

SHIRE OF UPPER GASCOYNE
SCHEDULE OF FEES AND CHARGES FOR 2025/2026



FEE AND CHARGE DESCRIPTION	Council /	25/26 FEES AND CHARGES	* GST inc
	Statutory		
COMMUNITY RESOURCE CENTRE			
Photocopying			
A4 Black Printing / Photocopying - per single sided page	Council	\$0.75	*
A4 Colour Printing / Photocopying - per single sided page	Council	\$1.45	*
A4 Black Printing / Photocopying - double sided	Council	\$1.45	*
A4 Colour Printing / Photocopying - double sided	Council	\$1.45	*
A3 Black Printing / Photocopying - per single sided page	Council	\$1.55	*
A3 Colour Printing / Photocopying - per single sided page	Council	\$3.10	*
A3 Black Printing / Photocopying - double sided	Council	\$3.10	*
A3 Colour Printing / Photocopying - double sided	Council	\$6.15	*
Facsimile			
Fax receipt per page	Council	\$0.85	*
Laminating			
A4 Size Laminate - each	Council	\$2.60	*
A3 Size Laminate - each	Council	\$3.60	*
A5 Size Laminate - each	Council	\$1.55	*
Business Card Laminate - each	Council	\$1.05	*
Binding			
A4 Standard - < 50 pages	Council	\$5.15	*
A4 Standard - > 50 pages	Council	\$10.30	*
Library			
Lost Books	Council	At Cost	*
Assorted Books and Publications for Sale at the CRC	Council	As Marked for Sale	*
Assorted Tourist Books and Maps for Sale at the CRC	Council	As Marked for Sale	*
CRC Various Merchandise			
Various Merchandise, Sundry Items, Souvenirs for Sale, Various Greeting, Birthday and Sympathy Cards for Sale at the CRC	Council	As Marked for Sale	*
Local Phone Book	Council	\$5.15	*
Minutes per Double Sided Page	Council	\$0.85	*
Various Post Cards for Sale at the CRC	Council	As Marked for Sale	*
Horizon Power Vouchers for Sale at the CRC (prices as charged by Horizon Power)	Council	As charged by Supplier	*
Internet/wifi/computer use per half hour	Council	\$3.30	*
Computer use no internet per half hour	Council	\$5.15	*
Scanning per page	Council	\$0.65	*

