

Draft Operational Plan 2019 - 2020



Norf'k Ailen Riigenl Kaunsl Ohparieshenl Plaen 2019 - 2020

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Message from the General Manager

This is the fourth Operational Plan developed for the Norfolk Island Regional Council, and therefore the last year of the Delivery Program, which is the project plan that was developed by the Councillors for their term in Council.

The key projects that were planned for in the first year, and tendered for in the second year, progressed and/or executed in the third year and completed or near completion in the fourth year are:

Waste – project to ensure the discontinuation of burning and dumping of waste into the sea – completed with the installation of the aerated composting system and the car baler.

Airport – apron, taxiway and runway rehabilitation – to be completed in June 2020

Sewer treatment – project plan completed, funding sourced, and tenders sought

Telecommunication – future proofing telecommunication in place (4G project)

Electricity – progress the Energy Solution project – generator and battery in place as first step to reduce diesel and store solar energy.

Each of these government business areas are delivered on the premise of “fee for services” and they have been budgeted to break even, or with the aim of a surplus budget (any surplus will in the future pay for the upgrade of related assets).

The Waste Management budget was the most challenging to balance due to the cost of baling and shipping waste off the island. Therefore, the deficit in this fund had to be offset by savings in other areas, supported by the general fund that is offset by the financial assistance grant.

Council was successful in obtaining a 50 per cent contribution to the Tourism Marketing fund with \$385,320 from the Department of Infrastructure, Regional Development and Cities, which means that Council can continue to deliver Tourism Marketing at the same levels as the previous year. Tourism is the backbone of the Island’s economy and Council remains committed to supporting the industry. Air Chathams will commence regular transport services (RPT) from September 2019.

The social and environmental areas of the Operational Plan will address advocacy roles relating to education, training, health, and well-being; the implementation of key actions in the of the Environment Strategy, the focus on a water strategy, and pests and noxious weed eradication. Heritage and Culture features in its own section, while Governance and Leadership includes the continuation of a transparent and accountable local government.

The activities in this Operational Plan for 2019–2020 have a strong focus on the environment, with specific projects derived from the Environmental Strategic Plan, key priorities for year one (1).

Further, the Environment Assessment research project, funded by DIRDC and conducted by the University of Newcastle, is critical research for environmental sustainability on Norfolk Island. This research will underpin the development of a Population Policy.

In summary, Council continues to focus on the objectives in the Community Strategic Plan with the aim to be the ‘Best Small Island in the World’.

Lotta Jackson
GENERAL MANAGER

Vision, Mission, Culture and Values

Vision

Norfolk Island – the Best Small Island in the World.

Mission

The Norfolk Island Regional Council will provide local civic leadership and governance through good decision making, accountability and transparency.

We will protect and enhance our unique culture, heritage, traditions, and environment for the Norfolk Island people. We will do this through promoting a healthy and sustainable lifestyle, by looking after our community assets, and by fostering a prosperous economy.

Culture

During January 2016 the Administration of Norfolk Island engaged a consultant to conduct Culture Health Workshops with its staff. The key actions identified to ensure an improved organisational culture were:

- Improve communications;
- Promote Island culture and traditions;
- Develop a Strategic Direction for the Public Service;
- Training; and
- Encourage and empower all staff to focus on the positives.

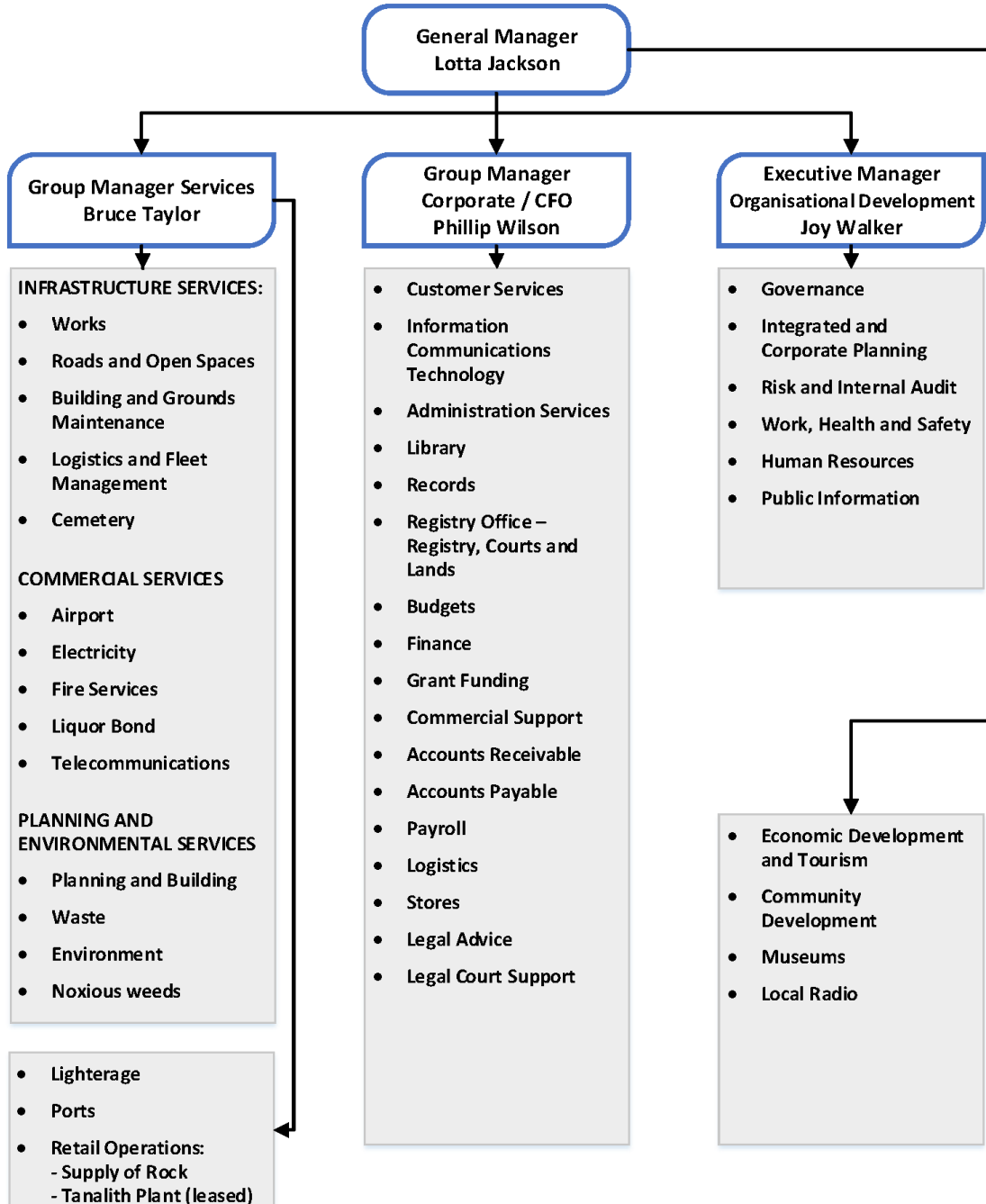
Values

The Norfolk Island Regional Council embraces the following values that were developed in a workshop with the elected Councillors (I CARE):

Integrity Communication Accountability Respect Excellence

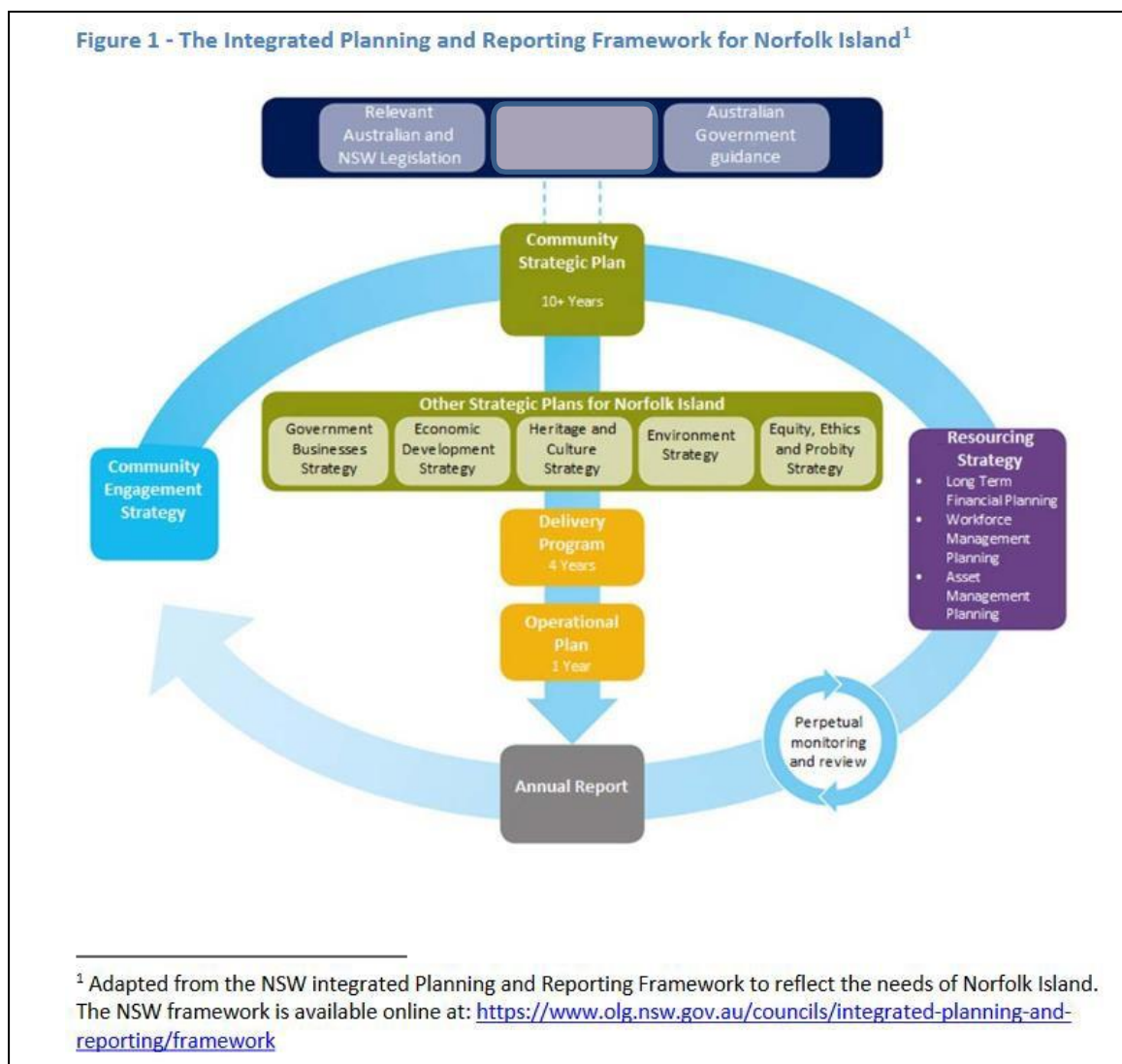
Norfolk Island Regional Council

Organisational Functions Structure



The Integrated Planning and Reporting Framework

The *Integrated Planning and Reporting Framework* was developed by the New South Wales Office of Local Government. The following diagram outlines the elements of the Integrated Planning and Reporting Framework for Norfolk Island:



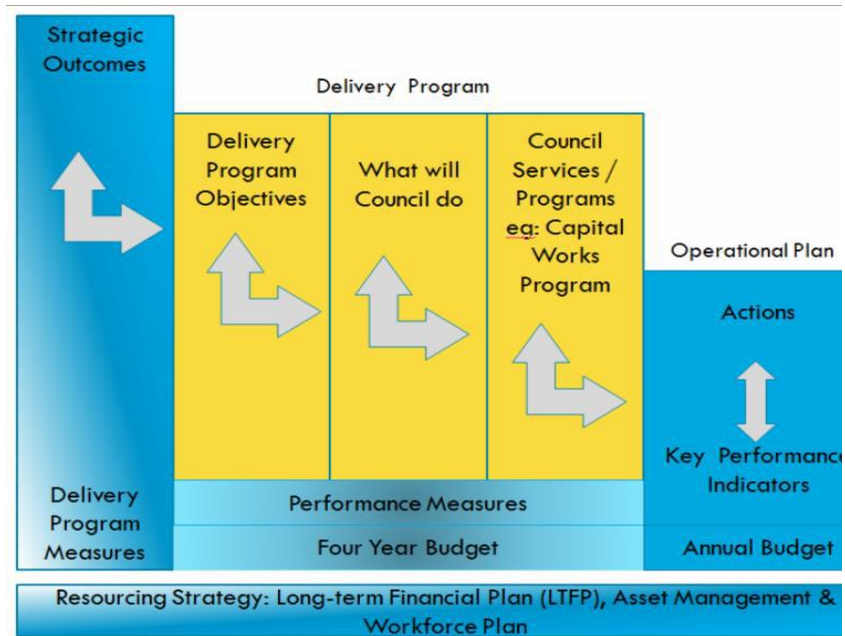
The Integrated Planning and Reporting framework recognises that most communities share similar aspirations: such as a safe, healthy and pleasant place to live, a sustainable environment, opportunities for social interaction, opportunities for employment and reliable infrastructure. The difference lies in how each community responds to these needs. This is what shapes the character of individual towns and cities. It also recognises that the Council plans and policies should not exist in isolation and are in fact connected to its community.

