage Charges]

4WD Tyres [Tyres]

4WD Tyres [Tyres]

5

50 mm Non Residential Usage Charge [Sewer Usage Charges]

50m roll safety fencing – community use [Miscellaneous Compliance]

50m roll Safety fencing – private use [Miscellaneous Compliance]

6

6 Chairs & Table [Dalgety Memorial Hall]
6 tonne tipping truck #5000 [Trucks]
65 mm Non Residential Usage Charge [Sewer Usage Charges]
660L Sulo Bin [Hire of Garbage Skips]
660ltr Sulo bin [Hire of Garbage Skips]

7

72 Hour Turn–Around for Part 4A Certificates [Building Inspections]

8

8 tonne tipping truck #70 #77 [Trucks]
80 mm Non Residential Usage Charge [Sewer Usage Charges]

9

96(1) – Modifications involving minor error, misdescription or miscalculation [Modification of Consent under S.96(1), 96(1A) & 96AA of the Act (Cl.258)]

96(1A) – Modifications involving minimal environmental impact (whichever is less) [Modification of Consent under S.96(1), 96(1A) & 96AA of the Act (Cl.258)]

A

A Along Smiths Road from ACT border [Provision of Access Road (former Yarrowlumla Area)]

A0 [Black & White]

A0 – GIS Map & Poster – Colour [GIS Maps & Poster]

A0 – Map [GIS Map & Large Format Printing]

A0 – Map – Colour Poster [GIS Map & Large Format Printing]

A0 Map [Map Production–Cadastral & Aerial Photography]

A0 Map [Map Production–Custom]

A0 plastic film [Black & White]

A1 [Black & White]

A1 – GIS Map & Poster – Colour [GIS Maps & Poster]

A1 – Map [GIS Map & Large Format Printing]

A1 Map [Map Production–Cadastral & Aerial Photography]

A1 Map [Map Production–Custom]

A2 [Black & White]

A2 Map [Map Production–Cadastral & Aerial Photography]

A2 Map [Map Production–Custom]

A3 [Black & White]

A3 [Colour]

A3 [Library]

A3 – Map – B&W [Exponare]

A3 – Map – Colour [Exponare]

A3 – Map Colour Aerial [Colour Aerial Photography]

A3 Map [GIS Map & Large Format Printing]

A3 Map [Map Production–Cadastral & Aerial Photography]

A3 Map [Map Production–Custom]

A3 Size [Black & White]

A3 Size [Colour]

A4 [Black & White]

A4 [Colour]

A4 [Library]

A4 – Map – B&W [Exponare]

A4 – Map – Colour [Exponare]

A4 – Map Colour Aerial [Colour Aerial Photography]

A4 Map [GIS Map & Large Format Printing]

A4 Map [Map Production–Cadastral & Aerial Photography]

A4 Map [Map Production–Custom]

A4 Size [Black & White]

A4 Size [Colour]

Abandoned animals in need of emergency care/destruction [Animal/Stock Impounding]

Acceptance of fresh sewage in aerobic condition –Nil Pre–treatment [Other Sewerage Services]

Access Government Information [Government Information (Public Access) Act (GST exempt)]

Activities (per day) [Daycare]

A [continued]

- Activities other than sports designated for a particular facility deposit [General]
- Additional child per night in Cabin(s) [Bombala Caravan Park]
- Additional Fee – Copy of Certificate [Conveyancing Information]
- Additional Fee – Copy of Certificate [Certificate under 88G of the Conveyancing Act]
- Additional Fee – Fast Track [Conveyancing Information]
- Additional Fee – Fast Track [Certificate under Section 149 of EP&A Act]
- Additional Fee – Fast Track [Certificate under 88G of the Conveyancing Act]
- Additional Fee – Hard Copy of Certificate [Certificate under Section 149 of EP&A Act]
- Additional fee for Application for Residential Flat development [Modification of Consent under S.96AA(1) OR 96(2) & 96AA of the Act (Cl.258)]
- Additional inspections [Building Inspections]
- Additional Inspections Exceeding Maximum Number of Inspections Allowed for Each Category of Building Works [Occupation Certificate]
- Additional meter reading [Other Water Supply Fees]
- Additional Numbers for Multi-Lot Subdivision [Rural Addressing]
- Additional persons [Bombala Caravan Park]
- Additional persons [Delegate Caravan Park]
- Additional persons in on-site van – per night [Bombala Caravan Park]
- Additional processing fee [Concurrence (Cl.252A)]
- Additional processing fee [Integrated Development (Cl.253)]
- Additional Waste/Recycling collection due to environmental threat [Domestic Waste & Recycling Services]
- Additional Works for Digging Grave [Permit to Bury, Grave Digging and Closure]
- Adjoining Owner Notification [Advertising of Development & Notifying of Development Applications (Cl.252)]
- Administration Charge [Water Supply]
- Administration Fees on outstanding Building Bonds [Administration]
- Administration Fees on outstanding Developers Contributions [Administration]
- Adoption of Companion Animal [Companion Animal General and Pound Fees]
- Adult Admission (10 entries) [Jindabyne Pool]
- Adult Entry [Jindabyne Pool]
- Adult Season Pass [Adaminaby Pool]
- Adult Season Pass [Berridale Pool]
- Adults [Bombala Pool]
- Advertised Development [Advertising of Development & Notifying of Development Applications (Cl.252)]
- Advertising [Planning proposal application]
- Advertising fee [Lease of Unnecessary Road]
- Advertising Signage [Abandoned Article Impounding (S.26 Impounding Act 1993)]
- Aerovator [Tractor Attachments/Trailers]
- After hours (pre-arranged). [CAA Members]
- After Hours Emergency Building Inspection Fee [Building Inspections]
- After Hours Emergency Inspection Fee [Plumbing Inspections]
- After Hours Emergency Inspection Fee [Annual Fire Safety Statement]
- After Hours Emergency Inspection Fee for Subdivision Certificate or Subdivision Works [Subdivision Inspections]
- After hours or emergency inspection fee [Water Testing]
- After hours or emergency inspection fee [Miscellaneous Compliance]
- Afterhours (pre-arranged) [Non CAA Members]
- Aircraft Landing Areas – Commercial Operations by Negotiation with Air Transportation Program Manager. [Aircraft Land Areas]
- All Classifications and charging categories re-inspection fee [Liquid Trade Waste Fees]
- All fields [Junior Sports]
- All Users – Commercial use [Arena & Grounds]
- All Users – Community Use [Arena & Grounds]
- All weather netball courts [Basketball & Netball]
- Aluminium [Liquid Trade Waste Fees]
- Amenities Caravan [Major Plant]
- Amenities Caravan [Major Plant]
- Ammonia Nitrogen [Liquid Trade Waste Fees]
- Annual Access Charge [Residential Fees]
- Annual Access Charge 100 mm [Non Residential]
- Annual Access Charge 100 mm [Non Residential]
- Annual Access Charge 150 mm [Non Residential]
- Annual Access Charge 150 mm [Non Residential]

A [continued]

Annual Access Charge 20 mm	[Non Residential]
Annual Access Charge 20 mm	[Non Residential]
Annual Access Charge 25 mm	[Non Residential]
Annual Access Charge 25 mm	[Non Residential]
Annual Access Charge 32 mm	[Non Residential]
Annual Access Charge 32 mm	[Non Residential]
Annual Access Charge 40 mm	[Non Residential]
Annual Access Charge 40 mm	[Non Residential]
Annual Access Charge 50 mm	[Non Residential]
Annual Access Charge 50 mm	[Non Residential]
Annual Access Charge 65 mm	[Non Residential]
Annual Access Charge 65 mm	[Non Residential]
Annual Access Charge 80 mm	[Non Residential]
Annual Access Charge 80 mm	[Non Residential]
Annual Access Fee	[Truckwash]
Annual Adult Pass	[Jindabyne Pool]
Annual Certification Lodgement Fee	[Backflow Prevention]
Annual Certification Lodgement Fee	[Backflow Prevention]
Annual Certification Lodgement Fee	[Backflow Prevention]
Annual Charge on Rails pipes etc, over a public space	[Annual Charge on Rails, Pipes etc]
Annual Charge on Rails pipes etc, under a public space	[Annual Charge on Rails, Pipes etc]
Annual Child Pass	[Jindabyne Pool]
Annual Contribution Fee	[Adaminaby & Berridale Sporting Field]
Annual Contribution Fee for local regular users	[Dalgety Showground]
Annual Contribution Fee for the amenities building (Adaminaby only)	[Adaminaby & Berridale Sporting Field]
Annual Contribution Fee for the buildings	[Dalgety Showground]
Annual Contribution Fee for the hockey/soccer field including toilet facilities	[Jindabyne Sporting Fields]
Annual Contribution Fee for the John Connors main amenities building, regular local users, including schools	[Jindabyne Sporting Fields]
Annual Contribution Fee for the John Connors sporting field including toilet facilities	[Jindabyne Sporting Fields]
Annual Contribution Fee for the showgrounds and oval (buildings not included) regular local users, including Schools	[Dalgety Showground]
Annual Contribution Fee for the small amenities building at hockey/soccer field, regular local users including schools.	[Jindabyne Sporting Fields]
Annual Family Pass	[Jindabyne Pool]
Annual fee for ½ day or evening functions	[Community/Sporting Groups]
Annual fee for meeting use	[Community/Sporting Groups]
Annual fee for up to 2 trailers at any time	[Trailer Parking at Cooma Livestock Selling Centre]
Annual Fee to Operate a Manufactured Home Estate	[Application Fee for Approval to Operate – Caravan Parks]
Annual Fee to Operate Caravan Park	[Application Fee for Approval to Operate – Caravan Parks]
Annual Fees – Jindabyne	[Aircraft Land Areas]
Annual Fire Safety Certificate	[Annual Fire Safety Statement]
Annual Fire Safety Statement Inspection	[Building Inspections]
Annual Key Charge – Bombala Waste Depot	[Waste Disposal at Unlicensed Landfills (Bombala & Delegate)]
Annual Licence Fee	[Advertising & Directional Signs]
Annual Lodgement Fee	[Annual Fire Safety Statement]
Annual registration of an article/structure for display or use in a public place	[Miscellaneous Compliance]
Annual rental	[Lease of Unnecessary Road]
Annual Service Fee for 'BOB' bunch of bins (per bin) at Smith's Road & Jerangle	[Domestic Waste & Recycling Services]
Annual User Water Charge (per kL)	[Truckwash]
Annual Waste Service – 240L Bin	[Commercial Waste]
Annual Water Carter Inspection	[Draw Water]
Any other Section 68 Approvals	[Section 68 Approvals]
Any other Section 68 Approvals	[Section 68 Approvals]
Application Fee	[Government Information (Public Access) Act (GST exempt)]
Application Fee	[To be allocated]
Application Fee for Granting of a Lease/Licence/Encroachment/Construction of a Road Reserve	[Applications for Public Land/Road Reserves]
Application for Easement or Other Dealing over Council Land	[Applications for Public Land/Road Reserves]
Application for Internal Review	[Government Information (Public Access) Act (GST exempt)]
Application for Owners Consent for DA	[Applications for Public Land/Road Reserves]
Application for Owners Consent for DA	[Applications for Public Land/Road Reserves]

A [continued]

- Application for Road Reserve Closure [Applications for Public Land/Road Reserves]
- Application for Sec 54 Certificate [Applications for Public Land/Road Reserves]
- Application for the erection of a memorial [Development Control Plans]
- Application to burn under the Protection of the Environment (Clean Air) Regulation 2010 – Australian Aged Pension & Seniors Cards (Previous Cooma–Monaro only) [Protection of the Environment Operations Act]
- Application to burn under the Protection of the Environment (Clean Air) Regulation 2010 – General Public (Previous Cooma–Monaro only) [Protection of the Environment Operations Act]
- Application to Connect Property to Sewer Drainage Mains [Application Fees and Inspection Fees]
- Application to connect to Councils water main and install a new meter OR alter, disconnect or remove an existing meter connected to a service pipe [Water Application Fees and Inspection Fees]
- Application to Draw Potable Water from a Council Standpipe for Non Potable Use [Water Application Fees and Inspection Fees]
- Application to Draw Potable Water from a Council Water Supply or a Standpipe or Sell Water so Drawn [Draw Water]
- Application to Exhume Human Remains [Other Facilities/Services]
- Application to install public gate or grid [Approvals, Permits & Inspections]
- Application to Install/modify an Onsite Sewerage Management Facility – Domestic [On–Site Sewerage Management (OSSM)]
- Application to Install/modify an Onsite Sewerage Management Facility – Non Domestic [On–Site Sewerage Management (OSSM)]
- Application to Investigate Proposed Use of Public Land [Applications for Public Land/Road Reserves]
- Application to Investigate Proposed Use of Public Land [Applications for Public Land/Road Reserves]
- Approval fee for each Approval body [Integrated Development (Cl.253)]
- Approval to carry out works on a public road [Approvals, Roadwork's, Stormwater Drainage and Subdivision Construction]
- Approved Own Paper A3 [Black & White]
- Approved Own Paper A4 [Black & White]
- Areas up to 1,000m² [Commercial Use]
- Arm Chair [Other Waste]
- Arm Chair [Other Waste]
- Arsenic [Liquid Trade Waste Fees]
- Asbestos – Larger loads [Special Waste]
- Asbestos – Minimum charge (small quantities, sheets) [Special Waste]
- Ashes into Existing Grave [Other Facilities/Services]
- Assistance Companion Animal [Companion Animal Act Fees, Inspection and Registration & Control Registration]
- AVDATA Truckwash key [Truckwash]

B

- B At Smiths Rd / Apple Box Lane Intersection [Provision of Access Road (former Yarrowlumla Area)]
- Backflow Prevention Initial Registration [Backflow Prevention]
- Backflow Prevention Initial Registration [Backflow Prevention]
- Backflow Prevention Initial Registration [Backflow Prevention]
- Backhoe Volvo BL71 [Major Plant]
- Backhoes [Major Plant]
- Bain Marie [Bibbenluke Hall & Sportsground]
- Bank of Bins Waste & Recycling Charge [Domestic Waste & Recycling Services]
- Banner hire for commercial purposes (only permitted when not required for community purposes) [Banners]
- Banner hire for community purposes [Banners]
- Barium [Liquid Trade Waste Fees]
- Barricade board [Miscellaneous Compliance]
- Barricades, witches hats, star pickets [Equipment Hire]
- Basketball/tennis use [Nimmitabel Showground – Pavilion]
- Batteries [Recyclables]
- Batteries [Recyclables]
- Batteries [Recyclables]
- BBQ Area – BYO Bottle Gas [Bibbenluke Hall & Sportsground]
- BBQ Hut including BBQ & Gas (subject to Show Society Agreement) [Dalgety Showground]
- BBQ Large Functions [Dalgety Memorial Hall]
- BBQ Used for Meals [Dalgety Memorial Hall]
- Berridale Community Hall [Berridale Hall]
- Berridale Special Use – Commercial event [Berridale Skate Park]
- Berridale Special Use – Community event [Berridale Skate Park]
- Billiards Room Per Day [Adaminaby School of Arts]
- Billiards Room per Hour [Adaminaby School of Arts]
- Bin Hitch [Garbage/Compost Bins]

B [continued]

Bin Purchase – Non–Council (120–306L) [Garbage/Compost Bins]
Bin Replacement – Council Owned (120–306L) [Garbage/Compost Bins]
Biochemical oxygen demand [General]
Biochemical Oxygen Demand [Liquid Trade Waste Fees]
Blank Certificate of Compliance Books [Plumbing & Drainage Act Certificates]
Blank Notice of Works Books [Plumbing & Drainage Act Certificates]
BOB Key Deposit [Domestic Waste & Recycling Services]
Bobcat [Tyres]
Bobcat [Tyres]
Bobcat Tyres [Tyres]
Bombala – Bega [Bus – Non Eligible Customers]
Bombala – Bibbenluke [Bombala CT Individual]
Bombala – Bibbenluke [Bombala CT Bus]
Bombala – Bibbenluke [Bus – Non Eligible Customers]
Bombala – Bombala [Bus – Non Eligible Customers]
Bombala – Canberra [Bombala CT Individual]
Bombala – Canberra [Bus – Non Eligible Customers]
Bombala – Cathcart [Bombala CT Individual]
Bombala – Cathcart [Bombala CT Bus]
Bombala – Cathcart [Bus – Non Eligible Customers]
Bombala – Cooma [Bus – Non Eligible Customers]
Bombala – Delegate [Bombala CT Individual]
Bombala (Friday fortnightly run) – Delegate & return [Bombala CT Bus]
Bombala (Friday Fortnightly Run) – Delegate & return [Bus – Non Eligible Customers]
Bombala Exhibition Society – Annual Show [Sportsground]
Bombala High School [Teachers accompanying school groups]
Bombala Public School [Teachers accompanying school groups]
Bombala Sewer – Contribution per ET [Developer Contributions]
Bombala to Canberra [Bombala CT Bus]
Bombala to Cooma or Bega [Bombala CT Individual]
Bombala to Cooma or Bega [Bombala CT Bus]
Bombala Township [Bombala CT Bus]
Bombala Water – Contribution per Equivalent Tenement (ET) [Water]
Bond [Shannons Flat Community Hall]
Bond (cleaning / key) [Community/Sporting Groups]
Bond (cleaning / key) [Private Functions]
Bond Minimum [Parks and Gardens / Reserves]
Bond Per Day [Berridale Hall]
Bond Per Day [Jindabyne Memorial Hall]
Book A4 Rural Road Maps [Printing & Publications]
Boron [Liquid Trade Waste Fees]
boundary adjustments (Council fee) [Subdivision]
Box Trailer – HACC – hrs & kms [Tractor Attachments/Trailers]
Bredbo Recreation Ground [Bredbo Recreation Ground]
Brochure Display (A4)–full year [Advertising]
Brochure Display (DL)–full year [Advertising]
Brokerage per Kilometre Rate [HLSS for Community Service Providers]
Bromine [Liquid Trade Waste Fees]
Building Certificate [Building Certificate Section 149 B]
Building Certificate for all buildings with floor area exceeding 200m2 but not exceeding 2,000 m2 [Building Certificate Section 149 B]
Building Certificate for all buildings with floor area not exceeding 200m2 [Building Certificate Section 149 B]
Building Certificate for buildings with floor area exceeding 2000m2 [Building Certificate Section 149 B]
Building Certificate for each dwelling unit in a building or on an allotment (includes any class 10 building on the same site) or an individual class 10 building [Building Certificate Section 149 B]
Building Inspection / Re–inspection [Complying Development Certificate]
Building Inspection Fees as Part of Construction, Occupation or Complying Development Certificates [Building Inspections]
Bulk usage in excess of 20 kilolitres [Water Supply from Standpipe Charges]
Bulk–a–bag [Garbage/Compost Bins]
Burial Arrangements/Grave Digging and Maintenance – Adult– Double Occupancy – First Interment [Permit to Bury, Grave Digging and Closure]

B [continued]

Burial arrangements/Grave digging and Maintenance – Child/Infant [Permit to Bury, Grave Digging and Closure]
 Burial Arrangements/Grave Digging and Maintenance– Adult – Double Occupancy – Second Internment [Permit to Bury, Grave Digging and Closure]
 Burial Arrangements/Grave Digging and Maintenance– Adult Single [Permit to Bury, Grave Digging and Closure]
 Burial for second interment [Permit to Bury, Grave Digging and Closure]
 Burials on Saturday, Sunday or Public Holiday (excluding Christmas & Good Friday) – Dig and/or fill [Other Facilities/Services]
 Bushfire Attack Level (BAL) Assessment Certificate [Value of Building Works]
 Bushfire Risk Assessment Certificate [Building Inspections]
 Business – day [Room Hire]
 Business – day [Werri–Nina Centre]
 Business – hour [Room Hire]
 Business – hour [Werri–Nina Centre]
 Business Paper – 12 month subscription (email) [Document Provision]
 Business Paper – 12 month subscription (Paper) [Document Provision]
 Business Paper – Individual copy (Paper) [Document Provision]

C

C Along Apple Box Lane [Provision of Access Road (former Yarrowlumla Area)]
 Cabins – per night – sleeps 2 [Bombala Caravan Park]
 CACP [Multi – Service Outlet]
 Cadmium [Liquid Trade Waste Fees]
 Caged trailer / 2 cubic meters [Commercial]
 Caged trailer / 2 cubic meters [Commercial]
 Campdraft [Delegate Sportsground]
 Camping [Sporting Fields & Showgrounds]
 Camping with Events [Dalgety Showground]
 Cancellation fee – if less than two weeks prior to use [Sportsground]
 Car bodies – Containing fluids [Recyclables]
 Car bodies – Containing fluids [Recyclables]
 Car bodies – Containing Fluids [Recyclables]
 Car bodies – Free of fluids [Recyclables]
 Car bodies – Free of fluids [Recyclables]
 Car bodies – Free of Fluids [Recyclables]
 Car Parking Contribution per parking space [Developer Contributions]
 Carers Support [Contact Centre – Social Support Group]
 Carnivals and Circuses (per day) – Seating capacity equal or more than 300 [Ground Hire]
 Carnivals and Circuses (per day) – Seating capacity less than 300 [Ground Hire]
 Carry Out Sewerage Work Within Premises [Sewer Water and Stormwater Approvals]
 Carry out Stormwater Drainage Work [Approvals, Roadwork's, Stormwater Drainage and Subdivision Construction]
 Carry Out Stormwater Drainage Work Within Premises [Sewer Water and Stormwater Approvals]
 Carry Out Water Supply Work Within Premises [Sewer Water and Stormwater Approvals]
 Case 580 SLE 4WD Backhoe Frontend Loader [Major Plant]
 Casual hire [Basketball Stadium]
 Casual Hirers Insurance Fee [Delegate Sportsground]
 Casual Hirers Liability Insurance [HACC Community Centre – Bombala]
 Casual Hires Insurance [Sportsground]
 Casual parking – per trailer [Trailer Parking at Cooma Livestock Selling Centre]
 Casual Use (per hour with minimum fee of 1 hour) [Truckwash]
 Cat Roller Ride–on (2.5 tonne) [Major Plant]
 Category 1 [Application fee per application]
 Category 1 [Annual fee per year]
 Category 2 [Application fee per application]
 Category 2 [Annual fee per year]
 Category 2 – Compliant [Usage Charge]
 Category 2 – Non Compliant [Usage Charge]
 Category 3 [Application fee per application]
 Category 3 [Annual fee per year]
 Cattle [Transit Stock Usage Fees (not part of a sale)]
 Cattle Pavilion and Yards [Dalgety Showground]
 CBD Footpath Paving [Maintenance & Construction]

C [continued]

CCA treated timber [Construction & Demolition]
 certificate and inspection [Certificate under 88G of the Conveyancing Act]
 Certificate and inspection [Certificate under 88G of the Conveyancing Act]
 certificate only [Certificate under 88G of the Conveyancing Act]
 Certificate only [Certificate under 88G of the Conveyancing Act]
 Certificate or Statement of Classification [Other Activities]
 Certificate Under Section 149 (2) EP&A Act 1979 [Certificate under Section 149 of EP&A Act]
 Certificate Under Section 149 (2)&(5) EP&A Act 1979 [Certificate under Section 149 of EP&A Act]
 Certificate Under Section 88G of the Conveyancing Act [Certificate under 88G of the Conveyancing Act]
 Certificate Under Section 88G of the Conveyancing Act [Certificate under 88G of the Conveyancing Act]
 Certified Copies of Planning Documents Under s.150 of the EPA Act [Publications]
 Certified copy of plans for evidence purposes [Printing & Publications]
 Chairs (each) (breakages at cost to replace) [Delegate Sportsground]
 Change of Ownership – administration fee [Liquid Trade Waste Fees]
 Charge for non returned item [Miscellaneous Compliance]
 Charge per contaminated recycling bin [Supply of Bins at Events/Functions – 240lt & 360lt bins]
 Charge per recycling pick up [Supply of Bins at Events/Functions – 240lt & 360lt bins]
 Charge per waste pick up [Supply of Bins at Events/Functions – 240lt & 360lt bins]
 Check Depth for New interment in Existing Single Grave [Other Facilities/Services]
 Check depth for new interment in old single grave [Other Facilities/Services]
 Cheque made payable to other approval Authority [Integrated Development (Cl.253)]
 Cheque Made payable to Other Approval Authority [Integrated Development (Cl.253)]
 Cheque made payable to other concurrence Authority [Concurrence (Cl.252A)]
 Cheque Made Payable to Other Concurrence Authority [Concurrence (Cl.252A)]
 Child Season Pass [Adaminaby Pool]
 Child Season Pass [Berridale Pool]
 Child/Pensioner Admission (10 entries) [Jindabyne Pool]
 Child/Pensioner Entry [Jindabyne Pool]
 Children below school age and school children [Bombala Pool]
 Chloride [Liquid Trade Waste Fees]
 Chlorinated Hydrocarbons [Liquid Trade Waste Fees]
 Chlorinated Phonetics [Liquid Trade Waste Fees]
 Chlorine [Liquid Trade Waste Fees]
 Chromium [Liquid Trade Waste Fees]
 Class 1 & 10 buildings [To be allocated]
 Class 1 and 10 Building [Assessment of Alternative Solution]
 Class 2 to 9 Buildings <200m2 [To be allocated]
 Class 2 to 9 Buildings >2000m2 floor area [To be allocated]
 Class 2 to 9 Buildings >200m2 to <2000m2 floor area [To be allocated]
 Class 2–9 Building [Assessment of Alternative Solution]
 Classification “A” Charging Category 1 – Low Risk [Liquid Waste Discharges to Sewer System]
 Classification “A” Charging Category 1 – Low Risk Dischargers with nil or minimal pre–treatment [Liquid Trade Waste Fees]
 Classification “A” Charging Category 2 – Medium Risk [Liquid Waste Discharges to Sewer System]
 Classification “A” Charging Category 2 – Medium Risk Dischargers with out prescribed pre–treatment. [Liquid Trade Waste Fees]
 Classification “A” Charging Category 2 – Medium Risk Dischargers with prescribed pre–treatment. [Liquid Trade Waste Fees]
 Classification “B” Charging Category 1 – Low Risk [Liquid Waste Discharges to Sewer System]
 Classification “B” Charging Category 1 – Low Risk Dischargers requiring pre – treatment. [Liquid Trade Waste Fees]
 Classification “B” Charging Category 2 – Medium Risk [Liquid Waste Discharges to Sewer System]
 Classification “B” Charging Category 2 – Medium Risk Dischargers with out prescribed pre–treatment. [Liquid Trade Waste Fees]
 Classification “B” Charging Category 2 – Medium Risk Dischargers with prescribed pre–treatment. [Liquid Trade Waste Fees]
 Classification “C” Charging Category 3 – high risk/Industrial [Liquid Waste Discharges to Sewer System]
 Classification “C” Charging Category 3 – high risk/Industrial /Large Dischargers [Liquid Trade Waste Fees]
 Classification “S” Charging category 2 [Liquid Waste Discharges to Sewer System]
 Classification “S” charging category 2 Dischargers of Chemical Toilet Waste [Liquid Trade Waste Fees]
 Clean up charge if Council required to clean [HACC Community Centre – Bombala]
 Cleaning Deposit Refundable – After Business Hours [Alarm Call–Out Fees]
 Cleaning Deposit Refundable – During Business Hours [Alarm Call–Out Fees]

C [continued]

- Cobalt [Liquid Trade Waste Fees]
- Cold Mix purchase [Miscellaneous Compliance]
- Columbarium/sale of niche – depositing of ashes and affixing of inscribed bronze plaque and perpetual maintenance (plaque not included) [Other Facilities/Services]
- Commercial & Industrial Mixed Unsorted Waste (Putrescible) [Mixed Waste, including Domestic, Commercial and Unsorted Waste]
- Commercial Food & Organics Collection – For each m3 collected [Commercial Waste]
- Commercial Hire of Grounds for a profit making organisation [Sportsground]
- Commercial Hire of Hall for Profit Making Organisations [Hall]
- Commercial per annum [Airport Landing Fees]
- Commercial per month [Airport Landing Fees]
- Commercial Recycling Charge – For each m3 collected (1100L MGB) [Commercial Waste]
- Commercial Recycling Charge – Per Collection 360L Bin [Commercial Waste]
- Commercial Sign [Advertising & Directional Signs]
- Commercial Use [Luncheon Pavilion]
- Commercial Use – hour [Nimmitabel Showground – Pavilion]
- Commercial Use – w/end [Nimmitabel Showground – Pavilion]
- Commercial Use (Areas up to 1,000 sqm) [Bredbo Centennial Park]
- Commercial Waste Charge – For each m3 collected (1100L MGB) [Commercial Waste]
- Commercial Waste Charge – Per Collection 240L Bin [Commercial Waste]
- Commercial Waste Drop Off >300kg [Mixed Waste, including Domestic, Commercial and Unsorted Waste]
- Committee Room – day [Council]
- Committee Room – hour [Council]
- Community Associations [Printing & Publications]
- Community Information [Advertising & Directional Signs]
- Community Markets [Bredbo Centennial Park]
- Community Services Brokerage per Kilometre Rate [HLSS Brokerage]
- Community Transport client contributions are received on a fee for services basis. The 'fee' is a contribution & does not reflect the cost of providing the service. [Community Transport]
- Community use [Centennial Park (Cooma)]
- Community Use [Luncheon Pavilion]
- Community Use – day [Nimmitabel Showground – Pavilion]
- Community Use – w/end [Nimmitabel Showground – Pavilion]
- Community/Non-profit Groups – day [Room Hire]
- Community/Non-profit Groups – day [Werri-Nina Centre]
- Community/Non-profit Groups – hour [Room Hire]
- Community/Non-profit Groups – hour [Werri-Nina Centre]
- ComPacks Brokerage [ComPacks Service – Short Term Community Support Packages]
- ComPacks Case Management [ComPacks Service – Short Term Community Support Packages]
- ComPacks Clients [ComPacks Service – Short Term Community Support Packages]
- Companion Animal Act Penalty Notices [Companion Animal Act Fees, Inspection and Registration & Control Registration]
- Compliance Inspection – Dangerous/Restricted Dog enclosures (Companion Animals Act) [Companion Animal Act Fees, Inspection and Registration & Control Registration]
- Compliance inspections including issuance of Compliance Certificate [Compliance]
- Compost – 6 x 4 box trailer high sides (500mm) level load [Sale of Recovered Materials]
- Compost – 6 x 4 box trailer standard sides (300mm) level load [Sale of Recovered Materials]
- Compost – Large weighed quantities [Sale of Recovered Materials]
- Compost Aerator [Garbage/Compost Bins]
- Compost Grade A (screened) – litre [Sale of Recovered Materials]
- Compost Grade A (screened) – m3 [Sale of Recovered Materials]
- Compressor/Bitumen Sprayer [Tractor Attachments/Trailers]
- Concrete containing Steel reinforcement [Construction & Demolition]
- Concrete containing Steel reinforcement– Minimum charge [Construction & Demolition]
- Concrete containing Steel reinforcement– Weighed loads [Construction & Demolition]
- Concrete Road Saw – Husqvarna [Major Plant]
- Concrete/bricks cubic metres [Construction & Demolition]
- Concrete/bricks demolition rubble [Construction & Demolition]
- Concrete/bricks minimum [Construction & Demolition]
- Concrete/bricks minimum [Construction & Demolition]
- Concrete/bricks/tiles/rubble Including VENM with particles greater than 150mm – minimum charge [Construction & Demolition]
- Concurrence fee for each concurrence authority [Concurrence (Cl.252A)]

C [continued]

Conditioner [Garbage/Compost Bins]
Connect to Council Sewerage system [Section 68 Approvals]
Connection Fee – non–rateable property and those above 20mm meter [Connection to Water Supply]
Construct a Temporary Enclosure for the Purpose of Entertainment [Community land]
Construction Certificate Value Not Exceeding \$5,000 [Construction Certificate]
Construction Certificate; Value not increased [Modifications]
Construction Certificate; Variation to plans of construction certificate where and/or value of project increased [Modifications]
Construction worker 2 [Labour Hire]
Contact Centre travel (Wednesday session) [Bombala CT Bus]
Contact Centre Travel (Wednesday Session) [Bus – Non Eligible Customers]
Cooma [Open Space]
Cooma Area [Bus – Non Eligible Customers]
Cooma to Canberra [Snowy River Cooma–Monaro CT Bus]
Cooma to Canberra [Bus – Non Eligible Customers]
Cooma to Canberra or Bega [Snowy River Cooma–Monaro CT Individual]
Cooma Township [Snowy River Cooma–Monaro CT Bus]
Copper [Liquid Trade Waste Fees]
Copy of a Building Certificate [Building Certificate Section 149 B]
Copy of asset plan [Printing & Publications]
Copy of Building Certificate [To be allocated]
Copy of Burial Records [Other Facilities/Services]
Copy of Burial Records – Genealogical Societies [Other Facilities/Services]
Copy of Burial Records – Private [Other Facilities/Services]
Cost per number of lots on plan [Subdivision Certificates]
Cost to install 100 mm connection [Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
Cost to install 100 mm connection [Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
Cost to install 150 mm connection [Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
Cost to install 150 mm connection [Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
Cost to install 20 mm connection [Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
Cost to install 20 mm connection [Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
Cost to install 25 mm connection [Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
Cost to install 25 mm connection [Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
Cost to install 32 mm connection [Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
Cost to install 32 mm connection [Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
Cost to install 40 mm connection [Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
Cost to install 40 mm connection [Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
Cost to install 50 mm connection [Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
Cost to install 50 mm connection [Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
Cost to install 65 mm connection [Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
Cost to install 65 mm connection [Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
Cost to install 80 mm connection [Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
Cost to install 80 mm connection [Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
Council Chambers (includes kitchen) – day [Council]
Council Chambers (includes kitchen) – hour [Council]
Counter Enquiries and Interviews [Property & Development Information]
Courier, government, bank/freight per use [Airport Landing Fees]
Cow & calf afoot [Sale Fees]
Credit Card Surcharge [Rates, Water & Debtors]
Critical Stage inspections [Building Inspections]
Crockery (Breakages at cost to replace) [Delegate Sportsground]
Crockery Hire per Piece [Hall]
Crushed concrete [Sale of Recovered Materials]
Customised Map – GIS Data – A4 and A3 B&W [Preparation of Maps Custom with Council Gis Data]
Cutlery [Delegate Sportsground]
Cutlery Hire per Piece [Hall]
Cyanide [Liquid Trade Waste Fees]

D

D At Smiths Rd / Contour Rd Intersection [Provision of Access Road (former Yarrowlumla Area)]
Daily Accommodation Payment (DAP) [Yallabee Lodge Residential Care]

D [continued]

Daily rate	[Footpath – Commercial Use (Permanent/Temporary)]
Daily rate – over 100 people	[Private and other Functions]
Daily rate – 50 to 100 people	[Private and other Functions]
Daily rate – up to 50 people	[Private and other Functions]
Dalgety Holiday Park	[Dalgety Holiday Park]
Damaged Library items	[Fees]
Day Catering, no Toilets – Cleaning Deposit Refundable	[Multi-Function Centre (Cooma)]
Day Catering, no Toilets – Daily Rate	[Multi-Function Centre (Cooma)]
Day Catering, no Toilets – Daily Rate	[Multi-Function Centre (Cooma)]
Day Catering, no Toilets – Hourly Rate	[Multi-Function Centre (Cooma)]
Day Catering, no Toilets – Hourly Rate	[Multi-Function Centre (Cooma)]
Day Functions	[Bredbo Community Hall]
Day Hire (per day)	[Bombala Tennis Club]
Daylight use of Hall only	[Hall]
DCP 2014	[Development Control Plans (DCP)]
Dead Animal – Large	[Other Waste]
Dead Animal – Medium	[Other Waste]
Dead Animal – Small	[Other Waste]
Decorating of Hall per Day	[Hall]
Decorating of Hall per Night	[Hall]
Delegate (Thursday Fortnightly Run) – Bombala	[Bombala CT Bus]
Delegate (Thursday Fortnightly Run) – Bombala	[Bus – Non Eligible Customers]
Delegate Public School	[Teachers accompanying school groups]
Delegate Sewer – Contribution per ET	[Developer Contributions]
Delegate Water – Contribution per ET	[Water]
Deliver a Public Address or Hold a Religious Service or Public Meeting	[Community land]
Delivery and return of 1 to 10 bins	[Supply of Bins at Events/Functions – 240lt & 360lt bins]
Delivery and return of 11 to 20 bins	[Supply of Bins at Events/Functions – 240lt & 360lt bins]
Delivery and return of 21 to 30 bins	[Supply of Bins at Events/Functions – 240lt & 360lt bins]
Delivery and return of 31 to 40 bins	[Supply of Bins at Events/Functions – 240lt & 360lt bins]
Delivery and return of 41 to 50 bins	[Supply of Bins at Events/Functions – 240lt & 360lt bins]
Dennis Eagle Garbage Truck 19 cubic metres	[Trucks]
Deposit	[Multi-Function Centre (Cooma)]
Deposit (refundable)	[Rodeo]
Deposit (refundable)	[Circus]
Deposit (refundable)	[Commercial Use]
Deposit (refundable)	[Equipment Hire]
Desexed Companion Animal	[Companion Animal Act Fees, Inspection and Registration & Control Registration]
Desexed Companion Animal – Pensioner* Rate	[Companion Animal Act Fees, Inspection and Registration & Control Registration]
Design approval for water supply infrastructure for development works	[Water Application Fees and Inspection Fees]
Design approvals for sewerage infrastructure for development works	[Application Fees and Inspection Fees]
Designated Development	[Designated Development]
Designated Development	[Advertising of Development & Notifying of Development Applications (Cl.252)]
Designated development (Cl.251)	[Other Development Application Fees]
Dessert Only	[Meals on Wheels Service]
Destruction of dog or cat	[Companion Animal General and Pound Fees]
Developer Contributions	[Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
Developer Contributions	[Connection Charges Including the Property Inspection Opening]
Development advice	[Other Fees]
Development Application for Tree Removal	[Tree Removal (discounted statutory fee)]
Development Application for one-off events	[Events]
Development application for the erection of a building, the carrying out of work or the demolition of a building with an estimated cost of works between \$1,000,001 and \$10,000,000	[Planning]
Development application for the erection of a building, the carrying out of work or the demolition of a building with an estimated cost of works between \$250,001 and \$500,000	[Planning]
Development application for the erection of a building, the carrying out of work or the demolition of a building with an estimated cost of works between \$5,001 and \$50,000	[Planning]
Development application for the erection of a building, the carrying out of work or the demolition of a building with an estimated cost of works between \$50,001 and \$250,000	[Planning]
Development application for the erection of a building, the carrying out of work or the demolition of a building with an estimated cost of works between \$500,001 and \$1,000,000	[Planning]

D [continued]

- Development application for the erection of a building, the carrying out of work or the demolition of a building with an estimated cost of works exceeding \$10,000,000 [Planning]
- Development application for what would otherwise be exempt development but for being a heritage item/heritage conservation area. [Heritage Development Applications]
- Development Application for works on Heritage Listed Properties [Heritage Development Applications]
- Development Engineering Specifications – Design and Construction [Publications]
- Development involving the erection of a dwelling–house with an estimated construction cost of \$100,000 or less [Dwelling House <\$100,000 (Cl.247)]
- Development not involving the erection of a building, the carrying out of a work, or the demolition of a building or work [Complying Development Certificate]
- Development not involving the erection of a building, the carrying out of a work, or the demolition of a building or work. [Development that does not involve works]
- Development not involving the erection of a building, the carrying out of a work, the subdivision of land or the demolition of a building or work [Development Not Involving Erection of a Building]
- Development not involving the erection of a building, the carrying out of a work, the subdivision of land or the demolition of a building or work [Other Works (Cl.250)]
- Development not involving the erection of a building, the carrying out of work or the demolition of a work or building. [To be allocated]
- Development Statistics (six months) [Document Provision]
- Development Statistics (twelve months) [Document Provision]
- Development where an environmental planning instrument or DCP requires notice to be given (other than above) [Advertising of Development & Notifying of Development Applications (Cl.252)]
- Dewatered Biosolids / Contaminated Soil [Special Waste]
- Dewatered Biosolids/Contaminated Soil [Special Waste]
- Digital Information (PDF on disk) [Printing & Publications]
- Direct or Procure a Theatrical, Musical or Other Entertainment for the Public [Community land]
- Directional Sign [Advertising & Directional Signs]
- Directional signs (commercial developments) [Advertising & Directional Signs]
- Disconnection Fee [Connection to Water Supply]
- Dishonour Payment Fee [Rates, Water & Debtors]
- Document and Database Search [Document Provision]
- Dog shows (various grounds) [General]
- Domestic Assistance [Assistance at Home]
- Domestic Assistance [Assistance at Home]
- Domestic Assistance & Respite [HLSS for Community Service Providers]
- Domestic Assistance and Respite Brokerage Monday to Friday [HLSS for Community Service Providers]
- Domestic Assistance and Respite Brokerage Saturday [HLSS for Community Service Providers]
- Domestic Assistance and Respite Brokerage Sunday and Public Holidays [HLSS for Community Service Providers]
- Domestic Recycling Collection Service [Domestic Waste & Recycling Services]
- Domestic Waste Collection Service [Domestic Waste & Recycling Services]
- Double sided A3 [Library]
- Double sided A4 [Library]
- Double–sided A3 [Black & White]
- Double–sided A4 [Black & White]
- Drainage diagram [Conveyancing Information]
- Drainage Diagram processing fee [Section 68 Approvals]
- Driers [Bombala Laundromat]
- Driveway as part of development consent [Section 138 Roads Act Approvals]
- Driveway not part of development consent [Section 138 Roads Act Approvals]
- Driveways [Driveways]
- Driveways/Works in Road Reserves, industry large vehicle movement over 100 per year [Section 138 Roads Act Approvals]
- Driveways/Works in Road Reserves, minor use [Section 138 Roads Act Approvals]
- Dual Axle Plant Trailer (2 tonne) [Major Plant]
- Dual Occupancy – 1 Bedroom (Lot <450sqm) [Water]
- Dual Occupancy – 1 Bedroom (Lot <450sqm) [Wastewater]
- Dual Occupancy – 1 Bedroom (Lot >450sqm) [Water]
- Dual Occupancy – 1 Bedroom (Lot >450sqm) [Wastewater]
- Dual Occupancy – 2 Bedroom (Lot <450sqm) [Water]
- Dual Occupancy – 2 Bedroom (Lot <450sqm) [Wastewater]
- Dual Occupancy – 2 Bedroom (Lot >450sqm) [Water]
- Dual Occupancy – 2 Bedroom (Lot >450sqm) [Wastewater]
- Dual Occupancy – 3 Bedroom (Lot <450sqm) [Water]

D [continued]

Dual Occupancy – 3 Bedroom (Lot <450sqm) [Wastewater]
 Dual Occupancy – 3 Bedroom (Lot >450sqm) [Water]
 Dual Occupancy – 3 Bedroom (Lot >450sqm) [Wastewater]
 Dual Occupancy Plot [Plot/Site Fees]
 Dual Occupancy Plot (first interment) [Permit to Bury, Grave Digging and Closure]
 Duplicate copy of 149 Certificate [Certificate under Section 149 of EP&A Act]
 Dwelling–house <\$100,000 [To be allocated]
 Dwelling–houses & other class 1 & 10 buildings [Occupation Certificate]
 Dwelling–Houses & Other Class 1 & 10 Buildings [Occupation Certificate]
 Dynapac S/P 11 000 kg Roller [Major Plant]

E

E – Waste [Recyclables]
 E At Smiths Rd/ Hugs Lane Intersection [Provision of Access Road (former Yarrowlumla Area)]
 E Waste [Recyclables]
 E Waste [Recyclables]
 Early construction subdivision plan release [Other Fees]
 Education Room – all facilities [Education Room]
 Education Room – room only [Education Room]
 Electric Eel [Major Plant]
 Elevated Work Platform [Major Plant]
 Email / Internet [Office Equipment Hire]
 Email / Internet for research purposes and personal [Office Equipment Hire]
 Engage in a Trade or Business [Community land]
 Engineering Standards [Printing & Publications]
 Environmental Investigation Industrial or Commercial [Annual Fire Safety Statement]
 Equestrian events deposit (refundable) [Sports]
 Equestrian showjumping [Sports]
 Equipment Hire [Miscellaneous Compliance]
 Equipment Shelter At Hub Location [Telecommunications Facilities]
 Equivalent Maximum Daily Accommodation Payment (DAP) – Maximum [Accommodation Bond]
 Erect banner (by Council) [Banners]
 Erection of a building, the carrying out of work or the demolition of a building with a value of less than \$5,000.00 [Planning]
 Erection of Monument – all cemeteries [Rural Cemeteries]
 Evening Functions [Bredbo Community Hall]
 Events –All s68 Approvals required for events [Section 68 Approvals]
 Excavated fill > brick size [Construction & Demolition]
 Excavated material not contaminated < brick size [Construction & Demolition]
 Exceeding \$1,000,000 + [Complying Development Certificate]
 Exceeding \$10,000 but Not Exceeding \$49,000 [Complying Development Certificate]
 Exceeding \$100,000 but Not Exceeding \$149,000 [Complying Development Certificate]
 Exceeding \$150,000 but Not Exceeding \$249,000 [Complying Development Certificate]
 Exceeding \$250,000 but Not Exceeding \$499,000 [Complying Development Certificate]
 Exceeding \$5,000 but Not Exceeding \$9,999 [Complying Development Certificate]
 Exceeding \$50,000 but Not Exceeding \$99,000 [Complying Development Certificate]
 Exceeding \$500,000 but Not Exceeding \$999,999 [Complying Development Certificate]
 Excess mass [General]
 Excursions & Day Trips [Contact Centre – Social Support Group]
 Exhumation of Human Remains [Other Facilities/Services]
 Existing Event signs – Date Changes (for the 3 signs) [Event Signs]
 Existing Event signs – Other Changes Required (for the 3 signs) [Event Signs]
 Expose or Allow to be Exposed (whether for sale or otherwise) Any Article in or on or so as to Overhang any Part of the Road or Outside a Shop Window or Doorway Abutting the Road, or Hang an Article Beneath an Awning over the Road. [Public Roads]
 Extension of a main to a property on which no sewer rates have been levied [Sewerage Services]
 Extension of a main to a property on which no water rates have been levied [Extension of Water Services]
 Extension of a main to a property which has paid sewer rates for past five years [Extension of Water Services]
 Extension of a main to a property which has paid sewer rates for past five years [Extension of Sewer Services]
 Extension of lapsing date of development consent [To be allocated]
 Extension of Lapsing Date of Development Consent [Extension of Consent]

E [continued]

Extraction of Data [GIS Information]
Extraordinary water meter reading [Conveyancing Information]

F

F Along Hugs Lane [Provision of Access Road (former Yarrowlumla Area)]
Facsimile received [Facsimiles & Scanning]
Facsimile sent – first page [Facsimiles & Scanning]
Facsimile sent – subs pages [Facsimiles & Scanning]
Failure to remove banner in accordance with agreement [Banners]
Family Cabin – per night – sleeps 4 [Bombala Caravan Park]
Family Cabin – per week – sleeps 4 [Bombala Caravan Park]
Family Season Pass [Adaminaby Pool]
Family Season Pass [Berridale Pool]
Fee [Planning Reform Fund Fee (Cl.256A)]
Fee [Circus]
Fee [Disability Services]
Fee for advertising of advertised development or prohibited development or any development for which an environmental planning instrument or development control plan requires notice to be given [Advertising of Development & Notifying of Development Applications (Cl.252)]
Fee for advertising of Designated Development [Advertising of Development & Notifying of Development Applications (Cl.252)]
Fee for issue of individual compliance certificates in respect of any dwellings or building works where Council is not the PCA [Compliance Certificates]
Fee for Issue of Individual Compliance Certificates in Respect of Any Dwellings or Building Works Where Council is not the PCA [Compliance Certificates]
Fee for issue of individual compliance certificates in respect of building works where Council is the PCA [Compliance Certificates]
Fee for Issue of Individual Compliance Certificates in Respect of Building Works Where Council is the PCA [Compliance Certificates]
Fee for signing additional sets of plans (other than the original set) [Subdivision Certificates]
Fee for the printing of plans and documents for applications lodged electronically [Development Control Plans]
Fencing [Equipment Hire]
Filming in Shire [Approvals, Permits & Inspections]
Final Inspection Fee for Building Application Approvals (pre–Construction Certificate) [Building Inspections]
Fire Safety inspection [Building Inspections]
Fire Safety inspection and report – commercial premises [Building Inspections]
Firewood – Larger loads [Sale of Recovered Materials]
Firewood Kindling Bags [Sale of Recovered Materials]
Fixed and permanent [Advertising Signs (Cl.246B(2))]
Flashing light [Miscellaneous Compliance]
Flats/Water Treatment Plant Cottage [Dwellings]
Flocon truck [Trucks]
Floodlight per pole per hour [Sportsground]
Flow recorder meter test [Water Supply]
Fluoride [Liquid Trade Waste Fees]
Food Act and Regulation – Improvement Notice [Improvement Notice and Prohibition Orders]
Food Premise Inspection (Per Hour) [Section 68 Approvals]
Food Premises Administration Fee – for businesses with less than six (6) food handlers [Food Premises Administration Charge (Food Safety Scheme)(NSW Food Act 2003, S.139 (2B)(d))]
Food Premises Administration Fee – for businesses with six (6) or more food handlers [Food Premises Administration Charge (Food Safety Scheme)(NSW Food Act 2003, S.139 (2B)(d))]
Food Premises Incident Response Inspections [Food Premises]
Food Premises Re–inspection Fee [Food Premises]
Food Premises Routine Inspections [Food Premises]
Football Club – Per Day [Delegate Sportsground]
Football Season Fee [Sportsground]
Footpath [Footpaths, Kerb & Gutter Contribution]
Footpath construction (adjoining owners share) [Maintenance & Construction]
For each hour after midnight [Hall]
For Fee or Reward, Play a Musical Instrument or Sing [Community land]
For Fee or Reward, Transport Waste Over or Under a Public Place [Management of Waste]
For HACC Clients & Not for Profit Community groups [HACC Bus Hire]
For Other Private Hirers [HACC Bus Hire]