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Gas Bottles			
45KG LPG Bottles Swap only (Additional charges for bottle purchase)	Council	\$225.00	*
9KG LPG Bottles Swap only (Additional charges for bottle purchase)	Council	At shires desecration pending on freight costs	*
COMMUNITY RESOURCE CENTRE (Continued)			
Gassy Gossip - Advertising			
Advertising in the Gassy Gossip - A4 full page	Council	\$45.80	*
A5 half page	Council	\$28.35	*
A6 quarter page	Council	\$22.90	*
Business card size	Council	\$9.25	*
Retail Prices (includes online sales) - Merchandise and Souvenirs (mark-up fees) -			
0% to 150% mark-up range on merchandise/souvenirs for retail at the Shire of Upper Gascoyne CRC.			
Postage and Handling (includes online sales)			
At Calculated Cost - Determined by weight of goods purchased and shipping method used.			
Note: Retail Prices and Postage and Handling Costs include GST.			
PAVILION VENUE HIRE CHARGES			
Bond for Pavilion Hire - Event / function with alcohol	Council	\$515.00	NA
Bond for Pavilion Hire - Event / function without alcohol	Council	\$360.00	NA
Pavilion Hire Per Hour (with alcohol)	Council	\$87.00	*
(Licensee responsible for liquor license)			
Pavilion Hire Per Hour (without alcohol)	Council	\$69.00	*
Not-for-Profit Community Use (i.e. fundraising event) - Discounted Hourly Rate- full payment of Bond Applies	Council	\$41.00	*
Registered/Incorporated Not-for-Profit Charitable Organisations - full payment Bond Applies (IMPORTANT: Hirers need to prove charitable incorporation/registration)	Council	No Charge (Subject to CEO approval)	
Additional Cleaning (per hour)	Council	At Cost + 25% + GST	*
Cleaning Fee for Donga's (per donaga and only when applicable)	Council	\$51.35 + GST	*
Cleaning and Bedding Fee for Donga's (per bed and only when applicable)	Council	\$77.10 + GST	*
Repair of Damage caused during hire and/or use	Council	At Cost + 25% + GST	*
Note: All hirers must submit an application to the Shire for Venue Hire and adhere to the Shire's venue hire terms and conditions. Additional Charges incurred by the Shire for cleaning and/or repairs as a result of the hirers negligence to comply with the T&C's, will be subject to an Administration Fee of 25% on top of the cost, plus GST. Bond refunds will also be forfeited.			
<i>The CEO has the discretion to approve or decline applications for venue hire based on the merit of the application. All requests received from hirers based on Charitable exemptions, will be subject to the Shire's hire criteria including T&C's and assessed for approval by the CEO.</i>			
Hall Hire includes hire of all chattels			
PAVILION FURNITURE AND EQUIPMENT HIRE CHARGES (SEPARATE TO VENUE HIRE)			
Tables - Per Table Hire	Council	\$6.40	*
Chairs - Per Chair Hire	Council	\$2.70	*
Bond deposit for Table and Chair Hire - up to 20 pieces of furniture	Council	\$113.00	NA
Bond deposit for Table and Chair Hire - up to 50 pieces of furniture	Council	\$257.00	NA
Bond deposit for Table and Chair Hire - up to and in excess of 100 pieces of furniture	Council	\$514.00	NA
Note: All hirers must submit an application to the Shire for Furniture & Equipment Hire and adhere to the Shire's hire terms and conditions. Additional Charges incurred by the Shire for cleaning and/or repairs as a result of the hirers negligence to comply with the T&C's, will be subject to an Administration Fee of 25% on top of the cost, plus GST. Bond refunds will also be forfeited.			
PAVILION KITCHEN & KITCHEN EQUIPMENT HIRE CHARGES (SEPARATE TO VENUE HIRE)			
Kitchen Hire Only (to use for Cooking and includes all kitchen equipment) - Per Hour	Council	\$46.25	*
Kitchen Hire Only (to use for Cooking and includes all kitchen equipment) - Cleaning Bond	Council	\$114.00	NA
Bain Marie Hire - Per Day	Council	\$57.55	*
Bain Marie Hire - Cleaning Bond	Council	\$113.00	NA