The Norfolk Island Community Strategic Plan 2016-2026 identified six strategic directions and thirteen objectives. These are outlined in figure 2 below.

Figure 2 – Norfolk Island Community Strategic Plan excerpt



The following diagram demonstrates the interrelationship of the various planning tools to be developed for/by the Regional Council.



Strategic Directions

Strategic Direction 1 – “An environmentally sustainable community”

~ *Our choices benefit our natural environment and our community*

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
1. Use and manage our resources wisely	1.1 Develop a clean energy future	Solar battery storage, or an alternative option, is installed to capture excess electricity generated by photovoltaics. The moratorium on the installation of new photovoltaic systems is lifted. (18/19 – 19/20)	1.1.1 Hydro Tasmania's detailed engineering plan to reconfigure island power generation is fully costed by an Energy Economist, and a recommendation on implementation prepared for Council	Implementation Plan of fully costed Energy Reconfiguration for Council approval by September 2019 Discussions with the Commonwealth as to subsidy for tariffs in line with other island communities.	Services -Manager Commercial Services
			1.1.2 Installation of a new diesel generator and battery capacity to reduce the Powerhouse's diesel fuel requirements	New generator and batteries installed by February 2020	Services -Manager Commercial Services
			1.1.3 Complete Grant Funding Application on Energy Solution options	Application and detailed community engagement to be completed by December 2019	Services -Manager Commercial Services Corporate - CFO Grants Officer
			1.1.4 Reform the <i>Electricity Supply Act 1985</i> (NI)	Commence analysis of recommendations from Energy Solution and Energy Policy by October 2019 Commence review of <i>Electricity Supply Act 1985</i> (NI)	Services -Manager Commercial Services

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
			1.1.5 Public education on electricity incentives	Provide public education on electricity and incentives for energy efficiency	Services -T/Leader Waste and Environment
	1.2 Protect and enhance our water quality	Council has implemented regular and structured water testing for commercial premises and provides reports to the community. (18/19)	1.2.1 Continued monitoring of private drinking water suppliers to assist businesses to meet their obligations under the <i>Public Health Act 2010</i> (NSW)(NI)	All commercial premises have their water tested regularly as per Service 18: Public Health of the Service Delivery Agreement	Services -T/Leader Waste and Environment
			1.2.2 Wastewater and Hydrological Strategy developed to support possible grant funding for major work to be carried out on the treatment plant	The Business Case for the upgrade of the treatment plant to be forwarded to DIRDC for their consideration to fund the full cost or part thereof Prepare a project plan for the Waste Water Treatment Plan by December 2019 Council will assist DIRDC with the progress to completion of a Hydrological Investigation by CSIRO	Services -T/Leader Waste and Environment Corporate - CFO Grants Officer
			1.2.3 Assist KAVHA to upgrade all effluent facilities associated with KAVHA buildings	Council will continue to work with DIRDC in a regulatory and advisory capacity to complete upgrades to the KAVHA area. The upgrade for the sanitary facilities is expected to be completed over a one to three year period.	Services -T/Leader Waste and Environment
			1.2.4 Commence implementation of recommendations from the 'Water	Complete an audit of all wastewater systems within the KAVHA catchment and any unsanitary facilities to be closed	Services -T/Leader Waste and

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
			Quality in the KAVHA Catchment' report to address contamination from both human and animal sources	or upgraded. Audit only completed by June 2019	Environment
			1.2.5 Continue routine inspections and maintenance of the sewer network, pump stations and Waste Water Treatment Plant	All maintenance requirements are addressed as required	Services -T/Leader Waste and Environment
			1.2.6 All new effluent management systems are constructed and installed in a manner which does not adversely impact on surface or groundwater quality	Develop and implement guidelines to be included in Development Control Plan No 2. - Water Resources (2011), to design and maintain on-site sewage systems as per best practice Australian guidelines. Phase out the use of septic tanks and soakage trenches for new development applications by December 2019	Services -T/Leader Waste and Environment
			1.2.7 Program for inspection and maintenance of existing individual on-site sewage treatment systems, septic tanks and holding tanks	Develop and implement an inspection, maintenance and improvement strategy for existing individual on-site sewage treatment to improve treatment outcomes and phase out existing septic tanks and soakage trenches by June 2020	Services -T/Leader Waste and Environment
			1.2.8 Parks Australia are informed of water quality from the effluent outfall at Headstone	Council is able to provide reports, as required by Parks Australia, on the quality of water that is directed to the ocean outfall location at Headstone	Services -T/Leader Waste and Environment
			1.2.9 Collate Baseline Water Quality Data	Collate all the existing water quality data and reports, confirm and analyse to create an overall database and water	Services -T/Leader Waste and

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
				quality picture of the island by Dec 2019	Environment
	1.3 Reduce, reuse and recover waste and end disposal of waste into the sea	No waste disposal into the sea by June 2018. Incinerator or alternative disposal method in place. Council has a policy of no plastic carry bags in shops by September 2017. Council has provided ongoing and consistent educative recycling information to the community on a minimum of a quarterly basis. (17/18)	1.3.1 Continue to implement Waste Management Solutions on Norfolk Island	Recyclable and residual wastes exported Composting facility is fully operational by December 2019 Assess the operation of the Waste Management Centre, including the remainder of waste streams, and provide a report on the findings to Council by June 2020	Services -T/Leader Waste and Environment
1.3.2 Commence investigation into advanced waste technologies for residual waste streams			Investigations into different advanced waste technologies for residual waste streams have been conducted, including the potential for an incinerator in accordance with Council resolution 2016/ 8 (3) and investigation into the potential for grant funding for an incinerator, by June 2020	Services -T/Leader Waste and Environment	
1.3.3 Conduct community engagement and discussions with shops as to alternatives to single-use plastic			Community engagement will continue to encourage the use of compostable bags to assist with the disposal of food scraps	Services -T/Leader Waste and Environment	
1.3.4 Continue community education program on recycling and waste minimisation methods			Educative information on recycling is provided to the community on a minimum quarterly basis Continue to provide waste and recycling information to the school	Services -T/Leader Waste and Environment	

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
			1.3.5 Report on environmental issues relevant to the environment established by the Community Strategic Plan	Prepare content for the 'State of the Environment Report' during 2019-2020 financial year, by 30 June 2020, to be presented by 30 November 2020	Environment Manager
			1.3.6 Waste Management Implementation Action Plan	Develop a Waste Management Implementation Action Plan so that actions adopted in the Waste Management Strategic Plan (2015) are recorded and tracked, by December 2019	Services -T/Leader Waste and Environment
	1.4 Plan for additional pressures on water resources, transport, utilities, and telecommunications infrastructure	Prepared a strategic plan for additional pressures on water resources, transport, utilities, and telecommunications infrastructure in line with a sustainable Population Policy. Including advocate for quality mobile and internet services. (19/20)	1.4.1 Development of a Population Policy	Population Policy completed by June 2020. Refer to 2.2.1 for action items on Population Policy	General Manager Manager Planning and Environmental Services
			1.4.2 Complete the development of the Airport Master Plan	Airport Master Plan completed and adopted by Council by November 2019. The Airport Master Plan to include investment strategy, asset management and runway capability Concurrently update Airport DCP No. 5 – Airport Land Use and Development Plan (Sub-Plan of NI Plan 2002) (also refer to 2.6.3)	Services -Manager Commercial Services -Senior Strategic Planner
			1.4.3 Execute Council's resolution with Headstone being the preferred public	EIS and Development Application (DA) to be completed under the Significant Development Assessment Pathway	Services -Group Manager

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
			Quarry, including the development of a plan for the ongoing supply of rock	i.e. <i>Part 3A of the Planning Act 2002</i> (NI) and approval sought by December 2019.	Services -Senior Strategic Planner
			1.4.4 Supply of rock, timber, sand and other natural resources	Investigate sustainable supply of rock, timber, sand, water and other essential materials in accordance with environmental best practice	Services -Group Manager Services
			1.4.5 Expand the Water Assurance Scheme (WAS) Network	Investigate the option of expanding the WAS network to be extended to capture higher density development areas by June 2020.	Services -T/Leader Waste and Environment
	1.5 Create a food secure community	Council has promoted home gardening (food) and the use of worm farms. Worm castings and juice are an excellent fertiliser source when growing food. (17/18)	1.5.1 Implement a community education program for promoting the use of Council's aerated composting system	Continued promotion of the use and benefits of the aerated composting system and the use of the end product/compost in home gardens Quarterly promotion on the use of worm farms	Services -T/Leader Waste and Environment
	1.6 Create a water secure future	Investigation on water harvesting commenced. (19/20)	1.6.1 Investigate options for increasing water harvesting capacity from Council infrastructure.	Implement the appropriate water storage capacity for Council's infrastructure and services by June 2020	Services -T/Leader Waste and Environment
			1.6.2 Collect Water consumption data	Collect data on water consumption (including bore water usage) to clearly identify existing water demand on the island including water balance accounting to inform planning for a water secure future, by June 2020.	Services -T/Leader Waste and Environment

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
			1.6.3 Provide water secure education	Provide education to the community on water harvesting techniques and encourage the community to increase rainwater storage infrastructure and reduce reliance on groundwater supplies, by June 2020.	Services -T/Leader Waste and Environment
	1.7 Keep our waters around Norfolk Island sustainable for the enjoyment of future generations	A monitoring system is in place to monitor responsible activity in and on the bays and beaches. (17/18)	1.7.1 Develop a monitoring system for our bays and beaches	Monitor responsible activity in and on the bays and beaches identify any issues requiring changes in management during 2019-2020	Services -Conservator
			1.7.2 Develop a water quality monitoring regime in the recreational waters in Kingston	Conduct ongoing water quality monitoring of Emily Bay	Services -T/Leader Waste and Environment
			1.7.3 Identify water quality management methodologies to improve water quality in the KAHVA catchment	Continue to work with the KAVHA site manager to gain the necessary approvals to rectify the waterways within Kingston	Services -T/Leader Waste and Environment
			1.7.4 Determine status of algal and coral reefs, ecosystem processes and interactions.	Advocate for research in the marine ecosystem of Norfolk Island. While the algae-coral dominate reefs of Norfolk Island have been studied, they are yet to be comprehensively categorised	Services -T/Leader Waste and Environment
2. Preserve a healthy environment	2.1 Retain open spaces and low-density development	All planning instruments maintain existing values of low density and open community spaces. (17/18)	2.1.1 Identify planning controls designed to maintain low density and open community spaces; to preserve those controls and objectives in NI Plan Review (see item 2.1.2).	All planning instruments maintain existing values of low density and open community spaces Review conducted of the Norfolk Island Plan 2002 (Community Strategic Plan	Services -Senior Strategic Planner

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
				(CSP pg. 18). Ensuring that the planning framework continues to recognise high conservation value areas (CSP pg. 19), by June 2020. Refer to Operational Plan Action 2.1.2 below	
			2.1.2 Comprehensive review of the Norfolk Island Plan 2002 including identifying barriers for economic development, maintaining existing values of low density and open community spaces (2.1.1 above) and respect and protect natural biodiversity (2.6.2 below), Population Policy research and development (2.2.1 below), areas of high conservation value (2.3.1 below), etc.	All planning instruments maintain existing values of low density and open community spaces Statutory Review of the Norfolk Island Plan 2002 to continue in 2019-2020 (CSP pg. 18). Ensuring that the planning framework continues to recognise high conservation value areas (CSP pg. 19) refer to Operational Plan Action 2.1.2 below	Services -Senior Strategic Planner
	2.2 Recognise growth of the population is linked to the long term environmental sustainability of the Norfolk Island community	A sustainable Population Policy is developed, implemented, and monitored. The Population Policy is to encourage sustainable growth and work to minimise adverse environmental and social effects, setting redevelopment and growth targets. (18/19)	2.2.1 Engage a consultant or academic support for the development of a Population Policy to form part of the 'Green Economy Project' conducted by the University of Newcastle	Review previous Norfolk Island population policies and reports Link Population Policy creation to Norfolk Island Plan Review 2.1.2 The Population Policy is presented to Council by June 2020 (ref: above)	General Manager -Manager Planning and Environmental Services
	2.3 Protect and preserve environmentally sensitive areas and those of high conservation value,	Identify areas of high conservation value. (17/18)	2.3.1 Identification of areas of high conservation needs are conducted in consultation with the Public Reserves Advisory Committee, as part of the Norfolk Island Plan 2002 Review	As part of the statutory Review of the Norfolk Island Plan – review the 'Conservation Zones and High Conservation Preferred Dominant Land Use Areas' to identify any additional areas of high conservation value by	Services -Conservator -Senior Strategic Planner