F [continued]

Ford Ranger 1T T/Top [Light Vehicles]
 Ford Ranger Dual Cab 1T T/Top [Light Vehicles]
 Ford Ranger Utility [Light Vehicles]
 Ford Transit Bus 12 seater [Light Vehicles]
 Ford Transit Bus 12 seater – daily rate [Light Vehicles]
 Fork Lift 2–5 Tons [Major Plant]
 Formal Application* [Government Information (Public Access) Act (GST exempt)]
 Formaldehyde [Liquid Trade Waste Fees]
 Fortnightly fees [Yallambee Lodge Residential Care]
 Fresh Delivered Meals – HACC Clients [Fresh Meals]
 Fresh Delivered Meals – Non HACC Clients – Account [Fresh Meals]
 Fresh Delivered Meals – Non HACC Clients – Cash Payment [Fresh Meals]
 Front–end Loader Volvo L60E [Major Plant]
 Frozen Meals – Dessert – HACC Clients [Frozen Meals]
 Frozen Meals – Dessert – Non HACC Client [Frozen Meals]
 Frozen Meals – Main Meal – HACC Clients [Frozen Meals]
 Frozen Meals – Main Meal – Non HACC Client – Account [Frozen Meals]
 Frozen Meals – Main Meal – Non HACC Client – Cash Payment [Frozen Meals]
 Frozen Meals – Soup – HACC Clients [Frozen Meals]
 Frozen Meals – Soup – Non HACC Client [Frozen Meals]
 Fuel Trailers & 4 wheel general purpose [Tractor Attachments/Trailers]
 Full Cost recover per km rate [Individual Transport – Non Eligible Customer]
 Full day [Shannons Flat Community Hall]
 Full Day [Contact Centre – Social Support Group]
 Full Day Session (8 hours per day) [Delegate and District Pre–School]
 Full Hall Hire including all electrical [Bibbenluke Hall & Sportsground]
 Function [Community/Sporting Groups]
 Function [Private Functions]
 Function Centre (no kitchen) – per day [HACC Community Centre – Bombala]
 Function Centre (no kitchen) – per hour [HACC Community Centre – Bombala]
 Function full day / evening [Community/Sporting Groups]
 Function full day / evening [Private Functions]
 Functions & Events [Cooma Showground]
 Functions & Events [Nimmitabel Sportsground]
 Functions & Events [Norris Park (Cooma)]
 Functions & weddings – seating capacity equal or more than 300 [Ground Hire]
 Functions & weddings – seating capacity less than 300 [Ground Hire]

G

G At Smiths Rd / Yellowbox Rd Intersection [Provision of Access Road (former Yarrowlumla Area)]
 Gas Heaters (per hour to run) [Delegate School of Arts]
 Genealogy Enquiry [Other Facilities/Services]
 General Consultancy [Consultancy]
 General sporting use for district bodies, including sporting club fixtures [Adaminaby & Berridale Sporting Field]
 Goat [Transit Stock Usage Fees (not part of a sale)]
 Grader John Deere 670G [Major Plant]
 Grader Volvo G930 [Major Plant]
 Grader Volvo G930 [Major Plant]
 Grass netball courts [Basketball & Netball]
 Grave Digging – Weekend, Public Holiday and Out–of–hours Burials [Permit to Bury, Grave Digging and Closure]
 Grave Digging fees – Weekends/Public Holiday [Permit to Bury, Grave Digging and Closure]
 Grave digging fees for grave in conventional cemetery – Bombala, Delegate, Villages [Permit to Bury, Grave Digging and Closure]
 Graves exceeding standard length or width (contact Cemetery Manager) [Other Facilities/Services]
 Grease and oil Ammonia [General]
 Grease/Screening/Oil Sludge [Special Waste]
 Green Waste [Green Waste]
 Green Waste Mulch [Sale of Recovered Materials]
 Ground Hire [Bombala Racecourse & Recreation Ground]
 Ground Hire [General]
 Group Hire (per day) [Bombala Tennis Club]

G [continued]

Gunninggrah Road Rural Water Supply Scheme – New Connection (Standard headworks additional) [Connection to Water Supply]

H

H Along Burra Rd south of Urila Rd for 8kms [Provision of Access Road (former Yarrowlumla Area)]
HACC Builder – Maintenance per hour [Home Maintenance & Modifications]
HACC Builder – Modification per hour [Home Maintenance & Modifications]
HACC Builder – Non HACC Client (Private Brokerage fee) – Maintenance [Home Maintenance & Modifications]
HACC Builder – Non HACC Client (Private Brokerage Fee) – Modification [Home Maintenance & Modifications]
HACC Ford Transit 12 seater [Light Vehicles]
HACC Handyman – Non HACC Client (Private Brokerage Travelling Fee) per kilometre [Home Maintenance & Modifications]
HACC Motor Vehicles – Sedans and Station wagons [Light Vehicles]
HACC service providers [Verri-Nina Centre]
HACC Toyota Coaster Bus [Light Vehicles]
Half Day [Contact Centre – Social Support Group]
Half day (4hrs) [Shannons Flat Community Hall]
Half Day Session – Under 2yrs only [Delegate and District Pre-School]
Hall & Toilets Only – Cleaning Deposit Refundable [Multi-Function Centre (Cooma)]
Hall & Toilets Only – Daily Rate [Multi-Function Centre (Cooma)]
Hall & Toilets Only – Daily Rate [Multi-Function Centre (Cooma)]
Hall & Toilets Only – Hourly Rate [Multi-Function Centre (Cooma)]
Hall & Toilets Only – Hourly Rate [Multi-Function Centre (Cooma)]
Hall Hire – Half Day – with heaters [Mila Country Club]
Hall Hire – One Room Only [Bibbenluke Hall & Sportsground]
Hall Hire Only – Full Day [Delegate School of Arts]
Hall Hire – per half day [Mila Country Club]
Hall Hire Only – Half Day [Delegate School of Arts]
Hall only [Nimmitabel Community Hall]
Hall, Conveniences and Kiosk [Delegate Sportsground]
Hall, Supper Room, Kitchen, Youth Club. Daylight to 6pm [Hall]
Hall, Supper Room, Kitchen, Youth Club. Full time 4pm to midnight [Hall]
Hawkers License [Section 68 Approvals]
Herbicides/defoliantes [Liquid Trade Waste Fees]
High Resolution [Aerial Photography]
Hino McDonald Johnston Suction Street Sweeper [Major Plant]
Hire by Schools, Swim Club During Normal Operating Hours [Adaminaby Pool]
Hire by Schools, Swim Club During Normal Operating Hours [Berridale Pool]
Hire by Schools, Swim Club During Normal Operating Hours [Jindabyne Pool]
Hire Hall During Day – no Heaters [Mila Country Club]
Hire of chairs [Multi-Function Centre (Cooma)]
Hire of Chairs (Plastic) (each) [Delegate School of Arts]
Hire of Chairs(metal) (each) [Delegate School of Arts]
Hire of Hall [Kybeyan Community Hall]
Hire of Hall [Peak View Community Hall]
Hire of Hall [Smiths Road Community Hall]
Hire of Hall (includes insurance) [Cathcart School of Arts]
Hire of Kiosk – extra to Ground Rental [Hall]
Hire of Kiosk – extra to Ground Rental (Not using BBQ) [Hall]
Hire of Kitchen (deposit only; reimbursed after inspection) [Hall]
Hire of NLIS Scanning wand – day [Saleyards]
Hire of NLIS Scanning wand – deposit [Saleyards]
Hire of Plant & Equipment – overtime rate (call outs after hours to be 4 hours minimum) [After Hours Rates]
Hire of Quickspray Unit – Day [Noxious Weeds Act 1993]
Hire of Quickspray Unit – W/end [Noxious Weeds Act 1993]
Hire of Stock Yards (per annum) [Delegate Sportsground]
Hire of Supper Room & Kitchen only (including insurance) [Cathcart School of Arts]
Hire of tables [Multi-Function Centre (Cooma)]
Hire of Tables (each) [Delegate School of Arts]
Hire of tables/chairs [Shannons Flat Community Hall]
Hire of Tennis Court with lights [Dalgety Showground]

H [continued]

Hire of Tennis Court without lights [Dalgety Showground]
Hire of Wooden Trestles [Hall]
Historical DCPs [Development Control Plans (DCP)]
Historical Planning Scheme LEP map [Printing & Publications]
History Books [Printing & Publications]
Hoarding inspection fee [Approvals, Permits & Inspections]
Hockey Field [Dalgety Showground]
Hockey/Soccer amenities building [Jindabyne Sporting Fields]
Hockey/Soccer sporting field including toilets [Jindabyne Sporting Fields]
Hoist [Major Plant]
Home Care Package Program (formally CACP) [Yallambee Lodge Residential Care]
Home Maintenance [Home Maintenance & Modifications]
Home Modification Costs [Home Maintenance & Modifications]
Hopper Frame [Equipment Hire]
Horse [Transit Stock Usage Fees (not part of a sale)]
Horse sales – per head [Sale Fees]
Horse sales– minimum [Sale Fees]
Horse Stalls [Dalgety Showground]
Horses/Cattle – per animal [Animal/Stock Impounding]
House connection charge (20mm service) Access [Connection to Water Supply]
House Drainage Diagram [Drainage Diagrams]
Hygiene trailer [Tractor Attachments/Trailers]

I

I At Burra Rd / Black Flat Rd Intersection [Provision of Access Road (former Yarrowlumla Area)]
i) does not involve erection of building, carrying out of work or demolition [If DA fee was \$100 and:]
i) involving the opening of a public road [Subdivision (other than strata subdivision)]
Identification Plaque on Existing Grave or Proposed Grave in Monumental Section of Cemetery [Other
Facilities/Services]
If DA does not involve erection of building, carrying out of work or demolition [Review of a Determination under S.82A of the
Act (Cl.257)]
If DA fee was < \$100 [Modification of Consent under S.96AA(1) OR 96(2) & 96AA of the Act (Cl.258)]
If DA involves erection of a dwelling house valued \$100,000 or less \$190.00 [Review of a Determination under S.82A of the
Act (Cl.257)]
If the estimated cost of the development is < \$100,000 [Review of a Decision to Reject an Application under S.82B of the Act
(Cl.257A)]
If the estimated cost of the development is > \$1,000,000 [Review of a Decision to Reject an Application under S.82B of the Act
(Cl.257A)]
If the estimated cost of the development is \$100,000 \$1,000,000 [Review of a Decision to Reject an Application under S.82B
of the Act (Cl.257A)]
If the proposed Development requires Concurrence or is Integrated, approval fee is to be paid to each approval body.
[Approval Body Fees]
ii) involves erection of a dwelling house valued \$100,000 or less [If DA fee was \$100 and:]
ii) not involving the opening of a public road [Subdivision (other than strata subdivision)]
Impounding/retrieval fee [Footpath – Commercial Use (Permanent/Temporary)]
Indivisible load Permit [Approvals, Permits & Inspections]
Industrial, Commercial & Multi–residential [Plumbing Inspections]
Infants and Children’s up to 12 years – Burial & Maintenance Fee Only [Other Facilities/Services]
Initial Outdoor Dining Licence Application Fee [Lease/Licence of Public Land/Road Reserve]
Insertion of Council padlock following unsuccessful entry [Noxious Weeds Act 1993]
Insertion of Council padlock following unsuccessful entry [Noxious Weeds Act 1993]
Inspection [Places of Public Entertainment]
Inspection & Signage of existing grid [Cattle Grid Permit]
Inspection Fee [Annual Fire Safety Statement]
Inspection Fee [Backflow Prevention]
Inspection Fee [Backflow Prevention]
Inspection Fee [Backflow Prevention]
Inspection fee for road restorations performed by developer or contractor [Road Restoration]
Inspection Fee for Subdivision Certificate or Subdivision Works [Subdivision Inspections]
Inspection fee for vehicular crossing [Driveways]
Inspection fee to inspect Manufactured Home, Moveable Dwelling or Associated Structure on Land [Other Fees]
Inspection Fee/Reinspection Fee [Plumbing Inspections]

I [continued]

- Inspection of Dangerous Dog Enclosure [Companion Animal Act Fees, Inspection and Registration & Control Registration]
- Inspection of Public Swimming Pool/Spa Pool [Public Swimming Pools (Public Health Act)]
- Inspection OSSM – non scheduled – Domestic [On–Site Sewage Management (OSSM)]
- Inspection OSSM – non scheduled – Non Domestic [On–Site Sewage Management (OSSM)]
- Inspections [Compliance]
- Inspections [Caravan Parks]
- Inspections of private works or developer Subdivision Construction [Approvals, Roadwork's, Stormwater Drainage and Subdivision Construction]
- Inspections of sewerage infrastructure for development works [Application Fees and Inspection Fees]
- Inspections of sub division works [Subdivision Certificate – Linen Plan Release]
- Inspections of water supply infrastructure for development works [Water Application Fees and Inspection Fees]
- Inspections on behalf of Private Certifying Authorities [Building Inspections]
- Install a Domestic Oil or Solid Fuel Heating Appliance, other than a Portable Appliance [Other Activities]
- Install a Temporary Structure on Land [Structures]
- Install and removal of Restrictor [Connection to Water Supply]
- Install and Remove flow restrictor [Other Water Supply Fees]
- Install Fire Service Connections & Water Meter – Charge 4 [Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
- Install Non Standard Connection & Water Meter to Any Allotment – Charge 2 [Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
- Install oil or solid fuel heater [Section 68 Approvals]
- Install Special Rural Connections & Water Meter – Charge 5 [Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
- Install Standard 20mm Connection and Water Meter – Charge 1 [Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
- Install Water Connection and Water Meter to New development – Charge 3 [Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
- Install, construct, alter Onsite Sewerage Management System (OSSM) (septic tank) [Section 68 Approvals]
- Installation of a manufactured home, moveable dwelling – Single Dwelling [Section 68 Approvals]
- Installation of a manufactured home, moveable dwelling or associated structure – Dual Occupancy [Section 68 Approvals]
- Installation of a manufactured home, moveable dwelling or associated structure – Multi Dwelling (3 or more) [Section 68 Approvals]
- Instructors conducting swimming classes [Bombala Pool]
- Interest on Overdue Rates, Charges and Sundry Debtor Accounts [Rates, Water & Debtors]
- Interment Right Perpetual – Dual Occupancy Plot [Rural Cemeteries]
- Interment Right Perpetual – Placement [Niche Wall]
- Interment Right Perpetual – Plot & Maintenance [Niche Wall]
- Interment Right Perpetual – Single Occupancy Plot [Rural Cemeteries]
- Internal review [To be allocated]
- Internal Review* [Government Information (Public Access) Act (GST exempt)]
- Interschool matches [Junior Sports]
- IP&R Documents – Public [Printing & Publications]
- Iron [Liquid Trade Waste Fees]
- Issue of Council Padlock [Noxious Weeds Act 1993]
- Issue of Sewer Location Plan [Application Fees and Inspection Fees]
- Isuzu 3.5T Tipper/Crane [Trucks]
- Isuzu D–Max 4x4 1T/Tabletop – Crane [Light Vehicles]
- Isuzu D–Max 4x4 Field Service [Light Vehicles]
- Isuzu D–Max 4x4 T/Top [Light Vehicles]
- Isuzu Recycle Truck [Trucks]
- Isuzu Tipper 6T [Trucks]
- Isuzu Tipper 8T [Trucks]
- Isuzu Truck 3.5T Tipper [Trucks]
- Isuzu Truck 3.5T Tipper [Trucks]
- Isuzu Truck 6T Tipper [Trucks]

J

- J Along Black Flat Rd (Burra end) [Provision of Access Road (former Yarrowlumla Area)]
- Jindabyne Banner – Private Land [Development Control Plans]
- Jindabyne Banner – Public Land [Development Control Plans]
- Jindabyne Holiday Park [Jindabyne Holiday Park]

J [continued]

Jindabyne Special Use – Commercial event [Jindabyne Terrain Parks]
Jindabyne Special Use – Community event [Jindabyne Terrain Parks]
John Connors main amenities building [Jindabyne Sporting Fields]
John Connors main sporting field including toilets [Jindabyne Sporting Fields]
John Deere & Caterpillar 12H Graders (includes freerollers) [Major Plant]
Junior sports teams under 16 years and school sports teams [Junior Sports]

K

K At Burra Rd / 8km south or Urila Rd [Provision of Access Road (former Yarrowlumla Area)]
Kerb and gutter construction (adjoining owners share) [Maintenance & Construction]
Kerb and guttering [Footpaths, Kerb & Gutter Contribution]
Kerb Side Fuel Services on site per property (per year) [Section 68 Approvals]
Key Deposit [Office Equipment Hire]
Key Deposit [Office Equipment Hire]
Key Deposit (refundable) [Office Equipment Hire]
Key Deposit for Old Toilet Block [Office Equipment Hire]
Kilometre Charge – Over 2.5l [HLSS Brokerage]
Kilometre Charge – Under 2.5l [HLSS Brokerage]
Kiosk – Full Day [Delegate Sportsground]
Kiosk– Half Day [Delegate Sportsground]
Kitchen [Delegate Sportsground]
Kitchen – Daily Rate [Multi-Function Centre (Cooma)]
Kitchen – Daily Rate [Multi-Function Centre (Cooma)]
Kitchen – Hourly Rate [Multi-Function Centre (Cooma)]
Kitchen – Hourly Rate [Multi-Function Centre (Cooma)]
Kitchen Caddy [Garbage/Compost Bins]
Kitchen/Supper Room & Conveniences [Delegate Sportsground]
Kitchen/Supper Room/Hall & Conveniences [Delegate Sportsground]
Komatsu FG44T7 Forklift [Major Plant]
Kubota Mini Excavator [Major Plant]

L

L Along Burra Rd from 8km south of Urila Rd towards Michelago [Provision of Access Road (former Yarrowlumla Area)]
Laboratory Testing includes collection, delivery to lab and test [Liquid Trade Waste Fees]
Lane Hire – during normal operating hours [Jindabyne Pool]
Large Dataset [Aerial Photography]
Large Equipment Cabinet [Telecommunications Facilities]
Large Residential Lot (>2000sqm) [Water]
Large Residential Lot (>2000sqm) [Wastewater]
Large Tractor / Earthmover Tyres [Tyres]
Larger Jobs [Aged Care]
Late Lodgement penalty [Backflow Prevention]
Lead [Liquid Trade Waste Fees]
Leak Detection [Other Water Supply Fees]
Lease arrangements [Basketball Stadium]
Lease of Airspace [Lease/Licence of Public Land/Road Reserve]
Legionella Control – Inspection [Legionella Control]
Legionella Control Premises – Registration [Legionella Control]
Less than 20 kilolitres [Water Supply from Standpipe Charges]
Library Bag [Fees]
Library Hire – per hour (Plus Wages for Council Staff member) [HACC Community Centre – Bombala]
Light Truck Tyres [Tyres]
Light Truck Tyres [Tyres]
Lighting [Cooma Showground]
Lighting [Jindabyne Sporting Fields]
Lighting [Rotary Oval (Cooma)]
Lighting [Snowy Oval (Cooma)]
Linen Plan Release – Boundary Adjustment or Consolidation [Subdivision]
Linen Plan Release – Subdivision [Subdivision]
Listing of Property Records from Rate Book [Property/Rates Information for Registered Valuers]
Listing of Sales – full list / monthly list [Property/Rates Information for Registered Valuers]

L [continued]

Listing of Sales – per property [Property/Rates Information for Registered Valuers]
 Lithium [Liquid Trade Waste Fees]
 Live weight cattle [Sale Fees]
 Livestock Carrier Transfer Fee per use (excluding registered agents) [Yard Hire Fees]
 Loader Volvo L70D [Major Plant]
 Local organisations who organise the Numeralla Folk Festival on a volunteer basis and give the Hall Committee a share of the Profits [Numeralla Community Hall]
 Local Township Trip [Bombala CT Individual]
 Local Township Trip [Snowy River Cooma–Monaro CT Individual]
 Local Trips with Volunteer Driver [Individual Transport – Non Eligible Customer]
 Location of wastewater service connection/boundary riser [Mains & Services]
 Location of water meter [Water Supply]
 Lodgement of a Subdivision Certificate by a Private Certifier [Certificates Issued By Private Certifier]
 Lodgement of Certificate of Compliance [Plumbing & Drainage Act Certificates]
 Lodgement of Complying Development Certificate by a Private Certifier [Certificates Issued By Private Certifier]
 Lodgement of Construction Certificate by Private Certifier [Certificates Issued By Private Certifier]
 Lodgement of Notice of Works [Plumbing & Drainage Act Certificates]
 Lodgement of Occupation Certificate by Private Certifier [Certificates Issued By Private Certifier]
 Lodgement of Sewer Service Diagram [Plumbing & Drainage Act Certificates]
 Lodging of a Part 4A Certificate [Other Certificates]
 Long Service Levy – over \$25,000 [State Government Charges]
 Long term [Nimmitabel Community Hall]
 Lost Library items/items beyond repair [Fees]
 Low Resolution [Aerial Photography]
 Lunch Only [Contact Centre – Social Support Group]

M

M Burra Rd from Monaro Hwy Intersection [Provision of Access Road (former Yarrowlumla Area)]
 Main Hall & Kitchen – Full Day [Delegate School of Arts]
 Main Hall & Kitchen – Half Day [Delegate School of Arts]
 Main Hall and Supper Room – Per Function [Dalgety Memorial Hall]
 Main Hall Only Per Day [Adaminaby School of Arts]
 Main Hall Only Per Day [Berridale Hall]
 Main Hall Only Per Day [Jindabyne Memorial Hall]
 Main Hall Only Per Hour [Adaminaby School of Arts]
 Main Hall Only Per Hour [Jindabyne Memorial Hall]
 Main Hall Per Hour [Berridale Hall]
 Main Hall Plus Kitchen Per Day [Adaminaby School of Arts]
 Main Hall Plus Kitchen Per Day [Berridale Hall]
 Main Hall Plus Kitchen Per Day [Jindabyne Memorial Hall]
 Main Hall Plus Kitchen Per Hour [Adaminaby School of Arts]
 Main Hall Plus Kitchen Per Hour [Berridale Hall]
 Main Hall Plus Kitchen Per Hour [Jindabyne Memorial Hall]
 Main Meal Only [Meals on Wheels Service]
 Maintenance in Perpetuity [Rural Cemeteries]
 Major DCP Processing Fee [Development Control Plans]
 Management of Onsite Sewage Systems Charge – High Risk – Domestic [Snowy Region (OSSM)]
 Management of Onsite Sewage Systems Charge – High Risk – Domestic [Snowy Region (OSSM)]
 Management of Onsite Sewage Systems Charge – High Risk – Domestic [Snowy Region (OSSM)]
 Management of Onsite Sewage Systems Charge – High Risk – Non–Domestic [Snowy Region (OSSM)]
 Management of Onsite Sewage Systems Charge – High Risk – Non–Domestic [Snowy Region (OSSM)]
 Management of Onsite Sewage Systems Charge – High Risk – Non–Domestic [Snowy Region (OSSM)]
 Management of Onsite Sewage Systems Charge Low Risk – Non Domestic [Snowy Region (OSSM)]
 Management of Onsite Sewage Systems Charge Low Risk – Non Domestic [Snowy Region (OSSM)]
 Management of Onsite Sewage Systems Charge Low Risk – Non Domestic [Snowy Region (OSSM)]
 Management of Onsite Sewage Systems Charge– Low Risk Domestic [Snowy Region (OSSM)]
 Management of Onsite Sewage Systems Charge– Low Risk Domestic [Snowy Region (OSSM)]
 Management of Onsite Sewage Systems Charge– Low Risk Domestic [Snowy Region (OSSM)]
 Manager of Resource & Waste Services [Consultancy]
 Manganese [Liquid Trade Waste Fees]
 Manual digging/additional machinery hire [Other Facilities/Services]

M [continued]

Manufactured Homes	[Section 68 Approvals]
Mattresses – All sizes	[Other Waste]
Mattresses – All sizes	[Other Waste]
Mattresses – Foam	[Other Waste]
Mattresses – Foam	[Other Waste]
Maximum Basic Daily Care Fee (Standard Residents entering after 1 July 2014)	[Daily Care Fee]
Maximum fee	[Provision of Access Road (former Yarrowlumla Area)]
Maximum Permissible Interest Rate for Accommodation Bond Agreements. This is set by Department of Social Services and varies each Quarter	[Accommodation Bond]
Meals on Wheels	[Meals on Wheels Service]
Medium Plant Items	[Major Plant]
Meeting	[Community/Sporting Grounds]
Meeting Room	[Delegate School of Arts]
Meetings	[Bredbo Community Hall]
Memorial Niche	[Other Facilities/Services]
Mercaptans	[Liquid Trade Waste Fees]
Mercury	[Liquid Trade Waste Fees]
Meter – Protection Box	[Backflow Prevention Device]
Meter – Repair or replace	[Backflow Prevention Device]
Meter Flow Test	[Other Water Supply Fees]
Meter reading – for excess on Certificate	[Backflow Prevention Device]
Meter Reading – Sale of property and issue of account	[Other Water Supply Fees]
Meter Testing Fee (if removed from site)	[Backflow Prevention Device]
Meter Testing Fee (if sent away at owners request)	[Backflow Prevention Device]
Meter Testing Fee (on site only)	[Backflow Prevention Device]
Metered Usage Charge Excess 100 kl	[Water Usage Charges (Residential and Non Residential)]
Metered Usage Charge First 100 kl	[Water Usage Charges (Residential and Non Residential)]
Methylene blue active substances (MBAS)	[Liquid Trade Waste Fees]
Meyer C9 Blade Assembly–attach to Plant 77	[Tractor Attachments/Trailers]
Meyer Mini Salt Spreader–attach to Plant 77	[Tractor Attachments/Trailers]
Microchipping Companion Animal	[Companion Animal Micro Chipping]
Minimum Charge – Grease/screening/oil sludge – Dewatered Biosolids – Contaminated Soil	[Special Waste]
Minimum Charge (120L or less)	[Mixed Waste, including Domestic, Commercial and Unsorted Waste]
Minimum Charge (120L or less)	[Mixed Waste, including Domestic, Commercial and Unsorted Waste]
Minimum Charge (120L or less)	[Mixed Waste, including Domestic, Commercial and Unsorted Waste]
Minimum fee	[Provision of Access Road (former Yarrowlumla Area)]
Minimum Hall Charge for all Halls	[Minimum Hall Charge]
Minor Alterations to Plans	[Construction Certificate]
Minor alterations to plans for Installation of a manufactured home, moveable dwelling or associated structure where value has not increased	[Section 68 Approvals]
Minor DCP Processing Fee	[Development Control Plans]
Minutes – 12 month subscription (email)	[Document Provision]
Minutes – 12 month subscription (Paper)	[Document Provision]
Minutes – Provision of copies (Paper)	[Document Provision]
Mitsubishi 1T/Tipper	[Light Vehicles]
Mitsubishi 13T Tipper	[Trucks]
Mitsubishi 2T tipper	[Trucks]
Mitsubishi 2T tipper	[Trucks]
Mitsubishi Non–Tipping – Sewer 6T/Crane	[Trucks]
Mitsubishi Non–Tipping – Water 4T	[Trucks]
Mitsubishi Tipper 13T	[Trucks]
Mitsubishi Tipper 3T/Crane	[Trucks]
Mitsubishi Triton 4x2 Dual Cab	[Light Vehicles]
Mitsubishi Triton 4x4 1T/Crane	[Light Vehicles]
Mitsubishi Triton 4x4 Dual Cab T/Top	[Light Vehicles]
Mitsubishi Triton 4x4 T/Top	[Light Vehicles]
Mitsubishi Triton 4x4 T/Top	[Light Vehicles]
Mitsubishi Triton 4x4 Utility	[Light Vehicles]
Mitsubishi Triton 4x4 Utility	[Light Vehicles]
Mitsubishi Triton Dual Cab Utility	[Light Vehicles]
Mitsubishi Triton T/Top	[Light Vehicles]

M [continued]

- Mitsubishi Triton Utility [Light Vehicles]
- Mitsubishi Triton Utility [Light Vehicles]
- Mitsubishi Triton Utility [Light Vehicles]
- Mixed Building [Mixed Building Waste/Demolition rubble (NO ASBESTOS)]
- Mixed Building Cubic Metres [Mixed Building Waste/Demolition rubble (NO ASBESTOS)]
- Mixed Building Minimum [Mixed Building Waste/Demolition rubble (NO ASBESTOS)]
- Mixed building waste – Cubic Metres [Mixed Building Waste/Demolition rubble (NO ASBESTOS)]
- Mixed building waste – Minimum Charge [Construction & Demolition]
- Mixed building waste – Minimum Charge [Mixed Building Waste/Demolition rubble (NO ASBESTOS)]
- Mixed building waste/demolition rubble (no asbestos) [Construction & Demolition]
- Mixed building waste/demolition rubble (no asbestos) [Mixed Building Waste/Demolition rubble (NO ASBESTOS)]
- Mixed waste larger loads [Mixed Waste, including Domestic, Commercial and Unsorted Waste]
- Mobile Air Compressor and attachments [Major Plant]
- Modify or Amend a Condition or Approved Plan as per s96(1) [Modification of Consent]
- Modify or amend a condition or approved plan as per s96(1) (i.e. minor error) [To be allocated]
- Modify or amend a condition or approved plan as per s96(1A) (i.e. minimal environmental impact) or 96AA(1) [To be allocated]
- Modify or Amend a Condition or Approved Plan as per s96(1A) or 96AA(1) [Modification of Consent]
- Modify or amend a condition or approved plan as per s96(2) [To be allocated]
- Modify or Amend a Condition or Approved Plan as per s96(2) or s96AA(1) for other development where the estimated cost is between \$1,000,001 – \$10,000,000 [Modification of Consent]
- Modify or Amend a Condition or Approved plan as per s96(2) or s96AA(1) for other development where the estimated cost is between \$250,001 – \$500,000 [Modification of Consent]
- Modify or Amend a Condition or Approved Plan as per s96(2) or s96AA(1) for other developments where the estimated cost is between \$500,001 – \$1,000,000 [Modification of Consent]
- Modify or Amend a Condition or Approved Plan as per s96(2) or s96AA(1) Involving a Dwelling–House with a Value of <\$100,000 [Modification of Consent]
- Modify or Amend a Condition or Approved Plan as per s96(2) or s96AA(1) Other Developments with an estimated cost of <\$5,000 [Modification of Consent]
- Modify or Amend a Condition or Approved Plan as Per s96(2) or s96AA(1) where original DA fee <\$100.00 and where the original DA did not involve the erection of a building, the carrying out of work or the demolition of a work or building [Modification of Consent]
- Modify or Amend a Condition or Approved Plan as per s96(2) or s96AA(1) for other development where the estimated cost is >\$10,000,000 [Modification of Consent]
- Modify or Amend a Condition or Approved Plan as per s96(2) Other Developments with an estimated cost of between \$5,001 – \$250,000 [Modification of Consent]
- Modify or Amend a Condition or Approved Plan as per s96(2) Where Original DA fee >\$100.00 [Modification of Consent]
- Modify previously issued Construction Certificate [Modifications]
- Modify previously issued S68 Part A1 Structure Approval [Modifications]
- Modify previously issued S68 Part A1 Structure Approval [Modifications]
- Modify previously issued Section 68 Approval [Modifications]
- Modify Section 68 Approval [Section 68 Approvals]
- Molybdenum [Liquid Trade Waste Fees]
- Monaro 150 year book [Printing & Publications]
- Monday to Friday [HLSS Brokerage]
- Monthly in Advance Starting July (4 months – per month) [Bombala Pool]
- More than \$10,000,000 [Development involving the erection of a building, dwelling house > \$100,000, carrying out of work or the demolition of a work or a building (Cl.246B), with Value of Building Works]
- More than \$10,000,000 [Any other development, as set out below (plus \$620 if Notice of Application is required under S.82A of the Act), with value of building works]
- More than \$10,000,000 [Any other development, as set out below (plus \$665 if Notice of Application is required under S.96(2) of 96AA(1) of the Act), with value of building works]
- More than \$10,000,000 [Other Development Application Fees]
- more than a caged Trailer [Domestic/Council]
- more than a caged Trailer [Commercial]
- Motel/Hotel/Resort Room [Water]
- Motel/Hotel/Resort Room [Wastewater]
- Motor Cycle [Tyres]
- Motor Cycle [Tyres]
- Motor Vehicles [Abandoned Article Impounding (S.26 Impounding Act 1993)]
- Motor Vehicles – Sedans and Station Wagons [Light Vehicles]
- Motor Vehicles – Utilities [Light Vehicles]
- Motor Vehicles – Utilities over 1 Tonne – Roads – Hrs #3227,5027,3114,3187 [Major Plant]

M [continued]

Motorbike Tyres [Tyres]
Motorbike Tyres [Tyres]
Moveable dwellings inspections [Building Inspections]
Movement/management of stock [Saleyards]
Mower Ext Arm McConnell Flail PA5600 [Tractor Attachments/Trailers]
Mower Ride-on – Iseki plus Trailer or Transport [Major Plant]
Mower Ride-on – Kubota plus Trailer or Transport [Major Plant]
MSO Respite [Multi – Service Outlet]
Multi Purpose Building (Hirer to provide own tea towels) [Dalgety Showground]
Multi Storey Apartments (1 Bedroom) [Water]
Multi Storey Apartments (1 Bedroom) [Wastewater]
Multi Storey Apartments (2 Bedroom) [Water]
Multi Storey Apartments (2 Bedroom) [Wastewater]
Multi Storey Apartments (3 Bedroom) [Water]
Multi Storey Apartments (3 Bedroom) [Wastewater]
Multipac VV903D Smooth Drum Roller [Major Plant]

N

N At Burra Rd / Tinderry Rd Intersection [Provision of Access Road (former Yarrowlumla Area)]
Neighbour notification fee – where 10–30 lots (inclusive) to be notified by letter [Advertising of Development & Notifying of Development Applications (Cl.252)]
Neighbour notification fee – where 31+ lots to be notified by letter [Advertising of Development & Notifying of Development Applications (Cl.252)]
Netball Court Lights per night [Sportsground]
Netball per day [Sportsground]
New Connections [Backflow Prevention Device]
New Development (including Dual Occupancies) [Connection Charges Including the Property Inspection Opening]
New dwelling [To be allocated]
New Dwelling [Plumbing Inspections]
New Dwellings and Class 10 buildings and additions [Value of Building Works]
New Event Signs – Includes Event Name and Date (for 3 signs) [Event Signs]
New licence application for annual permits [Footpath – Commercial Use (Permanent/Temporary)]
NEW Single dwelling house with a value not exceeding \$100,000 [Dwelling House <\$100,000 (Cl.247)]
Nickel [Liquid Trade Waste Fees]
Night (6pm – midnight) [Shannons Flat Community Hall]
Night Hire (per hr for 2 courts) [Bombala Tennis Club]
Night Hire (per hr for 3 courts) [Bombala Tennis Club]
Nissan Navara 4x4 Dual Cab [Light Vehicles]
Nissan Navara 4x4 Dual Cab [Light Vehicles]
Nissan Navara 4x4 Dual Cab T/Top [Light Vehicles]
Nissan Navara 4x4 Dual Cab T/Top [Light Vehicles]
Nissan Navara Utility [Light Vehicles]
Nissan UD Cab Chassis Tar Truck [Trucks]
Non refundable Administrative Charge [Landscaping Bond for Relocatable Homes]
Non standard sewer connection [Connection Charges Including the Property Inspection Opening]
Non swimming adults (no access to pool) [Bombala Pool]
Non–Desexed Companion Animal [Companion Animal Act Fees, Inspection and Registration & Control Registration]
Non–Domestic [Section 68 Approvals]
Non–notification of Transit stock [Saleyards]
Not Exceeding \$4,999 [Complying Development Certificate]
Notification of installation of water cooling and/or warm water system [Compliance]
Notification required for applicaiton to modify development under s96(2) or s96AA(1) of the EP&A Act 1979 [Advertising of Development & Notifying of Development Applications (Cl.252)]
Noxious Weeds Certificate (Section 64) [Noxious Weeds Act 1993]
Noxious Weeds Certificate (Section 64) [Noxious Weeds Act 1993]
NRCP Autumn Leaves Centre Day Program [Contact Centre – Social Support Group]
NRCP Flexible Respite [Multi – Service Outlet]
NRCP Individual Home Respite Programs [Multi – Service Outlet]
NRCP Lunch Club [Contact Centre – Social Support Group]
NRCP Men from Snowy River Community Access Group [Contact Centre – Social Support Group]
NRCP Mystery Trip [Contact Centre – Social Support Group]

N [continued]

NSW Public Libraries [Inter-Library Loan Requests]

Nursing Home [Water]

Nursing Home [Wastewater]

O

O Along Tinderry Rd [Provision of Access Road (former Yarrawlumla Area)]

Occupation Certificate [Occupation Certificate]

Occupation Certificate Application [Other Certificates]

Offal [Other Waste]

Office Hire (no kitchen) – per day [HACC Community Centre – Bombala]

Office Hire (no kitchen) – per hour [HACC Community Centre – Bombala]

Oil & Grease [Liquid Trade Waste Fees]

Oil Filters – Undrained – per container less than 60 litres [Waste Disposal at Unlicensed Landfills (Bombala & Delegate)]

Oil Filters – Undrained – per container more than 60 litres [Waste Disposal at Unlicensed Landfills (Bombala & Delegate)]

Old Adaminaby (Rainbow Pines) Tourist Caravan Park [Old Adaminaby (Rainbow Pines) Tourist Caravan Park]

Old Bar [Delegate Sportsground]

On site Van – per night [Bombala Caravan Park]

One Chair [Dalgety Memorial Hall]

One Table [Dalgety Memorial Hall]

On-site management renewal inspection [Building Inspections]

On-site sewage system application [Section 68 Approvals]

Operate a Manufactured Home Estate [Other Activities]

Operate a Public Car Park [Other Activities]

Operate on-site sewage system [Section 68 Approvals]

Organoarsenic Compounds [Liquid Trade Waste Fees]

OSSM Renewal Charge [Cooma Region (OSSM)]

Other Attachment (Tynes, Harrows, Pipelayer, Roller, Spreader) [Tractor Attachments/Trailers]

Other Libraries [Inter-Library Loan Requests]

Other treated timbers/particle board etc [Construction & Demolition]

Other treated timbers/particle board etc Minimum charge [Construction & Demolition]

Other treated timbers/particle board etc Weighed loads [Construction & Demolition]

Out of hours callout fee [Saleyards]

Outdoor Dining Licence (All other areas) [Lease/Licence of Public Land/Road Reserve]

Outdoor Dining Licence (Jindabyne) [Lease/Licence of Public Land/Road Reserve]

Outlying Townships to Canberra or Bega [Snowy River Cooma–Monaro CT Individual]

Outlying Townships to Cooma [Snowy River Cooma–Monaro CT Individual]

Outlying Townships to Cooma [Snowy River Cooma–Monaro CT Bus]

Outside Region 8 month display Oct to May – (DL), – (A4) [Advertising]

Outstanding Notice (S.121 ZP / 735A) [Conveyancing Information]

Outstanding Notices [Conveyancing Information]

Oval [Michelago Oval]

Oval [Rotary Oval (Cooma)]

Oval [Snowy Oval (Cooma)]

Oval 1 [Nijong Oval (Cooma)]

Oval 2 [Nijong Oval (Cooma)]

Oval and Grounds [Dalgety Showground]

Over Wheelchair Frames [Equipment Hire]

Overdue Library items – day [Fees]

Overdue Library items – maximum [Fees]

Overtime rate [Labour Hire]

Overtime rate – minimum [Labour Hire]

P

P Along Burra Rd from Tinderry Rd Intersection [Provision of Access Road (former Yarrawlumla Area)]

Packers [Major Plant]

Passenger Tyres [Tyres]

Passenger Tyres [Tyres]

Pavement Print Line Marker / Delivery [Major Plant]

Pavilion [Dalgety Showground]

Payment Refund Fee [Rates, Water & Debtors]

Payment Transfer Fee [Rates, Water & Debtors]

P [continued]

Per hour research fee*	[Government Information (Public Access) Act (GST exempt)]	
Performance, Safety Restoration Bond Non–Refundable Administration Charge (Major)		[Performance, Safety Restoration Bond]
Performance, Safety Restoration Bond Non–Refundable Administration Charge (Minor)		[Performance, Safety Restoration Bond]
Personal Care	[Assistance at Home]	
Personal Care Brokerage Rate Monday to Friday	[HLSS Brokerage]	
Personal Care Brokerage Rate Saturday	[HLSS Brokerage]	
Personal Care Brokerage Rate Sunday and Public Holidays	[HLSS Brokerage]	
Pesticides general	[Liquid Trade Waste Fees]	
Petroleum hydrocarbons (non–flammable)	[Liquid Trade Waste Fees]	
pH non compliance Charge (Based on formula under Clause 3.7.7 in the regulation policy)		[Liquid Trade Waste Fees]
Phenolic compounds (non–chlorinated)	[Liquid Trade Waste Fees]	
Photocopies (black & white) – A3 – Community Group – Double sided		[Black & White]
Photocopies (black & white) – A3 – Community Group – Single sided		[Black & White]
Photocopies (black & white) – A3 – Double sided		[Black & White]
Photocopies (black & white) – A3 – Single sided		[Black & White]
Photocopies (black & white) – A4 – Double sided		[Black & White]
Photocopies (black & white) – A4 – Single sided		[Black & White]
Photocopies (black & white) – A4– Community Group – Double sided		[Black & White]
Photocopies (black & white) – A4– Community Group – Single sided		[Black & White]
Photocopies (colour) – A3 – Community Group – Double sided		[Colour]
Photocopies (colour) – A3 – Community Group – Single sided		[Colour]
Photocopies (colour) – A3 – Double sided		[Colour]
Photocopies (colour) – A3 – Single sided		[Colour]
Photocopies (colour) – A4 – Community Group – Double sided		[Colour]
Photocopies (colour) – A4 – Community Group – Single sided		[Colour]
Photocopies (colour) – A4 – Double sided		[Colour]
Photocopies (colour) – A4 – Single sided		[Colour]
Photocopying – Community Associations – minimum	[Photocopying]	
Photocopying – Community Associations – per sheet	[Photocopying]	
Physical location	[Mains & Services]	
Place a Waste Storage Container in a Public Place	[Management of Waste]	
Place Waste in a Public Place	[Management of Waste]	
Plan Preparation Fee	[Lease/Licence of Public Land/Road Reserve]	
Planning NSW – over \$50,000	[State Government Charges]	
Plastic / Glass / Cans / Paper / Cardboard	[Recyclables]	
Plastic / Glass / Cans / Paper / Cardboard	[Recyclables]	
Plastic / Glass / Cans / Paper / Cardboard	[Recyclables]	
Plot Fee – Double Occupancy	[Plot/Site Fees]	
Plot Fee – Single Occupancy	[Plot/Site Fees]	
Pole/Structure Access For Antennas	[Telecommunications Facilities]	
Polynuclear aromatic hydrocarbons	[Liquid Trade Waste Fees]	
Pony Club Rental – Annual	[Delegate Sportsground]	
Portable/non–permanent (Council fee)	[Advertising Signs (Cl.246B(2))]	
Post Gateway Fee	[Planning proposal application]	
Post Hole Auger T.P.L	[Tractor Attachments/Trailers]	
Post Hole Diggers	[Major Plant]	
Powered Site – night	[Nimmitabel, Cooma Showground & Other Sites]	
Powered Site – week	[Nimmitabel, Cooma Showground & Other Sites]	
Pre Opening Food Premises Inspection for Development Consent compliance		[Food Premises]
Pre–lodgement Meeting – Major >\$500,000 value		[Property & Development Information]
Pre–lodgement Meeting – Major >\$500,000 value		[Property & Development Information]
Pre–lodgement Meeting – Minor <\$500,000 value		[Property & Development Information]
Pre–lodgement Meeting – Minor <\$500,000 value		[Property & Development Information]
Premises Inspections	[Section 68 Approvals]	
Preparation for functions, before & after (per day)		[Numeralla Community Hall]
Preparation of Traffic Control Plan	[Section 138 Roads Act Approvals]	
Preparation Time for Supply of Custom Made Maps in PDF or JPEG Format		[Rural Addressing]
Pre–purchase property inspection and report		[Noxious Weeds Act 1993]
Prime Mover Mack Float #38	[Trucks]	

P [continued]

- Private Burial Inspection [Other Facilities/Services]
- Private development Engineering Inspection [Approvals, Permits & Inspections]
- Private Hire of Whole Pool [Jindabyne Pool]
- Private per annum [Airport Landing Fees]
- Private per month [Airport Landing Fees]
- Private Restoration of Roads [Private Works]
- Private Road Opening [Private Works]
- Private weighbridge / Vehicle Registration weighs [Miscellaneous Charges]
- Private Works [Private Works]
- Processing Charge (per hour) [To be allocated]
- Processing fee payable to Council [Concurrence (Cl.252A)]
- Processing fee payable to Council [Integrated Development (Cl.253)]
- Processing Fee Payable to Council [Concurrence (Cl.252A)]
- Processing Fee Payable to Council [Integrated Development (Cl.253)]
- Processing fee where value of works greater than \$20000 [To be allocated]
- Processing fee where value of works up to \$20000 [To be allocated]
- Prohibited Development [Advertising of Development & Notifying of Development Applications (Cl.252)]
- Property Information – Made by the Owner [Property Information]
- Property Information (rating, accounts, water usage & valuation information where research is required) [Property Information]
- Property Information Request Option A [Property & Development Information]
- Property information Request Option A & B [Property & Development Information]
- Property Information Request Option B [Property & Development Information]
- Property Information Request Option C [Property & Development Information]
- Protection of the Environment Operations Act and Regulations – Notice to Clean-up/Prevention/Noise Control [Improvement Notice and Prohibition Orders]
- Provision of a branch line main to Boundary [Extension of Sewer Services]
- Provision of a branch line main to boundary which is the subject of subdivision, cost of connection to be in accordance with subdivision code [Extension of Sewer Services]
- Provision of neighbouring property information to private certifiers for notification of complying Development Certificates under the NSW Housing Code [Government Information (Public Access) Act (GST exempt)]
- Provision of New Number Plate and Address [Rural Addressing]
- Provision of Replacement Number Plate [Rural Addressing]
- Provision of Rural address number (fee per number where more than one number supplied for a development/subdivision) [Street Numbering]
- Provision of Rural address number (single number) [Street Numbering]
- Provision of Urban street numbers [Street Numbering]
- Public Entertainment Premises Inspection [Places of Public Entertainment]
- Public Health Act and Regulations – Improvement Notice and Prohibition Order – Regulated Systems [Improvement Notice and Prohibition Orders]
- Public Health Act and Regulations – Improvement Notice and Prohibition Order – Un-Regulated Systems [Improvement Notice and Prohibition Orders]
- Public Swimming Pool/Spa Pool – Registration Fee [Public Swimming Pools (Public Health Act)]
- Purchase of Burial Site (10 years and under) [Plot/Site Fees]
- Purchase of Burial Site (aged 10 years and over) [Plot/Site Fees]
- Purchase of site and perpetual maintenance (10yrs & over) [Plot/Site Fees]
- Purchase of site and perpetual maintenance (Under 10yrs of age) [Plot/Site Fees]
- Purchase of Standpipe AVDATA Key [Water Supply from Standpipe Charges]
- Purchase Water Meter [Water Supply]

Q

- Q At Michelago [Provision of Access Road (former Yarrawlumla Area)]
- Quantities more than a caged trailer [Domestic/Council]
- Quantities more than caged trailer or >300mm diameter [Commercial]
- Quantities up to caged trailer <300mm diameter [Domestic/Council]

R

- Rate Notice Reprint Fee [Rates, Water & Debtors]
- Re – Inspection [Annual Fire Safety Statement]
- Re– inspection of Non Domestic system (failed monitoring inspection) [Snowy Region (OSSM)]
- Receive [Facsimiles & Scanning]
- Receive – Page 1 [Facsimiles & Scanning]

R [continued]