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Urn Hire - Per Day	Council	\$56.50	
Urn Hire - Bond	Council	\$56.50	NA
Note: All hirers must submit an application to the Shire for the Kitchen, Furniture & Equipment Hire and adhere to the Shire's hire terms and conditions. Additional Charges incurred by the Shire for cleaning and/or repairs as a result of the hirers negligence to comply with the T&C's, will be subject to an Administration Fee of 25%			
GYM MEMBERSHIP CHARGES			
3 Month Membership	Council	\$30.85	*
6 Month Membership	Council	\$51.35	*
12 Month Membership	Council	\$102.70	*
TOWN OVAL HIRE CHARGES			
Town Oval Hire Commercial	Council	\$326.60	*
Town Oval Hire Carnivals and/or Fairs	Council	\$196.20	*
Not-for-profit Community Use (i.e. fundraising event) - Discounted Rate (CEO to determine Community use)	Council	\$108.90	*
Registered/Incorporated Not-for-Profit Charitable Organisations - full payment Bond Applies (IMPORTANT: Hirers need to prove charitable incorporation/registration)	Council	No Charge (Subject to CEO approval)	
Town Oval Bond Commercial Low Risk Event - (CEO to determine Risk)	Council	\$490.00	
Town Oval Bond Commercial High Risk Event - (CEO to determine Risk)	Council	\$545.00	
Application for Temporary Road Closure	Council	\$180.00	*
Shire staff to set up physical Road Closures and signage for events (not traffic management)	Council	At Cost + 25% + GST	*
Repair of Damage caused during hire and/or use	Council	At Cost + 25% + GST	*
Note: All hirers must submit an application to the Shire for Venue Hire and adhere to the Shire's venue hire terms and conditions. Additional Charges incurred by the Shire for cleaning and/or repairs as a result of the hirers negligence to comply with the T&C's, will be subject to an Administration Fee of 25% on top of the cost.			
<i>The CEO has the discretion to approve or decline applications for venue hire based on the merit of the application. All requests received from hirers based on Charitable exemptions, will be subject to the Shire's hire criteria including T&C's and assessed for approval by the CEO.</i>			
TWO RIVERS MEMORIAL PARK			
Bond for Two Rivers Memorial Park Amphitheatre - Event / function with alcohol	Council	\$515.00	NA
Bond for Two Rivers Memorial Park Amphitheatre - Event / function without alcohol	Council	\$360.00	NA
Two Rivers Memorial Park Amphitheatre Per Hour (with alcohol)	Council	\$87.00	*
(Licensee responsible for liquor license)			
Two Rivers Memorial Park Amphitheatre Per Hour (without alcohol)	Council	\$69.00	*
Not-for-Profit Community Use (i.e. fundraising event) - Discounted Hourly Rate- full payment of Bond Applies	Council	\$41.00	*
Registered/Incorporated Not-for-Profit Charitable Organisations - full payment Bond Applies (IMPORTANT: Hirers need to prove charitable incorporation/registration)	Council	No Charge (Subject to CEO approval)	
Additional Cleaning (per hour)	Council	At Cost + 25% + GST	*
PLANT HIRE / PRIVATE WORKS			
Note: All plant hire is with a shire employed operator only. Any Shire plant damaged or not returned, will be subject to additional costs for replacement or repairs, including associated costs such as freight and administration fees (if applicable) all to be paid by the hirer.			
Plant Hire Charges Per Hour - NO DRY HIRE			
Cat 140M Grader	Council	\$235.00	*
Cat 150M Grader	Council	\$235.00	*
Cat 916 Front End Loader	Council	\$136.00	*
Cat Vibrator Bomag Roller (Smooth or Padfoot)	Council	\$225.00	*

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Prime Mover	Council	\$175.00	*
CAT 966G Wheel Loader	Council	\$225.00	*
Prime Mover with one trailer/Mack Tipper Body Truck	Council	\$214.00	*
Mack Tipper Truck	Council	\$212.00	*
Cat Mini Excavator	Council	\$160.00	*
Prime Mover with two trailers	Council	\$235.00	*
Bobcat	Council	\$163.00	*
John Deere Mower	Council	\$163.00	*
Mosquito Fogger	Council	\$120.00	*
Grid Roller	Council	\$244.00	*
Multi Tyred Roller	Council	\$199.00	*
Kanga	Council	\$155.00	*
PLANT HIRE / PRIVATE WORKS (Continued)			
Labour Hire			
Per man hour - ordinary hours	Council	At Cost + 25% + GST	
Fuel Charges (Per Litre)(Diesel) by arrangement with the CEO	Council	At Cost + 25% + GST	
Cleaning Charges Per Hour	Council	At Cost + 25% + GST	
Repair Charges	Council	At Cost + 25% + GST	
Other Private Works Fees			
Private Works Administration Fee - Charged on top of all Private Works Jobs (before GST)	Council	25%	
Note: Any jobs where handling asbestos is involved will be negotiated with the Shire on a case by case service			
<i>The CEO has the discretion to vary these rates on the basis that a minimum of full cost recovery is achieved.</i>			
ANIMAL CONTROL (S1: Dog Act 1976; Dog Regulations 2013) (S2: Cat Act 2011; Cat Regulations 2012)			
Dog Registration - 1 Year Sterilized	Statutory	\$20.00	
Dog Registration - 3 Year Sterilized	Statutory	\$42.50	
Dog Registration - 1 Year Unsterilized	Statutory	\$50.00	
Dog Registration - Lifetime Unsterilized	Statutory	\$250.00	
Dog Registration - Lifetime Sterilized	Statutory	\$100.00	
Dog Registration - 3 Years Unsterilized	Statutory	\$120.00	
ANIMAL CONTROL (S1: Dog Act 1976; Dog Regulations 2013) (S2: Cat Act 2011; Cat Regulations 2012) (Continued)			
Cat Registration - 1 Year Sterilized	Statutory	\$20.00	
Cat Registration - 3 Year Sterilized	Statutory	\$42.50	
Cat Registration - 1 year unsterilized	Statutory	\$50.00	
Cat Registration - Lifetime	Statutory	\$100.00	
Cat Registration - 3 Year unsterilized	Statutory	\$120.00	
Pension Rebate	Statutory	50% of fee	
Bona fide Stock Dogs	Statutory	25% of fee	
SANITATION CHARGES			
Rubbish Charges (Annual Fees for Service)			
Residential Sanitation service-one bin/one pick up per week	Council	\$426.00	
Replacement Rubbish Bin	Council	\$155.00	*
Sanitation Charges - Waste site fees			
Commercial - <i>by negotiation with the Shire</i>	Council		*