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
	through improved land management and pest control practices			December 2019 (also refer to 2.1.2 and 2.4.3)	
			2.3.2 Sustainable Timber supply	Develop a source of Norfolk Island Pine (<i>Araucaria heterophylla</i>) seedlings to allow for the establishment of registered plantations under the <i>Trees Act 1997</i> (NI) by June 2020	Services Conservator
	2.4 Support threatened species and minimise the presence of invasive species	A policy is developed and implemented for Council to work collaboratively with graziers and private land owners to manage weeds, pests, and animal protection. Council will review animal registrations and regulate and enforce responsible pet ownership. Feral cats have been addressed in cooperation with National Parks. Reduce or eradicate Argentinian Ants and the Polynesian and European rat. (19/20)	2.4.1 A policy is developed and implemented for Council to work collaboratively with graziers, private land owners to manage weeds, pest and animal protection	Policy completed by June 2020	Services -Manager Infrastructure and Services -T/Leader Waste and Environment
			2.4.2 Develop a work plan based on the recommendations of the Pest and Noxious Weed Management Plan and the Reserves Management Plans	Work plan developed and implemented by Pest and Noxious Weed staff by December 2019 Pest and Noxious Weeds staff work to a program. A formal works program is awaiting the development of the Pest and Noxious Weeds Management Plan and the Reserves Management Plan.	Services Manager Planning and Environmental Services - Senior Environmental Officer
			2.4.3 Control woody weeds on roadsides and reserves	Removal and ongoing monitoring of woody weeds from identified high conservation areas (2.3.1) by June 2020	Services -T/Leader Waste and Environment
			2.4.4 Continue to control cat, rat and feral chicken populations across the island	Rat bait stations are installed across Norfolk Island Reserves and cat, rat and feral chicken controls will continue	Services -T/Leader Waste and

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					Environment
			2.4.5 Assess each application for animal import under the <i>Animals (Importation) Act 1983</i> (NI) to ensure animal/s do not pose a threat to the island's ecosystem	Develop a Domestic Animal Policy in conjunction with the Park Australia and the Cat Management Committee Review the <i>Animals (Importation) Act 1983</i> (NI), <i>Animals (Importation) Regulations 1985</i> (NI) and <i>Animals (Importation of Certain Dog Breeds) Regulations 2004</i> (NI) and identify any provisions that require updating, by June 2020.	Services -T/Leader Waste and Environment
			2.4.6 Implement Argentine Ant Eradication Program	Continue to implement the Argentine Ant Eradication Strategy Community education to be continued on the Argentine Ant Eradication Program and how to reduce spread of ants	Services - Senior Environmental Officer -T/Leader Waste and Environment
			2.4.7 Baseline Threaten Species Survey	Advocate with Parks Australia, students and scientists to undertake baseline surveys to determine the population status of threatened species	Services -T/Leader Waste and Environment
			2.4.8 Restore and maintain vegetation communities	Restore and maintain vegetation communities within Council reserves	Services -T/Leader Waste and Environment
			2.4.9 Conduct bushland restoration	Undertake strategic bushland restoration in Council reserves, setting	Services -T/Leader

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
				targets to increase the area of native vegetation and to reduce the number of weeds present in these areas, by June 2020	Waste and Environment
			2.4.10 Support the reestablishment of a plant nursery	Provide support for the reestablishment of a Native Plant Nursery with Parks Australia leading the project	Services -T/Leader Waste and Environment
			2.4.11 Regulation of cattle grazing	Regulate cattle grazing on public lands to reduce impacts on surface water quality, soil degradation and native plant species in consultation with the community and key stakeholders	Services -T/Leader Waste and Environment
	2.5 Ensure a healthy, diverse marine ecosystem	Council has educated the community on the importance and how to maintain a healthy, diverse marine ecosystem, and research to edu-tourism opportunities in this area to further promote this target. (17/18)	2.5.1 Continue to Investigate ways to study, document and develop the marine ecosystem as well as create an opportunity for a niche tourism market	Work with travel wholesalers to coordinate itineraries and experiences for school and university groups	General Manager -T/L Tourism and Economic Development
	2.6 Protect and preserve vegetation communities and habitat	All planning instruments to respect and protect natural biodiversity. (17/18 or 18/19)	2.6.1 Plans for public reserves are reviewed systematically	Public consultation completed by September 2019 Revised Draft Plans of Management consistent with 2.3.1 above are adopted by Council by December 2019.	Services -Manager Planning and Environmental Services/ KAVHA and Conservator

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
			2.6.2 Review of the Norfolk Island Plan by June 2020. Will include respect and protect natural biodiversity, 2.1.2 above	Refer to 2.1.2 above	Services -Senior Strategic Planner
			2.6.3 Review and update all Development Control Plans (DCP's) – 1 – New Subdivision Roads 2 – Water Resources 3 – Multi Unit Housing 4 - Advertising Structures and Signs 5- Airport Land Use and Development (see 1.4.2 above) Implement - DCP 6 – Community Title	Review of DCP's to be undertaken in conjunction with the statutory Review of the Norfolk Island Plan 2002 with the aim of completing draft revised DCP's by June 2020	Services -Senior Strategic Planner
			2.6.4 Schedule of reserves maintenance in place	All reserves are maintained for the enjoyment of the community and visitors Schedule reviewed and updated as required and adhered to throughout the year	Services - KAVHA and Conservator

Strategic Direction 2 – “A proud, diverse and inclusive community”

~ We showcase our unique histories, cultures, customs and people

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer	
<p>3. Cultural expression is maintained and built heritage is protected</p>	<p>3.1 All cultural traditions and practices in the Norfolk Island Community are recognised and acknowledged</p>	<p>Council includes the Norf'k equivalent in the titles of its Agenda, Minutes, important documents including reports, etc.</p>	<p>3.1.1 Council continues to include the Norf'k equivalent in the titles of its Agenda, Minutes and other important documents, including reports</p>	<p>Norf'k equivalent is included in the titles of Council's Agenda, Minutes and other important documents including reports</p>	<p>General Manager</p>	
		<p>Council to continue to advocate for the teaching of Norf'k Studies and the Norfolk Island language under LOTE at the Norfolk Island Central School. Remain committed to supporting the objectives of the KAVHA Heritage Management Plan April 2016. (16/17)</p>	<p>3.1.2 Support Norfolk Island Central School (NICS) through outreach programs focussed on Norf'k Studies</p>		<p>Council has advocated for the teaching of Norf'k Studies and the Norfolk Island language under LOTE at the Norfolk Island Central School</p>	<p>Mayor General Manager -T/Leader Heritage Management</p>
			<p>3.1.3 Continue to work with stakeholders to progress the objectives outlined in the KAVHA Heritage Management Plan April 2016</p>		<p>Council remains committed to supporting the objectives of the KAVHA Heritage Management Plan April 2016</p>	<p>Mayor General Manager -T/Leader Heritage Management</p>
	<p>3.2 Uphold, respect, promote and encourage customs, culture, histories and traditions of all cultures and their contribution to</p>	<p>A Heritage and Culture Strategy is developed and implemented and made available to the public. (16/17) Prepare a business case to construct a Norfolk Island Cultural Centre to house and showcase cultural objects and display traditional practices. (19/20)\</p>	<p>3.2.1 Promote the measures and outcomes of the Heritage and Culture Strategy to the community and Council</p>	<p>Council's role - Actions, Measures and Outcomes detailed in the Heritage and Culture Strategy are recognised and implemented</p>	<p>General Manager -T/Leader Heritage Management</p>	
			<p>3.2.2 Heritage and Culture Advisory Committee meet once per month</p>	<p>The Heritage and Culture Advisory Committee continue to make recommendations to Council based on the Heritage and Culture Strategy, Community's Role – as stated in the</p>	<p>Mayor General Manager -T/Leader Heritage Management</p>	

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	the Norfolk Island way of life			Community Strategic Plan	
			3.2.3 Investigate the possibilities to enable the Norfolk language to be included in street signs on Norfolk Island, including identifying cost of implementing proposal	Report to Council on findings of investigating the possibility of including Norfolk language in street signs on Norfolk Island including cost and possible implementation by 30 June 2020.	General Manager Governance and Human Resources -T/Leader Heritage Management Corporate - CFO Grants Officer
			3.2.4 Council to liaise with community members and groups to ascertain existing activities and planning towards the construction of a Norfolk Island Cultural Centre	Report to Council on findings resulting from liaising with community members and groups to ascertain existing activities and planning towards the construction of a NI Cultural Centre by 31 December 2019. Results will be used to inform the preparation of a business case to construct a Norfolk Island Cultural Centre to house and showcase cultural objects and display traditional practices. This report to be presented to Council by June 2020.	General Manger -T/Leader Heritage Management -Senior Strategic Planner
	3.3 Support cultural expression by people from all backgrounds living on Norfolk Island including the support of contemporary events	A Heritage and Culture Advisory Committee has been formed with Terms of Reference that includes organising and/or promoting cultural events. Advocate for a Preamble to the Norfolk Island Act. (16/17)	3.3.1 Promote community based cultural events	Cultural events are primarily organised by community groups. Council will promote community cultural events	General Manager -T/Leader Heritage Management
			3.3.2 Advocate for a Preamble to the Norfolk Island Act	The Mayor and Community Development Officer to successfully	General Manager; Mayor

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
				negotiate an agreeable outcome with the Council of Elders for a way forward in relation to the Preamble to the Norfolk Island Act by December 2019	- Community Development Officer
	3.4 Identify and prioritise the needs of cultural expression	Community cultural satisfaction survey developed and issued to the community twice in the Councils term of office with results collated and reviewed and necessary actions incorporated into relevant strategies. (Surveys in 17/18 and 19/20)	3.4.1 Develop and issue a community cultural satisfaction survey to the community 3.4.2 Collate results, review and incorporate necessary actions into relevant strategies.	The T/Leader Heritage Management to prepare a community cultural satisfaction survey, distribute and seek responses from the community by September 2019 Collate results and adopt actions as necessary into relevant strategies by December 2019	General Manager -T/Leader Heritage Management
	3.5 Identification of heritage assets	Review the definition of heritage assets to consider including culturally significant assets. Review and update existing registers including those attached to the relevant legislation. (17/18)	3.5.1 Review all registers and plans identifying heritage assets and assess and recommend other Council and community owned culturally significant assets for inclusion in registers Provide recommendations towards updating existing registers including those attached to the relevant legislation. Update existing registers	Review existing registers including those attached to the relevant legislation [such as the Norfolk Island Heritage Register under the <i>Heritage Act 2002</i> (NI), by 30 June 2020 Identify additional heritage assets to be recommended for listing in the Heritage Register by 30 June 2020	General Manager Services -Manager Infrastructure and Services -Senior Strategic Planner -T/Leader Heritage Management
	3.6 Recognise and protect the contribution of built heritage to	Continue to actively participate in the KAVHA Advisory Committee. (16/17 – 19/20)	3.6.1 Meet with KAVHA Advisory Committee in addition to continuing a pro- active relationship with DIRDC	Continue to actively participate in the KAVHA Advisory Committee	General Manager -T/Leader Heritage Management

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
	local identity and economy		3.6.2 Meet with Norfolk Island Museum Trust to ensure collections are managed according to acceptable museum standards	Norfolk Island Museum Trust collection is maintained and accessible	T/Leader Heritage Management
	3.7 Protect and maintain heritage sites for the enjoyment of residents and visitors, now and in the future	A Heritage Assets Preservation Policy for all Council owned heritage assets is developed. (17/18)	3.7.1 Develop a Heritage Assets Preservation Policy in conjunction with Operational Plan Action 3.5.1	A Heritage Assets Preservation Policy for all Council owned heritage assets, is developed by June 2020	General Manager Services -Manager Infrastructure and Services -T/Leader Heritage Management -Senior Strategic Planner
			3.7.2 Continue to work with stakeholders to progress the objectives outlined in the Historic Shipwreck Program in relation to the jurisdiction of Norfolk Island	Council remains committed to supporting the objectives relating to Norfolk Island in the Historic Shipwreck Program	T/Leader Heritage Management