Receiving – Eleventh and subsequent pages	[Facsimiles & Scanning]
Receiving – First 10 pages	[Facsimiles & Scanning]
Reconnection fee	[Water Supply]
Reconnection Fee	[Connection to Water Supply]
Recycling crate	[Garbage/Compost Bins]
Red Waste Bin replacement (120L)	[Garbage/Compost Bins]
Refundable Accommodation Deposit (RAD)	[Yallambee Lodge Residential Care]
Refundable Accommodation Deposit –Maximum	[Accommodation Bond]
Refundable Deposit (all users)	[Nimmitabel Showground – Pavilion]
Refundable Deposit (all users)	[Luncheon Pavilion]
Registered Breeder	[Companion Animal Act Fees, Inspection and Registration & Control Registration]
Registered Companion Animal	[Companion Animal released from custody of Ranger or Ranger vehicle]
Registration Access Fee (per agent) for use of saleyards	[Saleyards]
Registration Access Fee (per agent, annually)	[Yard Hire Fees]
Registration of private certifiers Construction Certificates and Compliance Certificates	[Certificates Issued By Private Certifier]
Regular Hirers (3 or more times per year)	[Cathcart School of Arts]
Reinspection fee	[General]
Re–Inspection Fee	[Backflow Prevention]
Re–Inspection Fee	[Backflow Prevention]
Re–Inspection Fee	[Backflow Prevention]
Re–Inspection Fee	[To be allocated]
Re–inspection Fee (Section 18 non–compliance)	[Noxious Weeds Act 1993]
Re–inspection of Domestic system (failed monitoring inspection)	[Snowy Region (OSSM)]
Re–Inspection of Public Swimming Pool/Spa Pool	[Public Swimming Pools (Public Health Act)]
Reissue of Sewer Location Plans	[Application Fees and Inspection Fees]
Reissue operating approval for conveyancing purposes	[On–Site Sewage Management (OSSM)]
Reject Material	[Quarry Products]
Release fee – first incidence in twelve months (registered animal)	[Release of animal from pound]
Release fee – first incidence in twelve months (unregistered animal)	[Release of animal from pound]
Release fee (second incidence in twelve months)	[Release of animal from pound]
Release fee (third and subsequent incidence in twelve months)	[Release of animal from pound]
Reminder Notice Fee	[Rates, Water & Debtors]
Remote Area Allowance (Additional Charge to Respite Residents)	[Daily Care Fee]
Removal of beasts during sale – cattle	[Deceased Animals]
Removal of beasts during sale – sheep	[Deceased Animals]
Removal of beasts outside of sale	[Deceased Animals]
Removal of Garbage by Caretaker	[Delegate Sportsground]
Remove and/or Replace Meter to Change Meter Size– Charge 6	[Charges for Water Connections and Installation/Removal/Alterations of Water Meters]
Remove banner (by Council)	[Banners]
Renewal of licence application for annual permits	[Footpath – Commercial Use (Permanent/Temporary)]
Re–nspection after Issue of a Section 18 Weed Control Notice, Section 26 Noxious Weeds Act 1993	[Noxious Weeds Act 1993]
Re–opening for 2nd Internment + additional inscription on bronze plaque	[Permit to Bury, Grave Digging and Closure]
Repair grid/gate/roadway	[Maintenance & Construction]
Replacement Library card	[Fees]
Replacement of stolen or damaged mobile garbage bin – (240 litre MGB)	[Waste Disposal at Unlicensed Landfills (Bombala & Delegate)]
Replacement of stolen or damaged mobile garbage bin – (140litre MGB.)	[Waste Disposal at Unlicensed Landfills (Bombala & Delegate)]
Replacement of stolen or damaged recycling crate	[Waste Disposal at Unlicensed Landfills (Bombala & Delegate)]
Replacement Skip Key	[Hire of Garbage Skips]
Replacement/Additional Keys	[Commercial Waste]
Reprocessed concrete – per tonne	[Sale of Recovered Materials]
Request to Vary S88b Restriction on Land	[Variations to Restrictions]
Requested Food Premises Pre Purchase Inspection	[Food Premises]
Research (per hour of staff time)	[Document Provision]
Research Fee	[Government Information (Public Access) Act (GST exempt)]
Resident Bus/Car Outings	[Daily Care Fee]
Resident Staff Escorts (to appointment, per hour)	[Daily Care Fee]
Residential Annual Access Charge	[Residential Fees]

R [continued]

- Residential flat development (Cl.248) [Other Development Application Fees]
- Residential unit developments, Medium Density Development, Dual Occupancy, Tourist Developments, Commercial buildings & Industrial Developments [Occupation Certificate]
- Respite Day Care [Daily Care Fee]
- Respite fees [Yallabee Lodge Residential Care]
- Restoration bond for work involving Council assets [Section 138 Roads Act Approvals]
- Resuscitation signs [Compliance]
- Review of determination for any other development with an estimated cost between \$5,001 and \$250,000 [Review of a Determination of Modification under S.96AB of the Act (Cl.258(A))]
- Review of determination for any other development with an estimated cost of between \$1,000,001 and \$10,000,000 [Review of a Determination of Modification under S.96AB of the Act (Cl.258(A))]
- Review of determination for any other development with an estimated cost of between \$250,001 and \$500,000 [Review of a Determination of Modification under S.96AB of the Act (Cl.258(A))]
- Review of determination for any other development with an estimated cost of between \$500,001 and \$1,000,000 [Review of a Determination of Modification under S.96AB of the Act (Cl.258(A))]
- Review of determination for any other development with an estimated cost of exceeding \$10,000,000 [Review of a Determination of Modification under S.96AB of the Act (Cl.258(A))]
- Review of determination for any other development with an estimated cost of less than \$5,000 [Review of a Determination of Modification under S.96AB of the Act (Cl.258(A))]
- Review of determination for development not Involving the Erection of a Building, the Carrying out of Work or the Demolition of a Work or Building. [Review of a Determination of Modification under S.96AB of the Act (Cl.258(A))]
- Review of determination for the erection of a Dwelling–House with an estimated cost of less than \$100,000 [Review of a Determination of Modification under S.96AB of the Act (Cl.258(A))]
- Ride On Mowers [Major Plant]
- Road Broom T.P.L [Tractor Attachments/Trailers]
- Road signs [Miscellaneous Compliance]
- Rodeo [Jindabyne Sporting Fields]
- Rodeo – Arena Only [Rodeo]
- Rodeo (showground) [Rodeo]
- RTA Vehicle Registration Weighs [Advertising & Directional Signs]
- Rubber waste (landfilled) [Tyres]
- Rubbish removal [Hall]
- Rural and Urban Road Map Books [Rural Addressing]
- Rural Brokerage (Domestic Assistance & Personal Care) [HLSS Brokerage]

S

- Sale of Blast Rock [Quarry Products]
- Sale of DGB [Quarry Products]
- Sale of Gabion/Mattress Rock [Quarry Products]
- Sale of Gravel – Normal NGB [Quarry Products]
- Sale of Water from Standpipe – per kL [Backflow Prevention Device]
- Saleyard Holding Paddock – Agents Rental/per week [Yard Hire Fees]
- Saleyards Agents Licence fees (per sale day) [Yard Hire Fees]
- Saleyards Dues (payable by agents as percent of sale price) [Yard Hire Fees]
- Saturday [HLSS Brokerage]
- Saws and Pumps [Major Plant]
- School activities [Basketball Stadium]
- School carnivals [Junior Sports]
- School Events – per child [Adaminaby Pool]
- School Events – per child [Berridale Pool]
- School Events/Swim Club [Jindabyne Pool]
- Schoolboys Football per day [Sportsground]
- Scrap Metal [Recyclables]
- Scrap Metal [Recyclables]
- Scrap Metal [Recyclables]
- Scrap Metal [Recyclables]
- Season Tickets – Adults [Bombala Pool]
- Season Tickets – Child [Bombala Pool]
- Season Tickets – Family [Bombala Pool]
- Seasonal Contribution Fee (6 months) for the amenities building (Adaminaby Only) [Adaminaby & Berridale Sporting Field]
- Seasonal Contribution Fee (6 months) for the hockey/soccer field including toilet facilities [Jindabyne Sporting Fields]

S [continued]

- Seasonal Contribution Fee (6 months) for the John Connors main amenities building, regular local users, including schools [Jindabyne Sporting Fields]
- Seasonal Contribution Fee (6 months) for the John Connors sporting field including toilet facilities [Jindabyne Sporting Fields]
- Seasonal Contribution Fee (6 months) for the small amenities building at hockey/soccer field, regular local users including schools. [Jindabyne Sporting Fields]
- Seasonal Contribution Fee (6 months) for the sporting fields including toilet facilities. [Adaminaby & Berridale Sporting Field]
- Section 121ZP of EP& Act [Conveyancing Information]
- Section 149(2) – Including Urgency Fee (within 24 hrs) [Certificate under Section 149 of EP&A Act]
- Section 149(2) Certificate [Certificate under Section 149 of EP&A Act]
- Section 149(5) – Including Urgency Fee (within 24 hrs) [Certificate under Section 149 of EP&A Act]
- Section 149(5) Certificate [Certificate under Section 149 of EP&A Act]
- Section 150 Certificate (Certified copies of documents, plans or maps relating to an environmental planning instrument) [Certificate under Section 149 of EP&A Act]
- Section 20 Entry Work administration fee [Noxious Weeds Act 1993]
- Section 20 Entry Work administration fee [Noxious Weeds Act 1993]
- Section 20 Entry Work travel fee per site inspection [Noxious Weeds Act 1993]
- Section 603 Certificate [Certificate under Section 603 Local Government Act]
- Section 603 Certificate – Urgency Fee [Certificate under Section 603 Local Government Act]
- Section 64 Noxious Weeds Act 1993 [Noxious Weeds Act 1993]
- Section 735A of LG Act 1993 [Conveyancing Information]
- Section 94 Contributions – Provision of Community Facilities [Open Space/Community Facilities]
- Section 94 Contributions – Rural Roads [Rural Roads]
- Section 94A Developer Contributions [Developer Contributions]
- Security Deposit (refundable) [Ground Hire]
- Security deposit for all equipment hire [Miscellaneous Compliance]
- Security deposit for all equipment hire – minimum [Miscellaneous Compliance]
- Selenium [Liquid Trade Waste Fees]
- Self Care Retirement Serviced Unit [Water]
- Self Care Retirement Serviced Unit [Wastewater]
- Self Care Retirement Units/Villas – 1 Bedroom [Water]
- Self Care Retirement Units/Villas – 1 Bedroom [Wastewater]
- Send/Scan [Facsimiles & Scanning]
- Send/Scan – Page 1 [Facsimiles & Scanning]
- Sending – First Page [Facsimiles & Scanning]
- Sending – Second and subsequent pages [Facsimiles & Scanning]
- Senior Sporting Users training & short term use up to 4 hours [Jindabyne Sporting Fields]
- Septage from Septic tank waste which includes septic tank sludge [Other Sewerage Services]
- Service Disconnection Fee [Other Water Supply Fees]
- Service Fee for out of hours tipping at Landfill [Waste Disposal at Licensed Landfills (Cooma & Jindabyne)]
- Service Reconnection Fee [Other Water Supply Fees]
- Sessional Room – full day [Sessional Rooms]
- Sessional Room – half day [Sessional Rooms]
- Sessional Room – per hour [Sessional Rooms]
- Set Up, Operate or Use a Loudspeaker or Sound Amplifying Device [Community land]
- Sewell Road Broom – Berridale [Tractor Attachments/Trailers]
- Sewer Water and Stormwater Combined Approval – Dual Occupancy [Combined Sewer Water and Stormwater Approvals]
- Sewer Water and Stormwater Combined Approval – Other [Combined Sewer Water and Stormwater Approvals]
- Sewer Water and Stormwater Combined Approval – Single Dwelling [Combined Sewer Water and Stormwater Approvals]
- Sheep [Transit Stock Usage Fees (not part of a sale)]
- Sheep [Sale Fees]
- Sheep \$2 or less [Sale Fees]
- Sheep Pavilion [Delegate Sportsground]
- Sheep Pavilion and Yards [Dalgety Showground]
- Sheep/Goats – per animal [Animal/Stock Impounding]
- Shopping Trolley [Abandoned Article Impounding (S.26 Impounding Act 1993)]
- Short-term (up to ½ day) [Private and other Functions]
- Show Society [Delegate Sportsground]
- Shower Chair/Stool [Equipment Hire]
- Showground Cottage [Dwellings]
- Showground oval amenities only [Cooma Showground]

S [continued]

- Silver [Liquid Trade Waste Fees]
- Single caravans [Commercial Use]
- Single Entry Adult/Child [Adaminaby Pool]
- Single Entry Adult/Child [Berridale Pool]
- Single Occupancy Plot [Plot/Site Fees]
- Single Occupancy Plot [Permit to Bury, Grave Digging and Closure]
- Site with Power – per night [Bombala Caravan Park]
- Site with Power – per night [Delegate Caravan Park]
- Site with power – per week [Delegate Caravan Park]
- Site with Power – per week [Bombala Caravan Park]
- Six Month Adult Pass [Jindabyne Pool]
- Six Month Child Pass [Jindabyne Pool]
- Six Month Family Pass [Jindabyne Pool]
- Skin Penetration – Inspection [Skin Penetration Premises]
- Skin Penetration Premises – Registration [Skin Penetration Premises]
- Slasher up to 1800 mm [Tractor Attachments/Trailers]
- Small Equipment Cabinet [Telecommunications Facilities]
- Small Equipment Hire [Equipment Hire]
- Small Functions [Bredbo Community Hall]
- Small Hall Hire Only Per Day [Berridale Hall]
- Small Hall Hire Only Per Hour [Berridale Hall]
- Small Hall Plus Kitchen Per Day [Berridale Hall]
- Small Hall Plus Kitchen Per Hour [Berridale Hall]
- Small Meeting Room Per Day [Adaminaby School of Arts]
- Small Meeting Room Per Hour [Adaminaby School of Arts]
- Small Plant Items [Major Plant]
- Small Residential Lot (<450sqm) [Water]
- Small Residential Lot (<450sqm) [Wastewater]
- Small Tractor/Tyres on rims [Tyres]
- Small Tractor/Tyres on rims [Tyres]
- Small truck/large trailer [Mixed Waste, including Domestic, Commercial and Unsorted Waste]
- Small truck/large trailer [Mixed Waste, including Domestic, Commercial and Unsorted Waste]
- Small truck/large trailer [Mixed Waste, including Domestic, Commercial and Unsorted Waste]
- Smaller Jobs [Aged Care]
- Snow Skis / Snowboards / Ski boots – large loads [Other Waste]
- Snow Skis / Snowboards / Ski boots – large loads – Minimum Charge [Other Waste]
- Snow Skis / Snowboards / Ski boots – per paid/board [Other Waste]
- Snowblade [Tractor Attachments/Trailers]
- Snowy River Local Environmental Plan 2013 – CD Document and Maps [Publications]
- Snowy River Local Environmental Plan 2013 – Complete Map Book (A3 Colour) [Publications]
- Snowy River Local Environmental Plan 2013 – Document [Publications]
- Soap Dispenser [Bombala Laundromat]
- Social Support and Food Services [Multi – Service Outlet]
- Social Support Individual [Assistance at Home]
- Solid fuel heater/stove [Building Inspections]
- Solid fuel heater/stove [Section 68 Approvals]
- Soup Only [Meals on Wheels Service]
- Special Use – including meetings and assemblies of crowds, sale of goods or services or where fee for admission is charged [Adaminaby & Berridale Sporting Field]
- Special Use (including Jindabyne Community Stage) [Parks and Gardens / Reserves]
- Sports field paint line marker [Major Plant]
- Sportsfield [Numeralla Sportsfield]
- Spray Trailer [Tractor Attachments/Trailers]
- Spray Unit Hire (plant 9521) [Miscellaneous Compliance]
- Ssangyong Dual Cab 4x4 [Light Vehicles]
- St Joseph's Primary School [Teachers accompanying school groups]
- Staff time and casual usage – head [CAA Members]
- Staff time and casual usage – minimum [CAA Members]
- Staff time and casual usage fee – head [Non CAA Members]
- Staff time and casual usage fee – minimum [Non CAA Members]
- Staff time and scale usage – head [CAA Members]

S [continued]

Staff time and scale usage – hour	[CAA Members]
Staff time and scale usage – minimum	[CAA Members]
Stage 1 – Detailed LEP Plan	[Detailed Local Environmental Plans and Planning Proposals]
Stage 1 – Major LEP Plan	[Major Local Environmental Plans and Planning Proposals]
Stage 1 – Minor LEP Plan	[Simple Local Environmental Plans and Planning Proposals]
Stage 2 – Detailed LEP Plan	[Detailed Local Environmental Plans and Planning Proposals]
Stage 2 – Major LEP Plan	[Major Local Environmental Plans and Planning Proposals]
Stage 2 – Minor LEP Plan	[Simple Local Environmental Plans and Planning Proposals]
Stage Lighting – per hour	[Jindabyne Memorial Hall]
Standard Plaque and Marker for historical unmarked graves	[Other Facilities/Services]
Standard Residential Lot (450sqm–2000sqm)	[Water]
Standard Residential Lot (450sqm–2000sqm)	[Wastewater]
Standard Sewer Service Connection	[Connection Charges Including the Property Inspection Opening]
Statistical Information / Other Building Information from Register/per hour (min. 1 hour)	[Other Fees]
Steel post – community use	[Miscellaneous Compliance]
Steel post – private use	[Miscellaneous Compliance]
Stools (each)	[Delegate Sportsground]
Storage of Impounded Item	[Abandoned Article Impounding (S.26 Impounding Act 1993)]
Storage Space – per room – per quarter	[Berridale Hall]
Storage; Hire of urn, chairs, tables	[Bredbo Community Hall]
Store cattle	[Sale Fees]
Store Purchases	[To be allocated]
Stores purchase	[Miscellaneous Compliance]
strata subdivision	[Subdivision]
Strata Subdivision	[Development Application fee for Subdivision (CI.249)]
Strata Subdivision	[Development Application fee for Subdivision (CI.249)]
Subdivision (Torrens title, strata title and community title), Boundary adjustment, consolidation	[Subdivision Certificate – Linen Plan Release]
Subdivision Certificate	[Development Application fee for Subdivision (CI.249)]
Subdivision involving the opening of a public road	[Development Application fee for Subdivision (CI.249)]
Subdivision Involving the Opening of a Public Road	[Development Application fee for Subdivision (CI.249)]
Subdivision not involving the opening of a public road	[Development Application fee for Subdivision (CI.249)]
Subdivision Not Involving the Opening of a Public Road	[Development Application fee for Subdivision (CI.249)]
Subsequent Brochure (A4)	[Advertising]
Sulphate * (SO4)	[Liquid Trade Waste Fees]
Sulphide	[Liquid Trade Waste Fees]
Sulphite	[Liquid Trade Waste Fees]
Sunday/Public Holidays	[HLSS Brokerage]
Super Single Tyres	[Tyres]
Super Single Tyres	[Tyres]
Super Spreader T.P.L	[Tractor Attachments/Trailers]
Supper Room	[Delegate Sportsground]
Supper Room each additional hour after midnight	[Hall]
Supper Room Kitchen	[Nimmitabel Community Hall]
Supper Room Only	[Nimmitabel Community Hall]
Supper Room only – Per Function	[Dalgety Memorial Hall]
Supper Room Only Per Day	[Adaminaby School of Arts]
Supper Room Only Per Day	[Jindabyne Memorial Hall]
Supper Room Only Per Hour	[Adaminaby School of Arts]
Supper Room Only Per Hour	[Jindabyne Memorial Hall]
Supper Room Plus Kitchen Per Day	[Adaminaby School of Arts]
Supper Room Plus Kitchen Per Day	[Jindabyne Memorial Hall]
Supper Room Plus Kitchen Per Hour	[Adaminaby School of Arts]
Supper Room Plus Kitchen Per Hour	[Jindabyne Memorial Hall]
Supper Room, Kitchen Daylight use	[Hall]
Supper Room, Kitchen to Midnight	[Hall]
Supper Room/Hall and Conveniences	[Delegate Sportsground]
Supply and erect a flagpole	[Banners]
Supply copy of drainage diagram (Sewer plan)	[Conveyancing Information]
Supply Extract Valuation Book	[Property/Rates Information for Registered Valuers]
Supply of details from Building Approvals by post (per annum)	[Other Fees]

S [continued]

Supply of non potable treated effluent [Sewer Usage Charges]
Supply of Plaque [Other Facilities/Services]
Surface location [Mains & Services]
Surrendered Companion Animal [Companion Animal General and Pound Fees]
Surveying Services [Consultancy]
Suspended solids [General]
Suspended Solids [Liquid Trade Waste Fees]
Sustenance (dog/cat) – Registered [Companion Animal General and Pound Fees]
Sustenance (dog/cat) – Unregistered [Companion Animal General and Pound Fees]
Swimming Pool Application for Exemption S22 of Act Spa Pool [Compliance]
Swimming Pool Barrier Inspection [Compliance]
Swimming Pool Barrier Re – Inspection [Compliance]
Swimming Pool Compliance Certificate [Compliance]
Swimming Pool Registration Lodgement [Compliance]
Swimming pools – compliance certificate issued under the Swimming Pools Act, Fee determined by legislation*
[Compliance Certificates]
Swimming Pools – Final Certificate Where Council is the PCA [Compliance Certificates]
Swing or Hoist Goods Across or Over Any Part of a Public Road by Means of a Lift, Hoist or Tackle Projecting over
the Footway [Public Roads]

T

Tables, Chairs, Crockery and Cutlery [Berridale Hall]
Tables, Chairs, Crockery and Cutlery [Jindabyne Memorial Hall]
Tag Plant Trailer [Tractor Attachments/Trailers]
Tait VHF Handheld radio Orca Elan [Miscellaneous Hire Rates]
Tana G260 landfill compactor [Major Plant]
Team leader [Labour Hire]
Temporary Food Stall Application Permit Fee charged to event consent holder [Food Premises]
Temporary Food Stall Inspection Fee [Food Premises]
The fee for an application under S 96AB for a review of a decision is 50% of the fee that was payable in respect of the
application that is the subject of the review [Review of a Determination of Modification under S.96AB of the Act (Cl.258(A))]
Thiosulphate [Liquid Trade Waste Fees]
Timber – Untreated/Unpainted [Construction & Demolition]
Timber – untreated/unpainted – Minimum charge [Construction & Demolition]
Timber – untreated/unpainted – weighed loads [Construction & Demolition]
Tin [Liquid Trade Waste Fees]
Title Search fee [Other Fees]
Total dissolved solids * (TDS) [Liquid Trade Waste Fees]
Total nitrogen [General]
Total Nitrogen [Liquid Trade Waste Fees]
Total Phosphates [Liquid Trade Waste Fees]
Total phosphorus [General]
Touch football / Six–a–side soccer (all grounds) [General]
Touch football per night [Sportsground]
Tourist Information Sign [Advertising & Directional Signs]
Town Planner additional site inspection [Building Inspections]
Toyota Hiace Van [Light Vehicles]
Toyota Hilux IT T/Top [Light Vehicles]
Tractor Aebi [Major Plant]
Tractor John Deere 4WD [Major Plant]
Tractor New Holland 4WD [Major Plant]
Tractor/heavy plant up to 1.5metres high [Tyres]
Tractor/heavy plant up to 1.5metres high [Tyres]
Tractors (Including slasher) [Major Plant]
Trailers [Tractor Attachments/Trailers]
Training Charge [Human Resources]
Training/short term use up to 4 hours – all grounds [General]
Transaction Listing Fee [Rates, Water & Debtors]
Transfer of Ownership – Application to operate a OSSM [On–Site Sewage Management (OSSM)]
Transit stock fees + staff time and scale usage – head [Non CAA Members]
Transit stock fees + staff time and scale usage – hour [Non CAA Members]

T [continued]

Transit stock fees + staff time and scale usage –minimum [Non CAA Members]
 Treatment of effluent from non–scheme entities [Sewerage Services]
 Trestles (each) [Delegate Sportsground]
 Truck Tyres [Tyres]
 Truck Tyres [Tyres]
 Tube–o–worms [Garbage/Compost Bins]
 TV & Video/DVD unit – day [Office Equipment Hire]
 TV & Video/DVD unit – hour [Office Equipment Hire]
 Two Course Meal [Meals on Wheels Service]
 Tyre waste (landfilled) at Cooma Landfill only [Other Waste]

U

Unattended articles that are a danger to public and health [Abandoned Article Impounding (S.26 Impounding Act 1993)]
 Uniden hand held UHF radios [Miscellaneous Hire Rates]
 Units – 1 Bedroom [Water]
 Units – 1 Bedroom [Wastewater]
 Units – 2 Bedroom [Water]
 Units – 2 Bedroom [Wastewater]
 Units – 3 Bedroom (or more) [Water]
 Units – 3 Bedroom (or more) [Wastewater]
 Unmodified Traffic Control Plans [Section 136 Roads Act Approvals]
 Un–powered site – night [Nimmitabel, Cooma Showground & Other Sites]
 Unpowered Site – per night [Bombala Caravan Park]
 Un–powered Site – per night [Delegate Caravan Park]
 Unpowered site – per week [Delegate Caravan Park]
 Unpowered Site – per week [Bombala Caravan Park]
 Un–powered site – week [Nimmitabel, Cooma Showground & Other Sites]
 Unregistered Companion Animal [Companion Animal released from custody of Ranger or Ranger vehicle]
 Unused Road–Marking Materials [Private Works]
 Up to \$5,000 [Development involving the erection of a building, dwelling house > \$100,000, carrying out of work or the demolition of a work or a building (Cl.246B),with Value of Building Works]
 Up to \$5,000 [Any other development, as set out below (plus \$620 if Notice of Application is required under S.82A of the Act), with value of building works]
 Up to \$5,000 [Any other development, as set out below (plus \$665 if Notice of Application is required under S.96(2) of 96AA(1) of the Act), with value of building works]
 Up to \$5,000 [Other Development Application Fees]
 Up to 1 cubic meter [Commercial]
 Up to 1 cubic meter [Commercial]
 Up to 1 cubic meter [Commercial]
 Up to caged trailer < 300mm diameter [Domestic/Council]
 Up to caged trailer < 300mm diameter [Domestic/Council]
 Upfront fee [Planning proposal application]
 Uranium [Liquid Trade Waste Fees]
 Urban Street Maps for Towns, Villages and Rural Residential Estates [Rural Addressing]
 Urgency Fee [Other Fees]
 Urn rental [Delegate Sportsground]
 Use [Truckwash]
 Use of Council Land in Association with Development Works [Lease/Licence of Public Land/Road Reserve]
 Use of Council Parks, Reserves & facilities for private functions (weddings, birthdays, etc) [Parks and Gardens / Reserves]
 Use of Council Parks, Reserves and facilities for public fairs, events, promotions, filming, shows, etc [Parks and Gardens / Reserves]
 Use of electric heaters–arrangement with Caretakers per Hour [Hall]
 Use of Electronic Whiteboard – per day [HACC Community Centre – Bombala]
 Use of Electronic Whiteboard – per hour [HACC Community Centre – Bombala]
 Use of footpath (pro rata for partial year) [Section 68 Approvals]
 Use of Gas Heaters per hour [Hall]
 Use of kitchen – per hour [HACC Community Centre – Bombala]
 Use of PA system with speakers on poles [Centennial Park (Cooma)]
 Use of PA system with speakers on stage [Centennial Park (Cooma)]
 Use of Stove per hour [Hall]
 Use of Valuation Book [Property/Rates Information for Registered Valuers]

U [continued]

Ute/Level Trailer [Mixed Waste, including Domestic, Commercial and Unsorted Waste]
Ute/Level Trailer [Mixed Waste, including Domestic, Commercial and Unsorted Waste]
Ute/Level Trailer [Mixed Waste, including Domestic, Commercial and Unsorted Waste]
Utilities over 1 tonne – hrs & kms [Major Plant]

V

Vacant Council owned or managed land [Dwellings]
Value Exceeding \$100,000 But Not Exceeding \$250,000 [Construction Certificate]
Value Exceeding \$250,000 [Construction Certificate]
Value Exceeding \$5,000 But Not Exceeding \$100,000 [Construction Certificate]
Variation to Plans [Construction Certificate]
Variation to plans for installation of a manufactured home, moveable dwelling or associated structure where the value of project is Increased [Section 68 Approvals]
VENM (Virgin Excavated Natural Material if required for landfill operation) – Particles must be less than 150 mm [Construction & Demolition]
VENM (Virgin Excavated Natural Material if required for landfill operation) – Particles must be less than 150 mm. [Construction & Demolition]
Vertical Grave Digging [Permit to Bury, Grave Digging and Closure]
Vibrators and Generators [Major Plant]
Villages [Open Space]
Virgin Excavated Natural Material (as defined by POEO) [Waste Disposal Transfer Stations at Adaminaby, Berridale, Bredbo, Nimmitabel & Numeralla]
Vital Call [Yallabee Lodge Residential Care]
Volvo EC220D Excavator [Major Plant]

W

Wall Box Display [Advertising]
Washing Machines [Bombala Laundromat]
Waste Management Charge [Domestic Waste & Recycling Services]
Waste Oil [Recyclables]
Waste Oil [Recyclables]
Waste Oil [Recyclables]
Waste Oil [Recyclables]
Waste Oil [Recyclables]
Waste Oil [Recyclables]
Wastewater Connections [Mains & Services]
Wastewater drainage operator [Labour Hire]
Water & Wastewater worker [Labour Hire]
Water Cart #35 [Major Plant]
Water filled barrier [Miscellaneous Compliance]
Water from standpipes [Water Supply]
Water meter reading (special request) [Conveyancing Information]
Water service operator [Labour Hire]
Water Snorter [Major Plant]
Water Snorter Jet Cleaner & Video –+A459 [Major Plant]
Water Supply or Wastewater supervisor [Labour Hire]
Water supply sampling [Water Supply]
Water supply, sewerage & stormwater drainage work (per lot) [Section 68 Approvals]
Water Test – Bacteriological [Water Testing]
Water Test – Chemical [Water Testing]
Water Test – Disinfection Level Test onsite [Water Testing]
Water testing [Water Supply]
Weed Spray Trailer [Tractor Attachments/Trailers]
Weedicide Chemical Sales [To be allocated]
Weedicide Chemical Sales – All other chemicals [To be allocated]
Weekly Charge – Hairdresser [Delegate School of Arts]
Weekly sport [Junior Sports]
Weighing by CAA Member anytime [CAA Members]
Wheelchair [Equipment Hire]
Where Council is appointed Principal Certifying Authority on a previously privately certified project [Modifications]
Where Council is not Principal Certifying Authority [Compliance Certificates]

W [continued]

- Where Council is Principal Certifying Authority [Compliance Certificates]
Where the Application Relates to a Part of a Building that Consists of an External Wall Only or does Not Have a Floor Area. [Building Certificate Section 149 B]
- Whitegoods – Removal of refrigerant gas [Recyclables]
Whitegoods – Removal of refrigerant gas [Recyclables]
Whitegoods (Not containing Refridgerant) [Recyclables]
Whitegoods (Not containing Refridgerant) [Recyclables]
Whitegoods (Not containing Refridgerant) [Recyclables]
- Whole Facility [Jindabyne Sporting Fields]
Whole Hall (Main & Small) Per Day [Berridale Hall]
Whole Hall (Main & Small) Per Hour [Berridale Hall]
Whole Hall (Main & Supper) Per Day [Adaminaby School of Arts]
Whole Hall (Main & Supper) Per Day [Jindabyne Memorial Hall]
Whole Hall (Main & Supper) Per Hour [Adaminaby School of Arts]
Whole Hall (Main & Supper) Per Hour [Jindabyne Memorial Hall]
Whole Hall (Main & Supper) Plus Kitchen Per Day [Jindabyne Memorial Hall]
Whole Hall (Main & Supper) Plus Kitchen Per Hour [Jindabyne Memorial Hall]
Whole Hall including supper room and kitchen [Nimmitabel Community Hall]
Whole Hall Plus Kitchen Per Day [Adaminaby School of Arts]
Whole Hall Plus Kitchen Per Day [Berridale Hall]
Whole Hall Plus Kitchen Per Hour [Adaminaby School of Arts]
Whole Hall Plus Kitchen Per Hour [Berridale Hall]
Whole of facility (per event up to 2 days) [Dalgety Showground]
Winter or summer only [Advertising]
Winter or summer only [Advertising]
Witches hat [Miscellaneous Compliance]
With A3 maps [Local Environmental Plan 2013]
With A4 maps [Local Environmental Plan 2013]
Without maps [Local Environmental Plan 2013]
Working Dog [Companion Animal Act Fees, Inspection and Registration & Control Registration]
Works involving road opening [Section 138 Roads Act Approvals]
Works not involving road opening [Section 138 Roads Act Approvals]
Workshop [Major Plant]
Worm Blanket [Garbage/Compost Bins]
Worm Farm (excluding worms) [Garbage/Compost Bins]
Worm Farm Bedding Block [Garbage/Compost Bins]
Worm Farm Collector Tray [Garbage/Compost Bins]
Worm Farm Leg & Clips [Garbage/Compost Bins]
Worm Farm Lid [Garbage/Compost Bins]
Worm Farm Tap and Nut Set [Garbage/Compost Bins]
Worm Farm Vents [Garbage/Compost Bins]
Worm Farm Working Tray [Garbage/Compost Bins]

Y

- Yard Maintenance [HLSS Brokerage]
Yellow Recycling Bin replacement (240L) [Garbage/Compost Bins]
Young Carers [Contact Centre – Social Support Group]
Youth Club only per Day [Hall]
Youth Club only per Night [Hall]
Youth Club Rooms used by Youth Club [Hall]

Z

- Zinc [Liquid Trade Waste Fees]



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2017 Revenue Policy

Introduction

To finance the works and services which Council proposes to provide, revenue will be raised from various sources:

The following sections outline the policies to be applied to raise revenue for the year.

It is significant to note that rate pegging legislation has historically restricted rate increases below that of inflation. In Local Government this has been reflected in the move to gain efficiencies and productivity increases as a means of reducing costs on the expenditure side of the budget equation. It has also introduced a greater dependence on alternative revenue sources on the income side of the budget equation.

The 2017 IPART rate increase of 1.8% from 2016 has been included in the estimated rate income.

Council should continue to be a responsible financial manager, by taking full advantage of all income opportunities and cost reductions and maintaining balanced budgets to remain a viable operation. Over the next few years, Council's resources will be stretched to the limit to maintain current service levels. Council will be faced with some difficult decisions in terms of maintaining income in real terms, reduction in levels of service or deletion of services.

Given that Council's income from rates is limited by rate pegging to levels generally at or just below the Consumer Price Index, it is imperative to identify areas of Council's activities where user fees and charges can be applied to either fully cover the cost, or to partially cover the cost of carrying out that activity.

"Rate pegging has dampened the revenue raised from rates in New South Wales relative to other states and there seems to have been little offset from non-rates revenue sources in recent years." (Australian Government Productivity Commission – Assessing Local Government Revenue Raising Capacity – April 2008 – finding 6.4)

Movements in Consumer Price Index are not always a measure of the cost increases to Local Government, particularly in infrastructure maintenance and replacement.

"Expenditures have been rising by an average of CPI +2 to +4% per annum. This cost growth is mainly due to a combination of factors including a rising skill level required for most mid to lower level roles, stronger cost escalation in the maintenance and construction sectors as well as service escalation. The divergence between cost and revenue growth can lead to operating deficits which in turn are often partly funded by deferring some infrastructure renewals expenditure". (Price Waterhouse Coopers, National Financial Sustainability Study of Local Government, Commissioned by the Australian Local Government Association, November 2006).

"The capacity of local governments to raise revenue is important to their financial sustainability and their ability to promote the well-being of their local communities". (Australian Government Productivity Commission – Assessing Local Government Revenue Raising Capacity – April 2008).

Financial considerations:

For Council to maintain current levels of service and meet legislative requirements our existing sources and levels of income are not sufficient. Council has been raising rates at the full rate peg allowed however NSW rate pegging has meant that Council cannot raise rates income to meet the rising cost of inputs. Most of Council's major expenses are increasing at above rate peg levels per

2017 Revenue Policy

annum and these include wages, materials (e.g. electricity, bitumen, concrete and fuel) and some contracts.

The cash reserves that are set aside for the purchase of new plant are based on the results of cash transactions and do not include the non-cash depreciation of the plant, which is approximately \$200,000 a year. The total expenditure for Plant Operations however, includes the non-cash item of depreciation.

Asset management considerations:

Ensure the asset management system is updated/maintained upon completion of each renewal/upgrade and maintenance project.

Workforce planning considerations:

Ensure that there are a core number of highly skilled staff, supplemented by contractors/ consultants if needed, to undertake and complete the core duties of Council.

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Rating Policy for 2016/17

The Local Government Act 1993 requires that maximum general income from rates and charges must not exceed the amount determined for the year by the Minister for Local Government under Section 506 of the Act. The Department of Local Government has advised that the rate pegging limit will be 1.8 %.

Categorisation of Land

Land valued as one assessment is rateable and must be categorised as Farmland, Residential, Mining or Business. The following is a brief explanation of these categories. For more detailed information please refer Sections 514 to 519 of the Local Government Act 1993.

Residential

Land is categorised as residential if its dominant use is for residential accommodation (but not as a hotel, motel, guesthouse or nursing home);

- it is vacant land zoned for residential purposes
- it is rural residential land

Business

Land is categorised as business if it cannot be categorised as farmland, residential or mining. The main land uses in the business category are commercial and industrial.

Farmland

Land is categorised as farmland if its dominate use is for commercial farming, e.g. Grazing, animal feedlots, dairying, pig farming, poultry farming, beekeeping, forestry, oyster or fish farming or growing crops for profit.

Rural residential land is not categorised as farmland.

Mining

Land is categorised as mining if its dominate use is for mining coal or metals.

Payment of Rates

Ratepayers may pay their rates in four (4) instalment payments:- 31st August 2016, 30th November 2016, 28th February 2017 and 31st May 2017. Council is required to forward instalment notices one month in advance.

Interest on Overdue Rates and Annual Charges

Interest is chargeable on each instalment not paid by the due date. The applicable interest is set each year by the Minister for Local Government. For 2016/2017 the applicable interest rate is 8% per annum.

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Pensioner Concessions (Local Government Act 1993 s.582)

Pensioner Concessions available and the calculation and application of the reduction is in accord with s.575 of the Local Government Act.

Pensioners who hold the Pensioner Concession Card or who otherwise qualify, are eligible to have their rates on their sole or principal place of residence reduced by the following rebates:-

Ordinary rates and domestic waste management charge	50%
Maximum Rebate	\$250.00
Water Charges	50%
Maximum Rebate	\$87.50
Sewerage Charges	50%
Maximum Rebate	\$87.50

2017 Revenue Policy

Bombala Region

COMMENTARY:

Future Matters that May Affect Ratepayers

Council has noted an increase in heavy vehicle usage of the road network and also anticipate that further increases in heavy traffic are likely once properties with timber plantations move into the harvesting phase of operations. Heavy vehicles contribute significantly to the deterioration of road infrastructure and Council is currently investigating the likely impact on the level of road maintenance and asset replenishment this change in land use may create. Should the changed land use result in a need for higher costs for road maintenance this would need to be recovered from the ratepayer as no other source of funding is currently available.

Rates

Ordinary Rates

The General Fund rate is raised as an ordinary rate on every rateable assessment within the former Bombala Council area.

The estimated income from ordinary rates for 2016/2017 will be \$2,346,635.00 based on an increase over last year of 1.8%.

All rateable assessments are categorised as follows:-

CATEGORY	SUB-CATEGORY
Farmland	
Residential	- Bombala
Residential	- Delegate
Residential	- Village (Bibbenluke, Cathcart & Craigie)
Residential	- General
Business	- Bombala
Business	- Delegate
Business	- Other
Business	- Golf Estate Bombala
Business	- Golf Estate Delegate
Mining	

Council's aim is to maintain the percentage of income derived from each category, which will maintain the relativity between those categories. The following table provides the details of the forecast of the Ordinary General Rates for 2016/2017 and a comparison of rate yield by category for 2015/2016:

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Category	Sub Category	Ad Valorem Rate in \$	Minimum Rate	Estimated Yield 2016/17	Yield 2015/16	% Income
Farmland		0.006260	\$560.90	\$1,497,965.18	\$1,471,408.56	64.01
Residential	Bombala	0.015913	\$560.90	\$411,866.66	\$404,596.51	17.64
Business	Bombala	0.021180	\$560.90	\$93,941.43	\$92,258.48	4.09
Villages		0.011420	\$412.30	\$38,316.43	\$37,637.49	1.64
Residential	Delegate	0.004170	\$412.30	\$68,917.18	\$67,696.94	2.93
Residential	General	0.007141	\$560.90	\$180,915.34	\$177,722.67	7.49
Business	Delegate	0.013540	\$426.54	\$7,570.67	\$7,436.78	0.32
Business	Other	0.013540	\$560.90	\$45,506.80	\$44,701.87	1.82
Mining		0.080000	\$560.90			0.00
Business	Golf Est – Bombala	0.006620	\$560.90	\$933.42	\$916.78	0.04
Business	Golf Est - Delegate	0.006620	\$560.90	\$701.72	\$689.21	0.03
TOTAL	Estimated Yield			\$2,346,634.83	\$2,305,065.29	100.00

2017 Revenue Policy

Charges

In accordance with Section 404 (1), (2) & (3) of the Local Government Act, 1993 those charges which Council intends to levy for 2016/17 are as set out below.

1. Waste

Charge	2016-2017	2015-2016
Waste Management Charge	\$101.00	
Domestic Waste Collection Service	\$233.00	326.00
Domestic Recycling Collection Service	\$97.00	
Domestic Waste Vacant	NA	150.00
Rural Waste Tip Fee	NA	87.00
Trade Waste Charge (Solids)	\$384.00	362.00

Note:

Domestic Waste Vacant – no longer applicable

Rural Waste Tip Fee - replaced with user pays charges at the Waste Facility. Refer Schedule Fees and Charges

1.1. Waste Management Charge

1.1.1. This is an annual charge levied on all rateable assessments.

1.1.2. Funds generated through this charge cover:

- Recycling Collection Points at Councils Waste Facilities
- Internal Administrative Charges
- Berridale Transfer Station Operating Costs
- Illegal Dumping Costs
- Management Expenses
- Education Expenses

1.1.3. This charge is billed on the annual rates and charges notice and is able to be paid by quarterly instalments.

2. Stormwater

In accordance with Section 496A of the Local Government Act, 1993 Council levy an annual Stormwater Management Charge of \$20 per annum for each parcel of rateable (occupied) land for Snowy Monaro Regional Council

2017 Revenue Policy

which the service is available within the former Bombala Council area.

3. Water Supply

Bombala Council operates a User Pays system for water consumption in Bombala and Non Rateable Government Agencies in Delegate.

Residential properties connected to the Delegate water system pay an annual access fee only.

Interest is charged on outstanding water charges. The interest rate applicable for the current year is 8%. Details of charges are below:

<u>Water</u>	<u>Access Fee 2016/17</u>	<u>Access Fee 2015/16</u>
Bombala Water Access Charge	590.00	565.00
Bombala Business Water Access Charge	590.00	565.00
Delegate Water Access Charge	452.00	433.00
Delegate Business Water Access Charge	452.00	433.00
Rural Water Access Charge	590.00	565.00
Truck Wash Water Access Charge	409.00	391.00
Non Rateable Water Bombala Access Charge	590.00	565.00
Non Rateable Water Delegate Access Charge	590.00	565.00

Usage Charges

Usage for Consumption of Water in the 2016/2017 year will be as follows:

\$1.40 per kilolitre (kl) for the first 350 kl.

\$1.90 per kilolitre for all usage over 350 kl.

4. Wastewater (Sewer)

Interest is charged on outstanding sewer charges. The interest rate applicable for the current year is 8%.

The proposed charges for sewer for 2016/17 appear as below:-

<u>Sewer</u>	<u>Access Fee 2016/17</u>	<u>Access Fee 2015/16</u>
Bombala Sewer Access – Residential	675.00	646.00
Bombala Sewer Access - Non-Res. (Standard)	649.00	621.00

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Bombala Sewer Access - Non-Res. (Non-Standard)	649.00	621.00
Delegate Sewer Access – Residential	548.00	524.00
Delegate Sewer Access - Non-Res. (Standard)	548.00	524.00
Delegate Sewer Access - Non-Res. (Non-Standard)	548.00	524.00
Liquid Trade Waste – Small*	118.00	113.00
Liquid Trade Waste – Large*	780.00	746.00

* Liquid Trade Waste is charged in accordance with Best Practice Pricing Policy

Sewer Discharge Usage Factor

	Bombala	Delegate
Sewer Volume Charge Rate / kl Water Usage	\$0.25	\$0.95
Trade Waste Volume Charge / kl Water Usage	\$0.25	\$0.95

Sewer / Trade Waste % Discharge Factor

Council applies the following % discharge factors based upon calculation of Water Accounts:

0.95	Commercial premises, not engaged in food preparation / manufacturing.
1.05	Motels / libraries.
1.25	Food premises with pre treatment traps.
1.65	Garages / fuel depots / food premises, no pre treatment.
1.75	Work depots / hospitals.
1.85	Work premises of an industrial type, no pre treatment

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Cooma Region

COMMENTARY:

The former Cooma-Monaro region has, for a number of years, adopted a user pay principle in determining Rates, Charges and Fees. This philosophy aims to have those users of Council's services and facilities pay an appropriate charge. The approach has been generally accepted by the Community and Customers.

Rates

The principle is applied to the rating structure by using a combination of a base amount component and an ad valorem (Land Value) component. This structure has allowed for the development of a service benefit model. This model attempts to identify the direct benefit each rating category and subcategory receives from the services Council provides. Having identified the benefits, the current rating income streams from each category and subcategory are then determined. The model then moves the rating income streams toward the actual benefits received.

Charges

Water, wastewater and waste management charges are based solely on the user-pay principle. The reason is to provide a more equitable charging scheme that better reflects the level and cost of service.

Rates

Ordinary Rates

The rating structure includes a base component and an ad valorem component (according to land value). The base amount percentages vary for each category and sub-category.

Ad valorem amounts are calculated by applying the ad valorem rates to the rateable value of properties as determined by the Valuer-General.

The base amount is set at a level to achieve no more than 50% of ordinary rate revenue by category from this component. This limitation is required by legislation.

Council provides a pension rebate for eligible pensioners. Owners who become eligible pensioners during the year are entitled to a pro rata rebate of their rates, calculated on a quarterly basis. Rebates are also reversed on a quarterly basis when owners become ineligible for the rebate. In the event that an eligible pensioner has not claimed the pension rebate previously, Council will grant the rebate for the current year and up to maximum of 3 previous years.

Postponement of rates is available in certain circumstances, for properties used as a single dwelling but which, due to zoning or permissible use, have high land value.

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Council proposes to apply ordinary rates to each rateable property in the Council's area according to category.

Through a combination of the ad valorem and base amount systems, categorisation, pensioner rebates and postponed rates, Council achieves a rating structure that attempts to approximate the land owner's ability to pay.

All rateable assessments are categorised as follows:-

Category	Sub-Category
Residential	
Residential	Cooma
Business	
Business	Cooma
Farmland	
Mining	
Mining	Metalliferous

Farmland properties are not sub-categorised.

Council will levy ordinary rates for 2016/17 based on the following Ordinary Rating Schedule:

2016/2017 RATING STRUCTURE

Rating Type	Category/ Sub category	Rate in the \$	Base Amount \$	Base Amount %	Rate Yield \$'000	Local Gov Act (Section)	Basis of Categorisation or Sub Categorisation	Area Applicable
Ordinary	Residential	0.00630	214	21.7%	1,355	516	Dominant use	Cooma-Monaro Shire Council
Ordinary	Residential Cooma	0.00645	377	42.1%	2,592	516/529	Dominant use	Cooma-Monaro Shire Council
Ordinary	Farmland	0.00353	530	37.7%	1,891	515	Dominant use	Cooma-Monaro Shire Council
Ordinary	Business	0.00587	214	33.8%	45	518	Dominant use	Cooma-Monaro Shire Council
Ordinary	Business Cooma	0.01549	400	12.4%	1,121	518/529	Dominant use	Cooma-Monaro Shire Council
Ordinary	Mining	0.00587	214	0.0%	-	517	Dominant use	Cooma-Monaro Shire Council
Ordinary	Mining Metaliferous	0.01549	400	0.0%	-	517/529	Dominant use	Cooma-Monaro Shire Council

The above rate yield for ordinary rates of \$7,004,131 is based on a 1.8% increase over the 2015/16 notional yield.

The total increase in notional income is \$126,548

The percentage of rate income from each category has been varied and the Base Amount for each category has been increased by 1.8%.

The Rate in the \$ for each category has increased to take up the remaining increase in notional income.

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Charges

In accordance with Section 404 (1), (2) & (3) of the Local Government Act, 1993 those charges which Council intends to levy for 2016/17 are as set out below.

1. Waste

Charge	2016-2017	2015-2016
Waste Management Charge	\$101.00	
Domestic Waste Collection Service	\$233.00	
Domestic Recycling Collection Service	\$97.00	
Food and Garden Organic Collection Charge	\$43.00	
Rural Waste Management Charge	NA	
Bunch of Bins (Per bin) at Smith's Road & Jerangle	\$95.00	
Trade Waste Charge (Solids)	\$384.00	

Note:

Waste Management Charge – charged on all properties

Rural Waste Management Charge - replaced with user pays charges at the Waste Facility. Refer Schedule Fees and Charges

1.1 Domestic Waste Collection Service (Section 496 of the Act)

- 1.1.1 This charge is mandatory and applies to all rateable land where the service is available.
- 1.1.2 For the purposes of raising charges under Section 496 of the Act, in former Cooma-Monaro, Council deems a parcel of rateable land for which the service is available as being a RESIDENTIAL occupancy (house, flat, strata, attached or detached unit, etc) that is either used, or capable of being used for RESIDENTIAL purposes and is:
 - (a) located in a designated waste collection area; or
 - (b) located outside a designated waste collection area but uses the service; or
 - (c) categorised as Residential and further subcategorised as Cooma.
- 1.1.3 The annual domestic waste collection service charge in the former Cooma-Monaro for is per service/tenement (up to 120 litre). Multiple service charges will be applicable to assessments with more than one service.
- 1.1.4 This charge is billed on the annual rates and charges notice and is able to be paid by quarterly instalments. Total yield is \$939,300.

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1.2 Commercial Waste Management Charge (Section 502 and 540 of the Act)

- 1.2.1 This charge will apply to the users of the Commercial Waste Service. Income increases are to be based on reasonable cost recovery in providing the service.
- 1.2.2 The Commercial Waste Management charge is based on the volume of waste collected. The charge is \$36.00 per cubic metre.
- 1.2.3 The charge is billed quarterly in arrears with a total estimated yield of \$520,433.

1.3 Waste Management Charges Actual Use (Section 502 of the Act)

- 1.3.1 This charge is to be applied to all non-rateable assessments that utilise a Council waste collection service.
- Income increases are to be based on reasonable cost recovery in providing the service.
- 1.3.2 The waste management charges for non-rateable assessments, based on rating categories, are equivalent to those charges that are detailed in Sections 1.1 and 1.2.

1.4 Waste Management Charge (Section 501 of the Act)

- 1.4.1 This is an annual charge levied on all rateable assessments.
- 1.4.2 Funds generated through this charge cover:
- Recycling Collection Points at Councils Waste Facilities
 - Internal Administrative Charges
 - Berridale Transfer Station Operating Costs
 - Illegal Dumping Costs
 - Management Expenses
 - Education Expenses
- 1.4.3 This charge is billed on the annual rates and charges notice and is able to be paid by quarterly instalments.