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Note: Asbestos products will not be taken by the Shire of Upper Gascoyne waste site and are to be disposed of in Carnarvon.			
Rubbish Fee for all building/demolition licenses issued			
For all building sizes - <i>by negotiation with the Shire</i>	Council		*

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FEE AND CHARGE DESCRIPTION	Council /	25/26 FEES AND CHARGES	* GST inc
	Statutory		
Demolition			
Permit to demolish a building per storey (Class 1 or Class 10 and Class 2 to Class 9)	Statutory	\$110.00	
PLANNING RELATED CHARGES			
Planning Charges: (S3: Planning & Development Act 1995)			
(a) Development Application (Not more than \$50,000)	Statutory	\$147.00	
(b) \$50,001 - \$500,000	Statutory	0.32% of development	
(c) \$500,000 - \$2.5M	Statutory	\$1700 + 0.257% for every \$1 in excess of \$500,000	
(d) \$2.5M - \$5M	Statutory	\$1761 + 0.206% for every \$1 in excess of \$2.5M	
(e) \$5M - \$21.5M	Statutory	\$12633 + 0.123% for every \$1 in excess of 5M	
(f) >\$21.5M	Statutory	\$34,196.00	
Determining a development application where the development has commenced or been carried out	Statutory	\$295.00	
Issue of Written Planning Advice	Statutory	\$73.00	
Home based business (S4: Town Planning Scheme 1)			
Application where the development has not commenced or been carried out	Statutory	\$222.00	
Annual Renewal	Council	\$75.00	
Determine an initial application for approval of a home occupation where the home occupation has commenced	Statutory	\$666.00	
Determining an application for the renewal of an approval of a home occupation where the application is made after the approval has expired.	Statutory	\$219.00	
Change of Use (S4: Town Planning Scheme 1)			
Determining an application for a change of use or for an alteration or extension or change of a non-conforming use	Statutory	\$295.00	
Determining an application for a change of use or for an alteration or extension or change of a non-conforming use where the change or the alteration, extension or change has commenced or been carried out	Statutory	\$885.00	
Provision of sub division clearance (S3: Planning & Development Act 1995)			
Not more than 5 lots	Statutory	\$73 per lot	
More than 5 lots not more than 195	Statutory	\$73 per lot for first 5 lots & \$35 thereafter	
Reply to property settlement/zoning enquiry	Council	\$81.00	
BUILDING RELATED CHARGES			
Building Permit Application Fee (S5: Building Act 2011) (S6: Building & Construction Industry Training Levy Act 1990) (S7: Building Services Levy Act 2011)			
Uncertified Building Permit Application - % of value	Statutory	0.32% of the estimated value but not < \$110	
Certified Building Permit Application - % of value (Class 1 & 10)	Statutory	0.19% of the estimated value but not < \$110	
Certified Building Permit Application - % of Value (Class 2-9)	Statutory	0.09% of the estimated value but not < \$110	
Application for an occupancy permit for a completed building, temporary occupancy permit, variation to occupancy permit, replacement of an occupancy certificate or change of classification occupancy permit	Statutory	\$110.00	
Application for an occupancy permit for a building in respect of which unauthorised work has been done	Statutory	0.18% of the estimated value but not < \$110	
Application for a building approval certificate for a building in respect of which unauthorised work has been done	Statutory	0.38% of the estimated value but not < \$110	
BUILDING RELATED CHARGES (Continued)			