Strategic Direction 3 – “A caring community”

~ *We are friendly, supportive and welcoming*

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
<p>4. We work together to achieve our goals</p>	<p>4.1 Encourage an informed community</p>	<p>Update Council’s website to allow for easy searching. Council’s website is always up to date.</p> <p>At least one media release per month from both the Mayor and General Manager to be issued. (16/17 – 19/20)</p>	<p>4.1.1 Scope a project brief and costing to develop an interactive Planning and Building website with option for on-line submission of Development Applications and Building Applications (to link Civica Applications Module functions and capability), to support a grant application</p>	<p>Develop Project Plan and costing by June 2020</p>	<p>Services -Senior Strategic Planner Corporate - CFO Grants Officer</p>
			<p>4.1.2 Stakeholder review of Council’s website</p>	<p>Internal six monthly review of website content</p> <p>Conduct a survey of website users by 31 December 2019</p>	<p>Corporate -Manager Customer Care</p>
			<p>4.1.3 The Mayor and the General Manager will keep the community informed through various media outlets</p>	<p>Review current Media Policy by December 2019.</p> <p>The Policy to include ‘At least one media release per month from both the Mayor and General Manager to be issued’ and relevant Status Reports monthly.</p>	<p>General Manager; Mayor Executive Assistant/Media Officer</p>
	<p>4.2 Enable broad, rich and meaningful engagement to occur</p>	<p>Continue to actively promote communication avenues for the community to speak to Council (Customer Care, regionalcouncil@nirc.gov.nf). Council meetings are broadcast on local radio. (16/17 – 19/20)</p>	<p>4.2.1 Ensure communication avenues of Customer Care and Regional Council are continually promoted in media communications</p>	<p>Continue to actively promote communication avenues for the community to speak to Council (Customer Care, regionalcouncil@nirc.gov.nf)</p>	<p>Governance and Human Resources Governance and Records Manager Manager Customer Care</p>
	<p>4.2.2 Review Customer Care telephone support</p>		<p>Stage two review of Customer Care PABX system and possible</p>	<p>Corporate -Manager Customer Care</p>	

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
				integration with Councils broader business units by February 2020	
			4.2.3 Ensure that Radio Norfolk is adequately staffed to allow live broadcasting of Council Meetings and re-broadcasting occurs	Council meetings are broadcast on Radio Norfolk	Media and Executive Assistant
			4.2.4 Enable further engagement with Radio Norfolk	Research/implement online radio broadcasting for Radio Norfolk Build a lean-to for outside broadcast van to protect van from the weather	Media and Executive Assistant and Section Leader Radio
	4.3 Build on our sense of community	The community is overall engaged in various activities and community trust in Council is evident. (19/20)	4.3.1 Community engagement is high with Council activities	Community attendance at public meetings Community provides submissions when documents are placed on public exhibition Implementation of the Community Engagement Strategy is monitored and reviewed	General Manager; Mayor; Community Development Officer
	4.4 Build strong relationships and shared responsibilities	The community has an understanding that Council assets are public assets and that there is a shared responsibility for their upkeep. (18/19)	4.4.1 Encourage community participation in keeping public areas clean and free of weeds by implementing the proposed Pests and Noxious Weeds Management Plan	Activities regarding implementation of Pests and Noxious Weeds Management Plan above at 2.4.2 Public areas are well kept and frequently utilised Ongoing quarterly media release on seasonal weed(s) to educate the community, including how the	Services -Group Manager Services -Manager Infrastructure and Services-T/Leader Waste and Environment

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
				weed can best be removed	
<p>5. Our community is a great place to live and visit</p>	<p>4.5 Work in partnership to plan for the future</p>	<p>Community engagement is a regular activity for projects that have an impact on the community. (16/17 – 19/20)</p>	<p>4.5.1 Develop a Government Business strategy to include investigating and reporting on examples of Public Private Partnership's best practice (CSP pg. 28)</p>	<p>Government Business Strategy - created by June 2020</p>	<p>Services -Group Manager Services</p>
	<p>5.1 Promote the community as the place to visit, live, work and invest</p>	<p>An Economic Development Strategy is developed and implemented with evidence of increased population and economic activity. (16/17 – 19/20)</p>	<p>5.1.1 Implement the Objectives in the Economic Development Implementation Strategy IP3 – University of Newcastle Sustainability Development Project 'Sustainable Development and Circular Economies'</p>	<p>University of Newcastle Sustainability Development Project is progressed by December 2019.</p>	<p>General Manager</p>
			<p>5.1.2 Scope a project brief and costing to develop and implement in Burnt Pine, a 'Main Street' Improvement / Enhancement Project (e.g. edible gardens, improved amenities, freshen shop frontages) to support economic and environmental sustainability objectives, to support a grant funding application</p>	<p>Community consultation and project plan created, in liaison with other projects including the Green Economy Project by June 2020</p>	<p>Services -Senior Strategic Planner</p>
	<p>5.2 Connect and protect our communities – Community Safety</p>	<p>Crime remains low and Council has a strong working relationship with the Police. Maintain awareness that</p>	<p>5.2.1 Promote respectful behaviours and a safe community</p>	<p>Completion of Future Proofing Telecommunications in Norfolk Island project by June 2020, including upgrade of cellular mobile network to 4G by February 2020</p>	<p>Services -Manager Commercial Services</p>
			<p>5.2.1 Promote respectful behaviours and a safe community</p>	<p>Respect and trust are evident in the community</p>	<p>General Manager; Mayor Community Development Officer</p>

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
		Domestic violence is not tolerated. (19/20)	5.2.2 Mayor and General Manager attend relevant forums	Mayor and General Manager (or represented by the Community Development Officer where relevant) attend forums and where relevant undertake promotion	General Manager; Mayor -Community Development Officer
	5.3 Develop the facilities, resources, capacity and confidence to adapt to changing circumstances	The community has embraced change and developed an understanding in the opportunities for becoming the best small Island in the world. (19/20)	5.3.1 Community meetings held as needed to engage the community in matters relevant to their needs and interests	The revised Community Engagement Strategy is implemented reviewed and monitored, including Community Engagement of proposed changes to Norfolk Island Acts	General Manager; Mayor Community Development Officer
			5.3.2 Council conducts a customer satisfaction survey to ascertain community satisfaction in regard to Council activities	Survey prepared for distribution in the first quarter of 2019-2020 financial year (by 30 September 2019).	General Manager -Manager Customer Care
	5.4 Equality of access to services, social support, including health, education, child care, cultural, transport and recreational facilities	Council is satisfied that services provided to the Community by Council, by Health, Education and other social services have equality of access. (18/19)	5.4.1 Communication with relevant stakeholders and the community to promote equal access to services.	Work collaboratively with stakeholders conducting community consultation and if required conduct additional consultation to gauge the community's satisfaction and experience in relation to health and education Equality of access to Council services, including transport and recreational facilities will be addressed in Operation Plan Action 12.8.2. development of the Disability Inclusion Action Plan	General Manager; Mayor -Community Development Officer
	5.5	Childcare centres are able to	5.5.1	Completed. For on-going	General Manager

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
	Clarify childcare accreditation	be accredited on Norfolk Island (18/19)	Child Care Accreditation	monitoring only	-Community Development Officer
	5.6 Provision of Community based preschool and Long Day Care facilities	Preschool and Long Day Care are available for families with young children. (17/18)	5.6.1 Lobbying and support provided for child care providers	Preschool and Long Day Care are available for families with young children	General Manager; Mayor Community Development Officer
	5.7 Deliver high quality tourism experiences	A variety of visitor experiences are available for all ages and the infrastructure in place to support tourism activities. (19/20)	5.7.1 Implement the Norfolk Island Tourism Strategic Plan 2013 – 2023 actions: Increase visitor numbers; promote investment; improve visitor experiences; develop sustainability, infrastructure and capacity; build employment capacity and skill	Support tactical sales campaigns; Target niche market groups; Participate in potential Burnt Pine Main Street Improvement Project; Review local tours and experiences; Develop and deliver the Buy Local Campaign; Provide Social Media Training Workshops	General Manager T/Leader Tourism & Economic Developments

Strategic Direction 4 – “A successful and innovative community”

~ We work to make our economy grow

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
<p>6. Strong, diverse and vibrant business environment</p>	<p>6.1 Grow and diversify the economy including niche markets</p>	<p>Council continues to employ an Economic Development Coordinator who has identified success factors for economic development, monitored and reported regularly to the community. E.g. the number of small businesses on the island has increased.</p> <p>Advocacy continues for a growing agricultural industry, including export.</p> <p>Investigation conducted into the potential for cottage industries and processing plants.</p> <p>Advocate and promote consumer protection. (16/17 – 19/20)</p>	<p>6.1.1 Actions implemented to encourage business diversification to support the economy of Norfolk Island. Establish a unique point of difference in the Tourism industry</p> <p>Execute Buy Local Campaign to encourage local trade</p>	<p>Encourage development of new and existing businesses</p> <p>Improve tourism image by focusing on unique experiences and products</p> <p>Create a strong voice for local business in media while guiding the community to buy local and also recognising that off-shore businesses have a place in the economy</p>	<p>General Manager -T/Leader Tourism and Economic Development</p>
	<p>6.2 Incentives for business start up</p>	<p>Advocacy continued for access to Federal Government business start-up and development funding. (18/19)</p>	<p>6.2.1 Investigation on the availability of business start-up programs for potential new business operators on Norfolk Island</p>	<p>Council to work closely with Regional Development Australia in sourcing incentives for start-up businesses</p> <p>At least one new business has accessed such a program by June 2020</p>	<p>General Manager; Mayor -T/Leader Tourism and Economic Development</p>
	<p>6.3 Reduction in business costs –</p>	<p>Council has investigated and identified barriers to economic growth and</p>	<p>6.3.1 Systematic identification of barriers to business development reported to the</p>	<p>Council has reported to the Commonwealth identified barriers to economic growth and diversity,</p>	<p>General Manager -T/Leader Tourism and Economic</p>

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
	greater efficiencies in business costs	diversity, including 'red tape' barriers. Within the areas of Council's control, Council has reduced these barriers. (17/18)	Commonwealth for attention and removal where possible	including 'red tape' barriers	Development
			6.3.2 Review <i>Tourist Accommodation Act 1984</i> (NI)	Continue to work with industry representatives and stakeholders to review and make recommendations in relation to legislative reform by 30 June 2020	Corporate -Manager Customer Care
			6.3.3 Advocate for access to grant funding for Norfolk Island that NSW Councils have access to, that Norfolk Island currently does not	Advocate to the Commonwealth for further grant funding opportunities for Norfolk Island Grants Officer to maintain register of grants that NSW Councils are eligible for that the Council is ineligible for	General Manager; Mayor, Corporate – CFO -Grants Officer
	6.4 Secure fibre connectivity for internet access	Continued lobbying for cable to Norfolk Island. (19/20)	6.4.1 Continue to investigate possible connectivity to optical fibre cables	Investigate opportunities to gain connectivity and linkages to an optical fibre undersea cable at no cost to Council	Services -Group Manager Services
7. A skilled and competitive workforce	7.1 Create employment opportunities	The Economic Development Strategy is implemented and reported on every six months. The strategy sets out a vision for growing the economy, including the tourism sector. (19/20)	7.1.1 Refer to 5.1.1 above for action for this financial year	Refer to 5.1.1 above for action for this financial year	General Manager -T/Leader Tourism and Economic Development

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
	7.2 Create opportunities for skill development	Advocate for fibre optic cable connectivity for increased business and educational opportunities. Advocate for the ongoing development of training and work skills. 16/17 – 19/20)	7.2.1 Conduct a skills audit Human Resources to undertake audit of Council employee's licences and tickets to ensure current and compliant	Skills audit completed by December 2019 Opportunities are realised for training and up-skilling work skills for both the Council and community On-going Council wide appropriate training conducted to ensure compliance and staff have relevant licences and tickets One Fire Fighter to undertake Diploma through TAFE online Arrange on-going training for Fire Officers to Public Safety Training Package Certificate III or Certificate IV level Liaise with Electricity Section regarding training activities required for 2019-2020 and implement	Executive Manager - Human Resources Officer Executive Manager - Human Resources Officer
			7.2.2 Submit reports to Council regularly on Councillor training attended and benefits gained from the training	Regular and transparent reporting to the community when any Councillor training is completed for the year, by 30 June 2020	General Manager
8. Successful public private partnerships	8.1 Investigate partnerships to meet current and future infrastructure needs	Partnership funding secured with the Commonwealth for the upgrade of roads infrastructure across the Island. (17/18) Investigate airport runway reseal including funding partnerships. (19/20)	8.1.1 Update/undertake a Road Safety Audit with Asset Management Plan reviews to enable grant funding to be secured for road infrastructure works	Road Asset Management Plan reviewed and adopted by Council in timelines set out in 9.5.3 Investigate ongoing grant funding by June 2020	Services -Group Manager Services -Manager Infrastructure and Services Corporate – CFO -Grants Officer
			8.1.2 Develop a Roads Program	Works program on 169 culverts with 100 being replaced and repairs and	Services -Manager