1.5 Domestic Recycling Collection Charge (Section 501 of the Act)

- 1.5.1 This charge will apply to rateable assessments categorised as Residential and applies to all rateable land where the kerbside domestic recycling service is available.
- 1.5.2 For the purpose of raising this charge under Section 501 of the Act, Council deems a parcel of rateable land for which the service is available as being a residential occupancy (house, flat, strata, attached or detached unit, etc) that is used or capable of being used for residential purposes, and is:
- (a) located in a designated waste collection area; or
 - (b) located outside a designated waste collection area but uses the service; or
 - (c) categorised as Residential and further subcategorised as Cooma.

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- 1.5.3 This charge is billed on the annual rates and charges notice and able to be paid by quarterly instalments. Total yield is \$282,100.

1.6 Food and Garden Organic Collection Charge (Section 501 of the Act)

1.6.1 This charge will apply to rateable assessments categorised as Residential and applies to all rateable land where the food and garden organic collection service is available.

1.6.2 For the purpose of raising this charge under Section 501 of the Act in former Cooma-Monaro, Council deems a parcel of rateable land for which the service is available as being a residential occupancy (single dwelling house) that is used or capable of being used for residential purposes, and is:

- (a) located in a designated waste collection area; or
- (b) located outside a designated waste collection area but uses the service; or
- (c) categorised as Residential and further subcategorised as Cooma.

1.6.3 The annual food and garden organic collection charge in former Cooma-Monaro for the 2016/17 year is \$43.00 per service.

1.6.4 This charge is billed on the annual rates and charges notice and able to be paid by quarterly instalments. Total yield is \$133,300.

1.6.5 The charge is available to multi-unit dwelling houses and strata units on an optional basis, at the same rate per unit as for single dwelling houses.

1.7 Commercial Recycling Charge (Section 502 and 540 of the Act)

1.7.1 This charge will apply to the users of the commercial recycling service. Income increases are to be based on reasonable cost recovery in providing the service.

1.7.2 The commercial recycling charge is based on the volume of recycling collected. The charge is \$25.00 per cubic metre.

1.7.3 The charge is billed quarterly in arrears with a total estimated yield of \$16,364.

1.8 Commercial Food and Garden Organic Collection Charge (Section 502 and 540 of the Act)

1.8.1 This charge will apply to the users of the commercial food and garden organic service. Income increases are to be based on reasonable cost recovery in providing the service.

1.8.2 The commercial food and garden organic collection charge is based on the volume of organic material collected. The charge is \$25.00 per cubic metre.

1.8.3 The charge is billed quarterly in arrears with a total estimated yield of \$5,200.

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2. Stormwater

Council do not currently levy an annual Stormwater Management Charge in the former Cooma-Monaro Shire Council area.

3. Water Supply

Income increases are to be based on reasonable cost recovery in providing the service.

Accounts will be compiled on the basis of:

Access Charge (Section 501 of the Act)

- Business and Mining consumers
- Residential and Farmland consumers

Usage Charge (Section 502 of the Act)

- Business and Mining consumers
- Residential and Farmland consumers

3.1. Access Charge

Charge expressed in annual terms, billed on the annual rates and charges notice and able to be paid by quarterly instalments.

Residential (Per annum per occupancy)

The Access Charge for 2016/17 for Residential Categorised, Residential Cooma Subcategorised or Farmland Categorised assessments **connected** to the Water Supply system is **\$347.00**.

The Access Charge for 2016/17 for Residential Categorised, Residential Cooma Subcategorised or Farmland Categorised assessments **not connected** to the Water Supply system is **\$277.00**.

Non Residential (Per annum per connection)

The Access Charge for 2016/17 for Business Categorised, Business Cooma Subcategorised or non rateable assessments is based on meter size as follows:

Unconnected	\$277.00	40 mm	\$1,386.00
20 mm	\$347.00	50 mm	\$2,166.00
25 mm	\$541.00	80 mm	\$5,544.00
32 mm	\$887.00	100 mm	\$8,663.00

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For the purpose of raising charges under section 501 of the Act, Council deems an occupancy in former Cooma-Monaro to be each house, flat, strata unit etc that is connected or unconnected to the Water Supply within the Cooma, Bredbo or Nimmitabel benefit area.

3.2. Water Consumption Charge

The consumption charge is applied to all water consumed.

Residential and Farmland

\$1.70 per kilolitre for usage less than 300kl

\$2.68 per kilolitre for usage greater than 300kl based on annual consumption.

Non residential

\$1.70 per kilolitre for all levels of usage.

Water usage charges will be billed on a water account issued three times during the year and will be deemed due 30 days after the posting day of the account. Meter readings are three times per year, generally April, August and December.

3.3. Estimated Yield of Charges

Access Charge	\$1,593,045
Consumption Charge	\$1,817,000
Total Estimate Yield	\$3,410,045

The tax equivalent requirements of the National Competition Policy have been used to determine pricing that meets full implementation of Competitive Neutrality Principles.

4. Wastewater (Sewer)

3.1 Wastewater charges will be billed on the rates and charges notice issued in July each year and will be deemed due in quarterly instalments in accordance with rating legislation.

Income increases are to be based on reasonable cost recovery in providing the service.

Charges will be issued on the basis of:

- a) A Fixed Charge (Section 501 of the Act) and issued to Business, Mining, Residential and Farmland users

3.2 **Fixed Charges** (per annum per occupancy)

Charges listed below are per annum, billed on the annual rates and charges notice and able to be paid by quarterly instalments.

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The Fixed Charge will be structured each year to recover annual infrastructure improvements, annual operating costs and to ensure the service is financially sustainable into the future.

The Fixed Charges for 2016/17 are detailed in the following table:

Unoccupied	\$643
Residential	\$902
Residential (non-rateable)	\$902
Non residential 1 – 100 (kl)	\$963
Non residential 101 – 200 (kl)	\$1034
Non residential 201 – 400 (kl)	\$1,540
Non residential 401 – 600 (kl)	\$1,678
Non residential 601 – 800 (kl)	\$1,837
Non residential 801 – 1000 (kl)	\$1,969
Non residential 1001 – 1200 (kl)	\$2,107
Non residential 1201 – 1400 (kl)	\$2,239
Non residential 1401 – 1600 (kl)	\$2,371
Non residential 1601 – 1800 (kl)	\$2,497
Non residential 1801 – 2000 (kl)	\$2,767
Non residential 2001 – 4000 (kl)	\$3,306
Non residential 4001 – 6000 (kl)	\$5,434
Non residential 6001 – 8000 (kl)	\$7,299
Non residential 8001 + (kl)	\$22,787

3.4 For the purpose of raising charges under section 501 of the Act in former Cooma-Monaro Council area, Council deems an occupancy to be each house, flat, strata unit etc that is connected or unconnected to the Wastewater Service within the Cooma, or Nimmitabel benefit area.

3.5 **Estimated Yield of Charge**

Fixed Charge \$3,905,616

3.6 The tax equivalent requirements of the National Competition Policy have been used to determine pricing that meets full implementation of Competitive Neutrality Principles.

Multi-Unit Property Discount

An owner of a property will be entitled to a discount on water and wastewater access charges if an

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application is submitted to Council for approval. The owner will be required to prove that the following eligibility criteria are met:

- All units are legal and considered a habitable residential unit.
- All units are serviced by ONE service line / water meter.
- All units are a studio style accommodation (one living area and separate bathroom).
- Each unit has a floor area of no more than 35m², measured as the internal area, including any internal dividing walls, bathroom, kitchen, and laundry areas which are part of the unit.
- There are 3 or more of these studio style units on the one assessment parcel.

Owners will need to apply for this discount on a two-yearly basis.

The rate of discount will be set by the Council each year as part of the review of Fees and Charges. The discount rate for the 2016/17 year is 50%.

5. Onsite Sewage Management System

Operating Approval/Renewal Charge (Section 501 of the Act)

- 4.1 This operating approval/renewal charge will apply to all onsite sewage management systems in the Cooma-Monaro Region.
- 4.2 The approval/renewal to operate charge in former Cooma-Monaro Region for the 2016/17 year is \$10.00 per annum.
- 4.3 This charge is billed on the annual rates and charges notice and able to be paid by quarterly instalments.
- 4.4 Total yield is \$16,491

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Snowy Region

Rates

Snowy Region General Principle

Rates within the Former Snowy River Shire Council area are allocated across the rating categories using a combination of the service level the category receives and the ability of the category to pay as required by the Office of Local Government (OLG). This provides a fair and equitable method in determining rate spread.

In doing so, Council adopts a user pays based system for determining the allocation of rates across the six categories and sub-categories of Residential, Rural Residential, Business, Business Electricity, Farmland and Mining. The Benefits each category obtains from each Council Program is calculated and Land values are then used to consider the ability of the category to pay in determining the final rate allocation. An adjustment is then applied to Business in recognition of the need for the Snowy Region to provide increased infrastructure as a result of peak winter tourism. This in turn has been spread as a decrease between other Categories.

Category / Subcategory	Residential	Residential Rural	Business	Farmland	Total
Benefit	61.38%	9.17%	11.88%	17.57%	100.00%
Land Value	47.24%	8.70%	11.92%	32.14%	100.00%
Average	54.31%	8.94%	11.90%	24.85%	100.00%
Adjustment	-4.31%	-0.44%	6.10%	-1.35%	0.00%
% Yield	50.00%	8.50%	18.00%	23.50%	100.00%

Category / Subcategory	Residential	Residential Rural	Business	Farmland	Total
No. assessments	4,072	467	478	910	5,927
%	68.70%	7.88%	8.06%	15.36%	100.00%
Land Values	400,891,820	73,848,850	101,168,309	272,665,380	848,574,359
%	47.24%	8.70%	11.92%	32.14%	100.00%

Ordinary Rates

In accordance with Section 405 of the Local Government Act 1993 the following ordinary rates are proposed for the 2017 financial year.

Under Rate Pegging, IPART approved a 1.8% increase for 2017.

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The 2017 Total Estimated Yield has increased by 2.57% from 2016 Rates Levy as based on the IPART levy increase and adjusted for any effective changes in numbers and valuations of rateable properties. For 2017 the Emergency Service and Jindabyne Beautification Special charges has been removed. The revenue derived from these charges has been absorbed into the general rates.

The 2017 rates are structured so that in total General Rates from the Business rating category raises 18.00% of the total rates revenue. Approximately 58.50% is raised from the total Residential rating category and 23.50 % from the total Farmland rating category. The Ad Valorem rates are calculated accordingly. The proportion of revenue raised from each category has taken into account the Land revaluation first used in 2014.

The total estimated Rates to be raised are \$5,801,580 as itemised below:

Total Estimated Yield	2017	2016 Rates Levy	% Increase
General Rates	5,801,580	5,458,235	5.9%
Emergency Services Levy	0	210,524	
Jindabyne Beautification Levy	0	59,127	
Total Estimated Yield	5,801,580	5,656,011	2.57%
Less Internal Rates & Levies	TBD	-77,259	
Net Estimated Yield	5,801,580	5,578,752	

All rateable assessments are categorised as follows:-

Category	Sub-Category
Residential	General
Residential	Rural
Business	General
Business	Electricity Generation
Farmland	
Mining	

Sub categorization s made according to the following definitions

Rural Residential

Council proposes to continue to sub-categorise the Residential Category under S.529 of the Local Government Act 1993.

The sub-category is named 'Residential - Rural' and applies in the following circumstances:

- the parcel of rateable land is not less than 2 hectares and not more than 40 hectares in area
- the parcel of rateable land has a dwelling

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- the parcel of rateable land does not have a significant and substantial commercial purpose or character

Business Electricity Generation

Council proposes to continue to sub-categorise the Business Category under S.529 of the Local Government Act 1993.

The sub-category is named 'Business - Electricity Generation' and applies in the following circumstances:

- the parcel of rateable land that is used for the purposes of Business Electricity Generation
- the parcel of rateable land that is under the high water mark

Council will levy ordinary rates for 2016/17 based on the following Ordinary Rating Schedule

2017 Rates Estimates - General Rates				1.8% increase in Minimum				
Rate	Category	Sub Category	Minimum	Ad Valorem Rate in \$	%	2017 Yield	Council Rates	Net Yield
Ordinary	Residential	General	548.65	0.53709	50.00%	2,900,791		2,900,791
Ordinary	Residential	Rural Residential	548.65	0.652404	8.50%	493,134		493,134
Ordinary	Business	General	548.65	1.084131	11.00%	638,174		638,174
Ordinary	Business	Business - Electricity	548.65	0.844800	7.00%	406,110		406,110
Ordinary	Farmland	General	548.65	0.489476	23.50%	1,363,371		1,363,371
Ordinary	Mining	General	548.65	1.084131	0.0%			
Total Estimated Yield from General Rates					100%	5,801,580		5,801,580

2017 Revenue Policy

CHARGES

1. Waste

Charge	2016-2017	2015-2016
Waste Management Charge	\$101.00	101.00
Domestic Waste Collection Service	\$233.00	240.00
Domestic Recycling Collection Service	\$97.00	92.00
Bank of Bins Waste and Recycling Charge	\$200.00	192.00
Domestic Wheel In / Wheel Out Bin Service (pensioners/disabled)	\$100.00	125.00

1.1. Waste Management Charge

In accordance with Section.501 of the Local Government Act 1993 the following charges have been made for the 2017 Financial Year and are charged per Assessment.

Charge per Assessment:	2017	2016
Waste Management Charge	\$101.00	\$101.00
Total Yield	\$629,634	\$596,506

Definitions

Waste Management Charge is an annual charge levied on all rateable assessments. Funds generated through this charge cover:

- Recycling Collection Points at Councils Waste Facilities
- Internal Administrative Charges
- Berridale Transfer Station Operating Costs
- Illegal Dumping Costs
- Management Expenses
- Education Expenses

1.2. Domestic Waste Service Charges

In accordance with Section 496 of the Local Government Act 1993, Council levies annual charges for the domestic waste service. The service includes the weekly collection of domestic waste, including a fortnightly recycling service.

These fees are exempt from GST

Snowy Monaro Regional Council

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Charges per service per annum:	2017 Yield	2017 Charge	2016 Yield	2016 Charge
Domestic Waste Collection Service	\$831,250	\$233.00	\$790,800	\$240.00
Domestic Recycling Collection Service	\$339,694	\$97.00	\$335,800	\$92.00
Total Yield	\$1,170,944		\$1,126,600	

Definitions

Domestic Waste (as per Local Government Act 1993) means waste on domestic premises of kind and quantity ordinarily generated on domestic premises and includes waste that may be recycled, but does not include sewage.

Domestic Waste Collection Services (as per Local Government Act 1993) means services comprising the periodic collection of domestic waste from individual parcels of rateable land and services that are associated with those services.

What services are not considered domestic waste collection services (as per Department of Local Government Council Rating and Revenue Manual 2005)?

The clear intention of the Act is that council household garbage services are to be funded by specific annual charges made and levied for that purpose. The council is expressly prevented from applying income from an ordinary rate towards the cost of providing domestic waste management services (s.504) and from making a special rate for the cost of such services (s.495).

The following are some examples of services **not** considered to be "domestic waste collection services" and should not be confused as such:

- providing landowner access to council tipping sites and rural depots or any related activities of the Council (even though some of the waste received may be of a "domestic" nature);
- the removal or treatment etc, of any waste being the by-product of business, commercial, industrial or any other non-domestic activities;
- the removal of any kind of waste from business, commercial, industrial or any other non-domestic premises (regardless that the waste may comprise materials similar to domestic waste).

A Domestic Waste Collection Service (as per Council definitions) for all residents is defined as the periodic collection of one Council approved garbage receptacle (up to and including 240L Mobile Garbage Bin) per residential dwelling per week to all parcels of rateable land that receive the service.

Domestic Waste (as per Council definitions) is defined as waste and recycling that is generated from the day to day running of a residential household.

Domestic waste does not include construction or demolition waste, mattresses, tyres, computer monitors/televisions, batteries, ski/snowboarding and/or sporting equipment . For prices on above products refer to Waste in Council's Schedule of Fees and Charges.

Council will only collect bins that have been issued by Council.

A Domestic Waste Collection Service Charge will apply to each separate liveable dwelling upon visual inspection. Should Council discover that the property is not approved for multiple occupancy an additional waste charge will still be levied and details of the property will be provided to Snowy Monaro Regional Council

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Councils Regulations & Compliance unit for further investigation and action.

Multiple Unit Blocks that utilise other Commercial Waste Collection Services other than Domestic Waste Collection Services

Domestic multiple unit dwellings of six or more strata titled and managed units that reside in Snowy River Shire and utilise Commercial Waste collection services other than the standard Domestic Waste Collection Service will be levied the Domestic Recycling Collection Service and receive monthly commercial waste collection invoices.

Commercial Waste Collection Service (as per Council definitions) is the kerbside waste collection service offered to multiple unit blocks (see above definition) and businesses within former Snowy River Shire. Waste accepted in this collection arises mainly from domestic but also commercial services and facilities. It must not contain hazardous waste, radioactive waste, construction, demolition or refurbishment waste (including bricks, tiles, concrete, tiles and ceramics, steel).

Commercial waste can be defined as any waste generated as a result of carrying out a business, including rubbish produced by customers (food wrappers and containers).

Note: Waste and Environment Levy

The [Protection of the Environment Operations Act 1997 \(POEO Act\)](#) requires certain licensed waste facilities in NSW to pay a contribution for each tonne of waste received at the facility. The levy aims to reduce the amount of waste being land filled and promote recycling and resource recovery.

At this time, the former Snowy River Shire does not pay a Waste Levy, which presently applies to licensed waste facilities in the regulated area of NSW, which comprises the Sydney Metropolitan Area, the Illawarra and Hunter regions, the central and north coast local government areas to the Queensland border as well as the Blue Mountains, Wingecarribee and Wollondilly local government areas.

The levy is applied to the weight of material taken into any of Councils waste facilities and in 2015-16, the levy is estimated to be approximately \$120 per tonne.

Should the area of coverage designated by the NSW EPA be extended to include former Snowy River Shire, it will be necessary for Waste Charges to be reviewed to cover the introduction of this levy.

1.3. Domestic Wheel In / Wheel Out Bin Service

In accordance with s.501 and s.502 of the Local Government Act 1993 Council is offering residents that receive a Domestic Waste and Recycling service a Wheel-in/wheel-out bin service. Council staff will remove and empty both bins on collection days for any resident that applies for this service. The service will be an elective service with an additional charge added to the ratepayer's rates notice.

	2017	2016
Domestic Wheel-in/wheel-out bin per service - Pensioner/ Disabled person only	\$100.00	\$125.00

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1.4. Bank of Bins Charge

In accordance with s.501 and s.502 of the Local Government Act 1993.

	2017	2016
Bank of Bins Charge	\$200.00	\$192.00

The Bank of Bins charge will be added to eligible residents' rates as an annual charge upon application from the resident. Council will issue the resident with a key to access the bank of bins. A key deposit is required.

Use of the Bank of Bins is strictly limited to the disposal of household waste and recycling only. No other materials such as building waste, batteries etc. are to be placed in the Bank of Bins facility. (See 3.1.1 for definition of domestic waste and recycling)

1.5. Notices

Order 22 – Store/treat/process of waste on land

Where waste is dumped in a bank of bins enclosure; where recycling bins are continually contaminated, waste is present or generated on the land or premises and is not being dealt with satisfactorily.

Order 27 – Removal of an object/matter from a public place

Where bins are not returned to the property but constantly left on the street once they have been serviced.

Any matter found to be in breach of order 22 and/or order 27 will be referred to Councils Regulation and Compliance Unit.

1.6. Replacement Bins

Damaged/Lost/Stolen bins and their replacement

It is the responsibility of residents and commercial customers to look after their bins. If a bin goes missing it is up to the resident/business owner to find it. Each bin has a unique serial number and chip number which can be provided to assist with finding the missing bin.

If the missing bin is not found it needs to be replaced at the cost of the resident/business owner.

If the missing bin is found after the resident has paid for a replacement Council will refund the replacement cost and collect the replacement bin.

Any waste and recycling bins that are damaged by residents, tenants, or business owners will need to be replaced at the cost of the resident/business owner. Damage may include, but is not limited to, melting with hot ash, private vehicular damage etc.

Replacement bin costs are specified in the Schedule of Fees and Charges.

Council must be contacted to arrange payment. Council may not deliver the replacement bin until payment has been received.

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1.7. Environmental Collection Charge

Additional emptying of domestic waste and recycling bins to avoid environmental damage

To tackle the issue of bins and overfull bins being placed out on non-collection days, Council has been doing enforcement to try to educate residents not to put them out early and bring them in.

The main issue is when the bin is placed out full either on the wrong day and or week in the recycling case, and then they are left there full until collection. Whilst enforcement may result in a fine, the problem of the waste/recycling in the bin being blown over taking many hours for Council staff to clean up.

To resolve this potential environmental issue, waste staff will empty bins that have been put out early/left out before the contents spill into the environment. This additional 'environmental' collection will be charged to the owner.

Any resident that places a waste or recycling bin out for collection on the wrong collection day which can cause an environmental threat of the contents escaping, at the determination of the waste collection staff, that needs to be emptied, will be emptied and charges as per the Schedule of Fees and Charges will be billed to the owner.

The details of the bin will be sent to compliance for follow up action.

2. Stormwater

Council do not currently levy an annual Stormwater Management Charge in the former Snowy River Shire Council area.

3. Water Supply Charges

Estimated Yield of Charges

	2017	2016
Residential	\$1,992,000	\$2,233,796
Non-Residential	\$1,116,000	\$1,046,640
Total Yield	\$3,108,000	\$3,280,436

Council implemented a new pricing structure in 2012 which aims to comply with Best Practice. In accordance with s.404 and s.501 of the Local Government Act 1993 the following charges apply.

Residential

	2017	2016
Annual Access Charge	\$372.00	\$363.00

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Usage Charges*	2017	2016
Under 100 kl per billing period	\$2.36	\$2.30
Over 100 kl per billing period	\$3.59	\$3.50

* Second Step Usage Charge is calculated at a threshold of 100kl per billing period

Non Residential

Annual									
Meter Size	20	25	32	40	50	65	80	100	15
2017	\$ 372	\$ 580	\$ 950	\$1,485	\$2,321	\$3,922	\$5,942	\$9,284	\$20,88
2016	\$ 363	\$ 567	\$ 929	\$ 1,452	\$ 2,269	\$ 3,834	\$ 5,808	\$9,075	\$20,4

Usage Charges	2017	2016
Under 300 kl per	\$2.36	\$2.30
Over 300 kl per	\$3.59	\$3.50

Annual Access Charge is a charged proportionately over each billing period.

Usage Charges are a two step charge based on periodic metered water consumption. The second step charge shall apply for all water used above 100kl per billing period. This allowance of 100kl will apply to all properties paying access charges.

Billing of strata units (Policy)

Council has a system of direct billing to strata unit owners in circumstances where units are separately metered for water consumption.

Tri-annual Billing (Policy)

Council has a system tri-annual billing. The tri-annual periods commence in June, October and February.

4. Sewer Charges

Estimated Yield of Charges

	2017	2016
Residential	\$2,669,000	\$2,676,870
Non-Residential	\$775,000	\$957,096
Total Yield	\$3,444,000	\$3,635,982

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Residential

In accordance with s.404 and s.501 of the Local Government Act 1993 the following charges apply for the 2016/17 financial year:

	2017	2016
Annual Access Charge	\$953.00	\$930.00

Usage Charges	Nil
----------------------	-----

Non Residential

In accordance with s.404 and s.501 of the Local Government Act 1993 the following charges apply for the 2016/17 financial year:

Annual Access Charge									
Meter Size	20	25	32	40	50	65	80	100	150
2017	\$890	\$1,390	\$2,278	\$3,560	\$5,562	\$9,400	\$14,240	\$22,250	\$50,060
2016	\$870	\$1,359	\$2,227	\$3,480	\$5,437	\$9,189	\$13,920	\$21,750	\$48,930

Usage Charges per kl									
Meter Size	20	25	32	40	50	65	80	100	150
2017	3.23	3.23	3.23	3.23	3.23	3.23	3.23	3.23	3.23
2016	3.15	3.15	3.15	3.15	3.15	3.15	3.15	3.15	3.15
Discharge Factor	0.75	0.75	0.75	0.6	0.6	0.6	0.6	0.6	1

Annual Access Charge:

For Residential the Usage Charge is a flat charge.

For Non Residential is calculated based on the meter size.

Usage Charges:

For Residential the Usage Charge is Nil.

For Non Residential the Usage Charge will be based on the Water meter readings multiplied by the discharge factor according to the meter size. For sewer meters the discharge factor for usage will not apply.

Policy - Billing of strata units

Council has a system of direct billing to strata unit owners in circumstances where units are separately metered for water consumption.

Policy - Tri-annual Billing

Council has a system of tri-annual billing. The tri-annual periods commence in June, October and February.

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5. Onsite Sewage Management System

Properties that have an Onsite Sewage System Management (OSSM) (e.g. septic tank, aerobic and worm systems) pay an annual management fee. This fee will be listed on your Annual Rates & Charges Notice as a single bill.

It should be noted that the program is still being subsidised from the general rate, on the basis of it being recognised that some benefits of the program accrue to the wider community.

In accordance with Section 501 of the Local Government Act 1993 the following charges apply for the 2017 financial year.

Onsite Sewage Management Systems.	2017	2016
<i>Annual charge under section 501 of the Local Government Act – charged on annual rate notice.</i>		
Management of Onsite Sewage Systems Charge		
High risk Non-Domestic		
Up to 2 systems	\$445.00	\$426.00
Management of Onsite Sewage Systems Charge		
High risk Non-Domestic		
3 to 5 systems	\$900.00	\$852.00
Management of Onsite Sewage Systems Charge		
High risk Non-Domestic		
6 or more systems	\$2,680.00	\$2,555.00
Management of Onsite Sewage Systems Charge		
High risk- Domestic		
Up to 2 systems	\$115.00	\$110.00
Management of Onsite Sewage Systems Charge		
High risk- Domestic		
3 to 5 systems	\$345.00	\$330.00
Management of Onsite Sewage Systems Charge		
High risk- Domestic		
6 or more systems	\$700.00	\$660.00
Management of Onsite Sewage Systems Charge		
Low risk Non-Domestic		

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Up to 2 systems	\$100.00	\$97.00
Management of Onsite Sewage Systems Charge		
Low risk Non-Domestic		
3 to 5 systems	\$300.00	\$291.00
Management of Onsite Sewage Systems Charge		
Low risk Non-Domestic		
6 or more systems	\$600.00	\$580.00
Management of Onsite Sewage Systems Charge		
Low risk- Domestic		
Up to 2 systems	\$50.00	\$48.00
Management of Onsite Sewage Systems Charge		
Low risk- Domestic		
3 to 5 systems	\$150.00	\$145.00
Management of Onsite Sewage Systems Charge		
Low risk- Domestic		
6 or more systems	\$300.00	\$290.00

The Onsite Sewage System Management fee:

- Includes a contribution towards the cost of monitoring (i.e. conducting surveys and inspections of OSSMs, as often as necessary and according to the risk to the environment from each OSSM). Ongoing monitoring is required to identify defective systems that potentially threaten public health or the environment.
- Includes a contribution towards the cost for the provision of educational and general advice to owners and operators of OSSMs.
- Includes a contribution towards the cost of maintaining currency of owners and systems in Council's databases.
- Provides for the replacement of the need for periodic renewal of approval fees.
- Provides for the replacement of the need for periodic 30 day invoices of inspection fees.

Under the Local Government Act 1993 a person who operates an Onsite Sewage System is required to hold a periodic approval. Approvals are granted depending on the risk to public health and the environment should the system not be operated correctly. Many factors are taken into consideration in assessing the risk category: including the allotment size, soil type and soakage capacity, the type of system, the proximity of water catchments, bores and dams etc.

Consideration of whether the system is used for domestic or non-domestic purposes is an additional very important factor. Non-domestic systems are generally bigger and more complex, often with

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periodic or intermittent use and greater numbers of people using them making them more prone to failure during peak usage periods if not maintained in good working order.

Background Information

Following the Wallis Lake hepatitis outbreak 1997, the State Government introduced amendments to the Local Government Act making it an obligation for councils to better supervise septic installations and other on-site sewage management facilities.

Council is obliged to require the owners of non-sewered parcels of land with toilets or other sanitary plumbing to seek an 'approval to operate' OSSMs whereas previously only an initial 'approval to install' the system was required.

A program was commenced in 2002 in former Snowy River Shire that included the registering and surveying of all systems, confirmation of the risk category and ensuring defective systems were brought up to standard. The initial assessment determined the renewal of the approval to operate the system and any ongoing monitoring required.

Council introduced the fee, based on the risk to public health and the environment, to be charged to the owners of OSSM's so as to more equitably spread the cost of meeting the continuing obligations under the Local Government Act 1993 and associated Regulations.

The fee paid enables the initial field surveys to be completed and provides advice to the owners of systems without further charge. It covers renewals of on-site sewage management approvals to operate which lapse periodically between 1 and 9 years.

Recent amendments to the Local Government Act permit a charge to be levied with rate assessments for work associated with on-site sewage management.

The charge outlined above does not cover the initial approval to install or operate a sewage management system, transfer of approval to operate - when a new owner takes over a system, reinspection fees required if a system requires review, consulting fees, or administration fees applicable to any notices that may have been issued.

6. Liquid Trade Waste

Fees and charges are broken into two components:

1. Management of Liquid Trade Waste Fees = annualised charge on rates notice that includes: application for approval to discharge, administrative and monitoring costs. Note: Sampling costs are charged on an as needs basis post sampling.
2. LTW usage charges = $Q \times \text{Cost per kilolitre}$ where Q is the actual volume discharged to sewer and is charged on the water bill.

In accordance with the Local Government Act 1993 the following charges apply for the 2017 financial year.

Summary of charging Categories where fees and services as applicable

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Annual charge under section 501 of the Local Government Act 1993 – charged on annual rate notice.	2017	2016
<i>Classification “A” Charging Category 1 –</i> Low Risk Dischargers with nil or minimal pre - treatment. Management Charge	\$215.00	\$207.00
<i>Classification “B” Charging Category 1 –</i> Low Risk Dischargers requiring pre - treatment. Management Charge	\$240.00	\$230.00
<i>Classification “A” Charging Category 2 –</i> Medium Risk Dischargers with prescribed pre-treatment. Management Charge	\$845.00	\$805.00
<i>Classification “B” Charging Category 2 –</i> Medium Risk Dischargers with prescribed pre-treatment. Management Charge	\$845.00	\$805.00
<i>Classification “S” Charging category 2 –</i> Dischargers of Chemical Toilet Waste. Management Charge	\$90.00	\$87.00
<i>Classification “C” Charging Category 3 –</i> High risk/Industrial /Large Dischargers (Complex or specialised pre - treatment equipment). Management Charge.	\$1,675.00	\$1,675.00

Under the Section 501 of the Local Government Act 1993 and associated Liquid Trade Waste Regulation Guidelines 2009 (The Guidelines) a person that discharges Liquid Trade Waste (LTW) into a Sewage System is required to hold a periodic approval, undergo routine monitoring and to pay a discharge fee according to the category and class of the discharge.

The Guidelines set out Classifications and Categories (figure1) and provide the guiding criteria for the raising of fees and charges. Each premises is allocated a Category and Class based on the pollutant load, impact on the sewerage system, and cost of ongoing management and monitoring. Owners pay an annual management fee based on the allocated class and category, together with an annual usage fee based on a percentage of water usage. The management fee will be listed on your Rates Notice, with the annual usage fee included on your water bill.

The LTW management fee:

- Includes a contribution towards the cost of monitoring (i.e. conducting surveys and

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monitoring of LTW, as often as necessary and according to the risk category);

- Includes a contribution towards the cost for the provision of educational and general advice to owners and operators of LTW;
- Includes a contribution towards the cost of maintaining currency of owners and systems in Council's databases;
- Provides for the replacement of the need for periodic renewal of approval fees;
- Provides for the replacement of the need for periodic 30 day invoices of inspection fees.

Council has a number of statutory responsibilities for the approval of LTW discharged to the sewerage system under the Local Government Act 1993. Council obligations include risk management, cost recovery, approvals, monitoring and ensuring license conditions of the Sewerage Treatment Plant are met. Sewer systems are generally designed to cater for domestic waste and LTW may exert greater demands on sewer and sewage treatment plant. Management of liquid trade waste is required to:

- Protect community assets, e.g. sewer mains, pumping stations and sewage treatment facilities from damage by trade waste;
- Protect the environment - some substances, such as metals or pesticides may pass through the treatment facility unchanged and accumulate in the environment. Other substances may adversely affect the biological processes and the quality of the treated effluent and biosolids;
- Protect public and worker health and safety - people working in and around the sewerage system can be harmed if toxic substances are discharged into the sewer.

The former Snowy River Shire adopted a Policy for LTW Management in 2010 (available on the Council website) outlining requirements and procedures for the management of LTW within the Shire. Management of LTW is overseen by the NSW Office of Water (NOW, formerly Dept. of Water and Energy – DWE) and is in accordance with the **Liquid Trade Waste Regulation Guidelines 2009** and **Best Practice Management of Water Supply and Sewerage Guidelines May 2007**.

The primary reason for allocating a management fee is to allow Council to prioritise resources and materials towards the LTW dischargers who pose the highest risk to the sewerage systems and the environment.

The fee also ensures a fair and equitable assessment is made for each LTW discharger. The higher the risk rating, the more frequent the monitoring, surveys, inspections and sampling will be. The method used for calculating the risk of a business to the sewerage system is prescribed by the Liquid Trade Waste Regulation Guidelines 2009.

The fee outlined does not cover the cost of laboratory testing, re-inspection fees as required, consulting fees, or administration fees applicable to any notices that may have been issued.

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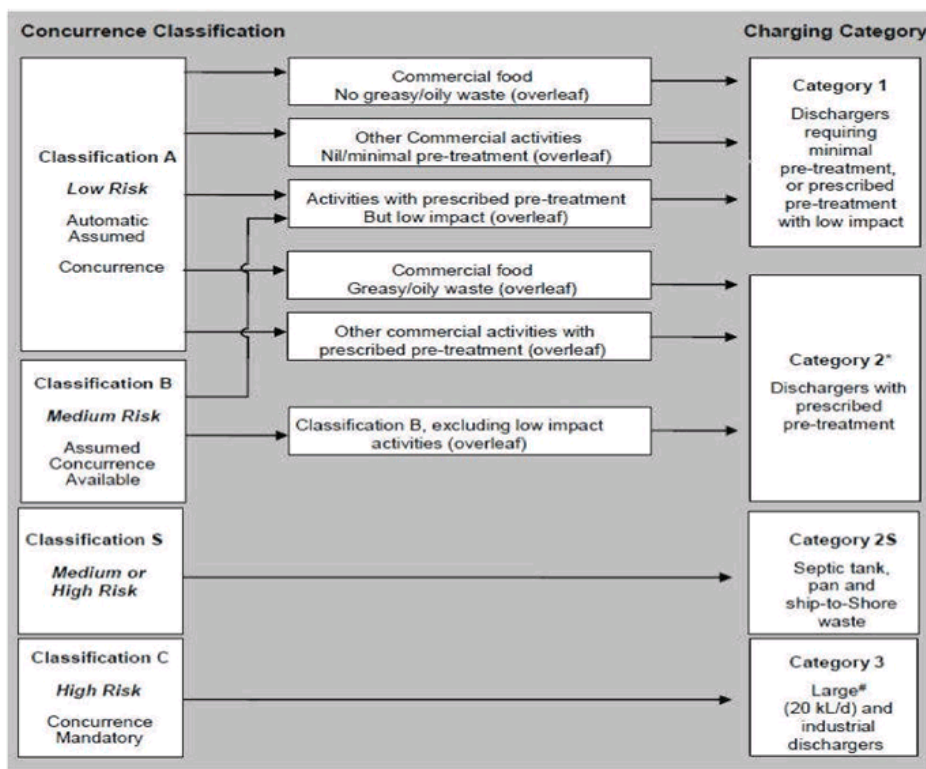


Figure 1 Classification and Charging Categories for Liquid Trade Waste as per Liquid Trade Waste Regulation Guidelines 2009.

Further information regarding Categories and Classifications is provided in Council Policy EOS 0024 (Snowy Region) Liquid Trade Waste Policy Schedule 1, 2 & 3.

CHARGING CATEGORY	1	2	2S	3
APPLICATION FEE	Yes	Yes	Yes	Yes
ANNUAL TRADE WASTE FEE	Yes	Yes	Yes	Yes
RE-INSPECTION FEE (when required)	Yes	Yes	Yes	Yes
TRADE WASTE USAGE CHARGE/kL	No	Yes	No	No
SEPTIC WASTE DISPOSAL CHARGE	No	No	Yes	No
EXCESS MASS CHARGES/kg	No	No	No	Yes
NON-COMPLIANCE TRADE WASTE USAGE CHARGE/kL	Yes	Yes	No	No
NON-COMPLIANCE EXCESS MASS/kg and pH CHARGES/kL (if required)	No	No	No	Yes
NON-COMPLIANCE PENALTY (if required)	Yes	Yes	Yes	Yes

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7. Annual Charges on Rails, Pipes, etc.

In accordance with the provisions of s.611 of the Local Government Act 1993 Council may make an Annual Charge for any rail, pipe, wire, pole, cable, tunnel or structure laid, erected, suspended, constructed or placed on, under or over a public place.

The annual charge for 2017 shall be:

1. Under a public place \$742 per kilometre
2. On or over a public place \$154 per pole or structure

Short Names for Rates and Charges

In accordance with the provisions of s.543 of the Local Government Act 1993, the short names for the 2017 rates and charges are as follows:

The Short name for Ordinary Rates for each category will be:

- Farmland
- Residential
- Rural Residential
- Business
- Business Electricity Generation
- Mining

The Short names for the Domestic Waste Service Charges are:

- Domestic Waste Collection Charge
- Domestic Recycling Collection Charge

The Short names for Waste Management Charges are:

- Waste Management Charge
- Bank of Bins
- Wheel In Wheel Out

The Short names for Water Charges are:

- Access Charge
- Usage Charge

The Short names for Sewer Charges are:

- Access Charge
- Usage Charge

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The Short name for Liquid Trade Waste recovered through the Sewerage system is:

- LTW

The Short name for On-Site Sewerage Management systems that allow on-site disposal of effluent is:

- OSSM

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Other Revenue Sources

GRANTS

Grant funding represents a major source of Council's revenue. A total of approximately \$42 million is expected to be received from operating and capital Grants.

Sources include:

Grants	Value
Merger Funding	\$20,000,000
Financial Assistance Grants (FAG) - General	\$6,025,879
Financial Assistance Grants (FAG) - Roads	\$2,588,826
Roads	\$7,192,812
Residential Aged Care	\$1,757,500
Community Services	\$2,021,895
Noxious Weeds	\$265,793
Fire & Emergency	\$870,542
Library	\$127,000
Boco Rock Community Contributions	\$190,000
Various Other	\$305,023
Waste	\$66,724
Water	\$73,113
Sewer	\$565,785
	\$42,050,892

CONTRIBUTIONS

Council obtains contributions to capital works from developers under s.94 of the Environmental Planning and Assessment Act and s.64 of the Local Government Act (Water Supply and Sewerage Services).

The budgeted income from developer's contributions for 2017:

Developer Contributions - General	\$62,650
Developer Contributions - Water	\$85,000
Developer Contributions - Sewer	\$59,000
Developer Contributions - Waste	\$10,000
	\$216,650

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Full details of the contributions applicable are contained in the Developer Contribution Plans of each of the former Councils.

BORROWINGS

Loan Borrowings

Statement of Amounts of any Proposed Borrowings for 2017

(Section 621-624, Local Government Act 1993 & Clause 230 Local Government (General) Regulations 2005)

Council will continue the use of a leasing facility to acquire and/or renew information technology equipment from both the Master Leasing Agreement arrangements under State Government Contract and Macquarie Leasing facility.

Application has been made to borrow and re-borrow from time to time through an overdraft facility with an approved banking services provider. At present Council has a maximum overdraft of \$300,000 from the Westpac Bank and Nil from the National Australia Bank (NAB).

Credit Cards

Council also uses credit cards for the purchase of supplies by approved staff with individual card limits of between \$2,000 and \$15,000, with a total maximum limit of \$97,000. At present council have 22 credit cards.

Loan Borrowing Policy

Any new borrowings must be in accordance with the Clause 230 Local Government (General) Regulations 2005 and under s.624 of the Local Government Act 1993 which imposes restrictions on borrowings by councils.

Any new external loan borrowings must have regard to:

- Self funding ability
- Interest Rates
- Alternative finance options
- Statutory loan borrowing limits
- Asset management principles
- Net debt service cost
- Long term debt reductions

The Council may borrow and re-borrow from time to time by way of overdraft from a bank.

Repayment of any money borrowed by way of external loan and payment of interest on that borrowed, shall be secured by the granting to the lender of a charge on the income of the Council.

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Loan Liability and Borrowing Statistics

Financial Year	New Borrowing Limit (excluding renewal loans)	Actual New Borrowing (excluding renewal loans)	Total Principal Outstanding	Net Debt Service Cost as a percentage of Operating Revenue
2016 (12/5/16)	\$1,000,000		\$5,099,824	
2017 *	\$350,000			

* Proposed borrowings for expenditure within the Bombala Region

PRIVATE WORKS

Private Works are undertaken in accord with the provisions of the Local Government Act 1993. All private works are charged at full cost plus the following margin:

20% on Full Cost of the Works plus GST

The Full Cost includes the following On-cost allocations:

Wages and Salaries 40%

Materials 30%

20% on Full Cost of the works (excluding plant, which is charged as per Schedule of Fees & Charges)
Minimum Charge on Account \$50.00

INTEREST

Interest on overdue accounts (including Rates, Annual Charges, Waste Management, Domestic Waste Management, Water, Sewer and Debtor accounts) shall be set in accordance with Section 566 (3) of the Local Government Act 1993, applying the maximum rate of interest payable as determined by the Minister for Local Government.

The interest rate for the 2016/17 year is 8.0% (2015/16 - 8.5%). This is a simple interest rate per annum calculated daily.

FEES AND CHARGES

Council levies fees in accordance with s.608 of the Local Government Act 1993. Council may charge a fee for any service it provides. The purpose of raising these fees is to recover, or assist the Council in recovering, the cost of providing these services.

Fees are substantially based on the user pay principle; however, there is recognition of people's ability to pay, where Community Service Obligations (CSO) are identified. These services with CSOs

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are cross subsidised for the common good of the community.

All fees and charges for 2017 are set out in the accompanying Schedule of Fees and Charges and relate to the period 1 August 2016 to 30 June 2017.

The General Manager has delegated authority to vary the non-legislated fees upon request.

GST

GST is charged in accordance with the most up to date information from the Australian Taxation Office. Should these regulations change, Council reserves the right to amend these fees accordingly without notice.



SNOWY MONARO REGIONAL COUNCIL

DRAFT

Delivery Program 2014 - 2017
Operational Plan 2017

Delivery Program
 2014 - 2017
 and Operational Plan
 2017

Document Control		Delivery Program 2014-2017 and Operational Plan 2017	
Date Published	Version	Detail reason for issue or amendments	Author/Document Owner
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Delivery Program
2014 - 2017
and Operational Plan
2017

Vision



Stronger together ~ Better together

Delivery Program
 2014 - 2017
 and Operational Plan
 2017

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Delivery Program
2014 - 2017
and Operational Plan
2017

Message from the Administrator

It is with great pleasure that I present the Snowy Monaro Regional Council's (SMRC) Delivery Program 2014 – 2017 and Operational Plan 2017.

Prior to the proclamation being handed down on 12 May 2016, each of the former council areas had their draft suite of Integrated Planning and Reporting (IPR) documents on public exhibition for consultation with their communities. Once the proclamation took place, each of the former council areas draft IPR documents, were removed as the individual documents did not represent the new entity.

A review of each of the former council area IPR documents was undertaken resulting in the creation of the draft SMRC 2017 Operational Plan, in accordance with the guidelines handed down by the NSW Government.

The draft Delivery Program 2014 – 2017 and 2017 Operational Plan, is a commitment from me, the Administer, to continue to implement the plans developed by the former elected Councillors through consultation with their communities, outlines the activities that Council will continue to undertake over the next 12 months.

This is a very important time in the history of our region, as a community, the Snowy Monaro Region now moves forward together, as we begin to create our new identity. Over the next 12 months staff will undertake substantial consultation with the community to reaffirm the aspirations and vision, you the community, hold for the Region.

I thank you for your continued support and involvement as Council works to deliver the

actions within this plan. The actions within the Delivery Program 2014 – 2017 and Operational Plan 2017 will continue to work towards achieving our community's objectives, creating a stronger region.

Stronger together, better together.

Dean Lynch
Administrator



Delivery Program
2014 - 2017
and Operational Plan
2017

Message from The General Manager



On behalf of Council I present to you the Snowy Monaro Regional Council's Delivery Program 2014 – 2017 and Operational Plan 2017. The first Operational Plan developed of the newly formed Council.

The 2017 Operational Plan, while developed with minimal consultation, is an extension of the former three council areas forth, and final, year of the Delivery Program 2014 – 2017. Council has been directed by the NSW Government to operate as, business as usual, which this plan will achieve.

Over the next 12 months Council will undertake meaningful consultation with our community to develop a suite of IPR documents that incorporates the needs and aspirations of the new regional council area communities.

The processes by which Council undertakes our corporate planning and community consultation will continue to evolve and improve throughout the merger implementation, informing the development of our Integrated Planning and Reporting documents continuing to ensure the long term sustainability of the Snowy Monaro Regional Council.

The harmonisation of services across the new Local Government area will take time, however I am reassured that my staff can achieve and delivery throughout the transition period with limited impact upon the community. Our organisation is committed to achieving the best outcome for our community.

Together with my staff, I look forward to implementing the strategies and actions outlined in this Delivery Program and Operational Plan, as we continue on this journey towards achieving the Vision, Objectives and Strategies that strive to make the Snowy Monaro Region the a desirable.

Joseph Vescio

General Manager

Delivery Program
2014 - 2017
and Operational Plan
2017

About the Plan

About the Delivery Program 2014 – 2017 & Operational Plan 2017

The Delivery Program 2014 – 2017 and Operational Plan 2017 are integrated operational or 'action' plans, which together continue the process of implementing the *Community Strategic Plan 2032: Building our future – Making it happen – Together*. Each falls within the Integrated Planning and Reporting Framework and is described in greater detail through the adjacent diagram.

About the Integrated Planning and Reporting Framework

This is a common framework by which all Councils in New South Wales undertake their planning, implementation and reporting. To comply with NSW legislation, Council has produced the following documents, which are explained below:

- Community Strategic Plan: 20 years
- Resourcing Strategy (which includes a Long Term Financial Plan, an Asset Management Strategy Plan, and a Workforce Plan)
- Delivery Program : Four years
- Operational Plan: One year



About the Plan

The Community Strategic Plan 2032 defines a sustainable Vision for our Region and sets out seven Key Directions that Council will follow to achieve the needs of our community over the next 20 years. The seven Key Directions are:

- Sustaining our environment for life
- Expanding connections within the Region and beyond
- Strengthening our local economy
- Creating a safer, healthier and thriving community
- Enhancing our active lifestyle
- Managing development and service delivery whilst retaining what we value
- Providing effective civic leadership and citizen participation

This plan recognises that communities do not exist in isolation, but are part of larger natural, social, economic and political environments that influence and shape the community's future. For these reasons, Council has collaborated closely with the community in developing this

plan. The overall success of the Community Strategic Plan rides on the participation and commitment of the community as a whole. Individuals, businesses, community groups and other levels of Government are encouraged to take ownership of the Community Strategic Plan 2032: Building our future – Making it happen – Together.

Council will measure progress across the seven Key Directions to provide an assessment of the quality of life of the Region's residents and stakeholders. Council will continually update information about current projects and report our progress and achievements to the community at regular intervals.

DELIVERY PROGRAM – Four years

The Delivery Program is developed for each elected term of Council. It is a four year fixed-term plan that sets out strategies for Council to undertake across the full range of Council's operations. The plan will operationalise the Key Directions, Objectives and Strategies outlined within the Community Strategic Plan 2032, which fall directly within Council's realm of responsibility.

The Delivery Program includes measures to monitor our success, along with a detailed financial plan for this four-year period, which is Council's Resourcing Strategy.

OPERATIONAL PLAN – One year

The Operational Plan is a one year plan that supports the Delivery Program and outlines in more detail the individual activities that Council will undertake within each financial year and the associated budget. Supporting this plan will also be Council's Revenue Policy and a Statement of Council's estimate of income and expenditure.

The Operational Plan links directly to the Delivery Program, Community Strategic Plan, and Resourcing Strategy and should not be viewed in isolation.

ANNUAL REPORT

Future Annual Reports will also include comments on Council's progress in implementing the new Community Strategic Plan 2032.

Delivery Program
2014 - 2017
and Operational Plan
2017

A snapshot of the Snowy Monaro Region

Our People:

We are a region that is proud of its history. The Snowy Monaro Regional Council acknowledges that Aboriginal people – the Ngarigo, Walgalu and Southern Ngunnawal – are the original inhabitants and remain the custodians of where we live.

We are also a culturally diverse Region, thanks to the Snowy Scheme which saw over 100,000 people from over 30 countries coming to work on the scheme. To this day the Region enjoys the benefits of our cultural diversity.

The region is home to 20,707 people and reflects a degree of cultural diversity that has its roots in agriculture, early gold mining, the Snowy Mountains Scheme, timber logging and skiing industries.

Economy and Employment

The Region has four core economic drivers: Agriculture, Timber, Tourism and Water. The Environment and Education sectors are smaller, but growing drivers of the local economy.

In addition a large number of people are employed in the construction, cultural and recreational services.

Future opportunities for the economy are primarily: value adding within existing sectors, promoting our natural capital and capitalising on our physical proximity to these markets.



Our Environment

The Region covers 15,162 square kilometres with four major urban areas, surrounded by rolling plains country and mountain ranges. 40% of this area consists of national parks or reserves. The remaining area is largely privately owned rural land.