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	Statutory		
Application to extend the time during which an occupancy permit or building approval certificate has effect	Statutory	\$110.00	
Building Services Levy - Building or Demolition Permit	Statutory	0.137% of the value of the work where value >\$45000 or \$61.65 where < \$45000	
Occupancy permit or building approval certificate for approved building work under ss47, 49, 50 or 52 of the Building Act	Statutory	\$110.00	
Occupancy permit for unauthorised building work under s51(2) of the Building Act	Statutory	0.27% of the value of the work but not less than \$123	
Building Approval Certificate for unauthorised building work under s51(2) of the Building Act	Statutory	0.38% of the value of the work but not less than \$112.97	
Building Services Levee Administration Fee	Statutory	\$5.00	
BCITF construction under \$20,000 (Fees be paid directly to BCITF)	Statutory	\$0.00	
Construction over \$20,000 (Fees be paid directly to BCITF)	Statutory	cost x 0.2%	
Demolition under \$45,000 (Fees be paid directly to BCITF)	Statutory	\$42.50	
Demolition over \$45,000 (Fees be paid directly to BCITF)	Statutory	0.9% of work value	
Minimum fee for certified or uncertified Building Permit	Statutory	\$110 + \$61.65	
HEALTH RELATED CHARGES			
Liquor Licensing Approvals (S8: Liquor Control Act 1998)			
Section 40 Local Planning, Building and LG Act Approval	Statutory	\$100.00	
Section 39 Health & Food Act Approval	Statutory	\$200.00	
Septic Tank Installation Permit (S9: Health Act 1911)			
Application fee - Administration	Council	\$122.00	
Inspection fee	Council	\$122.00	
Additional inspection fee	Council	\$112.00	
Local Government Report	Council	\$88.00	
Food Business Fees (S10: Food Act 2008)			
Low Risk Annual Enforcement Agency Fee	Council	\$68.00	
Medium Risk Annual Enforcement Agency Fee	Council	\$136.00	
High Risk Annual Enforcement Agency Fee	Council	\$272.00	
Notification of/Application for a Food Business	Council	\$63.00	
Lodging House Fees	Council	\$206.00	
Caravan Park Fees (Caravan & Camping Grounds Regulations)			
Minumum annual fee payable	Statutory	\$200.00	
Licence Transfer Fee	Statutory	\$100.00	
RATES (S12: Local Government Act 1995; Local Government (Financial Management Regulations 1996)			
Rate Enquiries			
Rate/Account Enquiry (simple)	Council	\$57.00	*

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Rates/Zoning/Orders/requisitions (Complex)	Council	\$103.00	*
Rate Reports (printout - including rate info photocopies)	Council	\$21.00	*
RATES (S12: Local Government Act 1995; Local Government (Financial Management Regulations 1996) (Continued)			
Rate Interest			
Days until interest applies from issue date - 35 days			
Interest on overdue rates & charges	Statutory	11.00%	
Interest on instalments	Statutory	5.50%	
Instalments - 4 Payments			
Rubbish charge to be spread over all instalments			
Previous years rate and rubbish arrears not to be spread over instalments, but are payable in full with the first instalment			
Instalment option is not available until all arrears have been paid			
Instalment Administration charge (annual - \$5 per instalment notice)	Council	\$15.00	
Adhoc payment plan administration fee	Council	\$10.30	
No discount is provided for early payment of rates			
No discount to apply on Waste Management Charges			
Debt Recovery			
Days until interest applies from date charge is incurred - 35 days			
Chargeable costs	Council	At cost	
Interest on costs	Council	11.00%	
Definitions:			
Per Hour means each hour or part thereof			
Per Day means each day or part thereof			
Per Half Day means to 12 noon			
OTHER CHARGES			
Freedom of Information as per Freedom of Information Act 1992 (WA)			
Other statutory fees may apply - check with the FOI co-ordinator			
Staff Time	Council	\$31 p/h	
Application Fee	Statutory	\$33.60 - non refundable	
Non Personal application	Statutory	\$31.00	