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
				maintenance estimated completion by 30 June 2020	Infrastructure and Services
			8.1.3 Refer to 1.4.2 above re Airport Master Plan	All preparatory work completed and contracts issued to commence Airport runway reseal by February 2020	Services -Manager Commercial Services

Strategic Direction 5 – “An informed and accountable community”

~ *We are transparent and accountable for our individual and collective decisions and actions*

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
9. An informed community	9.1 Representative, responsive and accountable community governance	Good governance - Council makes decisions based on information provided by Council Officers. Minimal deferral of decision making and minimal amendments to Officers' recommendations. (16/17)	9.1.1 Good governance practices are followed by the Councillors	Decisions are being implemented in a timely fashion and information shared with the community Few deferrals (less than 4 in the year) of matters before Council and limited major amendments to Officer's recommendations	General Manager
	9.2 Timely, open and fair, evidence based decision making with demonstrated accountability	Good governance - Council officers provide evidence based reports with quality information so that Councillors can make sound decisions. (16/17)	9.2.1 Staff reports are prepared with facts and solid information available for Councillors to make informed decisions	Councillors are satisfied with the standard of staff reports	General Manager
			9.2.2 Continue progression of contemporary functionality of Records Section	Continue to work with National Archives of Australia on Records Authorities and other projects	Governance and Human Resources - Manager Governance and Records
	9.3 Provision of quality best practice government	Council meets the requirements as set by the Commonwealth for best quality local government	9.3.1 Activities and adherence with the <i>Local Government Act 1993</i> (NSW) (NI) and any KPIs as set by DIRDC.	Fortnightly meetings with DIRDC staff on Norfolk Island and quarterly conference calls with staff in Canberra	General Manager

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
	administration	administration with 90% of areas reached satisfaction in this term of Council. (19/20)	9.3.2 Council raises revenue from rates according to legislative requirements	Issue four rates notice instalments throughout the year in line with legislative requirements Report to Council at the end of each due period Implement Councils adopted debt recovery policy and develop internal procedures	Corporate-Manager Customer Care
			9.3.3 Review of General Manager's and other Senior Staff performance	Reviews undertaken – mid term review and annual review	Mayor; General Manager
	9.4 Increased stakeholder participation in decision-making	Active community participation on Council Advisory Committees. (19/20)	9.4.1 Facilitate Community Advisory Committees as adopted by Council	Active community participation on Council Advisory Committees by all members including Councillors and delegated Council Officers	General Manager
			9.4.2 Review and amend or make obsolete Community Advisory Committees as identified	Review all Council Advisory Committees Terms of Reference by June 2020	General Manager
	9.5 Reporting required by Integrated Planning and Reporting Framework to demonstrate NIRC performance	Quarterly and annual reporting conducted. Performance is at or above 80% across all activities. (17/18 – 19/20)	9.5.1 Implement the actions in the Operational Plan and report to Council quarterly	Performance of quarterly and annually reporting within the Integrated Planning and Reporting Framework is at or above 80% across all activities Report quarterly (except the June quarter) to the Council on the budget in the Operational Plan	General Manager Corporate - CFO
			9.5.2	Long Term Financial Plan to be updated	Corporate

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
			Update the Long Term Financial Plan	<p>annually when developing the Operational Plan</p> <p>A review to include an assessment of the previous year's performance in terms of the accuracy of the projections made in the Long Term Financial Plan, compared to actual results</p> <p>Quarterly Budget Review Statements (QBRs) presented to Council at the end of each quarter (LGGR cl. 203(1))</p> <p>Ledger balances to be prepared for six monthly inspections by External Auditor (LGGR cl. 228)</p>	CFO
			9.5.3 Review Asset Management Plans in line with the Long Term Financial Plan	<p>Mid-review by October 2019</p> <p>Asset Management Plans revised and adopted by Council, by April 2020</p>	Services -Group Manager Services -Manager Infrastructure and Services
			9.5.4 Implement actions detailed in Asset Management Plans	Asset Management Plan actions are implemented, by June 2020	Services -Group Manager Services -Manager Infrastructure and Services
			9.5.5 Council's Asset Management Strategy to include an overarching Council endorsed	Asset Management Policy adopted by Council, by July 2019	Services -Group Manager Services

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
			Asset Management Policy		-Manager Infrastructure and Services
			<p>9.5.6 Workforce Management Plan Actions:</p> <p>Develop a Performance Management System that includes Operational Plan KPIs/Work Plans and skills acquisition using Authority where possible</p> <p>Ongoing monthly meetings held</p> <p>Ensure staff have the tools and information that they need to carry out their jobs</p>	<p>All Workforce Management Plan actions for 2019-2020 are implemented within required timeframes</p> <p>A performance Management System is implemented by December 2019</p> <p>Managers and Team Leader monthly meetings to continue</p> <p>Tools and equipment are safe and a register of maintenance conducted and in place</p>	<p>Executive Manager</p> <p>All staff</p> <p>General Manager and Executive Team</p> <p>Managers and Team Leaders</p>
			9.5.7 Set fees and charges in line with cost of services	Fees and charges reviewed and adopted for public exhibition by Council in April 2020	Corporate CFO
			9.5.8 Annual Report	<p>Financial Statements to be audited within four months of the end of the financial year</p> <p>Within five months after the end of the financial year Council will prepare its Annual Report and post it on the Council's website and provide the URL link to the Department</p>	<p>General Manager Corporate -CFO</p> <p>-Integrated and Corporate Planning Officer</p>

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
			9.5.9 Undertake comprehensive review of Development Application (DA) and Building Application (BA) fees in conjunction with review of Norfolk Island Plan and introduction of Community Title	Review of DA and BA fees by April 2020	Services -Senior Strategic Planner
			9.5.10 Prepare an 'End of Term Report'	Prepare 'End of Term Report' by June 2020	General Manager -Integrated Corporate Planning Officer
10. Transparency in decision making	10.1 Consistent and sustainable governance through documented processes	The Audit committee is satisfied that there are controls in place to monitor risks and that the Risk Management Framework is implemented. (17/18)	10.1.1 Recommendation/actions from Audit Committee reported to Council on a quarterly basis	Recommendations and actions that are identified by the Audit Committee are implemented and reported to Council	General Manager Executive Manager -Risk and Internal Audit Officer
	10.2 Equality of access to the same level and quality of government services	Council has a policy in place that ensures equality of access to all its services. (17/18)	10.2.1 Ethics, Equity and Probity Strategy developed and implemented	Ethics, Equity and Probity Strategy developed and implemented by December 2019	General Manager - Executive Manager
			10.2.2 Ensure Equal Employment Opportunity (EEO) principles are included in all job advertisements and position descriptions i.e. 'Experience and understanding of Equal Employment Opportunity (EEO) compliance'	Actions and Key Performance Indicators from the Equal Employment Management Plan are implemented All positions contain relevant EEO information. Appointments are made on merit in compliance with the principles of Equal Employment Opportunity (EEO) Hold quarterly (September, December,	Executive Manager Human Resources Officer

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
			Ensure all new employees at induction are made aware of EEO	<p>March, June) induction sessions for new staff members, including topics: EEO, Records Management, WHS, Risk and Continuous Improvement, Code of Conduct and Information Technology</p> <p>Staff newsletter produced monthly and distributed to all Council employees with copies placed on Intranet site</p> <p>Raise awareness of EEO principles at team meetings and in staff newsletter</p>	Executive Manager
			10.2.3 Deliver, monitor and improve state type services based on the written agreement between the Commonwealth and Council	Delivery of state type services on behalf of the Commonwealth within agreed budget and report on the KPIs as required after the agreement has been signed	General Manager Services -Group Manager Services
			10.2.4 Legislation changes affecting the NIRC	Ensure that the implementation of procedural and technological requirements of legislative changes occurs	Corporate -Manager Customer Care
			10.2.5 IT strategies developed	<p>Continue to develop and monitor the IT Security Strategy</p> <p>Develop a Mobile Technology and Cloud Technology strategy by 30 June 2020</p> <p>Continue to analyse existing software usage and work with business units to develop system enhancements. Upgrade Authority v7.0 by 30 June 2020</p>	Corporate -Manager Customer Care

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
				Move to a Windows 10 platform by 30 March 2020	
			<p>10.2.6 Review and update where required Council's Freedom of Information (FOI) and Information Publication Scheme (IPS) requirements in accordance with the <i>Freedom of Information Act 1982</i> (Cth)</p>	<p>Maintain the FOI and IPS register and public information on Council's website in line with legislation</p> <p>Quarterly status report to Council on the number of complaints</p>	<p>Manager Customer Care -Legal Adviser</p>
			<p>10.2.7 Commence review of policies and procedures created in 2017 (in line with Council procedure that policies and procedures should be reviewed no less than every three years)</p>	<p>New policies reviewed and presented to Council. Previous ANI policies made obsolete by Council. Procedures reviewed and presented to Executive Management for endorsement and then implementation</p> <p>Throughout the year: -Any outstanding transitioned Administration of Norfolk Island Policies and Guidelines</p> <p>Quarter One: -Asset Accounting Policy -Payment of Expenses and Provision of Facilities to Councillors Policy (reviewed annually) -Information Technology Policy -Website Management Procedure -Council Seal Policy and Procedure</p> <p>Quarter Two:</p>	<p>Executive Manager</p> <p>WHS Officer and other responsible officers</p> <p>CFO General Manager</p> <p>Manager Customer Care</p> <p>Executive Manager</p> <p>CFO Manager Customer Care</p>

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
				<ul style="list-style-type: none"> -Related Parties Disclosure Policy -Unreasonable Contact Policy Quarter Three: -Creating and Maintaining Policies and Procedures Procedure -Access to Financial Management Systems Policy -Plastic Bags Norfolk Island Policy Quarter Four: -Work, Health and Safety Policy -Grant Programs Policy -External Grants Management Procedure -Fraud and Corruption Prevention Policy -Bullying and Harassment Policy -Complaints Handling Policy -Creating a Form Procedure 	<ul style="list-style-type: none"> Executive Manager Manager Customer Care Environment Manager WHS Officer Corporate – CFO -Grants Officer Exec Manager Manager Customer Care Integrated and Corporate Planning Officer
			<p>10.2.8 Plans developed for a purpose built Records Storage Facility to comply with National Archives of Australia standards for physical storage of records Grant funding to be sourced in future year for building</p>	<p>Plans developed by July 2020</p>	<p>Corporate – CFO -Grants Officer</p>

Strategic Direction 6 – “A healthy and safe community”

~ We provide a safe and healthy place to live, work and visit

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
11. Informed, active and healthy residents	11.1 Value and promote a healthy and active lifestyle	A plan is developed for safe walking and cycle tracks and funding is secured for at least one set of exercise stations. (19/20)	11.1.1 Create a plan for this project to occur in 2019-2020 including identifying potential sites. Investigate grant funding	Consultation with community on this project, including potential sites	Services -Manager Infrastructure and Services
	11.2 Encourage and promote participation in sport and well-being activities	The Mayor and Councillors are visible at sporting events and well-being activities, and actively show support and promote these activities. A community site is identified as the “go to place” for special events, concerts and music activities. (16/17 – 19/20)	11.2.1 Promotion and attendance at sporting events by Councillors to encourage well-being	Mayor and Councillors are visible at sporting events and well-being activities, and actively show support and promote these activities	Mayor General Manager -Community Development Officer
	11.3 Promote the benefits of early intervention and testing	Children have access to early intervention services. (17/18)	11.3.1 Council advocates for children with special needs	Children have access to early intervention services	General Manager Mayor -Community Development Officer