Mount Kosciuszko is located within the Kosciuszko National Park and with a height of 2,228m above sea level is Australia's highest mountain. Mount Kosciuszko was named by the Polish explorer Count Paul Edmund Strzelecki in 1840; however Indigenous Australians may have ascended Mount Kosciuszko long before the first recorded ascent by Europeans.

The Region sits at the top of both the Snowy and Murrumbidgee River catchments. Along with their major tributaries, they offer significant environmental values, as well as a source of fresh water for urban, recreational, irrigation and energy uses.

A Snapshot of the Snowy Monaro Region



Snowy Monaro Regional Council

Council employs around 434 staff, including full time, part time and casual positions.

Council Chambers are located in Berridale, Bombala and Cooma. Monthly Council Meetings are rotated between each to the chambers, providing access community members to attend meetings across the local government area.

While Council's head office is located in Cooma, an additional three locations, in Berridale, Bombala and Jindabyne, provide services to our community.

All of Council's current documents and information can be viewed by the public on Council's website: www.snowymonaro.nsw.gov.au

Challenges we face

Snowy Monaro Region has always been a place where people have recognised opportunities and worked hard to realise them. It is a place of great potential, but there are challenges that we must tackle. Population and demographic change is one such challenge. We must properly accommodate and care for an increasingly

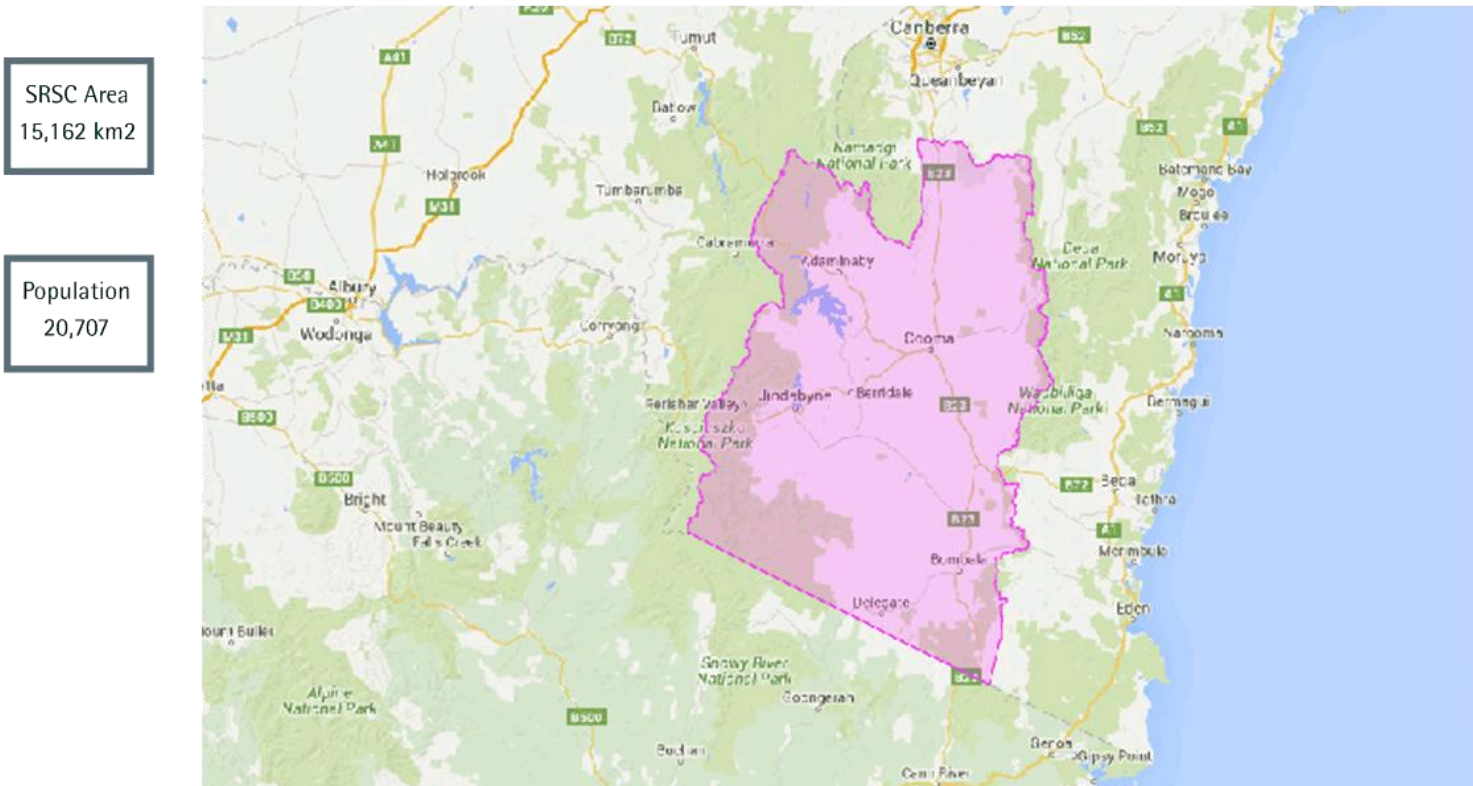
older and diverse population, while welcoming newcomers.

Climate change in our sensitive environment presents another challenge. To respond to this, we must first establish what climate change means for our community. We must then plan and adapt our lives and work accordingly. To construct and maintain public infrastructure remains one of our most resource-intensive challenges. We must not only extend the life of existing assets, but also plan and pay for new infrastructure, within our resources, that meets the needs of the community and visitors. The global marketplace challenges us to develop, produce and sell our products profitably. To meet these we must increase the productivity of our land, be innovative, adopt new technology and invest in the creativity of our people.

Finally, compliance and regulation is required to meet the highest standards of environmental performance, health, safety and probity. Although we all benefit from this, we are conscious of the need to work more efficiently, and where possible eliminate unnecessary red tape.

Delivery Program
2014 - 2017
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Snowy Monaro Region Map



Delivery Program
 2014 - 2017
 and Operational Plan
 2017

Glossary



Term	Definition
Amenity	The quality of being pleasant or attractive; agreeableness. Something that contributes to physical or material comfort.
Biodiversity	The variability among organisms on the earth, including the variability within and between species and within and between ecosystems.
Community	"Our community" includes our residents who live here, those own property here or who operate a business here, as well as those who visit the Snowy Monaro Region, and thus contribute to our prosperity.
Community Strategic Plan (CSP)	A plan which identifies the main priorities and aspirations for the future of the Snowy Monaro Regional Council over the next 20 years.
Delivery Program (DP)	Details the principles activities to be undertaken by the council to implement strategies established by the CSP over a period of 4 years.
Key Directions	These are the key areas the community would like council and its many stakeholders to focus on achieving during the 20 year life of the Community Strategic Plan.
Key Performance Indicators	The key performance indicators are provided as away of monitoring progress towards objectives. It is a requirement of the legislation that we measure the effect our strategies are having and whether we must adapt.
Local Environmental Plan (LEP):	A piece of NSW Legislation that is produced by the Council, community and state agencies which sets rules about landuse and development i.e. "What goes where".

Glossary



Term	Definition
Objectives and Strategies	<p>Objectives represent the series of detailed outcomes under each Key Direction. They are more specific than the Key Direction and focus on the end result, rather than how to get there. The Objectives identified throughout this plan have been developed through careful analysis of the information gathered from our forums and surveys, as well as existing Council, agency and community plan.</p> <p>Strategies represent the specific actions related to each objective and define how each objective will be achieved. The strategies included throughout this plan have been developed through careful analysis from the information gathered from our forums and surveys as well as existing Council, agency and community plans, and by close reference to each objective as an efficient means of achieving it.</p>
Operational Plan (OP)	Details the activities to be engaged in by council during the period of one (1) year, and annual budget. This is the annual sub-plan of the DP.
Principles	Standards or ethical guidelines applied by Council in its operations and used to guide the development of this plan
Red-Tape	The collection or sequence of procedures and forms required to gain bureaucratic approval for something, especially when oppressively complex and time-consuming.
Social Justice	The right of all people in our community to be considered in a fair and equitable manner. While equal opportunity applies to everyone in the community, social justice principles are directed especially at groups of people who are marginalised and disadvantaged.
Stakeholders	A person or group with a direct interest, involvement, or investment in something.

Guiding Principles



Council management and performance is governed by several guiding principles, related to social justice and sustainability, which are described below. These are the foundation of the Key Directions, Objectives, Strategies and Actions within these Plans.

Social justice principles emanate from the NSW Government's Social Justice Strategy, and include equity, access, participation, which are described below. These rights will underpin the development, implementation and monitoring of this plan and all of Council's activities.

Councils plans are also built on sustainability principles that will help us move towards our end vision of living in a sustainable community. Although people understand the concept of sustainability (sometimes referred to as Ecologically Sustainable Development or ESD) differently, one of the first and most often-used definitions is: meeting the needs of the present without compromising the ability of future generations to meet their own needs (Brundtland 1987).

To help guide the community to become more sustainable, Council has adapted the 'Melbourne Principles for Sustainable Cities' from the United Nations Environment Program (UNEP). Listed below, these complement both Council's Charter and its requirements under the Local Government Act 1993 in relation to ESD.

Social Justice Principles

EQUITY

There should be fairness in the distribution of resources, particularly for those in need. The equity implications of proposed activities include the impact on community wellbeing as well as who pays and who benefits.

ACCESS

All people should have fair access to economic resources, services and rights essential to improving their quality of life. All residents should be able to get to, and use, public facilities and services regardless of their social and economic circumstances.

Guiding Principles

PARTICIPATION

All people should have the maximum opportunity to genuinely participate in decisions that affect their lives. This involves a two way flow of views and information.

RIGHTS

Equal rights established and promoted, with opportunities provided for people from cultural and religious backgrounds to participate in community life.

Sustainability Principles

LONG TERM EQUITY

Provide a long-term vision for our communities based on sustainability intergenerational social, economic and political equity and their individuality.

QUALITY OF LIFE

Achieve long-term economic and social security, which underpins a quality of life matched with the ideals of the community and based on our present and future industries.

HEALTHY ENVIRONMENT

Recognise the intrinsic value of biodiversity and natural ecosystems, and protect and restore them and enable communities to minimise their ecological footprint.

PEOPLE AND PLACES

Recognise and build on the distinctive characteristics of our communities, including their human and cultural values, history and natural systems.

Enhance the characteristics of our unique environment in the development and nurturing of healthy and sustainable communities.

PARTNERSHIPS

Expand and enable cooperative networks to work towards a sustainable future.

SUSTAINABLE PRODUCTION AND CONSUMPTION

Promote sustainable production and consumption.

INSPIRING LEADERSHIP

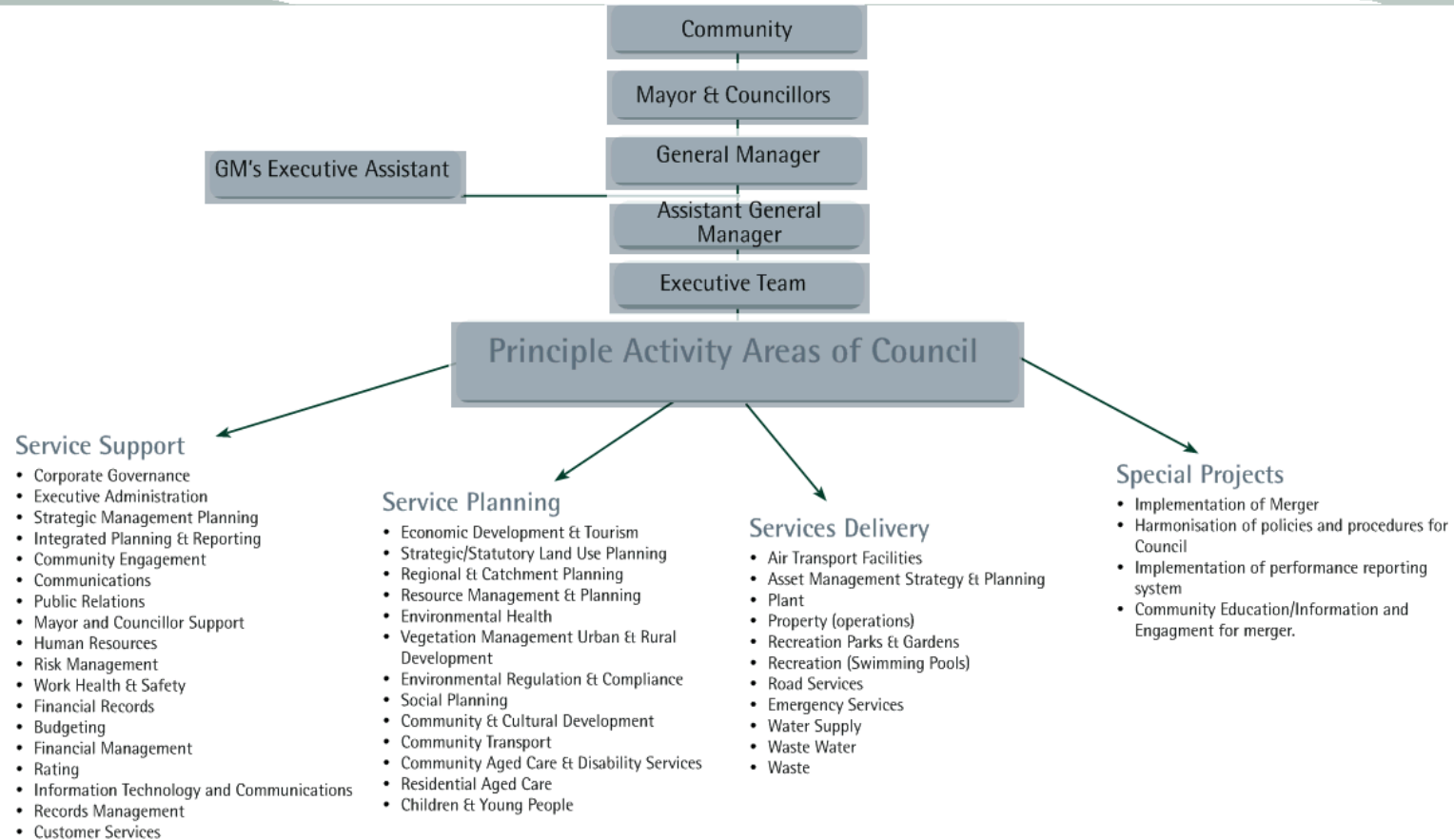
Enable continual improvement based on accountability, transparency and good governance.

Responsible business practices guide our management, understanding the impacts of our decisions on the environment, community and the workplace.



Delivery Program
 2014 - 2017
 and Operational Plan
 2017

Organisation Structure



Delivery Program
2014 - 2017
and Operational Plan
2017

How Council Works



The powers of Council are derived from the Local Government Act 1993 and other Acts enacted by the Parliament of NSW. The Local Government Act and its Regulations serve as an administrative and structural blueprint for all New South Wales Councils.

The newly established Snowy Monaro Regional Council has been appointed an Administrator to undertake the role normally carried out by elected councillors, until such time as Local Government Elections can be held in September 2017. Three Local Representative Committees have also been established, their role, to make recommendations to the Administrator on matters that concern their communities.

The Local Government elections will appoint eleven (11) Councillors, one of whom is the popularly elected Mayor. These elected representatives meet regularly at formal Council Meetings to make decisions on policies and other important issues. Council employees implement these decisions. There are also a number of Committees and Working Parties that comprise of Councillors and Council employees. These Committees and Working Parties also meet regularly and make recommendations to Council.

It is the responsibility of Councillors to make decisions on all areas of policy and budget priorities, including the level and extent of works and services to be provided throughout the year. These decisions are adopted through a majority voting system, with each Councillor having one vote.

The General Manager is the chief administrative officer and is appointed by Council. The responsibilities of this position include the overall administration of the Council organisation and employee matters, management of the Council's financial affairs, the implementation of policies and advising Council on all aspects of Local Government.

Council's main sources of revenue are rates, government grants, investments, fees and other charges. This income is used to provide a range of services.



How Council Works

Meetings Open to the Public

Monthly Council Meetings are held on the fourth Wednesday of each month at 5.30pm.

Members of the public are welcome to attend regular Council Meetings. The Chairperson of the Council Meetings is the Mayor (Administrator) or Deputy Mayor if the Mayor is absent. The General Manager and Executive Management Team attend these meetings and, if needed, provide additional information on matters being considered.

Public Forums

The public forum provides an ideal opportunity for citizens to raise issues with Councillors at a Council Meeting. Each speaker has at least three minutes to address Council. To be included on the meeting agenda, contact Council or simply present yourself to the Council employees at the Chamber before the meeting is scheduled to commence. Copies of additional guidelines for Public Forum are available from Council reception upon request or our website.

Each year the Delivery Program 2014 – 2017 will be reviewed as part of the development of the Operational Plan and the findings will be exhibited. Council welcomes feedback on the Delivery Program 2014 – 2017 and on the Operational Plan 2017 and the services it provides.

All community members are invited and encouraged to express their views, either in writing or by talking to Councillors or Council staff.

Community Consultation

In developing the Delivery Program 2014 – 2017 Council has considered the priorities and expected levels of service that have been expressed by the community during our engagement and consultation processes in the development of our Community Strategic Plan 2032: Building our future – Making it happen – Together.

The draft Operational Plan 2017 is currently on public exhibition and can be viewed at the Berridale Council Chambers (2 Myack Street, Berridale), Bombala Council Chambers (71 Caveat Street, Bombala), Cooma Council Chambers (81 Commissioner Street, Cooma), Councils Jindabyne Office (Gippsland Street, Jindabyne) and the Snowy Monaro Regional Council website: www.snowymonaro.nsw.gov.au

Details of where to view the plan and how to provide comments are published in the Monaro Post on Council's website and social media pages, Facebook and Instagram.

Delivery Program
 2014 - 2017
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 2017

Four Year Delivery Program Budget

SUMMARY OF ALL FUNDS (CONSOLIDATED)
 by Income & Expenditure type

Snowy Monaro Regional Council - 4 Year Financial Plan for the Years ending 30 June 2020	Projected Years			
	2017	2018	2019	2020
Budget Summary - Consolidated (\$'000)				
Income from Consolidated Operations				
Rates & Annual Charges	30,170	31,289	32,440	33,608
User Charges & Fees	12,793	13,352	13,983	14,596
Interest & Investment Revenue	1,478	1,700	1,801	1,807
Other Revenues	1,289	1,325	1,361	1,407
Grants & Contributions provided for Operating Purposes	25,498	18,784	19,232	19,765
Grants & Contributions provided for Capital Purposes	16,770	567	2,322	2,326
Net gains from the disposal of assets	-	-	-	-
Total Income from Continuing Operations	87,997	67,018	71,138	73,507
Expenses from Consolidated Operations				
Employee Benefits & On-Costs	26,484	27,163	27,808	28,912
Borrowing Costs	382	388	388	381
Materials & Contracts	17,428	16,298	16,463	16,930
Depreciation & Amortisation	17,735	17,575	17,660	17,759
Impairment	-	-	-	-
Other Expenses	8,941	8,191	8,385	8,638
Interest & Investment Losses	-	-	-	-
Net Losses from the Disposal of Assets	-	-	-	-
Total Expenses from Continuing Operations	70,970	69,615	70,704	72,619

Delivery Program
 2014 - 2017
 and Operational Plan
 2017

Four Year Delivery Program Budget

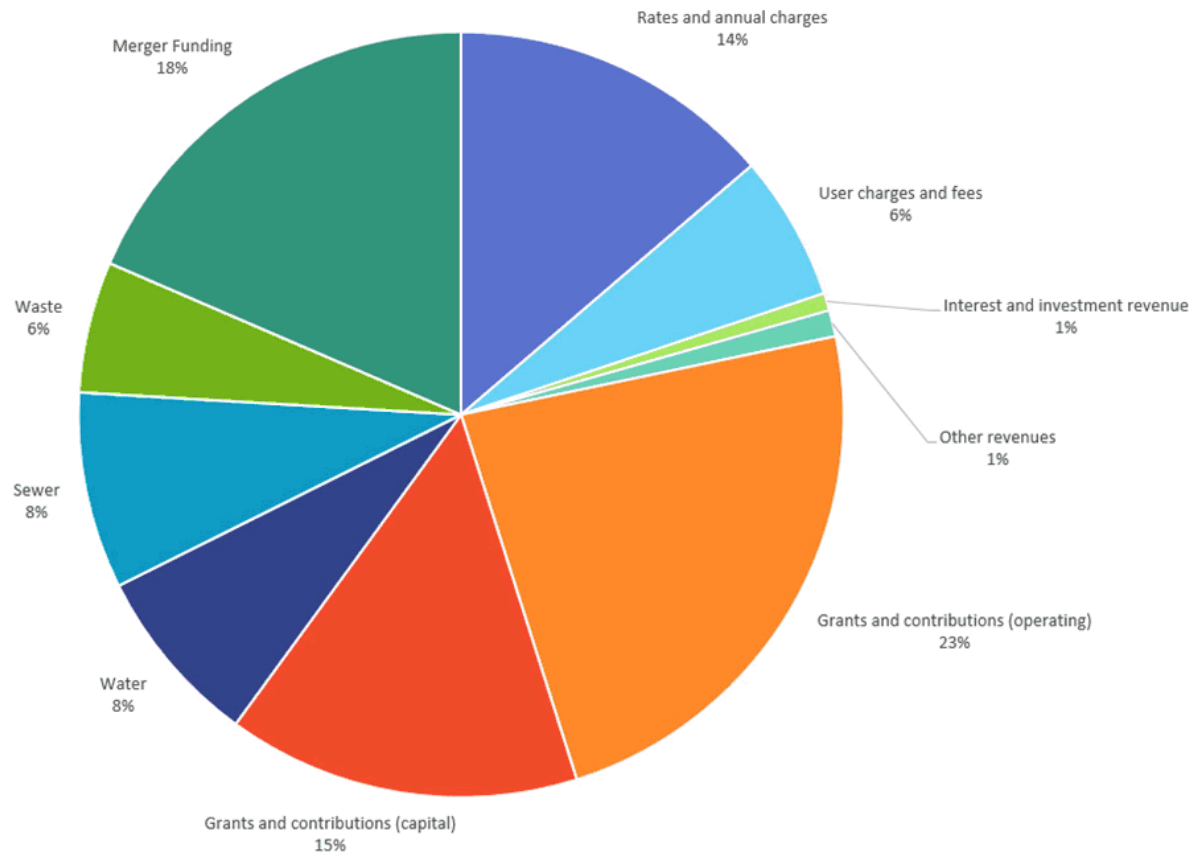
SUMMARY OF ALL FUNDS (CONSOLIDATED)

by Income & Expenditure type

	Projected Years			
	2017	2018	2019	2020
Net Operating Profit/(Loss) for the Year	17,027	(2,597)	435	889
Consolidated Cash Rec				
Operating Result	17,027	(2,597)	435	889
Depreciation (non-cash expense)	17,735	17,575	17,660	17,759
Asset Sales	1,918	1,661	1,384	1,590
Asset Purchases	(25,606)	(22,698)	(30,565)	(21,960)
Loan Repayments (External)	(976)	(984)	(979)	(1,145)
Other Non-Cash Expenses	34	36	38	40
Net Transfers /(decrease) in cash	10,131	(7,007)	(12,028)	(2,827)
Funded by:				
Reserves	10,481	(6,007)	(11,028)	6,723
Loans	(350)	(1,000)	(1,000)	(9,500)
Total Capital (Balance Sheet) and Reserve Movements	10,131	(7,007)	(12,028)	(2,827)
Cash Budget Surplus/(Deficit)	-	-	-	-

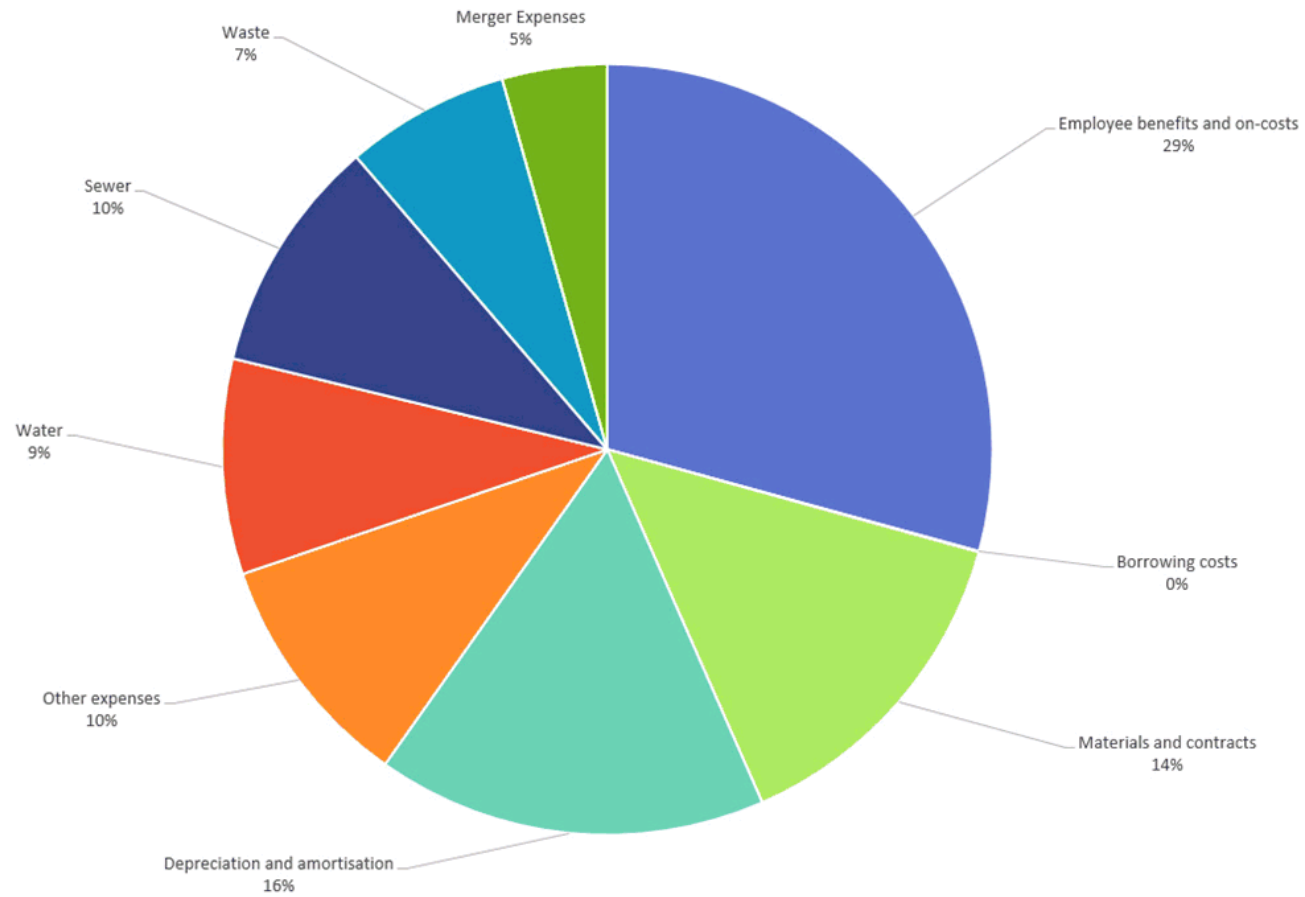
Delivery Program
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2017 Sources of Revenue



Delivery Program
2014 - 2017
and Operational Plan
2017

2017 Expenditure Allocation



Delivery Program
2014 - 2017
and Operational Plan
2017

Summary of Projects



Delivery Program
 2014 - 2017
 and Operational Plan
 2017

Summary of Projects

The below actions are additional to our operational activities to be completed in 2017

The 2017 Operational Plan sees the inclusion of 27 action projects in addition to Council's ongoing operational actions.

OP1.16	Implement recommendations of Council's property holdings review.
OP3.5	Ensure that the local planning framework protects high-value agriculture land and facilitate farm.
OP5.7	Implement the recommendations from Council's Playground Strategy.
OP6.4	Ongoing audit and inspection of water reservoirs to comply with the Office of Water Circulate 18.
OP6.5	OP6.5 Implementation of Integrated Water Cycle Management (IWCM) strategies.
OP6.6	Implement NSW Health consultants audit recommendations.
OP6.7	Implement improvements to reservoirs based on auditors report.
OP6.17	Sealing of the entrance, interior and road into the Jindabyne landfill.
OP6.20	Capping and Stormwater upgrade Jindabyne landfill.
OP6.21	Construct Community Recycling Centre for hard to dispose of waste and recyclables.
OP6.24	Keep Australia Beautiful Environmentors program delivered to Schools in the Region.
OP6.25	Continue public recycling expo as a part of National Recycling Week Activities.
OP6.26	Increase material diverted from landfill to the Second Chance Facility through promotion, education and resident participation.
OP6.27	Participate and develop strategies for waste minimisation and landfill diversion with the CBRJO Resource Recovery Working Group.
OP6.34	Review all current and investigate potential future Special Rate Levy's.

Delivery Program
 2014 - 2017
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 2017

Summary of Projects

OP6.35	Staged implementation of the recommendations of the Berridale Poplar (Avenue of Trees) Tree Assessment and Management Report as approved by Council.
OP6.36	Undertake community consultation and planning to seek Council endorsement of a Snowy River Region Tree Management Plan.
OP6.37	Staged implement of the Berridale Landscape Master Plan as approved by Council and with ongoing community consultation.
OP6.38	Continue to work with stakeholders to revitalise Jindabyne Town Area including development of supporting plans, policy, procedures and Outdoor Dining.
OP7.8	Investigate and implement funding opportunities to reduce Council's infrastructure gap.
OP7.9	Undertake Local Government Elections for 2016 - 2020.
OP7.24	Undertake an efficient and effective merger of the three Councils as outlined in the guidelines and other processes, as a result of the Fit For the Future Program.
OP7.33	Crown Reserve Rainbow Pines Holiday Park Old Adaminaby construct Camp Kitchen and refurbish the small amenities building.
OP7.34	Crown Reserve Snowy River Holiday Park Dalgety construction of road access.
OP7.39	Undertake consultation with community and staff, providing assistance where possible, throughout the Fit For the Future Program.
OP7.42	Increase public awareness of our service delivery through community education and consultation to establish an agreed level of service that the community is willing to pay for, linking in with Council's proposed IPART Application for a Speacial rate Variation increase.
OP7.44	Seek approval from Council to prepare an application to IPART for a Speacial Rate Variation increase.

1

Key Direction One – Sustaining our environment for life

A healthy and functioning natural environment, which the community values and enjoys and which is protected and managed for future generations. 'Sustaining our environment for life' will entail achieving the following objectives and strategies:

Objectives		Strategies	
1.1	<i>Healthy and sustainable waterways and catchments throughout the Region.</i>	1.1.1	Improve water quality and healthy catchments through implementation of land use planning, environmental protection and infrastructure programs to reduce contamination and sedimentation.
1.2	<i>Protection and care of our biodiversity and Agricultural Production.</i>	1.2.1	Protect and manage the health of natural systems that support agriculture and environmental health.
1.3	<i>Our community collaborating towards achieving environmentally sustainable practices.</i>	1.3.1	Council is a leader in environmentally sustainable practices.
1.4	<i>Waste collection, disposal and resource recovery are provided in a cost effective, healthy and sustainable manner.</i>	1.4.1	Provide cost effective waste and recycling management, services, facilities, infrastructure and education that satisfy the Region's long-term needs and minimise environmental impacts.

MEASURING PROGRESS TOWARDS ACHIEVING OUR OBJECTIVES

We will monitor and report our progress towards achieving our CSP objectives and strategies along with our Delivery Program Strategies by measuring every four years the following performance indicators:

- Improvements in water quality and waterways, which can support healthy aquatic biodiversity.
- The diversity of species is maintained and

no new species are becoming threatened or endangered through environmental degradation and loss of habitat.

- Changes in our landscapes are in accord with community's vision and expectations. More people engaging in recycling and waste reduction programs, environmental education and programs to reduce our ecological footprint.

- A decline in weeds both in spread and prevalence of key grassy weeds.

In addition we will report on the output and outcomes as detailed in the operational plan every six months.

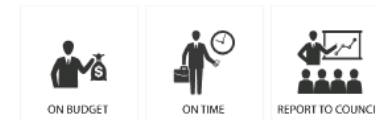
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Key Direction One – Sustaining our environment for life

1.1 Healthy and sustainable waterways and catchments throughout the Region.

1.1.1 Improve water quality and healthy catchments through implementation of land use planning, environmental protection and infrastructure programs to reduce contamination and sedimentation.

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.





Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time Frame	Responsible Division	Operational Plan KPI
DP1.1 Ensure that Councils policy and compliance processes improve water quality and reduce sedimentation in the Region's waterways.	OP1.1 Ensure enforcement, compliance policies and procedures support and facilitate measures to protect the natural environment.	Operational	Director Service Planning	
	OP1.2 Implement water quality protection measures through Council's development assessment and approval processes.	Operational	Director Service Planning	
	OP1.3 Ensure that the local planning framework protects water quality and biodiversity.	Operational	Director Service Planning	
	OP1.4 Continue to assist across Council Departments with advice and procedures in areas relating to environmental management and protection.	Operational	Director Service Planning	
	OP1.5 Continue to lobby and advocate with agencies, catchment authorities and non government groups for programs, infrastructure or changes to legislation to protect and enhance the natural environment.	Operational	Director Service Planning	


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Key Direction One – Sustaining our environment for life

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.


ON BUDGET


ON TIME

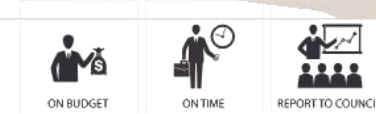

REPORT TO COUNCIL

Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP1.2 Ensure Council's Water and Sewer operational practices improve and enhance water quality.	OP1.6 Undertake monitoring practices to meet regulatory requirements and environmental best practice.	Operational	Director Service Delivery	
	OP1.7 Continue to implement the Liquid Trade Waste program.	Operational	Director Service Planning	
	OP1.8 Carry out priority capital works on sewerage infrastructure as per the IWCM.	Operational	Director Service Delivery	
	OP1.9 Undertake the Bombala water metre replacement program, water mains improvements and access to water treatment plant.	2017	Director Service Delivery	
	OP1.10 Carry out Bombala capital works including preliminary designs for the upgrade to the Bombala Sewerage System, upgrade Sewer Pump Station, Timor Street and Delegate & Bombala sewer mains improvement.	2017	Director Service Delivery	
DP1.3 Protect and enhance our catchments and waterways, through effective storm water management initiatives.	OP1.11 Ensure the adequate provision of storm water infrastructure.	Operational	Director Service Planning	
	OP1.12 Review Stormwater Management Plan for Bombala and Delegate.	2017	Director Service Delivery	
	OP1.13 Catchment modelling and design of Forbes Street stormwater drainage issues undertaken.	2017	Director Service Delivery	

1

Key Direction One – Sustaining our environment for life

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



1.2 Protection and care of our biodiversity and Agricultural Production.

1.2.1 **Protect and manage the health of natural systems that support agriculture and environmental health.**

Delivery Program 2014 - 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP1.4 Ensure that Council's policy, land use plan and development assessment processes consider biodiversity and natural values.	OP1.14 Enforce compliance policies for the monitoring of development sites and environmentally harmful activities to the Region's biodiversity.	Operational	Director Service Planning	
	OP1.15 Implement protection measures through development assessment processes to protect biodiversity and natural systems.	Operational	Director Service Planning	
	OP1.16 Explore establishment of Bio-char plant to utilise timber waste residue.	2017	Director Service Planning	



1

Key Direction One – Sustaining our environment for life

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP1.5 Continue to control and promote the eradication of Noxious Weeds and invasive species on Rural and Urbane Lands within the Snowy River Region through education, inspections and enforcement.	OP1.17 Manage all land under Council ownership, care and control to maintain their environmental values.	Operational	Director Service Delivery	
	OP1.18 Through education programs and collaboration protect natural areas and work to rehabilitate degraded environmental areas.	Operational	Director Service Delivery	
	OP1.19 Provide a Vegetation Management Program/Unit that achieves Regional Weed Strategies and statutory requirements.	Operational	Director Service Delivery	
	OP1.20 Liaise with all stakeholders to discuss weed control and develop management recommend options to reduce non-compliance across the Region in an effort to eradicate Noxious Weeds.	Operational	Director Service Delivery	

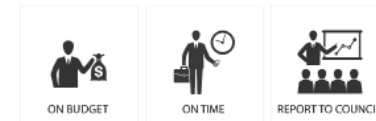


1

Key Direction One – Sustaining our environment for life

- 1.3 Our community collaborating towards achieving environmentally sustainable practices.
- 1.3.1 Council is a leader in environmentally sustainable practices.

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP1.6 Ensure Council services, facilities and land holdings achieve best practice for sustainability.	OP1.21 Achieve more efficient use of water and energy within the organisation and support renewable energy initiatives.	Operational	General Manager	
	OP1.22 Ensure Council has a safe reliable, sustainable and cost effective assets through the effective management of Facilities, Infrastructure, Plant, Motor Vehicle and Equipment Assets.	Operational	Director Service Delivery	
	OP1.23 Implement recommendations of Council's property holding review.	2017	General Manager	
	OP1.24 Develop a framework to support the preparation of a Regional comprehensive State of the Environment Report.	2017	Director Service Planning	
	OP1.25 Investigate the need for the development of an Environmental Sustainability Strategy for the Snowy Monaro Regional Council.	2017	Director Service Planning	

1

Key Direction One – Sustaining our environment for life

- 1.4 Waste collection, disposal and resource recovery are provided in a cost effective, healthy and sustainable manner
- 1.4.1 Provide cost effective waste and recycling management, services, facilities and infrastructure that satisfy the Region's long-term needs and minimise environmental impacts.

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



ON BUDGET



ON TIME



REPORT TO COUNCIL

Delivery Program 2014 - 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP1.7 Provide an integrated waste management service that is socially, economically and environmentally responsible.	OP1.26 Efficient operation of Domestic and Commercial Waste collection services.	Operational	Director Service Delivery	No. of bins collected per period. No. tonnes of waste collected. Average weight waste per bin collected. No. Bins required/replaced. Distance travelled on route. Percentage of properties reporting missed services.
	OP1.27 Annual waste and recycling bin audit.	Operational	Director Service Delivery	
	OP1.28 Efficient operation of Domestic and Commercial Recycling collection services.	Operational	Director Service Delivery	Volume/weight of recyclable material collected. Average cost per volume/weight recyclable material collection. No. of bins collected per collection.
	OP1.29 Ensure waste management staff are up to date with training to ensure compliance with regulations and legislation.	Operational	Director Service Delivery	

1

Key Direction One – Sustaining our environment for life

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



ON BUDGET



ON TIME



REPORT TO COUNCIL

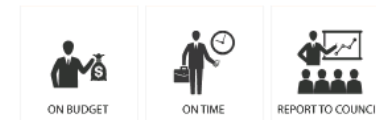
Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP1.7 – Continued Provide an integrated waste management service that is socially, economically and environmentally responsible.	OP1.30 Sealing of the entrance, interior and road into the Jindabyne landfill.	2017	Director Service Delivery	All designated access roads sealed.
	OP1.31 Develop and implement a Landfill Environment management Plan (LEMP) for Bombala and Delegate Waste Depots.	2017	Director Service Delivery	LEMP adopted by Council and implementation commenced.
	OP1.32 Investigate new technology and implement best practice in waste and recycling management.	2017	Director Service Delivery	Report presented to Council.



1

Key Direction One – Sustaining our environment for life

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP1.8 Deliver cost effective and environmentally responsible Waste Management facilities.	OP1.33 Efficient and compliant operation of Councils Waste facilities.	Operational	Director Service Delivery	No. tonnes (cubic metres) of waste received. Volume/weight of recyclable material dropped off.
	OP1.34 Conduct annual program of Household Chemical Collection.	Operational	Director Service Delivery	No. Household Hazardous Chemicals collected.
	OP1.35 Capping and stormwater upgrade at the Jindabyne Landfill.	2017	Director Service Delivery	Existing landfill batter capped and stormwater infrastructure constructed.
	OP1.36 Construct Community Recycling Centres for hard to dispose of waste and recycling.	2017	Director Service Delivery	Sheds constructed and operational.
	OP1.37 Undertake identified improvements at Bombala Waste Depot.	2017	Director Service Delivery	

1

Key Direction One – Sustaining our environment for life

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP1.9 Community education to promote practices which minimise waste.	OP1.38 Provide waste and recycling education at community events.	Operational	Director Service Delivery	
	OP1.39 Develop and distribute waste and recycling booklet.	Operational	Director Service Delivery	
	OP1.40 Continue to support the Cooma Litter Pickers	Operational	Director Service Delivery	Groups continues to operate.
	OP1.41 Keep Australia Beautiful Environmentors program delivered to schools in the Region.	2017	Director Service Delivery	
	OP1.42 Continue public recycling expo as a part of National Recycling Week Activities.	2017	Director Service Delivery	
	OP1.43 Increase material diverted from landfill to the Second Chance and Scrapemart Facilities through promotion, education and resident participation.	2017	Director Service Delivery	
	OP1.44 Participate and develop strategies for waste minimisation and landfill diversion with the CBRJO Resource Recovery Working Group.	2017	Director Service Delivery	
	OP1.45 Install 'Illegal Dumping' signage in areas identified as hotspots for illegal dumping in partnership with NSW EPA.	2017	Director Service Delivery	Signage installed and monitoring commenced to determine effectiveness.

2

Key Direction Two – Expanding connections within the Region and beyond

A holistic approach to connecting our towns, people and businesses – both within the Region and to the wider world – through efficient use of funding, better transport systems and by maximising the potential of emerging technologies.

'Expanding connections within the Region and beyond' will entail achieving the following objectives and strategies:

Objectives		Strategies	
2.1	<i>An adequate and accessible transport network within and beyond the Region. (Service and infrastructure)</i>	2.1.1	Support the development of integrated public transport systems that support our community year round.
2.2	<i>Transport infrastructure that is safe and sustainable and meets the changing needs of the community.</i>	2.2.1	Provide a safe accessible and sustainable transport network.
2.3	<i>Region-wide access to high quality communication technologies.</i>	2.3.1	Support and maintain the development of sustainable technologies and other forms of communications.

MEASURING PROGRESS TOWARDS ACHIEVING OUR OBJECTIVES

We will monitor and report our progress towards achieving our Community Strategic Plan objectives and strategies along with our Delivery Program strategies by measuring every four years the following performance indicators;

- Reduction in the volume of areas throughout the Region that is not accessible to those with physical mobility challenges.
- Improvement in universal access throughout the entire Region, catering for people of all abilities.

- An increase in the year-round availability and use of public transport between all Region villages, to and from Canberra, Sydney, and the Coast.
- An increase in broadband and mobile phone coverage throughout the Region.
- An increase in the geographical coverage of Internet and mobile phone coverage that meets the same quality standards of metropolitan areas.

- A continual improvement in our road condition classification of good to excellent.
- An increase in the volume of functional shared pathways throughout the Region.
- An increased number of residents choosing to use walking and cycling due to continued increase of practical shared pathways.

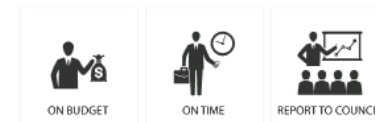
In addition we will report on the output and outcomes as detailed in the operational plan every six months.

2

Key Direction Two – Expanding connections within the Region and beyond

- 2.1 An adequate and accessible transport network within and beyond the Region. (Service and infrastructure)
- 2.1.1 Support the development of integrated public transport systems that support our community year round.

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 - 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP2.1 Support and promote sustainable integrated transport services into the Region.	OP2.1 Ensure Jindabyne ALA is maintained at a standard suitable to meet the demands of current and future emergency service and recreational needs review and recommend options to transfer ownership and best utilise the land.	Operational	Director Service Delivery	
	OP2.2 Participate and lobby through CBRJO.	Operational	Director Service Delivery	
	OP2.3 Continue to look for further opportunities for both passenger and goods transport links to and from the Region.	Operational	General Manager	
	OP2.4 Continue to liaise with air service providers to maintain a year-round service to the Region.	Operational	General Manager	
DP2.2 Expand the provision and accessibility of community transport services to eligible groups.	OP2.5 Continue to develop and deliver a viable, efficient and accessible community transport service.	Operational	Director Service Planing	
	OP2.6 Prioritise and implement connections by implementing Pedestrian Access and Mobility Plans (PAMPs)	Operational	Director Service Planing	Priority list implemented in accordance with nominated budget.

2

Key Direction Two – Expanding connections within the Region and beyond

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



- 2.2 Transport infrastructure that is safe and sustainable and meets the changing needs of the community.
- 2.2.1 Provide a safe accessible and sustainable transport network.

Delivery Program 2014 - 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP2.3 Continually monitor and improve traffic management throughout the Region.	OP2.7 Progressively implement the recommendations from each of the Region's Township Action and Beautification Plan's.	Operational	Director Service Delivery	
	OP2.8 Investigate and implement Traffic Management measures as an aid to increase road safety throughout the Region.	Operational	Director Service Delivery	
	OP2.9 Develop a Landscape Master Plan for Bombala, Delegate and surrounds.	2017	Director Service Planning	Master Plan presented to Council for adoption.
DP2.4 Promote the expansion of the regional road network to connect regional centres.	OP2.10 Lobby and actively collaborate with NPWS and RMS to improve the Barry Way Bobeyan Road.	Operational	Director Service Delivery	

2

Key Direction Two – Expanding connections within the Region and beyond

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP2.5 Continual maintenance and improvement of the road infrastructure network.	OP2.11 Continuous deployment and collection of traffic count data to inform the Asset Management System, road network hierarchy database and prioritise Council's road maintenance program.	Operational	Director Service Delivery	
	OP2.12 Undertake a comprehensive condition assessment of all Council's Timber and Concrete Bridges, Culverts and Causeways to inform the Asset Management System and search for suitable grant funding to implement upgrades where necessary.	Operational	Director Service Delivery	
	OP2.13 Undertake an annual maintenance program of Councils Transportation Network in accordance with the Roads Hierarchy database and Transportation Asset Management Plan.	Operational	Director Service Delivery	
	OP2.14 Operate and maintain cost effective Quarry operations.	Operational	Director Service Delivery	Quarries secured and operating.
	OP2.15 Complete Local Transport Contribution Plan.	2017	Director Service Delivery	Plan completed and presented to Council.
	OP2.16 Develop Heavy Haulage Study.	2017	Director Service Delivery	Study completed and presented to Council.
	OP2.17 Design and construct bridge deck to widen the Parsonage Creek Bridge (Delegate Road), to cater for heavy haulage vehicles.	2017	Director Service Delivery	Bridge widening project completed.

2

Key Direction Two – Expanding connections within the Region and beyond

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP2.5 Continued Continual maintenance and improvement of the road infrastructure network.	OP2.18 Undertake capital works in the Bombala area; Urban shoulder sealing, Roads to Recovery Program, Heavy Haulage Routes, Rural Unsealed Roads Supplementary R2R Funding MR93 Delegate Road Construction REPAIR Program, Gravel resheeting, Bridges Capital Works.	2017	Director Service Delivery	
DP2.6 Provide sufficient, safe and equitable parking facilities across the Region.	OP2.19 Undertake Parking Enforcement with emphasis on parking spaces for people with a disability.	Operational	Director Service Planning	
	OP2.20 Improve traffic and parking management throughout the Region.	Operational	Director Service Planning	
	OP2.21 Develop & implement a parking strategy through consultation with the community for Cooma including caravan, campervan, bus & trailer parking.	2017	Director Service Planning	
DP2.7 Improve connectivity, accessibility and promote activity through improved pathways.	OP2.22 Continue Council's annual footpath maintenance and construction program in-line with the Region's Township Action and Beautification Plan's.	Operational	Director Service Delivery	
	OP2.23 Upgrade Bombala footpaths.	2017	Director Service Delivery	
	OP2.24 Undertake Delegate Streetscaping.	2017	Director Service Delivery	
DP2.8 Ensure safety and accessibility for pedestrians and bicycle users when planning transport infrastructure.	OP2.25 Implement the recommendations of the Jindabyne Foreshore Management Plan for enhancing pedestrian and shared pathways.	Operational	Director Service Delivery	

2

Key Direction Two – Expanding connections within the Region and beyond

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



- 2.3 Region-wide access to high quality communication technologies.
- 2.3.1 Support and maintain the development of sustainable technologies and other forms of communications.

Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP2.9 Advocate to all levels of Government and commercial providers to promote the regional need for Broadband and Telecommunication Services.	OP2.26 Provide input and coordination in the development of a regional Broadband service, Mobile Phone service coverage, radio and television.	Operational	Director Service Support	



3

Key Direction Three – Strengthening our local economy

The Region attracts increased investment and creates sustainable value in local employment generating industries. Residents have access to a range of learning opportunities that support future employment.

'Strengthening our local economy' will entail achieving the following objectives and strategies:

Objectives		Strategies	
3.1	<i>A diverse and strong year round economy.</i>	3.1.1	Support emerging opportunities based on the Region's natural assets and location to improve economic sustainability.
		3.1.2	The effective promotion and protection of agriculture and primary industries.
		3.1.3	3.1.3 An expanded local business base and new small businesses.
		3.1.4	An expanded tourism sector throughout the Region.
3.2	<i>Robust local education, employment and lifelong learning opportunities.</i>	3.2.1	Further develop pathways to employment and lifelong learning opportunities for our Region.

MEASURING PROGRESS TOWARDS ACHIEVING OUR OBJECTIVES

We will monitor and report our progress towards achieving our Community Strategic Plan objectives and strategies along with our Delivery Program strategies by measuring every four years the following performance indicators:

- A gradual increase in the number of businesses that earn an income over the full 12 months of the year.
- A gradual increase in the income generated, business reinvestment and new capital investment across existing sectors.