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
	11.4 Support and foster active, healthy, informed and empowered youth	<p>A youth wellness plan is developed in partnership with youth and community organisations. (17/18)</p> <p>The Norfolk Island Youth Council and Junior Youth Council meets regularly and is supported by the Community Development Officer.</p>	<p>11.4.1 Develop a Youth Wellness Plan in conjunction with youth and other relevant stakeholders</p> <p>11.4.2 The Norfolk Island Youth Council and Junior Youth Council is supported by the Community Development Officer to raise issues relevant to young people and develop youth activities</p>	<p>A Youth Wellness Plan is developed in partnership with youth and community organisations by December 2019</p> <p>Junior youth are engaged, and a Junior Youth Council is established by June 2020</p> <p>The Norfolk Island Youth Council and Junior Youth Council make recommendations to Council based on issues relevant to young people and the Community Strategic Plan</p> <p>Complete community grant application to support the development of youth activities and skill development</p> <p>Youth Activities are developed to support young people to be involved in Council functions</p> <p>Leadership development opportunities are provided to young people on the Norfolk Island Youth Council and in the community</p>	<p>Community Development Officer</p> <p>Community Development Officer</p>

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
12. Focused and coordinated approach to health care	12.1 Ensure availability of high quality and affordable health and aged care services and facilities	Continued relationship with the Multi-Purpose Service and advocacy on behalf of the community where gaps are identified. (16/17 – 19/20)	12.1.1 Continue relationship with NIHRACS and advocate for health care facilities, services and programs	Quarterly meetings to be held with NIHRACS Promote identified community needs for health and aged care services and facilities	General Manager; Mayor -Community Development Officer
	12.2 Appreciate the significant contribution volunteer organisations make to community health and wellbeing and support them to ensure these services continue to be available	The Community Donations Program has assisted a variety of community and volunteer organisations during the life of this Delivery Program. (19/20)	12.2.1 Review and advertise the Community Grants Programs (Community Strategic Plan Grant Program, Tertiary Education Grant Program and Queen Victoria Scholarship)	Review existing guidelines and update for the upcoming round of Community Grants Programs Community Strategic Plan Grant Program and Tertiary Education Grant Program are advertised and explained to the community	General Manager Corporate – CFO -Grants Officer
	12.3 Minimise duplication and maximise coordination of the provision of health and aged care services	Barriers identified and addressed in relation to investment in the provision of aged care facilities. At least one private, government or community based aged care facility is developed or in the	12.3.1 Communication with relevant stakeholders to ascertain the need and options for additional Aged Care Facilities	Ongoing discussion at the quarterly meetings with NIHRACS The General Manager and the Mayor to lobby, if there is an identified need, for additional Aged Care places/facilities available for the elderly on Norfolk Island	General Manager, Mayor, -Community Development Officer

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
		planning stage of being developed. (19/20)			
	12.4 Advocate for services such as Day Care, Activities and Transport that reflect an aging population and people with disabilities including options for aging in home	Day care activities are available; home care is available and access to facilities are consistently addressed for people with disabilities. (19/20)	12.4.1 Communication with relevant stakeholders to ascertain the need and options for additional day care activities, home care and services for people with disabilities	A clear outcome to be identified if there is a need for additional day care activities, home care services and/or services for people with disabilities Include Health and Wellbeing Co-ordinator (NIHRACS) and community organisations in assessment and planning	General Manager, Mayor, -Community Development Officer
	12.5 Identify issues and respond to mental health, drug and alcohol, domestic violence and child protection needs	Council is facilitating an interagency with clear aims and direction in assisting with responding to mental health, drug and alcohol, domestic violence and child protection. (19/20)	12.5.1 There is one or more interagency forums for service providers on Norfolk Island	Council representation is present at various interagency forums by attendance of the Community Development Officer, Mayor and/or General Manager	General Manager, Mayor, -Community Development Officer
	12.6 Ensure confidential health support and services	The community is comfortable in accessing health and support services. There is no stigma in accessing these services. (19/20)	12.6.1 Council to reassure and promote the value of confidentiality within the Norfolk Island community	Discuss at Quarterly meetings to be held with NIHRACS	General Manager, Mayor, -Community Development Officer

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
	12.7 Encourage and support visiting specialist programs	Advocacy conducted to ensure visiting specialists are targeting the population health needs. (16/17 – 19/20)	12.7.1 NIHRACS to provide updates to Council regarding visiting specialists	This action to be discussed at quarterly meetings to be held with NIHRACS	General Manager, Mayor, -Community Development Officer
	12.8 Ensure services and programs are available to cater for children, youth and adults with disabilities or special needs	Advocacy conducted to ensure services and programs are available for people with disabilities or special needs. (16/17 – 19/20)	12.8.1 Advocacy conducted to National Disability Insurance Agency (NDIA) to ensure services and programs are available for people with disabilities or special needs	Services and programs are available for people with disabilities or special needs	General Manager, Mayor, -Community Development Officer
			12.8.2 The Disability Access Committee meets regularly	An action plan is developed in consultation with the Disability Access Committee (DAC). The DAC make recommendations and reports to Council on matters relating to access for people with disability	General Manager, Mayor, -Community Development Officer
	12.9 Encourage the education and implementation of strategies designed to build on awareness	Health and well-being programs are supported and promoted in partnership with the Department of Health. Key population health statistics consistently	12.9.1 Work with the Health and Wellbeing Coordinator who has been appointed by NIHRACS	The 2019-2021 Health Promotion Plan will be implemented by NIHRACS Council will work with NIHRACS on any identified actions in the	General Manager, Mayor, -Community Development Officer

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
	within the community about the importance of preventative health care and healthy living	improving: vaccinations, cancer screening and rates of diabetes. (17/18 – 19/20)		Health Promotion Plan where possible and relevant .	
13. A safe place for our families and visitors	13.1 Provide adequate infrastructure to maximise a safe visitor experience	Visitor surveys conducted and results used to improve visitor experience. (16/17 – 19/20)	13.1.1 Continued distribution of Visitor Survey Cards to gather visitor statistics	Target for each year: Visitor surveys conducted, data recorded, and results compared to previous years. Visitor feedback forwarded to Tourism Operators in order to improve visitor experience.	General Manager - T/Leader Tourism & Economic Development
	13.2 Ensure all services meet minimum health and safety standards	Regulatory function is established and policies developed. Compliance is monitored. (17/ 18)	13.2.1 Develop a risk management policy and framework	Risk Management Policy and Procedure, draft Enterprise Risk Management Framework adopted by Council 19/9/2018 Resolution 2018/148. Business Continuity Policy adopted by Council 19/9/2018 Resolution 2018/147 Risk Management Framework to be established and developed to support these policies by July 2020	Risk and Internal Audit Officer
			13.2.2	Respond to all complaints	Services

'Strategic Objective' from Community Strategic Plan	'How will we get there' taken from the Community Strategic Plan and Delivery Program	Target from Delivery Program including Target Year	Operational Plan Actions	Operational Plan Targets	Responsible Division / Officer
			<p>Assist businesses to improve and maintain public health standards in relation to food safety</p>	<p>regarding food premises to ensure compliance with <i>Sale of Food Act 1950</i> (NI)</p> <p>Inspect all new food premises before issuing licence under <i>Sale of Food 1950</i> (NI)</p> <p>Prepare for the implementation of food safety laws proposed to be introduced to Norfolk Island. Conduct community consultation, training and provide advice to Commonwealth, as required</p>	<p>-T/Leader Waste and Environment</p>

Revenue Policy 2019 - 2020

Statutory Requirements

In accordance with the *Local Government Act 1993 (NSW)(NI)* the following statutory requirements are included in this document:

- Statement of ordinary and special rates
- Rating structure
- Statement of fees to be charged and pricing policy of goods and services
- Statement of borrowings
- Statement of private works, and
- Statement of business and commercial activities

Statement of Ordinary and Special Rates

Ordinary Rates

In 2019-2020 Council will levy ordinary rates using a structure comprising a base amount to which an ad valorem (rate in the dollar) component is added. The base amount has been maximised in each category to narrow the distribution of properties.

All rateable properties within each category, regardless of their land value, are levied a base amount. The balance of income for ordinary rates is derived by multiplying the land value of a property by a rate in the dollar for the relevant category. The amount payable by ratepayers under this component is dependent on the land value of the property as determined by the Valuer General (NI).

The total amount levied for ordinary rates (the yield) is \$1.218 million, set by Council. There are no special rates levied.

The applied *Local Government Act 1993 (NSW)(NI)* includes rating provisions for Norfolk Island and stipulates three rating categories applicable to Norfolk Island: Residential, Business and Farmland. Where a portion of land cannot be categorised into one of the three categories listed above, the default category is Business.

Definition of the categories from the *Local Government Act 1993 (NSW)(NI)* are as follows:

Residential

- (1) Land is to be categorised as “**residential**” if it is a parcel of rateable land valued as one assessment and:
 - (a) its dominant use is for residential accommodation (other than as a hotel, motel, guest-house, backpacker hostel or nursing home or any other form of residential accommodation (not being a boarding house or a lodging house) prescribed by the regulations), or
 - (b) in the case of vacant land, it is zoned or otherwise designated for use under an environmental planning instrument (with or without development consent) for residential purposes, or
 - (c) it is rural residential land.

Farmland

- (2) Land is to be categorised as "**farmland**" if it is a parcel of rateable land valued as one assessment and its dominant use is for farming (that is, the business or industry of grazing, animal feedlots, dairying, pig-farming, poultry farming, viticulture, orcharding, bee-keeping, horticulture, vegetable growing, the growing of crops of any kind, forestry or any combination of those businesses or industries) which:
- (a) has a significant and substantial commercial purpose or character, and
 - (b) is engaged in for the purpose of profit on a continuous or repetitive basis (whether or not a profit is actually made).
 - (c) Land is not to be categorised as farmland if it is rural residential land.
 - (d) The regulations may prescribe circumstances in which land is or is not to be categorised as farmland.

Business

- (3) Land is to be categorised as "**business**" if it cannot be categorised as farmland or residential.

Rating Structure

The Norfolk Island Applied Laws Ordinance 2016, Item 35 - sets out the minimum amounts of ordinary rates the Regional Council must levy. It provides that in year one (year ended 30 June 2017) the Regional Council must levy at least \$500,000. In subsequent years the Regional Council must levy at least \$1 million.

The Norfolk Island Regional Council has adopted a value-based rating system in compliance with the *Local Government Act 1993* (NSW)(NI). Ordinary rates under section 494 of the Local Government Act 1993 and special rates under section 495.

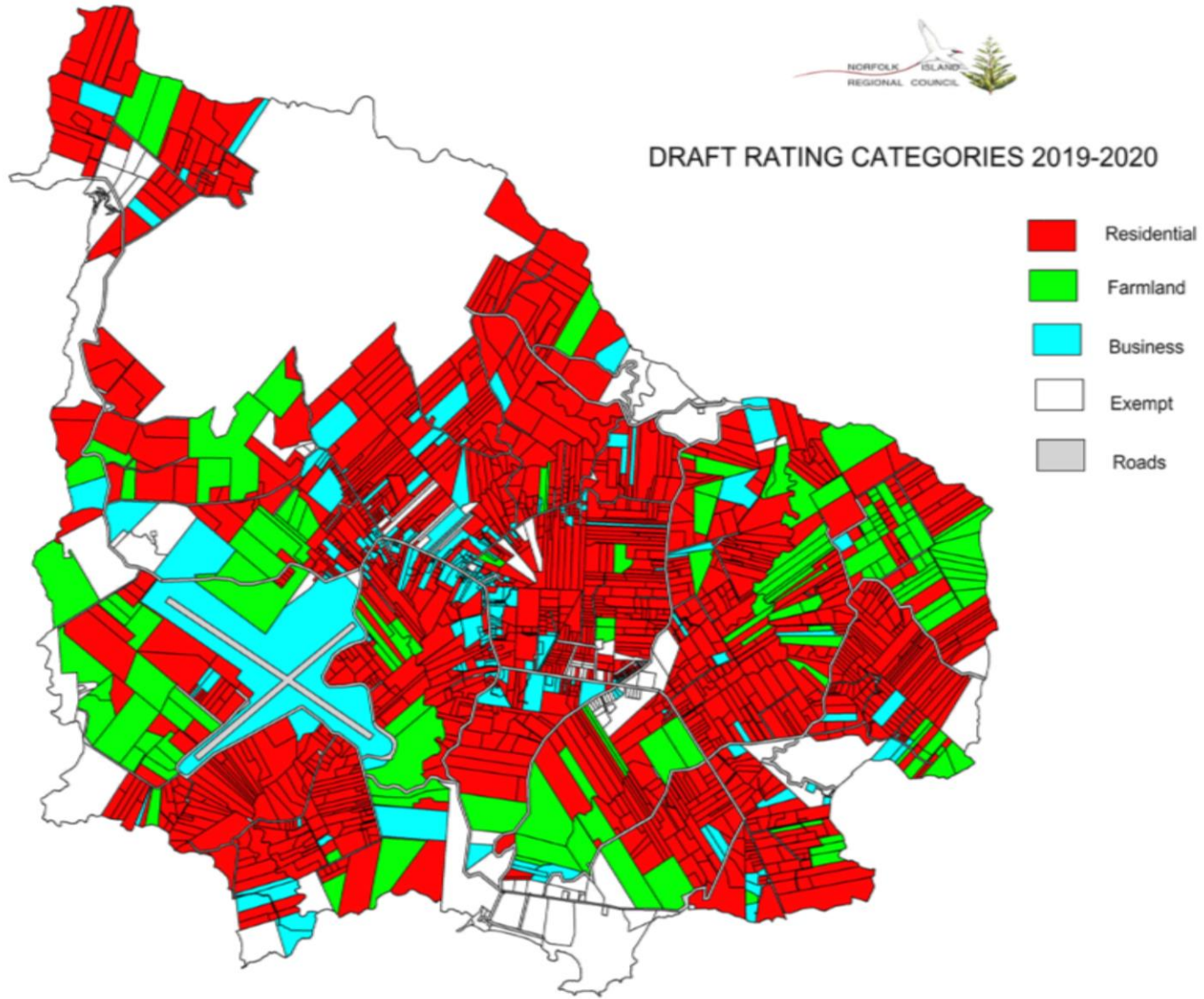
The rating model was placed on public exhibition for 28 days and is summarised in the following table below.

Category	Base Rate	Ad Valorem Rate*	Base %	Ad Valorem %	Total Category Yield	% of Yield
Residential	\$232.68	0.00230618	45%	55%	\$767,340	63%
Business	\$687.81	0.00551561	45%	55%	\$389,760	32%
Farmland	\$197.16	0.00121074	45%	55%	\$60,900	5%
Mining	\$687.81	0.00551561	45%	55%	\$0	0%
Total					\$1,218,000	100%

*Ad Valorem Rate is charged as cents against the land value of each property.



DRAFT RATING CATEGORIES 2019-2020



Rates and Charges Hardship Assistance Policy

Council adopted a Hardship Policy to assist ratepayers on the 20 February 2019 (resolution 2019/20). This policy is available to view on Councils website at link:
<http://www.norfolkisland.gov.nf/policy-and-governance/council-policies>

Exemptions

Current exemptions are only applicable under the *Local Government Act 1993 (NSW)(NI)* and the associated regulations, this includes Crown Land, the Hospital and the School.

Interest

Interest on overdue amounts is set by NSW Office of Local Government. In 2019-2020 interest on overdue amounts is set at 7.5%.

Statement of Fees to be Charged and the Pricing Policy of Goods and Services

Council fees for the 2019-2020 financial year are listed in the schedule of Fees and Charges.

In determining the appropriate fees to be charged for Council services and facilities in 2018-2019, the principle applied is that charges should be considered fair and equitable to the general community.

The range of services provided by Council to the community is diverse and requires different considerations when determining an associated fee or charge. The total fee or charge is determined having regard to the following categories:

Code	Description
A	Economic Cost Total cost of providing services for private good.
B	Community Service Services considered to have a level of benefit to the community. Generally, benefits are not solely confined to users. Partially funded by rates.
C	Regulated Charges Federal or State Government set charges.
D	User Pays Principal Services under this category are such that individual costs can be determined and met by the user of the service.
E	Market Forces Services that Council operates in a competitive market and needs to fix charges similar to other providers.
F	Cost Plus Services provided on a commercial basis with an amount of risk profit included.

Fees which appears in the scheduled of Fees and Charges identify the applicable pricing category.

Statement of Borrowings

Council has included a \$2 million provision in 2019-2020 for borrowings to cover any shortfall in funding for the airport resurface project. Where grants are available which may allow construction of an asset sooner, then loans are used to attract or match that grant.

To provide for the future needs of our community, Council may borrow funds to provide infrastructure and community assets which are not able to be funded out of normal revenue sources. Loans allow Council to spread the cost of the asset over the length of the loan period, ensuring that both current and future generations contribute to paying for the asset. This is in accordance with the inter-generational equity principle. Council avoids borrowing for the annual recurring cost of asset renewals.

Acquired loans are based on periods which represent the economic life of the facility and/or asset, or a reasonable fixed term, whichever is the lesser. All loans are financed from an approved financial institution that offers the most competitive interest rate.

For information on Council's debt cover ratio refer to the Annual Financial Statements available on Council's website.

Statement of Private Works

The *Local Government Act 1993 (NSW)(NI)* enables Council to carry out the following works for residents and organisations on private land:

- Paving and road making;
- Kerbing and guttering;
- Demolition and excavation;
- Water, sewerage and drainage connections;
- Land clearing and tree felling;
- Tree planting and maintenance;
- Fencing and ditching; and
- Miscellaneous works and services.

Plant is to be charged at the prescribed rate adopted by council in the schedule of Fees and Charges. The following conditions apply:

- All plant is to be hired with a council operator
- A charge for the appropriate operator is to be added to all vehicle and small plant hire rates
- Overtime rates may apply and hire rates should be adjusted accordingly
- Travelling time will be charged at full rate for plant
- Additional charges will apply if truck transport is required
- Minimum charge is one hour.

Materials and Labour are to be charged at cost plus 40%, ensuring freight and waste charges are included in the total price.

Large contracts and Government works will be individually determined by quote as per financial delegations.

Statement of Business Government Activities

Council conducts the following commercial activities:

- Waste
- Airport
- Water Assurance (Sewer)
- Telecom
- Electricity

Waste Management

Charges which apply to domestic and commercial waste management are determined in accordance with the recovery of costs to manage waste management on Norfolk Island.

Non-Commercial Waste Management Services

Non-recyclable waste disposal fee – box or bag/bin for volume up to 120 litres	\$2
Non-recyclable waste disposal fee – small truck/ute/trailer	\$10
Non-recyclable waste disposal fee – medium truck	\$15
Non-recyclable waste Disposal fee - large truck	\$20
Unsorted mixed truck load disposal fee	\$100

Commercial Waste Management Services

Non-recyclable waste disposal fee – box or bag/bin for volume up to 120 litres	\$4
Non-recyclable waste disposal fee – small truck/ute/trailer	\$15
Non-recyclable waste disposal fee – medium truck	\$20
Non-recyclable waste Disposal fee - large truck	\$25
RECYCLABLE waste Disposal fee – box or bag/bin for volume up to 120 litres	\$2
RECYCLABLE waste Disposal fee small truck	\$5
RECYCLABLE waste Disposal fee medium truck	\$10
RECYCLABLE waste Disposal fee large truck	\$15
Unsorted mixed truck load disposal fee	\$100

Water Assurance (Sewer)

Water assurance charges are set in accordance with the adopted schedule of Fees and Charges. Charges apply to all properties that are connected to the Islands sewer system (water assurance scheme). The charges relate to the type of use of the property and in some cases the intended use and/or occupancy.

Electricity

Charges which apply to Electricity are based on user pay to cover the cost of electricity generation and distribution on the Island. It is based on sharing the cost of the infrastructure and use of the poles and wires as well as the electricity itself.

Charges for Electricity per kWh	\$0.70
General Infrastructure Charge (grid access per quarter)	\$37.00
Development Charge (Photovoltaic access to grid fee per quarter). - Charge multiplied by the total Kw capacity each quarter or part thereof.	\$26.00

The component costs can be seen in the table below:

	Budget
(cents per kWh)	
Fuel	0.41
Employee Costs	0.12
Maintenance Costs	0.09
Vehicle Costs	0.01
Depreciation	0.13
Overheads	0.01
Total Cost	0.77
<i>Less: contribution of Grid and PV fees</i>	-0.07
2018/19 Tariff	0.70

Budget

Operational Plan - Annual Budget
INCOME STATEMENT 2019/2020 - Service/Function Areas

Unit	Service/Function	Rates & Annual Charges	User Charges & Fees	Interest Revenue	Other Revenue	Grants & Contributions	Total Income	Employee Benefits	Materials & Contracts	Depreciation	Other Expenses	Allocation of Overheads	Total Expense	Surplus (Deficit)
Governance	Office of the General Manager						-	-357,247	-45,700	-1,000	-92,250	496,197	-	-
	Regional Council						-	-22,936	-11,300	-38,080	-254,500	326,816	-	-
	Governance						-	-48,679	-82,750		-205,200	336,629	-	-
	Records					140,303	140,303	-36,107	-39,500		-188,661	123,965	-140,303	-
	Finance						-	-789,863	-2,000		-25,500	817,363	-	-
	Risk & Internal Audit						-	-101,844	-21,500		-147,171	270,515	-	-
	Legal Services						-	-149,858	-3,000		-7,500	160,358	-	-
	ICT Services						-	-342,848	-108,170	-279,310	-269,600	999,928	-	-
	Customer Care						-	-343,883	-8,200		-7,700	359,783	-	-
	Human Resources						-	-399,863	-50,000		-54,000	503,863	-	-
	Services Management						-	-658,746	-11,000		-400	670,146	-	-
	Facilities Management		2,500				2,500	-316,144	-276,000	-137,060	-250,636	977,340	-2,500	-
	Works Management		20,000				20,000	-152,073	-5,000	-81,305	-35,300	253,678	-20,000	-
	General Revenue	1,243,000	1,882,650	242,741	-	3,860,718	7,229,109	-45,905			-60,000	-3,307,444	-3,413,350	3,815,759
Business	Waste Management		1,011,000				1,011,000	-486,372	-183,000	-166,086	-439,500	-140,000	-1,414,958	-403,958
	Airport Management		3,318,896		52,296		3,371,192	-1,033,671	-288,870	-1,499,857	-294,324	-120,799	-3,237,520	133,672
	Sewerage Services	507,670					507,670	-204,476	-85,000	-115,832	-45,000	-31,250	-481,558	26,112
	Telecom		3,301,283				3,301,283	-654,083	-1,648,267	-379,808	-471,363	-133,841	-3,287,362	13,921
	Electricity		3,975,000				3,975,000	-695,000	-2,430,000	-745,000	-65,000	-40,000	-3,975,000	0
Commercial	Liquor Mart				4,250,000		4,250,000	-422,993	-28,400	-53,947	-2,037,607	-722,053	-3,265,000	985,000
	Norfolk Fuel				400,000		400,000		-150,000	-49,933	-1,292	-60,517	-261,741	138,259
	Tanalith				6,000		6,000		-3,000	-9,460		-1,200	-13,660	-7,660
	Cascade Quarry		25,000				25,000			-25,000	-31,700	-12,680	-69,380	-44,380
	Private Works		91,000				91,000		-40,000		-5,000	-18,000	-63,000	28,000
	Plant Operations						-	-246,487	-255,000	-200,612	1,171,118	-136,637	332,382	332,382
Community	Council Community Housing		500		40,000		40,500	-20,000	-55,000	-3,530		-22,000	-100,530	-60,030
	Broadcasting Services-TV						-				-10,000	-4,000	-14,000	-14,000
	Broadcasting Services-Radio		40,000				40,000	-135,990	-20,100	-10,408	-45,060	-26,064	-237,622	-197,622
	Library		3,000				3,000	-42,956	-3,170	-11,023	-8,250	-4,568	-69,967	-66,967
	Registry, Courts & Land		1,000				1,000	-500					-500	500
	Tourism				203,000	390,000	593,000	-385,087	-11,500	-8,713	-848,100	-214,900	-1,468,300	-875,300
	Community Development						-	-42,549	-1,300			-520	-44,369	-44,369
Operational	Parks & Reserves						-	-315,212	-78,000	-15,642	-57,200	-34,080	-500,134	-500,134
	Roads		690,000			106,020	796,020	-463,551	-888,000	-874,093	-207,600	-368,240	-2,801,484	-2,005,464
	Garage Operations		20,000				20,000	-146,023	-51,000	-800	-15,250	-22,900	-235,973	-215,973
	Works Store				5,000		5,000	-180,866	-6,000	-7,425	-7,900	-2,440	-204,631	-199,631
	Building & Development		40,000				40,000	-240,375	-58,500		-11,400	-23,000	-333,275	-293,275
	Public Health & Safety		15,000				15,000	-29,415	-750	-29,420	-50,250	-19,000	-128,835	-113,835
	Emergency Management (NIRC)						-	-19,424	-14,500		-3,500	-7,200	-44,624	-44,624
	Pests & Noxious Weeds						-	-66,457	-68,500		-10,856	-27,742	-173,555	-173,555
	Composting		110,000				110,000	-74,539	-50,000	-100,461	-15,500	-26,200	-266,700	-156,700
Total	19/20 TOTALS	1,750,670	14,546,829	242,741	4,956,296	4,497,041	25,993,576	-9,672,022	-7,081,977	-4,843,805	-5,108,953	769,305	-25,937,451	56,125
	SDA Total		2,519,000		292,500	4,001,650	6,813,150	-3,399,582	-1,029,523		-1,614,740	-769,305	-6,813,150	-
	TOTAL Group	1,750,670	17,065,829	242,741	5,248,796	8,498,691	32,806,726	-13,071,604	-8,111,500	-4,843,805	-6,723,693	-	-32,750,601	56,125