- A decrease in business closure and increased business formation especially in our small towns.
- A decrease in the number of people leaving employment especially in the agriculture and hospitality sectors.
- Steady progress towards a more diversified economy with the number of summer tourism, education, ecosystem services, energy and digital businesses increased.
- Farm business succession is occurring in a timely way.

- Farm productivity at least maintained or improved.
- Increased visitor numbers, stay duration and dollar spend.
- An increase in infrastructure investment.
- Increased recognition nationally and internationally of the "Snowy" brand (both farm and tourism product).

In addition we will report on the output and outcomes as detailed in the operational plan every six months.

3

Key Direction Three – Strengthening our local economy

- 3.1 A diverse and strong year round economy**
- 3.1.1 Support emerging opportunities based on the Region's natural assets and location to improve economic sustainability.**

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



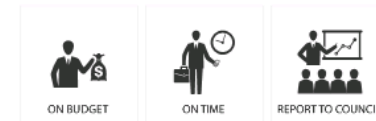
Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP3.1 Explore opportunities to capitalise further on the proximity of the Region to Sydney, Canberra and the coast.	OP3.1 Support regional tourist loops linking mountains, coast and Canberra to the Region through the support of KAW and TSM tourist loop subcommittees.	Operational	General Manager	



3

Key Direction Three – Strengthening our local economy

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP3.2 Take full advantage of the unique assets and character of our towns and villages.	OP3.2 Ensure that the Region’s commercial road and tourism signage is easy to navigate and well maintained to attract visitors.	Operational	Director Service Delivery	
	OP3.3 Develop facilities and amenities to encourage increased visitor numbers and duration of stay throughout the Region.	Operational	Director Service Support	
	OP3.4 Continue to work with local the community to retain and improve the current benefits of living in the Region.	Operational	Director Service Support	
	OP3.5 Enhance entrances to all Regional towns and villages.	Operational	Director Service Delivery	
	OP3.6 Develop phone app for Bundian Way drive section in and around Delegate.	2017	Director Service Support	
	OP3.7 Investigate opportunities for industry diversification across the Region.	2017	Director Service Delivery	

3

Key Direction Three – Strengthening our local economy

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP3.3 Promote collaborative economic development planning.	OP3.8 Build effective partnerships with State and Federal bodies such as Premier's Co-ordination Unit, Department of Industry and Investment through attendance of South East Regional Leaders Network and as director of Local Governance Professional Division.	Operational	General Manager	
	OP3.9 Participate in the Economic Development Officers Working Group to ensure Snowy Monaro Region's economic and tourism priorities are reflected.	Operational	Director Service Planning	
DP3.4 Promote the Region as a place to do business.	OP3.10 Participate in the Small Business Friendly Council's Program and implement initiatives to promote the Region as a place to do business.	2017	General Manager	

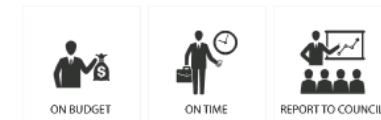


3

Key Direction Three – Strengthening our local economy

- 3.1 A diverse and strong year round economy
- 3.1.2 The effective promotion and protection of agriculture and primary industries.

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP3.5 Advocate at policy level to support the changing needs of agriculture and primary industries.	OP3.11 Ensure that the local planning framework protects high-value agriculture land and facilitate farm restructuring and adjustment.	Operational	Director Service Planning	
	OP3.12 Provide an appropriate, self-funded, Regional facilities for livestock selling for all of the Snowy Monaro Region.	Operational	Director Service Delivery	
	OP3.13 Support local agriculture in the Region by advocating for educational opportunities throughout the Region.	Operational	General Manager	
	OP3.14 Assist appropriate agencies, agricultural and forestry enterprises, to work together to ensure the long term viability of our local agriculture and timber sectors.	Operational	Director Service Planning	

3

Key Direction Three – Strengthening our local economy

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



- 3.1 A diverse and strong year round economy
- 3.1.3 An expanded local business base and new small businesses.

Delivery Program 2014- 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP3.6 Collaboration between businesses, Council and agencies.	OP3.15 Support local business networks and our Chambers of Commerce.	Operational	General Manager	
	OP3.16 Host an annual combined Chamber of Commerce forum with South East BEC.	Operational	General Manager	
	OP3.17 Work with NSW State Government in the development and implementation of NSW 2021 focusing on the areas of Economic Development, Employment, Education and Training.	Operational	General Manager	
	OP3.18 Support strategies to establish and grow creative industries within the Region.	Operational	Director Service Support	
	OP3.19 Identify local initiatives to broaden our economy and improve employment and apprenticeship opportunities.	Operational	Director Service Support	
	OP3.20 Continue to deliver Service NSW from Bombala Branch.	Operational	Director Service Support	



3

Key Direction Three – Strengthening our local economy

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.

- 3.1 A diverse and strong year round economy
- 3.1.4 An expanded tourism sector throughout the Region.



ON BUDGET



ON TIME



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Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP3.7 Work together to plan, coordinate and implement tourism products.	OP3.21 Continue to support Tourism Snowy Mountains (TSM) and act as Local Government representative on TSM Board as required.	Operational	General Manager	
	OP3.22 Develop a strategic approach to tourism in the Region by integrating land use planning, product development and promotion.	Operational	Director Service Planning	
	OP3.23 Deliver effective services through the Visitor Information Centres in Bombala and Cooma.	Operational	Director Service Support	
	OP3.24 Promote the Region as a bicycle and motorcycle friendly.	Operational	Director Service Support	
	OP3.25 Produce a rewards style card, through collaboration with each of the Chamber of Commerce throughout the Region, encouraging tourist and locals to shop locally.	2017	Director Service Support	

3

Key Direction Three – Strengthening our local economy

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP3.8 Market the Snowy Monaro Region's "destination town's", promoting the history of the area, access to tourism attractions and develop tourism for the future for the Region.	OP3.26 Provide relevant information that encourages visitors to stay longer in the Region and encourages residents to utilise the Region's attractions.	Operational	Director Service Support	
	OP3.27 Coordinate event activities that increase local and visitor participation.	Operational	Director Service Support	
	OP3.28 Develop Economic Development Strategy for the Region.	Operational	Director Service Support	
	OP3.29 Improve Tourism signage for attractions across Bombala, Delegate & Cathcart	2017	Director Service Delivery	

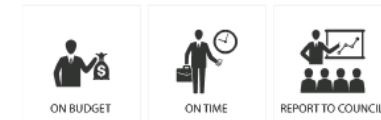


3

Key Direction Three – Strengthening our local economy

- 3.2 Robust local education, employment and lifelong learning opportunities
- 3.2.1 Further develop pathways to employment and lifelong learning opportunities for our Region.

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 - 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP3.9 Develop opportunities for education delivery in the Region.	OP3.30 Continue the Monaro Regional Library Service with regard to the Library Services Review outcomes.	Operational	Director Service Planning	
	OP3.31 Continue to operate and develop the Mobile Library Service throughout the Region.	Operational	Director Service Planning	
	OP3.32 Continue to support the development and promotion of the Distance Learning Education Centre into the tertiary learning centre.	Operational	General Manager	
	OP3.33 Advocate with all levels of government to expand upon education and training throughout the Region.	Operational	General Manager	

4

Key Direction Four – Creating a safer, healthier and thriving community

A safe and healthy community, rich in a diverse offering of activities and services available throughout the Region that foster social connections and enhance wellbeing.

'Creating a safer, healthier and thriving community' will entail achieving the following objectives and strategies:

Objectives		Strategies	
4.1	<i>A strong thriving and inclusive community where people feel a sense of belonging and identity.</i>	4.1.1	Ensure that the unique culture and heritage of our Region, and its individual communities, are maintained and celebrated, while embracing progress, change and inclusiveness.
		4.1.2	Encourage active participation in Council and Community volunteer programs.
4.2	<i>Increased Region-wide access to a range of health and wellbeing services that respond to changing needs.</i>	4.2.1	Actively encourage the provision of a diverse range of quality health care services within our Region.
4.3	<i>Reduced barriers to participation for the Region's diverse population.</i>	4.3.1	Actively encourage the provision of a wide and diverse range of quality health care services within our Region.
4.4	<i>Increased year-round safety for all.</i>	4.4.1	Protect the health, safety and wellbeing of our residents and visitors through the provision of both proactive and reactive environmental health programs.
		4.4.2	Promote community safety through an effective planning and response regime to disasters and emergencies.

MEASURING PROGRESS TOWARDS ACHIEVING OUR OBJECTIVES

We will monitor and report our progress towards achieving our Community Strategic Plan objectives and strategies along with our Delivery Program strategies by measuring every four years the following performance indicators:

- An increased number of people participating in community groups, events and other activities.

- An increase in the opportunities available for people to participate in artistic and cultural activities throughout the Region.
- An increase in the availability of services and programs that support health and wellbeing within the Region.

- Increased participation in community activities from members of diverse population groups.
- A higher percentage of people who report feeling safe within the community.

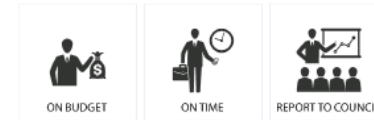
In addition we will report on the output and outcomes as detailed in the operational plan every six months.

4

Key Direction Four – Creating a safer, healthier and thriving community

- 4.1 A strong thriving and inclusive community where people feel a sense of belonging and identity.
- 4.1.1 Ensure that the unique culture and heritage of our Region, and its individual communities, are maintained and celebrated, while embracing progress, change and inclusiveness.

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.

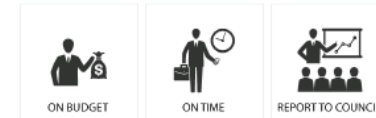


Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP4.1 Encourage opportunities to promote and protect our cultural heritage.	OP4.1 Maintain Council's heritage management functions.	Operational	Director Service Planning	
	OP4.2 Ensure heritage matters are taken into consideration in the assessment of development applications for development in areas of cultural heritage.	Operational	Director Service Planning	
	OP4.3 Continue to participate in and support multiculturalism throughout the Region.	Operational	Director Service Planning	
	OP4.4 Continued involvement and facilitation of the Aboriginal Liaison Working Party to address issues relating to the awareness of cultural heritage throughout the Region.	Operational	Director Service Planning	
	OP4.5 Continue to support and facilitate the community to celebrate local heritage and Aboriginal culture.	Operational	Director Service Planning	

4

Key Direction Four – Creating a safer, healthier and thriving community

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.

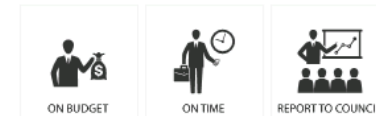


Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP4.1 Continued Encourage opportunities to promote and protect our cultural heritage.	OP4.6 Continue to develop and promote local history and culture throughout the Region.	Operational	Director Service Planning	
	OP4.7 Assist with the roll out of the Bundian Way Project and develop installations displays and promotional material.	2017	Director Service Planning	
	OP4.8 Develop a Heritage Plan to preserve and enhance historic buildings throughout the Region.	2017	Director Service Planning	
DP4.2 Support activities, events and celebrations that promote cultural diversity and inclusiveness.	OP4.9 Support and facilitate cultural diversity by ensuring decision making frameworks and processes are accessible and culturally sensitive.	Operational	Director Service Planning	
	OP4.10 Promote and provide operational assistance to enhance and encourage events and tourism.	Operational	General Manager	
	OP4.11 Develop events, inline with Council's Events Strategy, that benefit the community.	Operational	Director Service Planning	

4

Key Direction Four – Creating a safer, healthier and thriving community

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



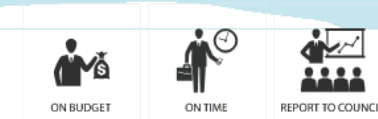
Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP4.3 Implement a range of programs targeted to address positive community relationships between residents, seasonal workers and visitors.	OP4.12 Support education, information and training to businesses and seasonal workers to support and enhance public health compliance.	Operational	Director Service Planning	
	OP4.13 Continue to support Community Projects Team Program with Cooma Correctional Services, CDP and COSP, within the Region.	Operational	Director Service Delivery	
	OP4.14 Support initiatives that build positive relationships with, and address health needs of, seasonal workers.	Operational	Director Service Planning	
DP4.4 Continued participation in, and access to the arts.	OP4.15 Promote awareness and support delivery of arts and cultural initiatives, including public art assets, within the Region.	Operational	Director Service Planning	
	OP4.16 Develop a program to assist community groups in the writing of grant applications to enhance the arts, local galleries, museums and historical sites.	2017	Director Service Planning	
	OP4.17 Undertake a review of the Cultural Plan.	2017	Director Service Planning	

4

Key Direction Four – Creating a safer, healthier and thriving community

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.

- 4.1 A strong thriving and inclusive community where people feel a sense of belonging and identity.
- 4.1.2 Encourage active participation in Council and Community volunteer programs.



Delivery Program 2014 - 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP4.5 Support the availability of volunteering opportunities and build capacity.	OP4.18 Investigate funding and continue to apply for grants in conjunction with the Section 355 Committees.	Operational	Director Service Delivery	
	OP4.19 Support volunteer groups (Section 355) with technical knowledge, administration support and guidance.	Operational	Director Service Delivery	
	OP4.20 Promote volunteering as a valued vocation that builds social capital.	Operational	Director Service Planning	
	OP4.21 Support the sustainable development of the Snowy Mountains Neighbourhood Centre.	Operational	Director Service Planning	

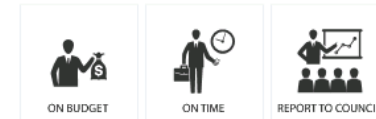


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Key Direction Four – Creating a safer, healthier and thriving community

- 4.2 Increased Region-wide access to a range of health and wellbeing services that respond to changing needs.
- 4.2.1 Actively encourage the provision of a wide and diverse range of quality health care services within our Region.

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 - 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operation Plan KPI
DP4.6 Retain and improve health and social services across the Region.	OP4.22 Participate in groups and networks that improve access to health and social services.	Operational	Director Service Planning	
DP4.7 Continue to support the development and redevelopment of present medical facilities within the Region.	OP4.23 Advocate and seek additional funding from the State Government for the expansion of the medical precinct identified in the Master Plan for Thredbo Terrace.	Operational	Director Service Planning	
	OP4.24 Operate and maintain the Snowy River Health Centre in accordance with DoHA requirements.	Operational	Director Service Planning	
	OP4.25 Continue to engage with existing and emerging Medical and general Health Services throughout the Region.	Operational	Director Service Planning	
	OP4.26 Liaise with the Federal, State and Local Governments and health and social service bodies in the Region.	Operational	Director Service Planning	

4

Key Direction Four – Creating a safer, healthier and thriving community

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.

4.3 Increased Region-wide access to a range of health and wellbeing services that respond to changing needs.

4.3.1 Actively encourage the provision of a wide and diverse range of quality health care services within our Region.

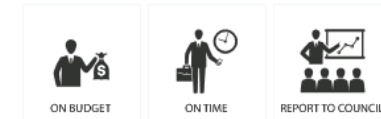


Delivery Program 2014 - 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Officer	Operational Plan KPI
DP4.8 Provide and support appropriate services for women within the Region.	OP4.27 Support initiatives that address the employment, health and safety concerns of women.	Operational	Director Service Planning	
	OP4.28 Improve access to Bombala Men's Shed.	2017	Director Service Planning	
	OP4.29 Undertake identified upgrades to Delegate Disadvantaged Housing stock.	2017	Director Service Planning	
DP4.9 Provide and support appropriate services and facilities for children and young people within the Region.	OP4.30 Deliver and facilitate youth programs and services throughout the Region including youth council, youth week, and the participation of young people in decision-making processes.	Operational	Director Service Planning	
	OP4.31 Continue to support youth programs in place with the YMCA and to provide additional programs for Youth where possible.	Operational	Director Service Planning	
	OP4.32 Support village areas in accessing grant funding for pre and after school care.	Operational	Director Service Planning	
DP4.10 Aboriginal people have access to improved education, health and employment opportunities.	OP4.33 Continues participation and facilitation of the Aboriginal Liaison Working party to address issues relating to the awareness of cultural heritage within the community.	Operational	Director Service Planning	

4

Key Direction Four – Creating a safer, healthier and thriving community

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP4.11 Provide appropriate services and facilities for people with a disability within the Region.	OP4.34 Provide a suite of services that respond to the needs of people with a disability.	Operational	Director Service Planning	
	OP4.35 Support agencies engaged with education, wellbeing and employment outcomes for people with a disability.	Operational	Director Service Planning	
	OP4.36 Review Disability Inclusion Action Plan.	2017	Director Service Planning	
DP4.12 Provide and support appropriate services and facilities for older people and their carers within the Region.	OP4.37 Deliver a range of effective respite options.	Operational	Director Service Planning	
	OP4.38 Provide a suite of services that respond to the needs of older people and their carers.	Operational	Director Service Planning	
	OP4.39 Ensure provision of high quality aged care in compliance with legislative and accreditation requirements.	Operational	Director Service Planning	
	OP4.40 Provide an effective low level home based care service.	Operational	Director Service Planning	

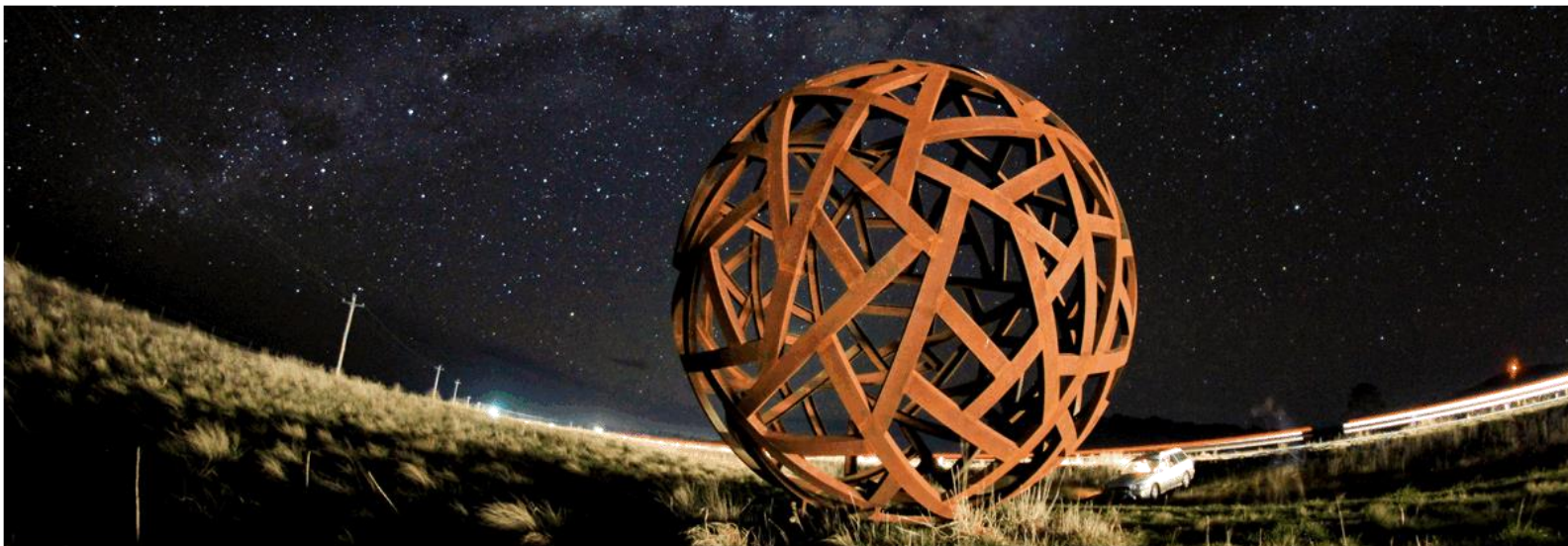
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Key Direction Four – Creating a safer, healthier and thriving community

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 - 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP4.13 Analyse current and emerging social issues and identify effective strategies to address them.	OP4.41 Advocate for, and implement initiatives identified in the previous Social Plans or Instruments 2013-2016.	Operational	Director Service Planning	
	OP4.42 Develop a Disability Access and Inclusion Plan for the Snowy River Region.	2017	Director Service Planning	
	OP4.43 Conduct regular inspections of food premises in accordance with NSW Food Authority agreements. Continue with the 'Score on Doors' rollout to premises.	2017	Director Service Planning	

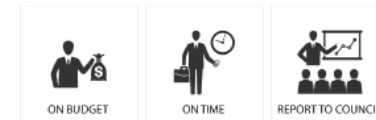


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Key Direction Four – Creating a safer, healthier and thriving community

- 4.4 Increased year-round safety for all.
- 4.4.1 **Protect the health, safety and wellbeing of our residents and visitors through the provision of both proactive and reactive environmental health programs.**

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.

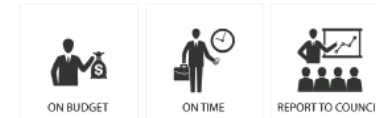


Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP4.14 Protect the health and wellbeing of our community via regulation, enforcement, education and response.	OP4.44 Approval of caravan parks through regulation, inspection and education.	Operational	Director Service Planning	
	OP4.45 Continued implementation and enforcement of fire safety program.	Operational	Director Service Planning	
	OP4.46 Continued implementation and enforcement of Swimming Pool Barrier Program.	Operational	Director Service Planning	
	OP4.47 Minimise the risk of disease and environmental harm from food businesses through regulation, inspection and education.	Operational	Director Service Planning	
	OP4.48 Undertake water quality monitoring in accordance with the Water Quality Management Plan.	Operational	Director Service Planning	
	OP4.49 Minimise the risk of disease and environmental harm from onsite sewerage system through regulation, inspection and education.	Operational	Director Service Planning	

4

Key Direction Four – Creating a safer, healthier and thriving community

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP4.15 Provide adequate burial and interment facilities in the Region.	OP4.50 Management of Cemeteries.	Operational	Director Service Planning	
	OP4.51 Provide for the transition into the new Cooma cemetery through planning and landscaping.	2017	Director Service Planning	
	OP4.52 Progress plans to establish a crematory in the new Cooma cemetery facility as applicable.	2017	Director Service Planning	
	OP4.53 Improve road access at Bombala Cemetery	2017	Director Service Planning	
DP4.16 Management of Companion Animals and implementation of strategies in existing Companion Animal Management Plan.	OP4.54 Management of Companion Animals including pounds.	Operational	Director Service Planning	
	OP4.55 Development of the Companion Animals Committee.	Operational	Director Service Planning	

4

Key Direction Four – Creating a safer, healthier and thriving community

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.

- 4.4 Increased year-round safety for all.
- 4.4.2 Promote community safety through an effective planning and response regime to disasters and emergencies.



Delivery Program 2014 - 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP4.18 Ensure that Council responds in a timely and appropriate manner to incidents and emergencies within the Region.	OP4.56 Build capacity for Environmental Health Emergency Management by developing the liaison role between NSW Health and Local Emergency Management Committee (LEMC).	Operational	Director Service Planning	
	OP4.57 Council's LEMOs provides executive support to the LEMC/LEMC, along with operational support to the LEOCON once the Emergency Operations Centre is activated.	Operational	General Manager	
	OP4.58 Support and participate with Local Emergency Services as required by legislation.	Operational	General Manager	
DP4.19 Provide adequate infrastructure that meets the current and future needs of our emergency services as legally required by legislation and service agreement.	OP4.59 Provision of facilities and support as per the State Emergency Services (SES) Agreement.	Operational	General Manager	
	OP4.60 Participate in district bush fire management processes through the Service Level Agreement.	Operational	General Manager	
	OP4.61 Require the provisions of appropriate infrastructure in new developments in bush fire prone areas as required by "Planning for Bush fire Protection".	Operational	Director Service Planning	
	OP4.62 Implement actions highlighted in Council's Crime Prevention Plan.	Operational	Director Service Planning	

5

Key Direction Five – Enhancing our healthy, active lifestyle

Through best use of our environment and natural assets, our community and our visitors enjoy active lifestyle and recreation opportunities, which lead to improved health and wellbeing throughout their lives.

'Enhancing our healthy, active lifestyle' will entail achieving the following objectives and strategies:

Objectives		Strategies	
5.1	<i>Improved access to a range of recreational areas and facilities.</i>	5.1.1	Improve legal access to more areas of the National Parks, rivers and lakes to meet our community's expectations.
5.2	<i>Increase provision of recreational facilities and services Region-wide.</i>	5.2.1	Develop and maintain safe, sustainable and healthy recreational facilities for maximum community use and value.
5.3	<i>The provision of high-quality, connected open space.</i>	5.3.1	Provide and maintain an appropriate range of high quality, passive and active open space areas to support our growing population and visitors.

MEASURING PROGRESS TOWARDS ACHIEVING OUR OBJECTIVES

We will monitor and report our progress towards achieving our Community Strategic Plan objectives and strategies along with our Delivery Program strategies by measuring every four years the following performance indicators:

- Improvements in the range of access points and activities possible on lakes, rivers and in the national park.

- An increase and broadening of the user base of community recreational facilities.
- Increased community satisfaction with the range and quality of recreational facilities and activities available.
- Increased community utilisation and involvement in the care of outdoor areas in their locality.

- A higher participation rate by all residents in a range of activities that contribute to their health and wellbeing.

In addition we will report on the output and outcomes as detailed in the operational plan every six months.

5

Key Direction Five – Enhancing our healthy, active lifestyle

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.

- 5.1 Improved access to a range of recreational areas and facilities.
- 5.1.1 Improve legal access to more areas of the National Parks, rivers and lakes to meet our community's expectations.



ON BUDGET



ON TIME



REPORT TO COUNCIL

Delivery Program 2014 - 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP5.1 Ensure relevant information is provided to facilitate and manage increased access.	OP5.1 Ensure access to recreational areas is sustainability maintained within Council annual review of the works program.	Operational	Director Service Delivery	

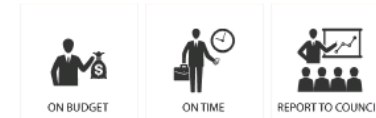


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Key Direction Five – Enhancing our healthy, active lifestyle

- 5.2 Increased provision of recreational facilities and services Region-wide.
- 5.2.1 Develop and maintain safe, sustainable and healthy recreational and sporting facilities for maximum community use and value.

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.




Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP5.2 Upgrade and maintain current investments in sporting, recreation and fitness facilities.	OP5.2 Maintenance of sport and recreational facilities in accordance with Recreation Management Plans.	Operational	Director Service Delivery	
	OP5.3 Maintain Council swimming pools to comply with statutory reporting requirements on water quality, pool operations and equipment.	Operational	Director Service Delivery	
	OP5.4 Crown Reserves in Council's Trusteeship constructed and maintained to meet Council's service requirements.	Operational	Director Service Delivery	
	OP5.5 Continue to proceed with Council's Asset Strategy for the Provision and Management of Public Toilet Facilities priority program of works.	Operational	Director Service Delivery	
	OP5.6 Council holiday parks are managed and promoted appropriately.	Operational	Director Service Delivery	
	OP5.7 Crown Reserve Annual Crown Reserve Reporting System.	Operational	Director Service Delivery	

5

Key Direction Five – Enhancing our healthy, active lifestyle

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.


ON BUDGET


ON TIME


REPORT TO COUNCIL

Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP5.2 Continued Upgrade and maintain current investments in sporting, recreation and fitness facilities.	OP5.8 Crown Reserve Rainbow Pines Holiday Park Old Adaminaby construct Camp Kitchen and refurbish the small amenities building.	2017	Director Service Delivery	
	OP5.9 Crown Reserve Snowy River Holiday Park Dalgety construction of road access.	2017	Director Service Delivery	
	OP5.10 Develop and implement upgrade plans for the Bombala and Delegate Caravan Parks.	2017	Director Service Delivery	
	OP5.11 Recreation and Property Asset Management Plan to be approved and implemented by Council.	2017	Director Service Delivery	
	OP5.12 Investigate the viability of year round operations of the Cooma Swimming Pool.	2017	Director Service Delivery	
	OP5.13 Investigate design options to enclose the Bombala Swimming Pool for year round operations.	2017	Director Service Delivery	
	OP5.14 Finalise construction of the health and fitness centre in Bombala.	2017	Director Service Delivery	
	OP5.15 Capital repairs to Bombala Swimming Pool Carpark Public Toilets.	2017	Director Service Delivery	

5

Key Direction Five – Enhancing our healthy, active lifestyle

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP5.3 Provide a well-connected and sustainable network of shared paths and trails throughout the Region.	OP5.16 Maintain and improve the infrastructure that facilitates active and healthy travel options, such as walking and cycling, in all localities in accordance with the ten year management plan.	Operational	Director Service Delivery	
	OP5.17 Advocate for increased funding to continue the expansion and enhancement of trail networks across the Region.	Operational	Director Service Planning	



5

Key Direction Five – Enhancing our healthy, active lifestyle

- 5.3 The provision of high-quality, connected open space.
- 5.3.1 Provide and maintain appropriate range of high quality, passive and active open space areas to support our growing population and visitors.

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 - 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP5.4 Ensure open space areas are well connected and functional for wide range of users with varying levels of fitness, mobility and resources.	OP5.18 Ensure strategies for open space and recreational assets are appropriate and deliver functional affordable spaces and facilities for the community.	Operational	Director Service Planning	
	OP5.18 Continually implement management Plans to enhance walking track facilities and amenities.	Operational	Director Service Delivery	
	OP5.19 Implement the recommendations from Council's Playground Strategy.	2017	Director Service Delivery	
	OP5.20 Complete Centennial Park Upgrade as outlined in the Improvement Plan.	2017	Director Service Delivery	
	OP5.21 Develop a management plan, incorporating cycling, pathways and public art, to enhance the Cooma Creek Corridor.	2017	Director Service Delivery	
	OP5.22 Install viewing platform at Endeavour Reserve.	2017	Director Service Delivery	
	OP5.23 Upgrade Ginger Leigh Playground to include inclusive equipment and adventure play equipment.	2017	Director Service Delivery	

6

Key Direction Six – Managing development & service delivery to retain the things we value

Well-planned and managed growth that takes place in ways that meets community expectations and respects our values. Region-wide growth is supported by high quality water, sewage and waste infrastructure, within our economic means.

'Managing development & service delivery to retain the things we value' will entail achieving the following objectives and strategies:

Objectives		Strategies	
6.1	<i>A high standard of affordable water and waste water services that meet the needs of residents and visitors.</i>	6.1.1	Develop additional policies, plans and community education programs to promote active living and related activities and events.
		6.1.2	Provide water and sewer infrastructure that is designed, planned, constructed and maintained to meet standards and which is based on an ethic of continued improvement
6.2	<i>Well-planned, efficient and sustainable development that complements our natural and cultural values.</i>	6.2.1	Enhance the liveability of the Region's towns, villages and rural areas.
		6.2.2	Ensure housing choice throughout the lifecycle.

MEASURING PROGRESS TOWARDS ACHIEVING OUR OBJECTIVES

We will monitor and report our progress towards achieving our Community Strategic Plan objectives and strategies along with our Delivery Program strategies by measuring every four years the following performance indicators:

- An improvement in the attractiveness, maintenance and investment in the beautification of our townships and protection of our rural amenity.

- An improvement in waste management and diversion of waste to landfill.
- Reduction in illegal dumping.
- A diverse range of housing options are provided across the demographic and economic spectrum.
- The provision and upgrading of infrastructure is achieved according to Strategic Business Plans.

- Productive farms for future generations.
- An increase in compliance with service delivery requirements for water and sewer.
- An improvement in compliance with our legal and land use requirements.

In addition we will report on the output and outcomes as detailed in the operational plan every six months.

6

Key Direction Six – Managing development & service delivery to retain the things we value

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



- 6.1 A high standard of affordable water and waste water services that meet the needs of residents and visitors.
- 6.1.1 Develop additional policies, plans and community education programs to promote active living and related activities and events.

Delivery Program 2014 - 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP6.1 Ensure security of supply and extraction of water to meet the growing needs of residents and visitors.	OP6.1 Implement Water Supply Strategies in accordance with the Infrastructure Capacity Study; Jindabyne, Berridale & Adaminaby.	Operational	Director Service Delivery	
	OP6.2 Implement Demand Management Strategies based on recommendations in the Water Demand Management Plan.	Operational	Director Service Delivery	
	OP6.2 Obtain planning approval for Bombala Township by pass and on stream water storage on Bombala River.	2017	Director Service Delivery	



6

Key Direction Six – Managing development & service delivery to retain the things we value

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP6.2 Ensure our urban drinking water meets statutory quality requirements.	OP6.4 Implement regular inspection and compliance of blackflow prevention and cross contamination devices.	Operational	Director Service Delivery	
	OP6.5 Ongoing audit and inspection of water reservoirs to comply with the Office of Water Circulate 18.	2017	Director Service Delivery	
	OP6.6 Implementation of Integrated Water Cycle Management (IWCM) strategies.	2017	Director Service Delivery	
	OP6.7 Implement NSW Health consultants audit recommendations.	2017	Director Service Delivery	
	OP6.8 Implement improvements to reservoirs based on auditors report.	2017	Director Service Delivery	
DP6.3 Improve communication between residents and Council regarding the quality of the Region's water supply.	No Action 2017	2017	Director Service Delivery	

6

Key Direction Six – Managing development & service delivery to retain the things we value

- 6.1 A high standard of affordable water and waste water services that meet the needs of residents and visitors.
- 6.1.2 Provide water and sewer infrastructure that is designed, planned, constructed and maintained to meet standards and which is based on an ethic of continual improvement.

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP6.4 Ensure Council's existing water and sewer infrastructure meets community needs and statutory requirements.	OP6.9 Carry out Water and Sewer maintenance throughout the Region on a priority.	Operational	Director Service Delivery	
DP6.5 Provide water and sewerage infrastructure improvements in accordance with the Water and Waste Water Strategic Business Plan, Integrated Water Cycle Management Plan and other related studies.	OP6.10 Implement annual Water & Sewer Mains Capital Works Program.	Operational	Director Service Delivery	
	OP6.11 Review all plant and equipment purchases on an "as needs" basis.	Operational	Director Service Delivery	

6

Key Direction Six – Managing development & service delivery to retain the things we value

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
<p>DP6.6</p> <p>Ensure that the Region's Local Water Utility is financially sustainable in the long term including investment in new and replacement infrastructure.</p>	<p>OP6.12</p> <p>Implement the current Strategic Business Plan for water and sewer to comply with the NSW Office of Water Guidelines.</p>	2017	Director Service Delivery	



6

Key Direction Six – Managing development & service delivery to retain the things we value

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



- 6.2 Well –planned, efficient and sustainable development that complements our natural and cultural values.
- 6.2.1 Enhance the liveability of the Region's towns, villages and rural areas.

Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP6.7 Ensure that Council's policy, land use planning, development assessment enhance liveability.	OP6.13 Ensure development assessment is undertaken in accordance with adopted Local Environmental Plans, Development Control Plans, Council Policy and State and Federal legislation.	Operational	Director Service Planning	
	OP6.14 Ensure that the local planning framework enhances amenity, safety and sustainability of community neighbourhoods.	Operational	Director Service Planning	
	OP6.15 Ensure that amenity, safety and sustainability of community neighbourhoods is enhanced through compliance and enforcement.	Operational	Director Service Planning	
	OP6.16 Review Local Environment Plan.	2017	Director Service Planning	
	OP6.17 Develop a detailed strategic Landuse Strategy for the Region.	2017	Director Service Planning	
	OP6.18 Review and implement CBD structure plan items and ensure that new developments meet expected minimum standards.	2017	Director Service Planning	
	OP6.19 Ensure the new growth and development contribute appropriately towards the cost of new infrastructure through the development and review of Section 94A and 94 Plans.	2017	Director Service Delivery	

6

Key Direction Six – Managing development & service delivery to retain the things we value

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP6.8 Plan for, and undertake, works to improve the visual amenity of towns.	OP6.20 Consider options to address urban littering throughout the Region's towns, villages and open spaces (Street Cleaning within townships).	Operational	Director Service Delivery	
	OP6.21 Implement the recommendations from the Jindabyne Action Plan.	Operational	Director Service Delivery	
	OP6.22 Review all current and investigate potential future Special Rate Levy's.	2017	Director Service Support	
	OP6.23 Staged implementation of the recommendations of the Berridale Poplar (Avenue of Trees) Tree Assessment and Management Report as approved by Council.	2017	Director Service Delivery	
	OP6.24 Undertake community consultation and planning to seek Council endorsement of a Snowy River Region Tree Management Plan.	2017	Director Service Delivery	
	OP6.25 Staged implementation of the Berridale Landscape Master Plan as approved by Council and with ongoing community consultation.	2017	Director Service Delivery	
	OP6.26 Continue to work with stakeholders to revitalise Jindabyne Town Area including development of supporting plans, policy, procedures and Outdoor Dining.	2017	Director Service Delivery	

6

Key Direction Six – Managing development & service delivery to retain the things we value

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



6.2 Well-planned, efficient and sustainable development that complements our natural and cultural values.

6.2.2 Ensuring housing choice throughout the lifecycle.

Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP6.9 Provide a range of appropriate, accessible and affordable housing choices across the Region to meet the needs of the permanent and visitor populations.	OP6.27 Oversee and direct the regular review and updating of land use planning instruments to facilitate the provision of increased housing choice.	Operational	Director Service Planning	
	OP6.28 Provide information to the community on 'affordable housing.	Operational	Director Service Planning	



7

Key Direction Seven – Providing effective civic leadership and citizen participation

Local Government effectively represents our community and provides people with opportunities to participate in local decision-making. Council's governance systems deliver efficient management that meets community expectations, balanced with our ability to resource these needs.

'Providing effective civic leadership and citizen participation' will entail achieving the following objectives and strategies:

Objectives		Strategies	
7.1	<i>Governance systems reflect Council's accountability to the community.</i>	7.1.1	Council conducts business in an open and democratic manner that values and respects the community.
		7.1.2	Council ensures its policies systems and delegations meet statutory obligations.
		7.1.3	Streamline business practices to remove unnecessary 'red-tape' for those working to achieve community goals.
7.2	<i>Effective representation and advocacy on behalf of the community.</i>	7.2.1	Council will actively work for the community to identify and obtain additional sources of funding that will achieve community goals.
		7.2.2	Council will represent the community to all levels of government. It will lead open communication and active coordination to avoid cost shifting and to minimise duplication.
7.3	<i>Council delivers services to the community that are appropriate to its available resources.</i>	7.3.1	Council will manage service delivery in an efficient and sustainable way as an employer of choice to meet the agreed needs of our community and to ensure the long-term future of the Region.
7.4	<i>Council provides open and accessible participation and communications processes.</i>	7.4.1	Through the use of a range of meaningful consultation methods, Council engages with the community to identify agreed outcomes.

MEASURING PROGRESS TOWARDS ACHIEVING OUR OBJECTIVES

We will monitor and report our progress towards achieving our Community Strategic Plan objectives and strategies along with our Delivery Program strategies by measuring every four years the following performance indicators:

- Our community will have an improved understanding of the requirements of the processes they are involved in and there will be a reduction in unnecessary 'red-tape'.
- Council will be accountable for its decisions, which are backed by transparent systems.
- The needs of our Region will be reflected in State and Regional plans and sources of funding will be identified to deliver these plans for our community.
- Positive progress towards achieving efficient service delivery and the ability to maintain our diverse assets for community benefit.
- A high level of job satisfaction from those in our workforce.
- An improvement in communication with our community through increased participation with Council in achieving community objectives.

In addition we will report quarterly on the output and outcomes as detailed in the operational plan.

7

Key Direction Seven – Providing effective civic leadership and citizen participation

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.

- 7.1 Governance systems reflect Council's accountability to the community.
- 7.1.1 Council conducts business in an open and democratic manner that values and respects the community.



ON BUDGET

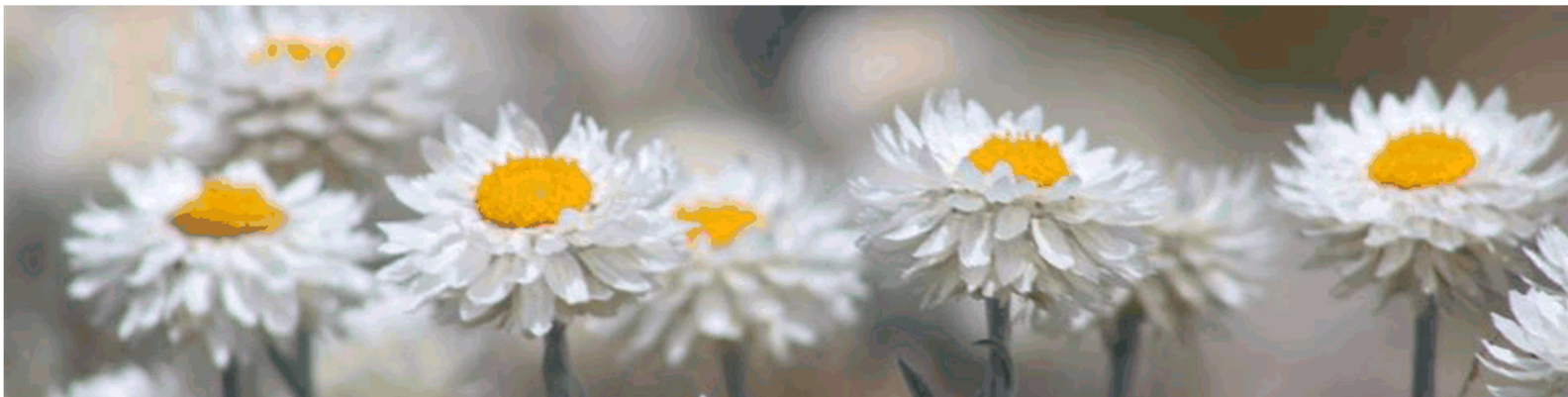


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REPORT TO COUNCIL

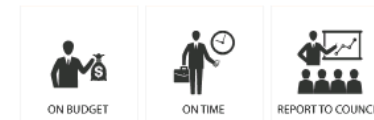
Delivery Program 2014 - 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP7.1 Ensure that legislative obligations are met throughout all Council departments.	OP7.1 Ensure Statutory Registers are maintained and publicly available.	Operational	Director Service Support	
	OP7.2 Completion of reporting requirements in accordance with legislation.	Operational	Director Service Support	
	OP7.3 Completion of Financial statutory and regulatory reports in accordance with specified requirements.	Operational	Director Service Support	
	OP7.4 Manage Council's community and land use planning processes to achieve regulatory requirements and community aspirations.	Operational	Director Service Planning	



7

Key Direction Seven – Providing effective civic leadership and citizen participation

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



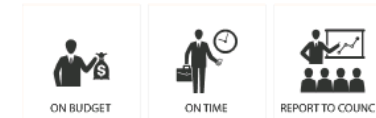
Delivery Program 2014 - 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP7.2 Council's leadership is based on ethics and integrity to enable informed and appropriate decisions in the community's best interests.	OP7.5 Provide timely, accurate and relevant information to Council to enable informed decision making.	Operational	Director Service Support	
	OP7.6 Ensure that governance structures are open, transparent and fully accountable and that these are supported by relevant instruments.	Operational	Director Service Support	
	OP7.7 Continue to provide Councillors with workshops that contribute to their professional development.	Operational	Director Service Support	
	OP7.8 Community members are afforded the opportunity to review, comment and participate in decision making through policy applications.	Operational	Director Service Support	
	OP7.9 Investigate and implement funding opportunities to reduce Council's infrastructure gap.	2017	General Manager	
	OP7.10 Undertake Local Government Elections for 2017 - 2020.	2017	Director Service Support	

7

Key Direction Seven – Providing effective civic leadership and citizen participation

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.

- 7.1 Governance systems reflect Council's accountability to the community.
- 7.1.2 Council ensures its policies; systems and delegations meet statutory obligations.



Delivery Program 2014 - 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP7.3 Provide an efficient Information Management Service to meet needs of the organisation now and into the future.	OP7.11 Ensure channels, including Council website, are maintained to improve accessibility to information.	Operational	Director Service Support	
	OP7.12 Ensure technology relating policies and procedures are compliant with current regulatory requirements.	Operational	Director Service Support	
	OP7.13 Ensure processes and delivery solutions to satisfy State Records Standards contained within the State Records Act 1998 and Council's Records Policy.	Operational	Director Service Support	
DP7.4 Council will maintain an effective and efficient Geographical Information System.	OP7.14 Ensure that the land and property information systems are managed and developed to meet the needs of the organisation.	Operational	Director Service Planning	

7

Key Direction Seven – Providing effective civic leadership and citizen participation

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



- 7.1 Governance systems reflect Council's accountability to the community.
- 7.1.3 Streamline business practices to remove un-necessary 'red-tape' for those working to achieve community goals.

Delivery Program 2014 - 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP7.5 Balance statutory requirements with individual choice and informed decision making.	OP7.15 Advocate with State and Federal Government for the removal of barriers to economic and community development.	Operational	General Manager	
	OP7.16 Improve organisation wide Risk Management through use of ISO 31000 principles.	Operational	Director Service Support	



7

Key Direction Seven – Providing effective civic leadership and citizen participation

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



ON BUDGET



ON TIME



REPORT TO COUNCIL

- 7.2 **Effective representation and advocacy on behalf of the community.**
- 7.2.1 **Council will actively work for the community to identify and obtain additional sources of funding that will seek to achieve community goals.**

Delivery Program 2014 - 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP7.6 Increase and improve Council's financial sustainability.	OP7.17 Effective management of Council funds to ensure financial sustainability.	Operational	Director Service Support	
	OP7.18 Develop, implement and maintain a system of development and infrastructure servicing contributions.	Operational	Director Service Delivery	
	OP7.29 Annual Rates and Charges are set in accordance with Policy and Legislation.	Operational	Director Service Support	
	OP7.20 The finance framework ensures that budgets can be developed, monitored and reviewed regularly to ensure sustainability.	Operational	Director Service Support	



7

Key Direction Seven – Providing effective civic leadership and citizen participation

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



- 7.2 Effective representation and advocacy on behalf of the community.**
- 7.2.2 Council will represent the community to all levels of government. It will lead open communication and active coordination to avoid cost shifting and to minimise duplication.**

Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP7.7 Council will undertake effective regional partnerships that increase operational efficiency, while maintaining our own identity.	OP7.21 Undertake processes to identify and address cost shifting by State and Federal Government.	Operational	Director Service Support	
	OP7.22 Advocate to State and Federal Government for facilities and services that address identified and agreed community needs.	Operational	General Manager	
	OP7.23 Undertake an efficient and effective merger of the three Council's as outlined in the guidelines and other processes, as a result of the Fit For the Future Program.	2017	General Manager	



7

Key Direction Seven – Providing effective civic leadership and citizen participation

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



ON BUDGET



ON TIME



REPORT TO COUNCIL

- 7.3 Council delivers services to the community that are appropriate to its available resources.
- 7.3.1 Council will manage service delivery in an efficient and sustainable way as an employer of choice to meet the agreed needs of our community and to ensure the long-term future of the Region.

Delivery Program 2014 - 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP7.8 Council employs a multi-skilled workforce and encourages staff to take ownership of service delivery in a responsible and efficient manner.	OP7.24 Ensure Council attracts, retains and develops a capable workforce that delivers positive outcomes.	Operational	Director Service Support	
	OP7.25 Council will maintain effective personal management systems that ensure the organisation is sustainable.	Operational	Director Service Support	
DP7.9 Provide a work place that ensures the health, safety and wellbeing of employees is maintained through the management of potential risks.	OP7.26 Develop and implement WHS policies, procedures and resources for managers and workers.	Operational	Director Service Support	



7

Key Direction Seven – Providing effective civic leadership and citizen participation

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Officer	Operational Plan KPI
DP7.10 Deliver a sustainable and efficient Financial, Property & Rating system.	OP7.27 Continually implement and maintain all corporate systems across the organisation.	Operational	Director Service Support	



7

Key Direction Seven – Providing effective civic leadership and citizen participation

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.

- 7.4 Council provides open and accessible participation and communications processes.
- 7.4.1 Through the use of a range of meaningful consultation methods, Council engages with the community to identify agreed outcomes.

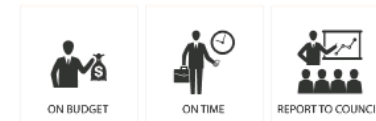


Delivery Program 2014 - 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP7.11 Provision of Customer Service by Council employees.	OP7.28 Provide customer service centres throughout the Snowy Monaro Regional Council area that meets the communities and Councils standards and needs, outlined in Councils Customer Service Charter.	Operational	Director Service Support	
DP7.12 Through clear and consistent communications, Council provides the community with timely feedback in progress towards goals.	OP7.29 Council's monitoring and reporting mechanisms enable timely and accurate information on progress towards achieving the community's goals identified in the adopted strategic and operational plans in accordance with the IPR framework.	Operational	Director Service Support	
	OP7.30 Continue to implement the strategies and actions of the 2014 - 2017 Communications Strategy to ensure that communication methods meet the needs of the organisation and the community.	Operational	Director Service Support	
	OP7.31 Undertake consultation with community and staff, providing assistance where possible, throughout the Fit For the Future Program.	2017	General Manager	
	OP7.32 Undertake a review Council services and deliver efficiencies in consultation with the community.	2017	General Manager	

7

Key Direction Seven – Providing effective civic leadership and citizen participation

These standard key performance indicators (KPIs) apply to each one year operational plan action unless additional KPIs are required.



Delivery Program 2014 – 2017 Four Year Priority (Strategy)	Operational Plan 2017 One Year Action	Time frame	Responsible Division	Operational Plan KPI
DP7.13 Coordinate and initiate community engagement processes that facilitate participation in Council activities and decision making, and keep residents informed on local events, issues and planning.	OP7.33 Support and encourage public engagement methods which invite comment from community and informs the decision making.	Operational	Director Service Support	
	OP7.34 Ensure that all project planning processes are underpinned by collaborative engagement principles.	Operational	Director Service Support	
	OP7.35 The Executive Leadership Team will be responsible for implementing the organisation's strategies and objectives, and for carrying out the day-to-day management and control of Council's affairs.	Operational	General Manager	
	OP7.36 Increase public awareness of our service delivery through community education and consultation to establish an agreed level of service that the community is willing to pay for, linking in with the implementation of the proposed State Government merger.	2017	General Manager	
	OP7.37 Commence process for harmonisation of rates between three former local government area, creating a rating structure for the Snowy Monaro Regional Council.	2017	General Manager	





Title of Policy	Policy Number 8 - Privacy Management		
Responsible Department	Governance Department	Document Register ID	250.2016.69.1
Policy Owner	Secretary Council and Committees	Review Date	Date 24/06/2020
Date of Council Meeting	Date Approved	Resolution Number	Number
Legislation, Australian Standards, Code of Practice	Local Government Act 1993 Local Government (General) Regulation 2005 Environmental Planning and Assessment Act 1979 Government Information (Public Access) Act 2009 Health Records and Information Protection Act 1998 Public Interest Disclosure Act 1994 Code of Practice for Local Government		
Aim	To inform the community about how their personal information will be used, stored and accessed after it is collected by Council. To inform Council staff of their obligations in relation to handling personal information and when they can or cannot disclose, use or collect.		

Policy Details

Introduction

Snowy Monaro Regional Council has a commitment to ensure all policies and practices compliance with the requirements of the *Privacy and Personal Information Protection Act 1998 (PPIP Act)* and the *Health Records and Information Privacy Act 2002 (HRIP Act)*.

Purpose

Snowy Monaro Regional Council endorses the Model Privacy Management Plan for Local Government, January 2013 issued by the Office of Local Government, Premier & Cabinet.

Privacy Contract Officer

In accordance with the Model Privacy Management Plan for Local Government, the Privacy Contract Officer shall be Councils Public Officer.

Documentation

Model Documents

ECM 323887	SMRC 0008 – The Model Privacy Management Plan for Local Government
ECM 311468	SMRC 0001 – The Model Code of Conduct for Local Councils in NSW – Adopted 25 May 2016
ECM 311469	SMRC 0001 - Procedures for the Model Code of Conduct for Local Councils in NSW – Adopted 25 May 2016

Policies and Procedures

ECM 311953	SMRC 0001 – Policy – SMRC Code of Conduct
ECM 74666	GOV 009 – Policy - Access to Council Information
ECM 321412	GOV 095 – Public Interest Disclosures – Internal Reporting Policy – PID

Forms

ECM 323934	SMRC 0008 – Form – Model Privacy Management Plan for Local Government – Appendix 6 – Application under Section 15 of the Privacy and Personal Information Protection Act 1998: For Alteration of Applicant’s Personal Information
ECM 323933	SMRC 0008 – Form – Model Privacy Management Plan for Local Government – Appendix 5 – Application under Section 14 of the Privacy and Personal Information Protection Act 1998: For Access to Applicant’s Personal Information
ECM 323930	SMRC 0008 – Form – Model Privacy Management Plan for Local Government – Appendix 4 – Application under Section 13 of the Privacy and Personal Information Protection ACT 1998; To Determine Whether Council holds Personal Information about a Person
ECM 323929	SMRC 0008 – Form – Model Privacy Management Plan for Local Government – Appendix 3 – Privacy Notification Form – Section 10 (Post collection)
ECM 323924	SMRC 0008 – Form – Model Privacy Management Plan for Local Government – Appendix 2 – Privacy Notification Form – Section 10 (Pre-Collection)
ECM 313918	SMRC 0008 – Form – Model Privacy Management Plan for Local Government – Appendix 1 – Statutory Declaration for Access under Section 57 of the Privacy and Personal Information Protection Act 1998 to a Public Register Held by Council

Variation

Council reserves the right to review, vary or revoke this policy and should be reviewed periodically to ensure it is relevant and appropriate.



Division of Local Government
Department of Premier and Cabinet

MODEL PRIVACY MANAGEMENT PLAN FOR LOCAL GOVERNMENT



JANUARY 2013

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PREFACE

The *Privacy and Personal Information Protection Act 1998* (the “PPIPA”) requires all councils to prepare a Privacy Management Plan outlining their policies and practices to ensure compliance with the requirements of that Act and the *Health Records and Information Privacy Act 2002* (the HRIPA).

In particular, the object of this plan is to inform:

- The community about how their personal information will be used, stored and accessed after it is collected by the Council; and
- Council staff of their obligations in relation to handling personal information and when they can and cannot disclose, use or collect it.

PART 1 – INTRODUCTION

The Privacy and Personal Information Protection Act 1998 (“PPIPA”) provides for the protection of personal information and for the protection of the privacy of individuals.

Section 33 of the PPIPA requires all councils to prepare a Privacy Management Plan (the “Plan”) to deal with:

- the devising of policies and practices to ensure compliance by the Council with the requirements of the PPIPA and the Health Records and Information Privacy Act 2002 (“HRIPA”);
- the dissemination of those policies and practices to persons within the Council;
- the procedures that the Council proposes for internal review of privacy complaints;
- such other matters as are considered relevant by the Council in relation to privacy and the protection of personal information held by it.

This Plan has been prepared for the purpose of section 33 of the PPIPA.

PPIPA provides for the protection of personal information by means of 12 Information Protection Principles. Those principles are listed below:

- Principle 1 - Collection of personal information for lawful purposes
- Principle 2 - Collection of personal information directly from individual
- Principle 3 - Requirements when collecting personal information
- Principle 4 - Other requirements relating to collection of personal information
- Principle 5 - Retention and security of personal information
- Principle 6 - Information about personal information held by agencies
- Principle 7 - Access to personal information held by agencies
- Principle 8 - Alteration of personal information
- Principle 9 - Agency must check accuracy of personal information before use
- Principle 10 - Limits on use of personal information
- Principle 11 - Limits on disclosure of personal information
- Principle 12 - Special restrictions on disclosure of personal information

Those principles are *modified* by the Privacy Code of Practice for Local Government (“the Code”) made by the Attorney General. To date there has been no Health Records and Information Privacy Code of Practice made for Local Government.

The Privacy Code has been developed to enable Local Government to fulfil its statutory duties and functions under the *Local Government Act 1993* (the “LGA”) in a manner that seeks to comply with the PPIPA.

This Plan outlines how the Council will incorporate the 12 Information Protection Principles into its everyday functions.

This Plan should be read in conjunction with the Code of Practice for Local Government.

Nothing in this Plan is to:

- affect any matter of interpretation of the Codes or the Information Protection

Principles and the Health Privacy Principles as they apply to the Council;

- affect any obligation at law cast upon the Council by way of representation or holding out in any manner whatsoever;
- create, extend or lessen any obligation at law which the Council may have.

This Plan is designed to introduce policies and procedures to maximise compliance with the PPIPA and the HRIPA.

Where the Council has the benefit of an exemption, it will nevertheless describe procedures for compliance in this Plan. By doing so, it is not to be bound in a manner other than that prescribed by the Codes.

Council collects, stores and uses a broad range of information. A significant part of that information is personal information. This Plan applies to that part of the Council's information that is personal information.

It may mean in practice that any information that is not personal information will receive treatment of a higher standard; namely treatment accorded to personal information where the information cannot be meaningfully or practicably separated.

1.1 What is “personal information”?

“Personal information” is defined in section 4 of the PPIPA as follows:

Personal information is defined to mean information or an opinion about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion. This information can be on a database and does not necessarily have to be recorded in a material form.

1.2 What is not “personal information”

“Personal information” does not include “information about an individual that is contained in a publicly available publication”. Personal information, once it is contained in a publicly available publication, ceases to be covered by the PPIPA.

Section 4A of the PPIPA also specifically excludes “health information”, as defined by section 6 of the HRIPA, from the definition of “personal information”, but includes “health information” in the PPIPA's consideration of public registers (discussed below). “Health information” is considered in Part 4 of this Plan.

Where the Council is requested to provide access or make a disclosure and that information has already been published, then the Council will rely on the provisions of the relevant Act that authorises Council to hold that information and not the PPIPA (for example, section 8 of the Government Information (Public Access) Act 2009 (GIPA Act)).

Council considers the following to be publicly available publications:

- An advertisement containing personal information in a local, city or national newspaper;
- Personal information on the Internet;

- Books or magazines that are printed and distributed broadly to the general public;
- Council Business papers or that part that is available to the general public;
- Personal information that may be a part of a public display on view to the general public.

Information published in this way ceases to be covered by the PPIPA.

Council's decision to publish in this way must be in accordance with PPIPA.

1.3 Policy on Electoral Rolls

The Electoral Roll is a publicly available publication. Council will provide open access to the Electoral Roll in Council's library. Council will refer any requests for copies of the Electoral Roll to the State Electoral Commissioner.

1.4 Application of this Plan

The PPIPA, the HRIPA and this Plan apply, wherever practicable, to:

- Councillors;
- Council employees;
- Consultants and contractors of the Council;
- Council owned businesses; and
- Council committees (including community members of those committees which may be established under section 355 of the LGA).

Council will ensure that all such parties are made aware that they must comply with the PPIPA, the HRIPA, any other applicable Privacy Code of Practice and this Plan.

1.5 Personal Information held by Council

The Council holds personal information concerning Councillors, such as:

- personal contact information;
- complaints and disciplinary matters;
- pecuniary interest returns; and
- entitlements to fees, expenses and facilities.

The Council holds personal information concerning its customers, ratepayers and residents, such as:

- rates records; and
- DA applications and objections; and
- various types of health information (see page 37 for detailed examples).

The Council holds personal information concerning its employees, such as:

- recruitment material;
- leave and payroll data;
- personal contact information;
- performance management plans;
- disciplinary matters;
- pecuniary interest returns;
- wage and salary entitlements; and
- health information (such medical certificates and workers compensation claims).

1.6 Applications for suppression in relation to general information (not public registers).

Under section 739 of the Local Government Act 1993 ("LGA") a person can make an application to suppress certain material that is available for public inspection in circumstances where the material discloses or would disclose the person's place of living if the person considers that the disclosure would place the personal safety of the person or their family at risk.

Section 739 of the LGA relates to publicly available material other than public registers. As such, it limits disclosure in those circumstances where an application for suppression is successful. An application for suppression must be verified by statutory declaration and otherwise meet the requirements of section 739. When in doubt, Council will err in favour of suppression.

For more information regarding disclosure of information (other than public registers) see the discussion of IPPs 11 and 12 in Part 3 of this Plan. For information regarding suppression of information on *public registers*, see Part 2 of this Plan.

1.7 Caution as to unsolicited information

Where an individual, a group or committee, not established by Council, gives Council unsolicited personal or health information, then that information should be still treated in accordance with this Plan, the Codes, the HRIPA and the PPIPA for the purposes of IPPs 5-12 and HPPs 5-15 which relate to storage, access, use and disclosure of information.

Note that for the purposes of section 10 of the HRIPA, the Council is not considered to have "collected" health information if the receipt of the information by the Council is unsolicited.

Section 4(5) of the PPIPA also provides that personal information is not "collected" by Council if it is unsolicited.

PART 2 – PUBLIC REGISTERS

A public register is defined in section 3 of the PPIPA:

“...public register means a register of personal information that is required by law to be, or is made, publicly available or open to public inspection (whether or not on payment of a fee).”

A distinction needs to be drawn between “public registers” within the meaning of Part 6 of the PPIPA and “non public registers”. A “non public register” is a register but it is not a “public register” for the purposes of the PPIPA. For example, the register might not be publicly available or it may not contain personal information.

Disclosure in relation to public registers must comply with Part 6 of the PPIPA and the Privacy Code. Personal information cannot be accessed by a person about another person unless the personal information is contained in a public register. Where personal information is contained in a public register, then Part 6 of the PPIPA applies to determine whether access to that information will be given to another person.

Disclosure in relation to all other personal information must comply with the Information Protection Principles as outlined in Part 2 of this Plan and the Privacy Code where it includes personal information that is not published.

The Council holds the following public registers under the LGA: ***

- Section 53 - Land Register
- Section 113 - Records of Approvals;
- Section 449 -450A - Register of Pecuniary Interests;
- Section 602 - Rates Record.

***Note – this is purely indicative. Council may, by virtue of its own practice, hold other Public Registers, to which the PPIPA applies.

Council holds the following public registers under the Environmental Planning and Assessment Act:

- Section 100 – Register of consents and approvals
- Section 149G – Record of building certificates

Council holds the following public register under the Protection of the Environment (Operations) Act:

- Section 308 – Public register of licences held

Council holds the following public register under the Impounding Act 1993:

- Section 30 & 31 – Record of impounding

Members of the public may enquire only in accordance with the primary purpose of any of these registers. The primary purpose for each of these public registers is set out in the sections that follow.

2.1 Public registers, the PPIPA and the HRIPA

A public register generally confers specific rights or privileges, a benefit, or status, which would not otherwise exist. It may be required by law to be made publicly available or open to public inspection, or it is simply made publicly available or open to public inspection (whether or not payment is required).

Despite the exclusion of “health information” from the definition of “personal information” under section 4A of the PPIPA, section 56A of the PPIPA *includes* as “personal information”, “health information” on public registers.

Section 57 of the PPIPA requires very stringent controls over the disclosure of personal information contained in a public register. It provides broadly that where Council is responsible for keeping a public register, it will not disclose any personal information kept in that register unless it is satisfied that the information is to be used for a purpose relating to the purpose of the register or the Act under which the register is kept.

Section 57 (2) provides that in order to ensure compliance with section 57(1), a Council may require any person who applies to inspect personal information contained in the public register to give particulars in the form of a statutory declaration as to the proposed use of that information. (Form at Appendix 1 may be used a guide)

Councils also need to consider the Privacy Code of Practice for Local Government which has the effect of modifying the application of Part 6 of the PPIPA (the “public register” provisions).

If the stated purpose of the applicant does not conform with the purpose for which the public register is kept, access to the information sought will not be given.

Where personal information is contained in a publicly available publication, that information will not be regarded as personal information covered by the PPIPA or as health information for the purposes of part 6 of the PPIPA.

2.2 Effect on section 6 of the GIPA Act

Section 57 of the PPIPA prevails over clause 1(3) of Schedule 1 of the Government Information (Public Access) Regulation 2009 (GIPA Regulation) to the extent of any inconsistency. Therefore:

1. If a register is listed in Schedule 1 of the GIPA Regulation, access must not be given except in accordance with section 57(1) of the PPIPA.
2. If a register is not listed in Schedule 1 of the GIPA Regulation, access must not be given except:
 - (i) if it is allowed under section 57(1) of the PPIPA; **and**
 - (ii) there is no overriding public interest against disclosure of the information under section 6 of the GIPA Act.

Note: Both 1 and 2 are amended with regard to specific public registers in the Privacy Code of Practice for Local Government.

2.3 Where some information in the public register has been published

That part of a public register that is not published in a publicly available publication will be treated as a “public register” and the following procedure for disclosure will apply.

For example, the Register of Consents and Approvals held by Council under section 100 of the Environmental Planning and Assessment Act requires Council to advertise or publish applications for development consent.

When Council publishes the address of the property, it may identify the owner. The personal information that has not been published and any applications not advertised or that have been rejected or withdrawn (and hence also not published) will be treated as a public register under PPIPA.

Council may hold a register under the Contaminated Land Management Act on behalf of the Environment Protection Authority. This is not to be considered a public register of the Council as the statute does not place any obligations on the Council to make this register publicly available as a register of contaminated land. Furthermore, the legislation foreshadows that the Environment Protection Authority may indeed post this list or register on the internet. This may constitute a publication of the information and therefore the PPIPA will not apply.

Registers should not be published on the internet.

2.4 Disclosure of personal information contained in the public registers

A person seeking a disclosure concerning someone else’s personal information from a public register must satisfy Council that the intended use of the information is for a purpose relating to the purpose of the register or the Act under which the register is kept.

In the following section, by way of guidance only, what might be called the “primary” purpose (or “the purpose of the register”) has been specified for each identified register. In some cases a “secondary purpose” has also been specified, by way of guidance as to what might constitute “a purpose *relating to* the purpose of the register”.

2.5 Purposes of public registers

Purposes of public registers under the Local Government Act

Section 53 - Land Register – The primary purpose is to identify all land vested in Council, or under its control. The secondary purpose includes a consideration of public accountability as to the land held by Council. Third party access is therefore a secondary purpose.

Section 113 - Records of Approvals – The primary purpose is to identify all approvals granted under the LGA.

Section 450A - Register of Pecuniary Interests – The primary purpose of this register is to determine whether or not a Councillor or a member of a council committee has a pecuniary interest in any matter with which the council is likely to be concerned. There is a corresponding public accountability purpose and third party access is a secondary purpose.

Section 602 - Rates Record - The primary purpose is to record the value of a parcel of land and record rate liability in respect of that land. The secondary purpose includes recording the owner or lessee of each parcel of land. For example, that a disclosure on a section 603 (of the LGA) rating certificate that a previous owner was a pensioner is considered to be allowed, because the secondary purpose is “a purpose relating to the purpose of the register”.

Purposes of public registers under the Environmental Planning and Assessment Act

Section 100 – Register of consents and approvals – The primary purpose is to identify applications for development consent and other approvals, confirm determinations on appeal and identify applications for complying development certificates.

Section 149G – Record of building certificates – The primary purpose is to identify all building certificates.

Purposes of public registers under the Protection of the Environment (Operations) Act

Section 308 – Public register of licences held – The primary purpose is to identify all licences granted under the Act.

Purposes of the public register under the Impounding Act

Section 30 & 31 – Record of impounding – The primary purpose is to identify any impounding action by Council.

Secondary purpose of all Public Registers

Due to the general emphasis (to be found in the LGA and elsewhere) on local government processes and information being open and accountable, it is considered that a secondary purpose for which all public registers are held by Council includes the provision of access to members of the public. Therefore disclosure of specific records from public registers would normally be considered to be allowable under section 57 of the PPIPA.

However, requests for access, copying or the sale of the whole or a substantial part of a Public Register held by Council will not necessarily fit within this purpose. Council should be guided by the Privacy Code of Practice for Local Government in this respect. Where Council officers have doubt as to the intended use of the information, an applicant may be requested to provide a statutory declaration so that Council may satisfy itself as to the intended use of the information.

Council will make its assessment as to the **minimum** amount of personal information that is required to be disclosed with regard to any request.

Other Purposes

Persons or organisations who apply to Council to have access to the information contained in any public register for a purpose not related to the purpose of the register, may be given access at the discretion of Council but only in accordance with the Privacy Code of Practice for Local Government concerning Public Registers.

2.6 Applications for access to own records on a public register

A person wishing to have access to a public register to confirm their own details needs only to prove their identity to Council before having access to their own personal information.

2.7 Applications for suppression in relation to a public register

An application for suppression in relation to a public register will be dealt with under PPIPA, rather than section 739 of the LGA.

A person about whom personal information is contained (or proposed to be contained) in a public register, may request Council under section 58 of the PPIPA to have the information removed from, or not placed on the register.

If Council is satisfied that the safety or well-being of any person would be affected by not suppressing the personal information as requested, Council will suppress the information in accordance with the request unless Council is of the opinion that the public interest in maintaining public access to the information outweighs any individual interest in suppressing the information, in accordance with section 58(2) of the PPIPA. ("Well-being" is defined in the Macquarie Dictionary as "the good or satisfactory condition of existence; welfare".)

When in doubt, Council will err in favour of suppression.

Any information that is removed from, or not placed on, that aspect of a public register to be made public may be kept on the register for other purposes. That is, the information may still be used for council functions, but it cannot be disclosed to other parties.

An application for suppression should be made in writing addressed to the General Manager and must outline the reasons for the request. The Council may require supporting documentation where appropriate.

2.8 Other registers

Council may have other registers that are not public registers. The Information Protection Principles, this Plan, any applicable Codes and the PPIPA apply to those registers or databases.

PART 3 – THE INFORMATION PROTECTION PRINCIPLES

3.1 Information Protection Principle 1 – Section 8

Section 8 Collection of personal information for lawful purposes

- (1) *A public sector agency must not collect personal information unless:*
 - (a) *the information is collected for a lawful purpose that is directly related to a function or activity of the agency, and*
 - (b) *the collection of the information is reasonably necessary for that purpose.*
- (2) *A public sector agency must not collect personal information by any unlawful means.*

The Privacy Code of Practice for Local Government

The Code makes no provision to depart from the requirements of this principle.

Council Policy

Council will only collect personal information for a lawful purpose as part of its proper functions. The LGA governs Council's major obligations and functions.

Section 22 of the LGA provides other functions under other Acts. Some of those Acts are as follows:

- Community Land Development Act 1989
- Companion Animals Act 1998**
- Conveyancing Act 1919
- Environmental Planning and Assessment Act 1979
- Fire Brigades Act 1989
- Fluoridation of Public Water Supplies Act 1957
- Food Act 1989
- Impounding Act 1993
- Library Act 1939
- Protection of the Environment Operations Act 1997
- Public Health Act 1991
- Recreation Vehicles Act 1983
- Roads Act 1993
- Rural Fires Act 1997
- State Emergency Service Act 1989
- Strata Schemes (Freehold Development) Act 1973
- Strata Schemes (Leasehold Development) Act 1986;
- Swimming Pools Act 1992
- Public Health Act 1991

This list is not exhaustive.

Additionally, the exercise by Council of its functions under the LGA may also be modified by the provisions of other Acts. Some of those Acts follow:

- Coastal Protection Act 1979;
- Environmental Offences and Penalties Act 1989;
- Government Information (Public Access) Act 2009;
- Heritage Act 1977;
- State Emergency and Rescue Management Act 1989;
- Unclaimed Money Act 1995;
- Unhealthy Building Land Act 1990.

The circumstances under which Council may collect information, including personal information, are varied and numerous.

Council will not collect any more personal information than is reasonably necessary for it to fulfil its proper functions.

Anyone engaged by Council as a private contractor or consultant that involves the collection of personal information must agree to be bound not to collect personal information by any unlawful means. This will include debt recovery actions by or undertaken on behalf of Council by commercial agents.

**Companion Animals Act

Collection of information under the Companion Animals Act and Council's use of the Companion Animals Register should be guided by the Director General's guidelines, which have been developed with the PPIPA in mind.

Role of the Privacy Contact Officer

In order to ensure compliance with Information Protection Principle 1, internet contact forms, rates notices, application forms of whatsoever nature, or written requests by which personal information is collected by Council; will be referred to the Privacy Contact Officer prior to adoption or use.

The Privacy Contact Officer will also provide advice as to:

1. Whether the personal information is collected for a lawful purpose;
2. If that lawful purpose is directly related to a function of Council; and
3. Whether or not the collection of that personal information is reasonably necessary for the specified purpose.

Any further concerns of a legal nature will be referred to Council's solicitor.

3.2 Information Protection Principle 2 – Direct Collection

Section 9 Collection of personal information directly from individual

A public sector agency must, in collecting personal information, collect the information directly from the individual to whom the information relates unless:

- (a) the individual has authorised collection of the information from someone else, or*
- (b) in the case of information relating to a person who is under the age of 16 years—
the information has been provided by a parent or guardian of the person.*

The Privacy Code of Practice for Local Government

The Code makes provision for Council to depart from this principle where indirect collection of personal information is reasonably necessary when an award, prize, benefit or similar form of personal recognition is intended to be conferred upon the person to whom the information relates.

Council Policy

The compilation or referral of registers and rolls are the major means by which the Council collects personal information. For example, the information the Council receives from the Land Titles Office would fit within section 9(a) above.

Other means include forms that customers may complete and lodge with Council for development consent, companion animal registration, applications for specific inspections or certifications or applications in respect of tree preservation orders.

In relation to petitions, the Council will treat the personal information contained in petitions in accordance with PPIPA.

Where Council or a Councillor requests or requires information from individuals or groups, that information will be treated in accordance with PPIPA.

Council regards all information concerning its customers as information protected by PPIPA. Council will therefore collect all personal information directly from its customers except as provided in section 9 or under other statutory exemptions or Codes of Practice. Council may collect personal information from other public sector agencies in respect of specific statutory obligations where it is authorised by law to do so.

Where Council anticipates that it may otherwise need to collect personal information indirectly it will first obtain the authorisation of each individual under section 9 (a) of the PPIPA.

External and related bodies

Each of the following will be required to comply with this Plan, any applicable Privacy Code of Practice, and the PPIPA:

- Council owned businesses
- Council consultants
- Private contractors

- Council committees

Council will seek to contractually bind each of these bodies or persons to comply with the PPIPA.

Where any of the above collect personal information on behalf of Council or in relation to the performance of their activities, that body or person will be required to:

- obtain a written authorisation and consent to that collection; and
- notify those persons in accordance with Information Protection Principle 3 as to the intended recipients and other matters required by that principle.

Council owned businesses, committees and private contractors or consultants must abide by this Plan, the Code and the PPIPA under the terms of their incorporation by Council or by contract.

Investigative Functions

Where Council is conducting an investigation, it will have regard to any applicable Direction of the Privacy Commissioner under section 41 of the PPIPA that may affect the application of Information Protection Principle 2.

Existing statutory exemptions under the Act

Compliance with Information Protection Principle 2 is also subject to certain exemptions under the Act. If one of those exemptions apply, Council need not comply. The statutory exemption will be relied upon only in very obvious and limited circumstances and legal advice should normally be obtained.

The relevant statutory exemptions follow:

Section 23(2) of the PPIPA permits non-compliance with Information Protection Principle 2 if the information concerned is collected in connection with proceedings (whether or not actually commenced) before any court or tribunal.

Section 24(4) of the PPIPA extends the operation of section 24(1) to councils and permits non-compliance with Information Protection Principle 2 if a council is:

- (i) investigating or otherwise handling a complaint or other matter that could be referred or made to, or has been referred from or made by, an investigative agency; and
- (ii) if compliance might detrimentally affect (or prevent the exercise of) the Council's complaint handling or investigative functions.

Section 25(a) of the PPIPA permits non-compliance with Information Protection Principle 2 where the agency is lawfully authorised or required not to comply with the principle.

- (iii) Section 25(b) of the PPIPA permits non-compliance with Information Protection Principle 2 where non-compliance is "necessarily implied" or "reasonably contemplated" under any Act or law.

Section 26(1) of the PPIPA permits non-compliance with Information Protection Principle 2 if compliance would prejudice the interests of the individual concerned.

Further Explanation regarding IPP 2

Where Council cannot collect personal information directly from the person, it will ensure one of the following:

1. Council has obtained authority from the person under section 9(a) of the PPIPA.
2. The collection of personal information from a third party is permitted under an Act or law. (For example, the indirect collection from the Land Titles Office.)
3. The collection of personal information from a parent or guardian is permitted provided the person is less than 16 years of age.
4. The collection of personal information indirectly where one of the above exemptions applies.
5. The collection of personal information indirectly is permitted under the Privacy Code of Practice for Local Government or the Investigative Code of Practice.

The only other exception to the above is in the case where Council is given unsolicited information.

3.3 Information Protection Principle 3 - Requirements when collecting personal information

Section 10 Requirements when collecting personal information

If a public sector agency collects personal information from an individual, the agency must take such steps as are reasonable in the circumstances to ensure that, before the information is collected or as soon as practicable after collection, the individual to whom the information relates is made aware of the following:

- (a) the fact that the information is being collected,*
- (b) the purposes for which the information is being collected,*
- (c) the intended recipients of the information,*
- (d) whether the supply of the information by the individual is required by law or is voluntary, and any consequences for the individual if the information (or any part of it) is not provided,*
- (e) the existence of any right of access to, and correction of, the information,*
- (f) the name and address of the agency that is collecting the information and the agency that is to hold the information.*

The Privacy Code of Practice for Local Government

The Code makes provision for Council to depart from this principle where personal information is collected about an individual for the purpose of conferring upon that person, an award, prize, benefit or similar form of personal recognition without prior or subsequent notification.

Council Policy

Where Council proposes to collect personal information directly from the person, it will inform that person that the personal information is being collected, what is done with that information and who the intended recipients will be.

Council will inform persons if the information is required by law or voluntarily given. Council will also inform individuals which department or section within Council holds their personal information, and of the right to access and correct that information. Council will adapt the general section 10 pre-collection Privacy Notification form as appropriate (See Appendix 2).

The following are examples of application procedures that will require a Privacy Notification Form in accordance with section 10:

- Lodging Development Applications;
- Lodging objections to Development Applications;
- Lodging applications for approval under the LGA;
- Any stamps or printed slips that contain the appropriate wording for notification under section 10 (see Appendix 2); and
- When collecting an impounded item.

In relation to the Privacy Notification Form that may be attached to a Development Application provided to objectors, it could be stated that objectors have a right to remain anonymous if they so choose. However, should they need to substantiate their objections, anonymous objections may be given less weight (or no weight) in the overall consideration of the Application.

Post - Collection

Where Council collects personal information indirectly from another public sector agency in respect of any one of its statutory functions, it will advise those individuals that it has collected their personal information by including a privacy notification form in the next issue of their rates notice, or otherwise by letter. A common example of the collection of information from another public sector agency is the Land Titles Office. Council receives information as to new ownership changes when property is transferred from one owner to the next. Appendix 3 contains a sample Privacy Notification Form that could be used for post-collection.

External and related bodies

Each of the following will be required to comply with Information Protection Principle 3:

- Council owned businesses
- Council consultants
- Private contractors
- Council committees

Council will seek to contractually bind each of these bodies or persons to comply with the Information Protection Principle 3.

Where any of the above collect personal information on behalf of Council or in relation to the performance of their activities, that body or person will be required to notify those persons in accordance with Information Protection Principle 3 as to the intended recipients and other matters required by that principle.

Investigative Functions

Where Council is conducting an investigation, it will have regard to any applicable Direction of the Privacy Commissioner under section 41 of the PPIPA that may affect the application of Information Protection Principle 3.

Existing statutory exemptions under the Act

Compliance with Information Protection Principle 3 is also subject to certain exemptions under the Act. If one of those exemptions apply, Council need not comply. The statutory exemption will be relied upon only in limited circumstances and legal advice should normally be obtained.

The relevant statutory exemptions follow:

Section 23(3) permits non-compliance with Information Protection Principle 3 where information is collected for law enforcement purposes. Law enforcement means a breach of the criminal law and criminal law enforcement. This section does not remove the rights of an accused person.

Section 24(4) of the PPIPA extends the operation of section 24(1) to councils and permits non-compliance with Information Protection Principle 3 if a council is:

- (i) investigating or otherwise handling a complaint or other matter that could be referred or made to, or has been referred from or made by, an investigative agency; and
- (ii) if compliance might detrimentally affect (or prevent the exercise of) the Council's complaint handling or investigative functions.

Section 25(a) of the PPIPA permits non-compliance with Information Protection Principle 3 where the agency is lawfully authorised or required not to comply with the principle.

Section 25(b) of the PPIPA permits non-compliance with Information Protection Principle 3 where non-compliance is "necessarily implied" or "reasonably contemplated" under any Act or law.

Section 26(1) of the PPIPA permits non-compliance with Information Protection Principle 3 if compliance would prejudice the interests of the individual concerned.

Section 26(2) of the PPIPA permits non-compliance where the person expressly consents to such non-compliance.

Disclosure of information of research purposes

The disclosure of personal information for research purposes will be allowed only in accordance with any applicable Direction made by the Privacy Commissioner under section 41 of PPIPA or any Research Code of Practice made by the Attorney General as may be in force for the time being.

3.4 Information Protection Principle 4 - Other requirements relating to collection of personal information

Section 11 Other requirements relating to collection of personal information

If a public sector agency collects personal information from an individual, the agency must take such steps as are reasonable in the circumstances (having regard to the purposes for which the information is collected) to ensure that:

- (a) the information collected is relevant to that purpose, is not excessive, and is accurate, up to date and complete, and*
- (b) the collection of the information does not intrude to an unreasonable extent on the personal affairs of the individual to whom the information relates.*

The Privacy Code of Practice for Local Government

The Code makes no provision to depart from this principle.

Council Policy

Council will seek to ensure that no personal information is collected which is not directly relevant to its proper functions.

Council collects personal information through the various forms that customers may complete and lodge with Council. Before adoption of a new form, a draft form will be reviewed for compliance with Information Protection Principle 4 by the EEO Officer, Council's solicitor, Public Officer or other suitable person. Should Council have any residual doubts, the opinion of the Office of the Privacy Commissioner NSW will be sought.

3.5 Information Protection Principle 5 - Retention and security of personal information

Section 12 Retention and security of personal information

A public sector agency that holds personal information must ensure:

- (a) that the information is kept for no longer than is necessary for the purposes for which the information may lawfully be used, and*
- (b) that the information is disposed of securely and in accordance with any requirements for the retention and disposal of personal information, and*
- (c) that the information is protected, by taking such security safeguards as are reasonable in the circumstances, against loss, unauthorised access, use, modification or disclosure, and against all other misuse, and*
- (d) that, if it is necessary for the information to be given to a person in connection*

with the provision of a service to the agency, everything reasonably within the power of the agency is done to prevent unauthorised use or disclosure of the information.

The Privacy Code of Practice for Local Government

The Code makes no provision to depart from this principle.

Council Policy

Council may comply with this principle by using any or all of the following or similar documents:

- Records and Archives Services Manual;
- The Council's Policy on Security of and Access to Misconduct Files;
- Council's Internet Security Policy;
- Information Technology Security Policy; and
- General Records Disposal Schedule for Local Government.

Disclosure of information of research purposes

The disclosure of personal information for research purposes will be allowed only in accordance with any applicable Direction made by the Privacy Commissioner under section 41 of PPIPA or any Research Code of Practice made by the Attorney General as may be in force for the time being.

3.6 Information Protection Principle 6 - Information held by agencies

Section 13 Information about personal information held by agencies

A public sector agency that holds personal information must take such steps as are, in the circumstances, reasonable to enable any person to ascertain:

- (a) *whether the agency holds personal information, and*
- (b) *whether the agency holds personal information relating to that person, and*
- (c) *if the agency holds personal information relating to that person:*
 - (i) *the nature of that information, and*
 - (ii) *the main purposes for which the information is used, and*
 - (iii) *that person's entitlement to gain access to the information.*

The Privacy Code of Practice for Local Government

The Code makes no provision to depart from this principle.

Council Policy

Section 13 of the PPIPA requires a council to take reasonable steps to enable a person to determine whether the council holds personal information about them. If Council holds any information about a person, upon request it will advise them the nature of that information, the main purposes for which it is held, and that person's

entitlement to access. As a matter of practicality, not every item of personal information, however insignificant, will be capable of ascertainment.

Under section 20(5) of the PPIPA, Information Protection Principle 6 is subject to any applicable conditions or limitations contained in the *Government Information (Public Access) Act 2009* ("GIPA Act"). Council must consider the relevant provisions of the GIPA Act.

Any person can make application to Council by completing the appropriate form and submitting it to Council. An example is at Appendix 4.

Where council receives an application or request by a person as to whether council holds information about them, council will undertake a search of its records to answer the enquiry. Council may ask the applicant to describe what dealings the applicant has had with council in order to assist council to conduct the search.

Council will ordinarily provide a response to applications of this kind within 28 days of the application being made. The fee structure is commensurate to that of the Council's GIPA Act rates structure.

Investigative Functions

Where Council is conducting an investigation, it will have regard to any applicable Direction of the Privacy Commissioner under section 41 of the PPIPA that may affect the application of Information Protection Principle 6.

Existing exemptions under the Act

Compliance with Information Protection Principle 6 is also subject to certain exemptions under the Act. If one of those exemptions apply, Council need not comply. The statutory exemption will be relied upon only in limited circumstances and legal advice should normally be obtained.

Section 25(a) of the PPIPA permits non-compliance with Information Protection Principle 6 where Council is lawfully authorised or required not to comply with the principle.

Section 25(b) of the PPIPA permits non-compliance with Information Protection Principle 6 where non-compliance is "necessarily implied" or "reasonably contemplated" under any Act or law.

Reporting matters

The Council will issue a statement to be included on its Web page (if it has one) and in its Annual Report concerning the nature of personal information it regularly collects, the purpose for which the personal information is used and an individual's right to access their own personal information.

3.7 Information Protection Principle 7 - Access to personal information held by agencies

Section 14 Access to personal information held by agencies

A public sector agency that holds personal information must, at the request of the individual to whom the information relates and without excessive delay or expense, provide the individual with access to the information.

The Privacy Code of Practice for Local Government

The Code makes no provision to depart from this principle.

Council Policy

Section 14 of the PPIPA requires a council, at the request of any person, to give access to that person to personal information held about them.

Compliance with Information Protection Principle 7 does not allow disclosure of information about other people. If access to information that relates to someone else is sought, the application must be made under the GIPA Act, unless Information Protection Principles 11 and 12 or the Public Register provisions apply.

Where a person makes an application for access under the PPIPA and it is involved or complex, it may be referred, with the written consent of the applicant, as an application under the GIPA Act. However use of the GIPA Act is to be a last resort. The applicant has the right to insist on being dealt with under PPIPA.

Under section 20(5) of the PPIPA, Information Protection Principle 7 is subject to any applicable conditions or limitations contained in the *Government Information (Public Access) Act 2009* ("GIPA Act"). Council must consider the relevant provisions of the GIPA Act.

Customers wishing to exercise their right of access to their own personal information should apply in writing or direct their inquiries to the General Manager, who will make a determination. A sample form is provided at Appendix 5.

Members of staff wishing to exercise their right of access to their personal information should apply in writing on the attached form or direct their inquiries to the Manager of Personnel, who will deal with the application.

In order to comply with the requirement to provide the requested information "without excessive delay or expense", Council will ordinarily provide a response to applications of this kind within 28 days of the application being made.

Investigative Functions

Where Council is conducting an investigation, it will have regard to any applicable Direction of the Privacy Commissioner under section 41 of the PPIPA that may affect the application of Information Protection Principle 7.

Existing exemptions under the Act

Compliance with Information Protection Principle 7 is also subject to certain exemptions under the Act. If one of those exemptions apply, Council need not comply. The statutory exemption will be relied upon only in limited circumstances and legal advice should normally be obtained.

Section 25(a) of the PPIPA permits non-compliance with Information Protection Principle 7 where Council is lawfully authorised or required not to comply with the principle.

Section 25(b) of the PPIPA non-compliance with Information Protection Principle 7 where non-compliance is "necessarily implied" or "reasonably contemplated" under any Act or law.

3.8 Information Protection Principle 8 - Alteration of personal information

Section 15 Alteration of personal information

- (1) *A public sector agency that holds personal information must, at the request of the individual to whom the information relates, make appropriate amendments (whether by way of corrections, deletions or additions) to ensure that the personal information:
 - (a) is accurate, and
 - (b) having regard to the purpose for which the information was collected (or is to be used) and to any purpose that is directly related to that purpose, is relevant, up to date, complete and not misleading.*
- (2) *If a public sector agency is not prepared to amend personal information in accordance with a request by the individual to whom the information relates, the agency must, if so requested by the individual concerned, take such steps as are reasonable to attach to the information, in such a manner as is capable of being read with the information, any statement provided by that individual of the amendment sought.*
- (3) *If personal information is amended in accordance with this section, the individual to whom the information relates is entitled, if it is reasonably practicable, to have recipients of that information notified of the amendments made by the public sector agency.*
- (4) *This section, and any provision of privacy code of practice that relates to the requirements set out in this section, apply to public sector agencies despite section 25 of this Act and section 21 of the State Records Act 1998.*
- (5) *The Privacy Commissioner's guidelines under section 36 may make provision for or with respect to requests under this section, including the way in which such a request should be made and the time within which such a request should be dealt with.*
- (6) *In this section (and in any other provision of this Act in connection with the operation of this section), **public sector agency** includes a Minister and a Minister's personal staff.*

The Privacy Code of Practice for Local Government

The Code makes no provision to depart from this principle.

Council Policy

Section 15 of the PPIPA allows a person to make an application to council to amend (*this includes by way of corrections, deletions or additions*) personal information held about them so as to ensure the information is accurate, and, having regard to the purpose for which the information is collected, relevant to that purpose, up to date and not misleading.

Council wishes to have its information current, accurate and complete. Proposed amendments or changes to the personal information held by the Council are welcomed.

If Council declines to amend personal information as requested, it will on request of the individual concerned, place an addendum on the information in accordance with section 15(2) of the PPIPA.

Where there are complaints that are or could be the subject of a staff complaint or grievance, they will be referred to the Manager Personnel in the first instance and treated in accordance with the "Grievance and Complaint Handling Procedures".

Any alterations that are or could be the subject of a customer complaint or grievance will be referred to the General Manager, who will make a determination in relation to the matter.

Investigative Functions

Where Council is conducting an investigation, it will have regard to any applicable Direction of the Privacy Commissioner under section 41 of the PPIPA that may affect the application of Information Protection Principle 8.

Existing exemptions under the Act

Compliance with Information Protection Principle 8 is also subject to certain exemptions under the Act. If one of those exemptions apply, Council need not comply. The statutory exemption will be relied upon only in limited circumstances and legal advice should normally be obtained.

Section 25(a) of the PPIPA permits non-compliance with Information Protection Principle 8 where Council is lawfully authorised or required not to comply with the principle.

Section 25(b) of the PPIPA permits non-compliance with section Information Protection Principle 8 where non-compliance is "necessarily implied" or "reasonably contemplated" under any Act or law.

Procedure

Where information is requested to be amended (either by way of correction, deletion or addition), the individual to whom the information relates, must make a request. That request should be accompanied by appropriate evidence as to the cogency of the making of the amendment, sufficient to satisfy the Council that the proposed amendment is factually correct and appropriate. The Council may require further

documentary evidence to support certain amendments. Council will not charge to process an application to amend a record under s.15.

The Council's application form for alteration under IPP 8 is at Appendix 6 at the end of this Plan.

Where Council is not prepared to amend

If the Council is not prepared to amend the personal information in accordance with a request by the individual the Council may attach to the information in such a manner as is capable of being read with the information, any statement provided by that individual.

Where an amendment is made

If personal information is amended in accordance with this section, the individual to whom the information relates is entitled, if it is reasonably practicable, to have the recipients of that information notified of the amendments made by the Council.

The Council will seek to notify recipients of information as soon as possible, of the making of any amendment, where it is reasonably practicable.

State Records Act

The State Records Act does not allow for the deletion of records. However, as a result of section 20(4) of the PPIPA, some deletions may be allowed in accordance with Information Protection Principle 8.

3.9 Information Protection Principle 9 - Agency must check accuracy of personal information before use

Section 16 Agency must check accuracy of personal information before use

A public sector agency that holds personal information must not use the information without taking such steps as are reasonable in the circumstances to ensure that, having regard to the purpose for which the information is proposed to be used, the information is relevant, accurate, up to date, complete and not misleading.

The Privacy Code of Practice for Local Government

The Code makes no provision to depart from this principle.

Council Policy

The steps taken to comply with section 16 will depend on the age of the information, its likelihood of change and the particular function for which the information was collected.

The more significant the information, the greater the necessity that checks to ensure its accuracy and currency be undertaken prior to its use.

For example, each employee's record should be updated when there is any change of circumstances or when the employee's contact details change.

3.10 Information Protection Principle 10 - Limits on use of personal information

Section 17 Limits on use of personal information

A public sector agency that holds personal information must not use the information for a purpose other than that for which it was collected unless:

- (a) the individual to whom the information relates has consented to the use of the information for that other purpose, or*
- (b) the other purpose for which the information is used is directly related to the purpose for which the information was collected, or*
- (c) the use of the information for that other purpose is necessary to prevent or lessen a serious and imminent threat to the life or health of the individual to whom the information relates or of another person.*

The Privacy Code of Practice for Local Government

The Code makes provision that Council may use personal information for a purpose other than the purpose for which it was created in the following circumstances:

- (i) where the use is in pursuance of Council's lawful and proper function/s and Council is satisfied that the personal information is reasonably necessary for the exercise of such function/s; or
- (ii) where personal information is to be used for the purpose of conferring upon a particular person, an award, prize, benefit or similar form of personal recognition.

Explanatory Note

Council may use personal information obtained for one purpose for another purpose in pursuance of its lawful and proper functions. For example, the Rates Record that Council holds under section 602 of the LGA may also be used to:

- notify neighbours of a proposed development;
- evaluate a road opening; or
- evaluate a tree preservation order.

Council Policy

Council will seek to ensure that information collected for one purpose will be used for that same purpose. Where Council may need to use personal information collected for one purpose for another purpose, it will first gain the consent of the individual concerned, unless an exemption applies.

External and related bodies

Each of the following will be required to comply with the Information Protection Principle 10:

- Council owned businesses
- Council consultants;

- Private contractors; and
- Council committees.

Council will seek to contractually bind each of these bodies or persons to comply.

Where any of the above seek to use personal information collected for one purpose, that body or person will be required to obtain the written consent of those persons in accordance with section 17(a) to the use of the information for another purpose.

The form of consent should include the following elements:

I, ⁽¹⁾ _____	(1) insert full name
of ⁽²⁾ _____	(2) insert address
hereby consent under section 17(a) of the Privacy and Personal Information Protection Act 1998 to ⁽³⁾ : _____	(3) insert Council name
using the information collected from me by ⁽⁴⁾ : _____	(4) insert name of collecting body/person
for the purpose of ⁽⁵⁾ : _____	(5) insert purpose/s info was collected for
Signature _____	
Name to be printed _____	
Date signed _____ / _____ / _____	

Investigative Functions

Where Council is conducting an investigation, it will have regard to any applicable Direction of the Privacy Commissioner under section 41 of the PPIPA that may affect the application of Information Protection Principle 10.

Existing exemptions under the Act

Compliance with Information Protection Principle 10 is also subject to certain exemptions under the Act. If one of those exemptions apply, Council need not comply. The statutory exemption will be relied upon only in limited circumstances and legal advice should normally be obtained.

Section 23(4) of the PPIPA permits Council not to comply with Information Protection Principle 10 where the use of the information for another purpose is reasonably necessary for law enforcement purposes or for the protection of the public revenue. *Law enforcement purposes* means a breach of the criminal law and criminal law enforcement. This section does not remove the rights of an accused person. *Protection of the public revenue* means a fraud with respect to taxes or other revenue earning processes such as avoidance of stamp duty.

Section 24(4) of the PPIPA extends the operation of section 24(2) to councils and permits non-compliance with Information Protection Principle 10 if a council is:

- (i) investigating or otherwise handling a complaint or other matter that could be referred or made to, or has been referred from or made by, an investigative agency; and
- (ii) the use of the information concerned for a purpose other than the purpose for which it was collected is reasonably necessary in order to enable the council to exercise its complaint handling functions or any of its investigative functions.

Section 25(a) of the PPIPA permits non-compliance with Information Protection Principle 10 where Council is lawfully authorised or required not to comply with the principle.

Section 25(b) of the PPIPA permits non-compliance with Information Protection Principle 10 where non-compliance is “necessarily implied” or “reasonably contemplated” under any Act or law.

Section 28(3) of the PPIPA permits non-compliance where a disclosure is to be made to a public sector agency under the administration of the Minister for Local Government (e.g., the Department of Local Government) or a public sector agency under the administration of the Premier for the purpose of informing the Minister (or Premier) about any matter within the Minister’s (or Premier’s) administration.

3.11 Information Protection Principle 11 - Limits on disclosure of personal information

Section 18 *Limits on disclosure of personal information*

- (1) *A public sector agency that holds personal information must not disclose the information to a person (other than the individual to whom the information relates) or other body, whether or not such other person or body is a public sector agency, unless:*
 - (a) *the disclosure is directly related to the purpose for which the information was collected, and the agency disclosing the information has no reason to believe that the individual concerned would object to the disclosure, or*
 - (b) *the individual concerned is reasonably likely to have been aware, or has been made aware in accordance with section 10, that information of that kind is usually disclosed to that other person or body, or*
 - (c) *the agency believes on reasonable grounds that the disclosure is necessary to prevent or lessen a serious and imminent threat to the life or health of the individual concerned or another person.*
- (2) *If personal information is disclosed in accordance with subsection (1) to a person or body that is a public sector agency, that agency must not use or disclose the information for a purpose other than the purpose for which the information was given to it.*

The Privacy Code of Practice for Local Government

The Code makes provision for council to depart from this principle in the circumstances described below:

1. Council may disclose personal information to public sector agencies or public utilities on condition that:
 - (i) the agency has approached Council in writing;
 - (ii) Council is satisfied that the information is to be used by that agency for the proper and lawful function/s of that agency, and
 - (iii) Council is satisfied that the personal information is reasonably necessary for the exercise of that agency's function/s.
2. Where personal information which has been collected about an individual is to be disclosed for the purpose of conferring upon that person, an award, prize, benefit or similar form of personal recognition.
3. Where Council is requested by a potential employer, it may verify that a current or former employee works or has worked for Council, the duration of that work, and the position occupied during that time. This exception shall not permit Council to give an opinion as to that person's suitability for a particular position with any potential employer unless Council is satisfied that the person has provided their consent for Council to provide a reference, which may include an opinion as to that person's suitability for the position for which he/she has applied.

Council Policy

Council will not disclose the information to another person or other body, unless the disclosure is directly related to the purpose for which the information was collected or where the Council has no reason to believe that the individual concerned would object to the disclosure.

Council may disclose personal information to another person or other body where this disclosure is directly related to the purpose for which the personal information was collected and the individual concerned is reasonably likely to have been aware, (or has been made aware in accordance with section 10), of the intended recipients of that information. "Directly related" can mean the disclosure to another person or agency to deliver a service which supplements that of Council or disclosure to a consultant for the purpose of assessing or reviewing the delivery of a program to which the original collection relates.

The council may disclose personal information to another person or other body where this disclosure is necessary to prevent or lessen a serious and imminent threat to the life or health of the individual concerned or another person.

Public Registers

Sections 18 and 57 of the PPIPA should be read in conjunction in regard to Public Registers. Public Registers are discussed further in Part 2 of this Plan.

Investigative Functions

Where Council is conducting an investigation, it will have regard to any applicable Direction of the Privacy Commissioner under section 41 of the PPIPA that may affect the application of Information Protection Principle 11.

Existing exemptions under the Act

Compliance with Information Protection Principle 11 is also subject to certain exemptions under the Act. If one of those exemptions apply, Council need not comply. The statutory exemption will be relied upon only in limited circumstances and legal advice should normally be obtained.

Section 23(5)(a) of the PPIPA permits non-compliance with Information Protection Principle 11 where disclosure is made to a law enforcement agency in connection with proceedings for an offence or for law enforcement purposes. *Law enforcement purposes* means a breach of the criminal law and criminal law enforcement. However Council need not disclose material that it is entitled to refuse in the absence of a subpoena, warrant or other lawful requirement.

Section 23(5)(b) of the PPIPA permits non-compliance with Information Protection Principle 11 where the disclosure is made to a law enforcement agency for the purpose of ascertaining the whereabouts of a person reported to be missing. However Council need not disclose material that it is entitled to refuse in the absence of a subpoena, warrant or other lawful requirement.

Section 23(5)(c) of the PPIPA permits non-compliance with Information Protection Principle 11 where disclosure is authorised by subpoena, search warrant or other statutory instrument. However Council need not disclose material that it is entitled to refuse in the absence of a subpoena, warrant or other lawful requirement.

Section 23(5)(d)(i) of the PPIPA permits non-compliance with Information Protection Principle 11 where disclosure is reasonably necessary for the protection of the public revenue. *Protection of the public revenue* could mean a fraud with respect to taxes or other revenue earning processes such as avoidance of stamp duty. However Council need not disclose material that it is entitled to refuse in the absence of a subpoena, warrant or other lawful requirement.

Section 23(5)(d)(ii) of the PPIPA permits non-compliance with Information Protection Principle 11 where disclosure is reasonably necessary to investigate an offence where there are reasonable grounds to believe an offence has been committed.

Section 24(4) of the PPIPA permits non-compliance with Information Protection Principle 11 if:

- (i) investigating a complaint that could be referred or made to, or has been referred from or made by, an investigative agency, and
- (ii) if the disclosure is to an investigative agency.

(Note: "investigative agency" is defined at s.3 of PPIPA.)

Section 25(a) of the PPIPA permits non-compliance with Information Protection Principle 11 where Council is lawfully authorised or required not to comply with the principle. Section 25(b) of the PPIPA permits non-compliance with Information Protection Principle 11 where non-compliance is “necessarily implied” or “reasonably contemplated” under any Act or law.

Section 26(2) of the PPIPA permits non-compliance where the person expressly consents to such non-compliance.

Section 28(3) of the PPIPA permits non-compliance where a disclosure is to be made to a public sector agency under the administration of the Minister for Local Government (e.g. the Division of Local Government) or a public sector agency under the administration of the Premier for the purpose of informing the Minister (or Premier) about any matter within the Minister’s (or Premier’s) administration.

It is anticipated that a disclosure of personal information for research purposes will be allowed under a s.41 Direction made by the Privacy Commissioner until such time as a Research Code of Practice is made by the Attorney General.

Suppression

Information held by Council may be suppressed such as to disallow disclosure that would otherwise be allowed in the circumstances outlined above. See Part 1 of this Plan for more details about suppression of personal information.

3.12 Information Protection Principle 12 - Special restrictions on disclosure of personal information

Section 19 Special restrictions on disclosure of personal information

- (1) *A public sector agency must not disclose personal information relating to an individual's ethnic or racial origin, political opinions, religious or philosophical beliefs, trade union membership, sexual activities unless the disclosure is necessary to prevent a serious or imminent threat to the life or health of the individual concerned or another person.*
- (2) *A public sector agency that holds personal information must not disclose the information to any person or body who is in a jurisdiction outside New South Wales or to a Commonwealth agency unless:*
 - (a) *a relevant privacy law that applies to the personal information concerned is in force in the that jurisdiction or applies to that Commonwealth agency, or*
 - (b) *the disclosure is permitted under a privacy code of practice.*
- (3) *For the purposes of subsection (2), a **relevant privacy law** means a law that is determined by the Privacy Commissioner, by notice published in the Gazette, to be a privacy law for the jurisdiction concerned.*
- (4) *The Privacy Commissioner is to prepare a code relating to the disclosure of personal information by public sector agencies to persons or bodies outside New South Wales and to Commonwealth agencies.*
- (5) *Subsection (2) does not apply:*
 - (a) *until after the first anniversary of the commencement of this section, or*
 - (b) *until a code referred to in subsection (4) is made,*

whichever is the later.

The Privacy Code of Practice for Local Government

The Code makes provision for Council to depart from this principle in the circumstances described below:

1. For the purposes of s.19(2) only, where Council is requested by a potential employer outside New South Wales, it may verify that a current or former employee works or has worked for Council, the duration of that work, and the position occupied during that time. This exception shall not permit Council to give an opinion as to that person's suitability for a particular position with any potential employer unless Council is satisfied that the person has provided their consent for Council to provide a reference, which may include an opinion as to that person's suitability for the position for which he/she has applied.

Council Policy

Council will not disclose personal information relating to an individual's ethnic or racial origin, political opinions, religious or philosophical beliefs, trade union membership, health or sexual activities unless the disclosure is necessary to prevent a serious or imminent threat to the life or health of the individual concerned or another person.

Public Registers

Sections 19 and 57 of the PPIPA should be read in conjunction in regard to Public Registers. Public Registers are discussed further in Part 2 of this Plan.

Investigative Functions

Where Council is conducting an investigation, it will have regard to any applicable Direction of the Privacy Commissioner under section 41 of the PPIPA that may affect the application of Information Protection Principle 12.

Existing exemptions under the Act

Compliance with Information Protection Principle 12 is also subject to certain exemptions under the Act. If one of those exemptions apply, Council need not comply. The statutory exemption will be relied upon only in limited circumstances and legal advice should normally be obtained.

Section 23(7) of the PPIPA permits non-compliance with Information Protection Principle 12 where the disclosure is necessary to investigate an offence or where there are reasonable grounds to believe an offence has been or may be committed.

Section 25(a) of the PPIPA permits non-compliance with Information Protection Principle 12 where Council is lawfully authorised or required not to comply with the principle.

Section 25(b) of the PPIPA permits non-compliance with Information Protection Principle 12 where non-compliance is "necessarily implied" or "reasonably contemplated" under any Act or law.

Section 26(2) of the PPIPA permits non-compliance where the person expressly

consents to such non-compliance.

Section 28(2) permits non-compliance with Information Protection Principle 12 where, in the case of health information, the consent of the person cannot reasonably be obtained and the disclosure is made by an authorised person to another authorised person. "Authorised person" means a medical practitioner, health worker, or other official or employee providing health or community services who is employed or engaged by a public sector agency.

Section 28(3) of the PPIPA permits non-compliance where a disclosure is to be made to a public sector agency under the administration of the Minister for Local Government (e.g. the Division of Local Government) or a public sector agency under the administration of the Premier for the purpose of informing the Minister (or Premier) about any matter within the Minister's (or Premier's) administration.

It is anticipated that a disclosure of personal information for research purposes will be allowed under a s.41 Direction made by the Privacy Commissioner until such time as a Research Code of Practice is made by the Attorney General.

Suppression

Information held by Council may be suppressed such as to disallow disclosure that would otherwise be allowed in the circumstances outlined above. See Part 1 of this Plan for more details about suppression of personal information.

PART 4 – HEALTH PRIVACY PRINCIPLES

In 2002, most references to 'health information' were taken out of the PPIPA and separate legislation was enacted. The HRIPA was enacted to deal with this specific type of personal information. On and from September 2004, various agencies and organisations, including local councils were expected to comply with the HRIPA in their collection and management of health information.

Health information includes personal information that is information or an opinion about the physical or mental health or a disability of an individual. Health information *also* includes personal information that is information or an opinion about:

- a health service provided, or to be provided, to an individual;
- an individual's express wishes about the future provision of health services to him or her;
- other personal information collected in connection with the donation of human tissue; or
- genetic information that is or could be predictive of the health of an individual or their relatives or descendants.

Health information is defined in section 6 of the HRIPA. Local councils will often hold health information by reason of their role in elder care, child care and various types of community health support services. It is therefore very important for councils to be familiar with the 15 Health Protection Principles ("HPP") set down in Schedule 1 to the HRIPA. Each of these HPPs are considered below.

The following is a non-exhaustive list of examples of the types of health information and circumstances in which councils may collect health information in exercising their functions:

- Tree pruning/removal application where residents approach council for a reconsideration or reassessment of a tree pruning/removal application on medical grounds;
- Issuing of clean up orders which may include recording information about a residents health, GP professional contact details or involvement with mental health services;
- Volunteer programs where volunteers are asked to disclose health conditions which may preclude them from some types of volunteer work;
- Meals on wheels programs where residents may be asked for medical or dietary requirements, e.g. allergies for catering purposes;
- Seniors bus outings where information may be collected on special medical needs;
- Councils may provide respite and social support services collecting information that is consistent with the client intake and referral record system;
- Information on families for the purposes of children's services. e.g. history of illness, allergies, asthma, diabetes, epilepsy etc;
- Physical exercise classes;

- Some councils run Podiatry services;
- Information may be collected through a healthy community program;
- Children's immunization records; and
- Family counsellor/youth support workers records.

HPPs 1-4 concern the collection of health information, HPP 5 concerns the storage of health information, HPPs 6-9 concern the access and accuracy of health information, HPP 10 concerns the use of health information, HPP 11 concerns the disclosure of health information, HPPs 12-13 concern the identifiers and anonymity of the persons to which health information relate, HPPs 14-15 concern the transferral of health information and the linkage to health records across more than one organisation.

Health Privacy Principle 1

Purposes of collection of health information

- (1) *An organisation must not collect health information unless:*
 - (a) *the information is collected for a lawful purpose that is directly related to a function or activity of the organisation, and*
 - (b) *the collection of the information is reasonably necessary for that purpose.*
- (2) *An organisation must not collect health information by any unlawful means.*

Health Privacy Principle 2

Information must be relevant, not excessive, accurate and not intrusive

An organisation that collects health information from an individual must take such steps as are reasonable in the circumstances (having regard to the purposes for which the information is collected) to ensure that:

- (a) *the information is collected is relevant to that purpose, is not excessive and is accurate, up to date and complete, and*
- (b) *the collection of the information does not intrude to an unreasonable extent on the personal affairs of the individual to whom the information relates.*

Health Privacy Principle 3

Collection to be from the individual concerned

- (1) *An organisation must collect health information about an individual only from that individual, unless it is unreasonable or impracticable to do so.*
- (2) *Health information is to be collected in accordance with any guidelines issued by the Privacy Commissioner for the purposes of this clause.*

Health Privacy Principle 4

Individual to be made aware of certain matters

- (1) *An organisation that collects health information about an individual from the individual must, at or before the time it collects the information (or if that is not practicable, as soon as practicable after that time), take steps that are reasonable in the*

circumstances to ensure that the individual is aware of the following:

- (a) the identity of the organisation and how to contact it,*
 - (b) the fact that the individual is able to request access to the information,*
 - (c) the purposes for which the information is collected,*
 - (d) the persons to whom (or the type of persons to whom) the organisation usually discloses information of that kind,*
 - (e) any law that requires the particular information to be collected,*
 - (f) the main consequences (if any) for the individual if all or part of the information is not provided.*
- (2) If the organisation collects health information about an individual from someone else, it must take any steps that are reasonable in the circumstances to ensure that the individual is generally aware of the matters listed in subclause (1) except to the extent that:*
 - (a) making the individual aware of the matters would impose a serious threat to the life or health of any individual, or*
 - (b) the collection is made in accordance with guidelines issued under subclause (3).*
- (3) The Privacy Commissioner may issue guidelines setting out circumstances in which an organisation is not required to comply with subclause (2).*
- (4) An organisation is not required to comply with a requirement of this clause if:*
 - (a) the individual to whom the information relates has expressly consented to the organisation not complying with it or,*
 - (b) the organisation is lawfully authorised or required not to comply with it, or*
 - (c) non-compliance is otherwise permitted (or necessarily implied or reasonably contemplated) under any Act or any other law including the State Records Act 1998), or*
 - (d) compliance by the organisation would, in the circumstances, prejudice the interests of the individual to whom the information relates, or*
 - (e) the information concerned is collected for law enforcement purposes or,*
 - (f) the organisation is an investigative agency and compliance might detrimentally affect (or prevent the proper exercise of) its complaint handling functions or any of its investigative functions.*
- (5) If the organisation reasonably believes that the individual is incapable of understanding the general nature of the matters listed in subclause (1), the organisation must take steps that are reasonable in the circumstances, to ensure that any authorised representative of the individual is aware of those matters.*
- (6) Subclause (4) (e) does not remove any protection provided by any other law in relation to the rights of accused persons or persons suspected of having committed an offence.*
- (7) The exemption provided by subclause (4) (f) extends to any public sector agency, or public sector official, who is investigating or otherwise handling a complaint or other matter that could be referred or made to an investigative agency, or that has been referred from or made by an investigative agency.*

Council Policy

Council will only collect health information for a lawful purpose that is directly related to Council's activities and is necessary for that purpose (HPP 1)

Council will ensure that the health information is relevant, accurate, up to date and not excessive and that the collection is not unnecessarily intrusive into the personal affairs of the individual (HPP 2).

Council will only collect health information directly from the individual that the information concerns, unless it is unreasonable or impractical for Council to do so. (HPP 3).

Council will tell the person why the health information is being collected, what will be done with it, who else might see it and what the consequences are if the person decides not to provide it. Council will also tell the person how he or she can see and correct the health information.

If Council collects health information about a person from someone else, Council will take reasonable steps to ensure that the subject of the information is aware of the above points (HPP 5).

Health Privacy Principle 5

Retention and Security

(1) *An organisation that holds health information must ensure that:*

- (a) *the information is kept for no longer than is necessary for the purposes for which the information may lawfully be used, and*
- (b) *the information is disposed of securely and in accordance with any requirements for the retention and disposal of health information, and*
- (c) *the information is protected, by taking such security safeguards as are reasonable in the circumstances against loss, unauthorised access, use, modification or disclosure, and against all other misuse, and*
- (d) *if it is necessary for the information to be given to a person in connection with the provision of a service to the organisation, everything reasonably within the power of an organisation is done to prevent the unauthorised use or disclosure of the information.*

Note. Division 2 (Retention of health information) of Part 4 contains provisions applicable to private sector persons in connection with the matters dealt with in this clause.

(2) *An organisation is not required to comply with a requirement of this clause if:*

- (a) *the organisation is lawfully authorised or required not to comply with it, or*
- (b) *non-compliance is otherwise permitted (or is necessarily implied or reasonably contemplated) under an Act or any other law (including the State Records Act 1998).*

(3) *An investigative agency is not required to comply with subclause (1)(a).*

Council Policy

Council will store health information securely and protect health information from unauthorised access, use or disclosure. Health information will not be kept for any longer than is necessary and will be disposed of appropriately (HPP 5).

Health Privacy Principle 6

Information about health information held by organisations

- (1) *An organisation that holds health information must take such steps as are, in the circumstances, reasonable, to enable any individual to ascertain:*
 - (a) *whether the organisation holds health information, and*
 - (b) *whether the organisation holds health information relating to that individual, and*
 - (c) *if the organisation holds health information relating to that individual:*
 - (i) *the nature of that information*
 - (ii) *the main purposes for which the information is used, and*
 - (iii) *that person's entitlement to request access to the information.*
- (2) *An organisation is not required to comply with a provision of this clause if:*
 - (a) *the organisation is lawfully authorised or required not to comply with the provision concerned, or*
 - (b) *non-compliance is otherwise permitted (or is necessarily implied or reasonably contemplated) under any Act or any other law (including the State Records Act 1998).*

Health Privacy Principle 7

Access to health information

- (1) *An organisation that holds health information must, at the request of the individual to whom the information relates and without excessive delay or expense, provide the individual with access to the information.*

Note. Division 3 (Access to health information) of Part 4 contains provisions applicable to private sector persons in connection with the matters dealt with in this clause. Access to health information held by public sector agencies may also be available under the Government Information (Public Access) Act 2009 or the State Records Act 1998.
- (2) *An organisation is not required to comply with a provision of this clause if:*
 - (a) *the organisation is lawfully authorised or required not to comply with the provision concerned, or*
 - (b) *non-compliance is otherwise permitted (or is necessarily implied or reasonably contemplated) under an Act or any other law (including the State Records Act 1998).*

Health Privacy Principle 8

Amendment of health information

- (1) *An organisation that holds health information must, at the request of the individual to whom the information relates, make appropriate amendments (whether by way of corrections, deletions or additions) to ensure that the health information:*
 - (a) *is accurate, and*
 - (b) *having regard to the purpose for which the information was collected (or is to be used) and to any purpose that is directly related to that purpose, is relevant, up to day, complete and not misleading.*
- (2) *If an organisation is not prepared to amend health information under subclause (1) in accordance with a request by the individual to whom the information relates, the organisation must, if so requested by the individual concerned, take such steps as are reasonable to attach to the information, in such a manner as is capable of being read with the information, any statement provided by that individual of the amendment*

sought.

- (3) *If health information is amended in accordance with this clause, the individual to whom the information relates is entitled, if it is reasonably practicable, to have recipients of that information notified of the amendments made by the organisation.*

Note. Division 4 (Amendment of health information) of Part 4 contains provisions applicable to private sector persons in connection with the matters dealt with in this clause.

Amendment of health information held by public sector agencies may also be able to be sought under the Privacy and Personal Information Protection Act 1998.

- (4) *An organisation is not required to comply with a provision of this clause if:*
- (a) *the organisation is lawfully authorised or required not to comply with the provision concerned, or*
 - (b) *non-compliance is otherwise permitted (or is necessarily implied or reasonably contemplated) under an Act or any other law (including the State Records Act 1998).*

Health Privacy Principle 9

Accuracy

An organisation that holds health information must not use the information without taking such steps as are reasonable in the circumstances to ensure that, having regard to the purpose for which the information is proposed to be used, the information is relevant, accurate and up to date, complete and not misleading.

Council Policy

Council will provide details about what health information Council is holding about an individual and with information about why Council is storing that information and what rights of access the individual has (HPP 6).

Council will allow the individual to access his or her health information without reasonable delay or expense (HPP 7).

Council will allow the individual to update, correct or amend his or her health information where necessary (HPP 8).

Council will make sure that the health information is relevant and accurate before using it (HPP 9).

Health Privacy Principle 10

- (1) *An organisation that holds health information must not use the information for a purpose (a **secondary purpose**) other than the purpose (the **primary purpose**) for which it was collected unless:*

- (a) **Consent**

the individual to whom the information relates has consented to the use of the information for that secondary purpose, or

- (b) **Direct relation**

the secondary purpose is directly related to the primary purpose and the individual would reasonably expect the organisation to use the information for the

secondary purpose or,

Note: For example, if information is collected in order to provide a health service to the individual, the use of the information to provide a further health service to the individual is a secondary purpose directly related to the primary purpose.

(c) **Serious threat to health or welfare**

the use of the information for the secondary purpose is reasonably believed by the organisation to be necessary to lessen or prevent:

- (i) a serious and imminent threat to the life, health or safety of the individual or another person, or*
- (ii) a serious threat to public health and safety, or*

(d) **Management of health services**

the use of the information for the secondary purpose is reasonably necessary for the funding, management, planning or evaluation of health services and:

- (i) either:*
 - (A) that purpose cannot be served by the use of information that does not identify the individual or from which the individual or from which the individual's identity cannot reasonably be ascertained and it is impracticable for the organisation to seek the consent of the individual for the use, or*
 - (B) reasonable steps are taken to de-identify the information, and*
- (ii) if the information is in a form that could reasonably be expected to identify individuals, the information is not published in a generally available publication, and*
- (iii) the use of the information is in accordance with guidelines, if any, issued by the Privacy Commissioner for the purposes of this paragraph, or*

(e) **Training**

the use of the information for the secondary purpose is reasonably necessary for the training of employees of the organisation or persons working with the organisation and:

- (i) either:*
 - (A) that purpose cannot be served by the use of information that does not identify the individual or from which the individual's identity cannot reasonably be ascertained and it is impracticable for the organisation to seek the consent of the individual for the use, or*
 - (B) reasonable steps are taken to de-identify the information, and*
- (ii) if the information could reasonably be expected to identify individuals, the information is not published in a generally available publication, and*
- (iii) the use of the information is in accordance with guidelines, if any, issued by the Privacy Commissioner for the purposes of this paragraph, or*

(f) **Research**

the use of the information for the secondary purpose is reasonably necessary for research, or the compilation or analysis of statistics, in the public interest and:

- (i) either:*
 - (A) that purpose cannot be served by the use of information that does not identify the individual or from which the individual's identity cannot reasonably be ascertained and it is impracticable for the organisation to seek the consent of the individual for the use, or*
 - (B) reasonable steps are taken to de-identify the information, and*
- (ii) if the information could reasonably be expected to identify individuals, the information is not published in a generally available publication, and*
- (iii) the use of the information is in accordance with guidelines, if any, issued by the Privacy Commissioner for the purpose of this paragraph, or*

- (g) **Find missing person**
the use of the information for the secondary purpose is by a law enforcement agency (or such other person or organisation as may be prescribed by the regulations) for the purposes of ascertaining the whereabouts of an individual who has been reported to a police officer as a missing person, or
- (h) **Suspected unlawful activity, unsatisfactory professional conduct or breach of discipline**
the organisation:
(i) has reasonable grounds to suspect that:
(A) unlawful activity has been or may be engaged in, or
(B) a person has or may have engaged in conduct that may be unsatisfactory professional conduct or professional misconduct under a the Health Practitioner Regulation National Law (NSW), or
(C) an employee of the organisation has or may have engaged in conduct that may be grounds for disciplinary action, and
(ii) uses the health information as a necessary part of its investigation of the matter or in reporting its concerns to relevant persons or authorities, or
- (i) **Law enforcement**
the use of the information for the secondary purpose is reasonably necessary for the exercise of law enforcement functions by law enforcement agencies in circumstances where there are reasonable grounds to believe that an offence may have been, or may be, committed, or
- (j) **Investigative agencies**
the use of the information for the secondary purpose is reasonably necessary for the exercise of complaint handling functions or investigative functions by investigative agencies, or
- (k) **Prescribed circumstances**
the use of the information for the secondary purpose is in the circumstances prescribed by the regulations for the purposes of this paragraph.
- (2) An organisation is not required to comply with a provision of this clause if:
- (a) the organisation is lawfully authorised or required not to comply with the provision concerned, or
- (b) non-compliance is otherwise permitted (or is necessarily implied or reasonably contemplated) under an Act or any other law (including the State Records Act 1998).
- (3) The Ombudsman's Office, Health Care Complaints Commission, Anti-Discrimination Board and Community Services Commission are not required to comply with a provision of this clause in relation to their complaint handling functions and their investigative, review and reporting functions.
- (4) Nothing in this clause prevents or restricts the disclosure of health information by a public sector agency:
- (a) to another public sector agency under the administration of the same Minister if the disclosure is for the purposes of informing that Minister about any matter within that administration, or
- (b) to any public sector agency under the administration of the Premier, if the disclosure is for the purposes of informing the Premier about any matter.
- (5) The exemption provided by subclause (1) (j) extends to any public sector agency, or public sector official, who is investigating or otherwise handling a complaint or other

matter that could be referred or made to an investigative agency, or that has been referred from or made by an investigative agency.

Council policy

Council will only use the health information for the purpose for which it was collected or for a directly related purpose that the individual to whom the information relates would expect. Otherwise, Council will obtain the individual's consent (HPP 10).

Health Privacy Principle 11

(1) *An organisation that holds health information must not disclose the information for a purpose (a **secondary purpose**) other than the purpose (the **primary purpose**) for which it was collected unless:*

(a) **Consent**

the individual to whom the information relates has consented to the disclosure of the information for that secondary purpose, or

(b) **Direct relation**

the secondary purpose is directly related to the primary purpose and the individual would reasonably expect the organisation to disclose the information for the secondary purpose, or

Note: For example, if information is collected in order to provide a health service to the individual, the disclosure of the information to provide a further health service to the individual is a secondary purpose directly related to the primary purpose.

(c) **Serious threat to health or welfare**

the disclosure of the information for the secondary purpose is reasonably believed by the organisation to be necessary to lessen or prevent:

- (i) *a serious and imminent threat to the life, health or safety of the individual or another person, or*
- (ii) *a serious threat to public health or public safety, or*

(d) **Management of health services**

the disclosure of the information for the secondary purpose is reasonably necessary for the funding, management, planning or evaluation of health services and:

- (i) *either:*
 - (A) *that purpose cannot be served by the disclosure of information that does not identify the individual or from which the individual's identity cannot reasonably be ascertained and it is impracticable for the organisation to seek the consent of the individual for the disclosure, or*
 - (B) *reasonable steps are taken to de-identify the information, and*
- (ii) *if the information could reasonably be expected to identify individuals, the information is not published in a generally available publication, and*
- (iii) *the disclosure of the information is in accordance with guidelines, if any, issued by the Privacy Commissioner for the purposes of this paragraph, or*

(e) **Training**

the disclosure of the information for the secondary purpose is reasonably necessary for the training of employees of the organisation or persons working with the organisation and:

- (i) *either:*

- (A) *that purpose cannot be served by the disclosure of information that does not identify the individual or from which the individual's identity cannot reasonably be ascertained and it is impracticable for the organisation to seek the consent of the individual for the disclosure, or*
 - (B) *reasonable steps are taken to de-identify the information, and*
 - (ii) *if the information could reasonably be expected to identify the individual, the information is not made publicly available, and*
 - (iii) *the disclosure of the information is in accordance with guidelines, if any, issued by the Privacy Commissioner for the purposes of this paragraph, or*
- (f) **Research**
the disclosure of the information for the secondary purpose is reasonably necessary for research, or the compilation or analysis of statistics, in the public interest and:
 - (i) *either:*
 - (A) *that purpose cannot be served by the disclosure of information that does not identify the individual or from which the individual's identity cannot reasonably be ascertained and it is impracticable for the organisation to seek the consent of the individual for the disclosure, or*
 - (B) *reasonable steps are taken to de-identify the information, and*
 - (ii) *the disclosure will not be published in a form that identifies particular individuals or from which an individual's identity can reasonably be ascertained, and*
 - (iii) *the disclosure of the information is in accordance with guidelines, if any, issued by the Privacy Commissioner for the purposes of this paragraph, or*
- (g) **Compassionate reasons**
the disclosure of the information for the secondary purpose is to provide the information to an immediate family member of the individual for compassionate reasons and:
 - (i) *the disclosure is limited to the extent reasonable for those compassionate reasons, and*
 - (ii) *the individual is incapable of giving consent to the disclosure of the information, and*
 - (iii) *the disclosure is not contrary to any wish expressed by the individual (and not withdrawn) of which the organisation was aware or could make itself aware by taking reasonable steps, and*
 - (iv) *if the immediate family member is under the age of 18 years, the organisation reasonably believes that the family member has sufficient maturity in the circumstances to receive the information, or*
- (h) **Finding missing person**
the disclosure of the information for the secondary purpose is to a law enforcement agency (or such other person or organisation as may be prescribed by the regulations) for the purposes of ascertaining the whereabouts of an individual who has been reported to a police officer as a missing person, or
- (i) **Suspected unlawful activity, unsatisfactory professional conduct or breach of discipline**
the organisation:
 - (i) *has reasonable grounds to suspect that:*
 - (A) *unlawful activity has been or may be engaged in, or*
 - (B) *a person has or may have engaged in conduct that may be unsatisfactory professional conduct or professional misconduct under a the Health Practitioner Regulation National Law (NSW), or*
 - (C) *an employee of the organisation has or may have engaged in conduct that may be grounds for disciplinary action, and*
 - (ii) *discloses the health information as a necessary part of its investigation of the matter or in reporting its concerns to relevant persons or authorities, or*

- (j) **Law enforcement**
the disclosure of the information for the secondary purpose is reasonably necessary for the exercise of law enforcement functions by law enforcement agencies in circumstances where there are reasonable grounds to believe that an offence may have been, or may be, committed, or
- (k) **Investigative agencies**
the disclosure of the information for the secondary purpose is reasonably necessary for the exercise of complaint handling functions or investigative functions by investigative agencies, or
- (l) **Prescribed circumstances**
the disclosure of the information for the secondary purpose is in the circumstances prescribed by the regulations for the purposes of this paragraph.
- (2) *An organisation is not required to comply with a provision of this clause if:*
- (a) *the organisation is lawfully authorised or required not to comply with the provision concerned, or*
- (b) *non-compliance is otherwise permitted (or is necessarily implied or reasonably contemplated) under an Act or any other law (including the State Records Act 1998), or*
- (c) *the organisation is an investigative agency disclosing information to another investigative agency.*
- (3) *The Ombudsman's Office, Health Care Complaints Commission, Anti-Discrimination Board and Community Services Commission are not required to comply with a provision of this clause in relation to their complaint handling functions and their investigative, review and reporting functions.*
- (4) *Nothing in this clause prevents or restricts the disclosure of health information by a public sector agency:*
- (a) *to another public sector agency under the administration of the same Minister if the disclosure is for the purposes of informing that Minister about any matter within that administration, or*
- (b) *to any public sector agency under the administration of the Premier, if the disclosure is for the purposes of informing the Premier about any matter.*
- (5) *If health information is disclosed in accordance with subclause (1), the person, body or organisation to whom it was disclosed must not use or disclose the information for a purpose other than the purpose for which the information was given to it.*
- (6) *The exemptions provided by subclauses (1) (k) and (2) extend to any public sector agency, or public sector official, who is investigating or otherwise handling a complaint or other matter that could be referred or made to an investigative agency, or that has been referred from or made by an investigative agency.*

Council Policy

Council will only disclose health information under the following circumstances:

- With the consent of the individual to whom the information relates; or
- For the purpose for which the health information was collected or a directly related purpose that the individual to whom it relates would expect; or
- If an exemption applies (HPP 11).

Health Privacy Principle 12**Identifiers**

- (1) *An organisation may only assign identifiers to individuals if the assignment of identifiers is reasonably necessary to enable the organisation to carry out any of its functions efficiently.*
- (2) *Subject to subclause (4), a private sector person may only adopt as its own identifier of an individual an identifier of an individual that has been assigned by a public sector agency (or by an agent of, or contractor to, a public sector agency acting in its capacity as agent or contractor) if:*
 - (a) *the individual has consented to the adoption of the same identifier, or*
 - (b) *the use or disclosure of the identifier is required or authorised by or under law.*
- (3) *Subject to subclause (4), a private sector person may only use or disclose an identifier assigned to an individual by a public sector agency (or by an agent of, or contractor to, a public sector agency acting in its capacity as agent or contractor) if:*
 - (a) *the use or disclosure is required for the purpose for which it was assigned or for a secondary purpose referred to in one or more paragraphs of HPP 10 (1) (c)-(k) or 11 (1) (c)-(l), or*
 - (b) *the individual has consented to the use or disclosure, or*
 - (c) *the disclosure is to the public sector agency that assigned the identifier to enable the public sector agency to identify the individual for its own purposes.*
- (4) *If the use or disclosure of an identifier assigned to an individual by a public sector agency is necessary for a private sector person to fulfil its obligations to, or the requirements of, the public sector agency, a private sector person may either:*
 - (a) *adopt as its own identifier of an individual an identifier of the individual that has been assigned by the public sector agency, or*
 - (b) *use or disclose an identifier of the individual that has been assigned by the public sector agency.*

Council Policy

Council will only give an identification number to health information if it is reasonably necessary for Council to carry out its functions effectively (HPP 12).

Health Privacy Principle 13**Anonymity**

Wherever it is lawful and practicable, individuals must be given the opportunity to not identify themselves when entering into transactions with or receiving health services from an organisation.

Council Policy

Council will provide health services anonymously where it is lawful and practical (HPP 13).

Health Privacy Principle 14***Transborder data flows and data flow to Commonwealth agencies.***

An organisation must not transfer health information about an individual to any person or body who is in a jurisdiction outside New South Wales or to a Commonwealth agency unless:

- (a) *the organisation reasonably believes that the recipient of the information is subject to a law, binding scheme or contract that effectively upholds principles for fair handling of the information that are substantially similar to the Health Privacy Principles, or*
- (b) *the individual consents to the transfer, or*
- (c) *the transfer is necessary for the performance of a contract between the individual and the organisation, or for the implementation of pre-contractual measures taken in response to the individual's request, or*
- (d) *the transfer is necessary for the conclusion or performance of a contract concluded in the interest of the individual between the organisation and a third party, or*
- (e) *all of the following apply:*
 - (i) *the transfer is for the benefit of the individual,*
 - (ii) *it is impracticable to obtain the consent of the individual to that transfer,*
 - (iii) *if it were practicable to obtain such consent, the individual would be likely to give it, or*
- (f) *the transfer is reasonably believed by the organisation to be necessary to lessen or prevent:*
 - (i) *a serious and imminent threat to the life, health or safety of the individual or another person, or*
 - (ii) *a serious threat to public health or public safety, or*
- (g) *the organisation has taken reasonable steps to ensure that the information that it has transferred will not be held, used or disclosed by the recipient of the information inconsistently with the Health Privacy Principles, or*
- (h) *the transfer is permitted or required by an Act (including an Act of the Commonwealth) or any other law.*

Council Policy

Council will only transfer personal information out of New South Wales if the requirements of Health Privacy Principle 14 are met.

Health Privacy Principle 15

Linkage of health records

- (1) *An organisation must not:*
 - (a) *include health information about an individual in a health records linkage system unless the individual has expressly consented to the information being so included, or*
 - (b) *disclose an identifier of an individual to any person if the purpose of the disclosure is to include health information about the individual in a health records linkage system, unless the individual has expressly consented to the identifier being disclosed for that purpose.*
- (2) *An organisation is not required to comply with a provision of this clause if:*
 - (a) *the organisation is lawfully authorised or required not to comply with the provision concerned, or*
 - (b) *non-compliance is otherwise permitted (or is necessarily implied or reasonably contemplated) under an Act or any other law (including the State Records Act 1998), or*
 - (c) *the inclusion of the health information about the individual in the health records information system (including an inclusion for which an identifier of the individual*

is to be disclosed) is a use of the information that complies with HPP 10 (1) (f) or a disclosure of the information that complies with HPP 11 (1) (f).

(3) *In this clause:*

health record *means an ongoing record of health care for an individual.*

health records linkage system *means a computerised system that is designed to link health records for an individual held by different organisations for the purpose of facilitating access to health records, and includes a system or class of systems prescribed by the regulations as being a health records linkage system, but does not include a system or class of systems prescribed by the regulations as not being a health records linkage system.*

Council Policy

Council will only include health information in a system to link health records across more than one organisation if the individual to whom the health information relates expressly consents to the link (HPP 15).

PART 5 – IMPLEMENTATION OF THE PRIVACY MANAGEMENT PLAN

5.1 Training Seminars/Induction

During induction, all employees should be made aware that the performance management system has the potential to include personal information on their individual work performance or competency.

Councillors, all staff of the Council including staff of council businesses, and members of council committees should be acquainted with the general provisions of the PPIPA, the HRIPA and in particular, the 12 Information Protection Principles (IPPs), the 15 Health Privacy Principles (HPPs), the Public Register provisions, the Privacy Code of Practice for Local Government, this Plan and any other applicable Code of Practice.

5.2 Responsibilities of the Privacy Contact Officer

It is assumed that the Public Officer within Council will be assigned the role of the Privacy Contact Officer unless the General Manager has directed otherwise.

In order to ensure compliance with PPIPA and the HRIPA, the Privacy Contact Officer will review all contracts and agreements with consultants and other contractors, rates notices, application forms of whatsoever nature, and other written requests by which personal information is collected by Council, to ensure that Council is in compliance with the PPIPA.

Interim measures to ensure compliance with IPP 3 in particular may include the creation of stamps or printed slips that contain the appropriate wording (see Appendices 2 and 3).

The Privacy Contact Officer will ensure Council in its public areas has special provisions for working with computer screens. Computer screens may require:

- fast screen savers;
- face the computers away from the public; or
- only allow the record system to show one record at a time.

Council's electronic databases should also be reviewed to ensure that they contain procedures and protocols to check the accuracy and currency of personal and health information.

The Privacy Contact Officer will also provide opinions within Council as to:

- (i) Whether the personal or health information is collected for a lawful purpose;
- (ii) If that lawful purpose is directly related to a function of Council; and
- (iii) Whether or not the collection of that personal or health information is reasonably necessary for the specified purpose.

Any further concerns of a legal nature will be referred to Council's solicitor.

Should the Council require, the Privacy Contact Officer may assign designated officers as "Privacy Resource Officers", within the larger departments of Council. In this manner the Council may ensure that the information protection principles are more broadly understood and that individual departments have a greater focus on the information protection principles and are directly applied to Council's day to day functions.

5.3 Distribution of information to the public

Council may prepare its own literature such as pamphlets on the PPIPA, HRIPA or it may obtain and distribute copies of literature available from the Office of the Privacy Commissioner NSW.

PART 6 – INTERNAL REVIEW

6.1 How does the process of Internal Review operate?

Under section 53 of the PPIPA a person (the applicant) who is aggrieved by the conduct of a council is entitled to a review of that conduct. An application for internal review is to be made within **6 months** of when the person first became aware of the conduct.

The application is to be in writing and addressed to Council's Privacy Contact Officer. The Privacy Contact Officer will appoint a Reviewing Officer to conduct the internal review. The Reviewing Officer must not be substantially involved in any matter relating to the application. The Reviewing Officer must be an employee and suitability qualified.

The review must be completed as soon as is reasonably practicable in the circumstances. If the review is not completed within **60 days** of the lodgement, the applicant is entitled to seek external review.

The Council must notify the Privacy Commissioner of an application as soon as practicable after its receipt, keep the Commissioner informed of the progress of the application and inform the Commissioner of the findings of the review and of the action it proposes to take in relation to the application.

The Privacy Commissioner is entitled to make submissions in relation to internal reviews and the council is required to consider any relevant material submitted by the Privacy Commissioner. The Council must provide the Privacy Commissioner with a draft of the council's internal review report to enable the Privacy Commissioner to make a submission.

Council may provide a copy of any submission by Privacy Commissioner's to the applicant.

The Council must notify the applicant of the outcome of the review within **14 days** of its determination. A copy of the final review should also be provided to the Privacy Commissioner where it departs from the draft review.

An internal review checklist has been prepared by the Office of the Privacy Commissioner NSW and can be accessed from its website <http://www.ipc.nsw.gov.au>.

The Privacy Commissioner must be notified of a complaint, briefed on progress and notified of the outcome of an internal review under the PPIPA or HRIPA.

6.2 What happens after an Internal Review?

If the complainant remains unsatisfied, he/she may appeal to the Administrative Decisions Tribunal which hears the matter afresh and may impose its own decision and can make a range of orders including an award of damages for a breach of an information protection principle or a health privacy principle.

PART 7 – OTHER RELEVANT MATTERS

7.1 Contracts with consultants and other private contractors

It is necessary to have specific provisions to protect the Council in any dealings with private contractors.

7.2 Confidentiality

The obligation of confidentiality is additional to and separate from that of privacy. Nevertheless, a duty to withhold information lies at the heart of both concepts. Confidentiality attaches to information per se, personal or health information to the person to whom that information relates.

An obligation of confidentiality exists for all employees whether express or implied as a matter of law.

Information which may be confidential is also likely to have a separate and independent obligation attaching to it in the form of privacy and in that regard, a release for the purposes of confidentiality will not suffice for privacy purposes. Two separate releases will be required and, in the case of privacy, the person to whom the information relates will be required to provide the release.

7.3 Misuse of personal or health information

Section 664 of the LGA makes it an offence for anyone to disclose information except in accordance with that section. Whether or not a particular disclosure is made with lawful excuse is a matter that requires legal opinion from case to case.

7.4 Regular review of the collection, storage and use of personal or health information

The information practices relating to the collection, storage and use of personal or health information will be reviewed by the Council every three (3) years. Any new program initiatives will be incorporated into the review process with a view to ascertaining whether or not those programs comply with the PPIPA.

7.5 Regular review of Privacy Management Plan

When information practices are reviewed from time to time, the Privacy Management Plan will also be reviewed to ensure that the Plan is up to date.

7.6 Further information

For assistance in understanding the processes under the PPIPA and HRIPA, please contact the Council or the Office of the Privacy Commissioner NSW.

PART 8 – APPENDICES

Appendix 1: Statutory Declaration for access under Section 57 of the Privacy and Personal Information Protection Act 1998 to a Public Register held by Council

Statutory Declaration
Oaths Act, 1900, Ninth Schedule

I, the undersigned ⁽¹⁾ (1) insert full name

of ⁽²⁾ (2) insert address

in the State of New South Wales, do solemnly and sincerely declare that:

I am ⁽³⁾ (3) insert relationship, if any, to person inquired about

I seek to know whether ⁽⁴⁾ (4) insert name

is on the public register of ⁽⁵⁾ (5) Applicant to describe the relevant public public register

The purpose for which I seek this information is ⁽⁶⁾ (6) insert purpose for seeking information

The purpose for which the information is required is to ⁽⁷⁾ (7) insert purpose

And I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oats Act 1994.

Signature of Applicant

Declared at:

in the said State this _____ day of _____ 20 _____

before me.

Signature of Justice of the Peace/Solicitor

Name of Justice of the Peace/Solicitor to be printed

Appendix 4: Application under Section 13 of the Privacy and Personal Information Protection Act 1998: To determine whether Council holds personal information about a person.

Personal information held by the Council

I, ⁽¹⁾ _____

of ⁽²⁾ _____

Hereby request the General Manager of ⁽³⁾ _____

provide the following:

(1) insert full name
 (2) insert address
 (3) insert name of Council

- Does the Council hold personal information about me? Yes No
- If so, what is the nature of that information? _____

- What is the main purpose for holding the information? _____

- Am I entitled to access the information? Yes No

My address for response to this application is:

_____ State: _____ Post Code: _____

Note to applicants

Council **will not** record your address or any other contact details that you provide for any other purpose other than to respond to your application.

As an applicant, you have a right of access to personal information concerning yourself that is held by the Council under section 14 of the Privacy and Personal Information Protection Act 1998 (PPIPA). There is a separate application form to gain access.

The Council may refuse to process this application in part or in whole if:

- there is an exemption to section 13 of the PPIPA; or
- a Code of Practice may restrict the operation of section 14.

Enquiries concerning this matter can be addressed to:

**Appendix 5: Application under section 14 of the Privacy And
Personal Information Protection Act 1998: For access to Applicant's
Personal Information**

Personal information held by the Council

I, ⁽¹⁾ _____ (1) insert full name
of ⁽²⁾ _____ (2) insert address
Hereby request that the ⁽³⁾ _____ (3) insert name of Council

Provide me with:

- (a) access to all personal information held concerning myself; or
- (b) access to the following personal information only (LIST INFORMATION REQUIRED BELOW):

My address for response to this application is:

State: _____ Post Code: _____

Note to applicants

As an applicant, you have a right of access to personal information concerning yourself that is held by the Council under section 14 of the Privacy and Personal Information Protection Act 1998 (PPIPA).

You are entitled to have access without excessive delay or cost.

Council may refuse to process your application in part, or in whole, if:

- the correct amount of fees has not been paid;
- there is an exemption to section 14 of the PPIPA; or
- a Code of Practice may restrict disclosure.

Enquiries concerning this matter can be addressed to:

Appendix 6: Application under section 15 of the Privacy and Personal Information Protection Act 1998: For alteration of Applicant's Personal Information

Personal information held by the Council

I, ⁽¹⁾ _____	(1) insert full name
of ⁽²⁾ _____	(2) insert address
Hereby request that the ⁽³⁾ _____	(3) insert name of Council

alter personal information regarding myself in the following manner:

- I propose the following changes: _____

- The reasons for the changes are as follows: _____

- The documentary bases for those changes is as shown on the attached documents

Note to Applicants :

You have a right to request appropriate amendments are made (whether by way of corrections, deletions or additions) to ensure that the personal information held by the Council:

- (a) is accurate, and
- (b) having regard to the purpose for which the information was collected (or is to be used) and to any purpose that is directly related to that purpose, is relevant, up-to-date, complete and not misleading.

If Council is not prepared to amend the personal information in accordance with a request by you, Council must take such steps as are reasonable to attach to the information in such a manner as is capable of being read with the information, any statement provided by you.

If your personal information is amended, you are entitled under the Privacy and Personal Information Protection Act 1998 (PPIPA), if it is reasonably practicable, to the have recipients of that information notified of the amendments made by Council.

Council may refuse to process your application in part, or in whole, if:

- there is an exemption to section 15 of the PPIPA; or
- a Code of Practice may restrict alteration.

Enquiries concerning this matter can be addressed to: _____



The Health Privacy Principles (HPPs) guidance for agencies and organisations

Fact sheet
May 2014

The 15 Health Privacy Principles are the key to the *Health Records and Information Privacy Act 2002* (HRIP Act)

These are legal obligations which NSW public sector agencies and private sector organisations must abide by when they collect, hold, use and disclose a person's health information. Exemptions may apply, therefore it is suggested you seek further advice from the Privacy Contact Officer or the Health Information Manager in your agency or organisation in the first instance. Or contact the Information and Privacy Commission NSW (IPC) for further advice.

Collection

1. Lawful

Only collect health information for a lawful purpose that is directly related to the agency or organisation's activities and necessary for that purpose.

2. Relevant

Ensure health information is relevant, accurate, up-to-date and not excessive, and that the collection does not unreasonably intrude into the personal affairs of a person.

3. Direct

Only collect health information from the person concerned, unless it is unreasonable or impracticable to do so. See the [Handbook to Health Privacy](#) for an explanation of "unreasonable" and "impracticable".

4. Open

Inform a person as to why you are collecting health information, what you will do with it, and who else may see it. Tell the person how they can view and correct their health information and any consequences that will occur if they decide not to provide their information to you.

If you collect health information about a person from a third party you must still take reasonable steps to notify the person that this has occurred.

Storage

5. Secure

Ensure the health information is stored securely, not kept any longer than necessary, and disposed of appropriately. Health information should be protected from unauthorised access, use or disclosure. (Note: private sector organisations should also refer to section 25 of the HRIP Act for further provisions relating to retention).

Access and accuracy

6. Transparent

Explain to the person what health information is being stored, the reasons it is being used and any rights they have to access it.

7. Accessible

Allow a person to access their health information without unreasonable delay or expense. (Note: private sector organisations should also refer to sections 26-32 of the HRIP Act for further provisions relating to access).

8. Correct

Allow a person to update, correct or amend their personal information where necessary. (Note: private sector organisations should also refer to sections 33-37 of the HRIP Act for further provisions relating to amendment).

9. Accurate

Ensure that the health information is relevant and accurate before using it.

Use

10. Limited

Only use health information for the purpose for which it was collected or for a directly related purpose, which a person would expect. Otherwise, you would generally need their consent to use the health information for a secondary purpose.

Disclosure

11. Limited

Only disclose health information for the purpose for which it was collected, or for a directly related purpose that a person would expect. Otherwise, you would generally need their consent.

(Note: see HPP 10).

Identifiers and anonymity

12. Not identified

Only identify people by using unique identifiers if it is reasonably necessary to carry out your functions efficiently.

13. Anonymous

Give the person the option of receiving services from you anonymously, where this is lawful and practicable.

Transferrals and linkage

14. Controlled

Only transfer health information outside New South Wales in accordance with HPP 14.

15. Authorised

Only use health records linkage systems if the person has provided or expressed their consent.

For more information

Contact the Information and Privacy Commission NSW (IPC):

Freecall: 1800 472 679

Email: ipcinfo@ipc.nsw.gov.au

Website: www.ipc.nsw.gov.au



The Information Protection Principles (IPPs) explained for members of the public

fact sheet

April 2011

The 12 Information Protection Principles (IPPs) are your key to the *Privacy and Personal Information Act 1998* (PPIP Act).

These are legal obligations which NSW government agencies, for example government departments, local councils, universities and local and health network's must abide by when they collect, store, use or disclose your personal information. Exemptions may apply, it is therefore suggested you contact the Privacy Contact Officer in the agency or the NSW Information and Privacy Commission for further advice.

Collection

1. Lawful

An agency must only collect your personal information for a lawful purpose. It must also be directly related to the agency's activities and necessary for that purpose.

2. Direct

An agency must collect the information directly from you, unless it is unreasonable or impracticable for the agency to do so.

3. Open

An agency must inform you that the information is being collected, why it is being collected, and who will be storing and using it. You must also be told how you can access and correct your personal information and any consequences that may apply if you decide not to provide it.

4. Relevant

An agency must ensure that your personal information is relevant, accurate, up-to-date and not excessive. The collection should not unreasonably intrude into your personal affairs.

Storage

5. Secure

An agency must store your personal information securely, keep it no longer than necessary and dispose of it appropriately. It should also be protected from unauthorised access, use or disclosure.

Access & accuracy

6. Transparent

An agency must provide you with details regarding the personal information they are storing, why they are storing it and what rights you have to access it.

7. Accessible

An agency must allow you to access your personal information without unreasonable delay, or expense.

8. Correct

Generally, an agency must allow you to update, correct or amend your personal information where necessary.

Use

9. Accurate

An agency must ensure your personal information is relevant and accurate before using it.

10. Limited

An agency can only use your personal information for the purpose for which it was collected, or for a directly related purpose that you would expect.

Disclosure

11. Restricted

An agency can only disclose your information in limited circumstances if you have consented or if you were told at the time they collected it from you that they would do so.

An agency can also disclose your information if it is for a related purpose and it can be reasonably assumed that you would not object.

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Your information can also be used without your consent in order to deal with a serious and imminent threat to any person's health or safety.

12. Safeguarded

An agency cannot disclose your sensitive personal information without your consent, for example, information about your ethnic or racial origin, political opinions, religious or philosophical beliefs, health or sexual activities or trade union membership. It can only disclose sensitive information without consent in order to deal with a serious and imminent threat to any person's health or safety.

For more information

Contact the Information and Privacy Commission:

freecall: 1800 472 679

email: ipcinfo@ipc.nsw.gov.au

website: www.ipc.nsw.gov.au