Operational Plan - Annual Budget

INCOME STATEMENT - 2019/2020

\$,000	Notes	2018/19 Budget	2019/20 Proposed	2019/20 SDA	2019/20 Group
Income from Continuing Operations					
Revenue:					
Rates and Annual charges		1,200	1,751	1	1,751
User charges and fees		13,155	14,547	2,519	17,066
Interest & Investment Income		240	243	-	243
Other revenue		7,008	4,956	293	5,249
Grants and Contributions for operating purposes		5,346	4,497	4,002	8,499
Grants and contributions for capital purposes		4,936	50,000	-	50,000
TOTAL INCOME FROM CONTINUING OPERATIONS		31,886	75,994	6,813	82,807
Expenses from Continuing Operations					
Employee benefits and costs		9,643	9,672	3,400	13,072
Borrowing costs		-	-	-	
Materials and contracts		12,482	7,082	1,030	8,111
Depreciation and amortisation		4,813	4,844	-	4,844
Impairment		-	-	-	-
Other expenses		-	4,340	2,384	6,724
TOTAL EXPENSES FROM CONTINUING OPERATIONS		26,939	25,937	6,813	32,751
NET OPERATING RESULT FOR THE YEAR		4,947	50,056	-	50,056
BEFORE CAPITAL GRANTS AND CONTRIBUTIONS		11	56	-	56
Note:					
1. Includes sewer charges					

Operational Plan - Annual Budget

CASHFLOW STATEMENT 2019/20

\$'000	Notes	2018/19 Budget	2019/20 Proposed	2019/20 SDA	2019/20 Group
Cash Flows from Operating Activities					
Receipts:					
Rates & annual charges		1,164	1,698	-	1,698
User charges & fees		13,155	14,110	2,519	16,629
Investment & interest revenue received		240	243	-	243
Grants & contributions		10,282	54,497	4,002	58,499
Bonds, deposits & retention amounts received		-	-	-	-
Other		7,008	4,808	293	5,100
Payments:					
Employee benefit & costs		(9,643)	(9,672)	(3,400)	(13,072)
Materials & contracts		(12,482)	(7,082)	(1,030)	(8,111)
Borrowing costs		-	-	-	-
Bonds, deposits & retention amounts refunded		-	-	-	-
Other		-	(4,340)	(2,384)	(6,724)
NET CASH PROVIDED (OR USED IN) OPERATING ACTIVITIES		9,725	54,262	-	54,262
Cash Flows from Investing activities					
Receipts:					
Sale of investment securities		-	-	-	-
Sale of infrastructure, property, plant & equipment		-	-	-	-
Deferred debtor's receipts		-	-	-	-
Other investing activity receipts		-	-	-	-
Payments:					
Purchase of investment securities		-	-	-	-
Purchase of infrastructure, property, plant & equipment		(8,129)	(56,000)	-	(56,000)
Deferred debtors & advances made		-	-	-	-
NET CASH PROVIDED (OR USED IN) INVESTING ACTIVITIES		(8,129)	(56,000)	-	(56,000)
Cash Flows from Financing Activities					
Receipts:					
Proceeds from borrowings & advances		-	2,000	-	2,000
Payments:					
Repayment of borrowings & advances		(200)	-	-	-
NET CASH PROVIDED (OR USED IN) FINANCING ACTIVITIES		(200)	2,000	-	2,000
NET INCREASE/(DECREASE) IN CASH & CASH EQUIVALENTS		1,396	262	-	262
Plus: CASH & CASH EQUIVALENTS - beginning of year		7,838	9,165	-	9,165
CASH & CASH EQUIVALENTS - end of year		9,234	9,427	-	9,427
Assumptions					
Rates & charges recovery rate		97.00%	97.00%		
Debtor recovery rate		97.00%	97.00%		
General Index		2.50%	2.50%		
Investment interest rate		2.50%	2.50%		
Overdue rates interest rate		7.50%	7.50%		

Operational Plan - Annual Budget
STATEMENT OF FINANCIAL POSITION 2019/20

\$'000	Notes	2018/19 Budget	2019/20 Proposed
Assets			
Current Assets:			
Cash & cash equivalents		3,234	1,427
Investments		6,000	8,000
Receivables		1,560	1,714
Inventories		1,262	1,809
Other		-	-
Non-current assets classified as 'held for sale'		-	-
TOTAL CURRENT ASSETS		12,056	12,951
Non-Current Assets:			
Investments		-	-
Receivables		-	-
Inventories		-	-
Infrastructure, property, plant & equipment		126,192	180,895
Investments accounted for using the equity method		-	-
Investment property		-	-
Intangible assets		602	-
TOTAL NON-CURRENT ASSETS		126,794	180,895
TOTAL ASSETS		138,850	193,846
Liabilities			
Current Liabilities:			
Payables		3,539	4,391
Borrowings		254	-
Provisions		185	500
TOTAL CURRENT LIABILITIES		3,978	4,891
Non-Current Liabilities:			
Payables		-	-
Borrowings		10,800	2,000
Provisions		-	-
TOTAL NON-CURRENT LIABILITIES		10,800	2,000
TOTAL LIABILITIES		14,778	6,891
NET ASSETS		124,072	186,954
Equity			
Retained Earnings - current year (BCG)		11	56
Reserves			60,800
Retained Earnings - accumulated		124,061	126,098
Council equity interest		124,072	186,954
Non-controlling interest		-	-
TOTAL EQUITY		124,072	186,954

Operational Plan - Annual Budget

CAPITAL BUDGET 2019/2020

\$			Carry Over	Capex	Funding Source		Commitment
			2018/2019	2019/2020	Grant	Loan	Cash
Waste Mgt							
	Watertank Installation	40kl Quarantine Store		10,000			10,000
	Refurbish Toilets	Waste Management Centre		50,000			50,000
			-	60,000	-	-	60,000
Composting							
	Composter Installation		200,000				200,000
	Watertank Installation	150kl		35,000			35,000
			200,000	35,000	-	-	235,000
Airport							
	Airport Runway Reseal			45,000,000	43,000,000	2,000,000	-
	Airport Bore Upgrade			75,000			75,000
	Watertank Installation	40kl Airport Mechanic Shop		10,000			10,000
			-	45,085,000	43,000,000	2,000,000	85,000
Airport ARFFS							
	BA Compressor			50,000			50,000
	BA Sets	Masks and Tanks		30,000			30,000
			-	80,000	-	-	80,000
Telecom							
	4G phone network		3,450,000		3,450,000		-
	Generators, batteries, refurb	Anson Bay		130,000			130,000
	Exchange Batteries			15,000			15,000
	Spectrum Analyser Test Equipment			40,000			40,000
	2 x Servers			60,000			60,000
			3,450,000	245,000	3,450,000	-	245,000
Electricity							
	Batteries	Council Resolution 2018/209		2,200,000	2,200,000		-
	Generator	Council Resolution 2018/209		500,000	500,000		-
	Metres	replace 370 with electronic		500,000	500,000		-
	Underground Instalations	Bumbora		60,000			60,000
	Underground Instalations	Simons Water		45,000			45,000
	Underground Instalations	Tevarua Lane		30,000			30,000
	3 x Powerhouse Exhaust Replacements			75,000			75,000
	Powerhouse Building Upgrade			75,000			75,000
	Replacement Load Bank			50,000			50,000
	Watertank Installation	40kl Electricity Workshop		10,000			10,000
	Replace Security Fence	Transformer Shed		25,000			25,000
	20 x Electricity Poles			25,000			25,000
			-	3,595,000	3,200,000	-	395,000
Liquor Bond							
	Watertank Installation	300kl		75,000			75,000
	Racks & Fridge Door Upgrades			45,000			45,000
			-	120,000	-	-	120,000
Rock Development							
	New Quarry Development		250,000	250,000			500,000
	Site Rehabilitation	Sports field - 44a		170,000			170,000
	Site Rehabilitation	Cascade/Headstone		180,000			180,000
			250,000	600,000	-	-	850,000
Roads							
	Culverts		100,000				100,000
	Design and Develop Bridge	Harper Bridge		240,000			240,000
	Watertank Installation	40kl		10,000			10,000
			100,000	250,000	-	-	350,000
Works Management							
	Scaffolding	Depot		70,000			70,000
	Dam Design and Plan	Headstone		350,000	350,000		-
			-	420,000	350,000	-	70,000

Plant Operations						
8t Truck with Flat Deck Crane	Works Management		185,000			185,000
2 x D-Max Space Cab Truck	Electricity		90,000			90,000
2 x Single Cab 4x4	Telecom		80,000			80,000
2 x Single Cab 4x4	Parks and Reserves		70,000			70,000
2x Duel Cab 4x4	Airport Management		70,000			70,000
Extra Cab 4x4 Truck	Electricity		70,000			70,000
4t Truck with Watertank	Parks and Reserves		60,000			60,000
Kubota Tractor Mower	Airport Management		50,000			50,000
Trailer Mounted Camera, Jet Blaster ar	All Areas		45,000			45,000
Grader-Multi Hydrualic Control Panel	Roads		45,000			45,000
Toyota Corolla Station Wagon	Electricity		45,000			45,000
Aggregate Spreader	Roads		40,000			40,000
Truck - Multi Use Water Tanker 5kL	Roads		40,000			40,000
Single Cab 4x4	Facilities		35,000			35,000
Single Cab 4x4	Pest and Noxious Weeds		35,000			35,000
Ride On Lawnmower	Airport Management		30,000			30,000
3 x Motorbikes	Electricity		25,000			25,000
Small Plant (Electric Hoist and 2x Mig	Garage Operations		15,000			15,000
Replacement Engine with Accessories (Airport Management		10,000			10,000
			-	1,040,000	-	-
						1,040,000
Stores						
Scissor Lift			25,000			25,000
Watertank Installation	250kl		50,000			50,000
			-	75,000	-	-
						75,000
ICT						
Financial Software Upgrade	Civica Upgrade V6 to V7		70,000			70,000
IT Hardware			55,000			55,000
			-	125,000	-	-
						125,000
Customer Care						
Service Centre upgrade	9 New Cascade Road		30,000			30,000
Broadcasting						
Transmitter, backup modules	TV		20,000			20,000
Car Port and Building Upgrades	Radio Shed		15,000			15,000
			-	35,000	-	-
						35,000
Tourism						
Visitor Centre Upgrade			45,000			45,000
Parks and Reserves						
New Public Toilets	Rawson Hall and Burnt Pine Alley		100,000			100,000
3 x Cliff Safety Fence and Tables & Cha	Puppies Point		25,000			25,000
Road and Fence Improvements	100 Acres Reserve		20,000			20,000
Gas BBQs	Lions Park		15,000			15,000
			-	160,000	-	-
						160,000
TOTAL CAPEX			4,000,000	52,000,000	50,000,000	2,000,000
						4,000,000
Total excluding airport			4,000,000	7,000,000	7,000,000	-
						4,000,000

Operational Plan - Annual Budget
KEY PERFORMANCE INDICATORS (KPI) 2019/20

Local Government industry indicators	2018/19		2019/20		Benchmark
	Budget		Proposed		
1. Operating performance ratio					
Total continuing operating revenue excluding capital grants and contributions less operating expenses	11	0.04%	56	0.22%	> 0%
Total continuing operating revenue excluding capital grants and contributions	26,950		25,994		
2. Own source operating revenue ratio					
Total continuing operating revenue excluding all grants and contributions	21,604	67.75%	24,308	29.36%	> 60%
Total continuing operating revenue	31,886		82,807		
3. Unrestricted current ratio					
Current assets less all external restrictions	12,056	3.03	12,951	2.65	> 1.5x
Current liabilities less specific purpose liabilities	3,978		4,891		
4. Debt service cover ratio					
Operating result ⁽¹⁾ before capital excluding interest and depreciation/impairment/amortisation	4,824	24.12	4,900	-	> 2x
Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)	200		-		
5. Rates, annual charges, interest and extra charges outstanding percentage					
Rates, annual and extra charges outstanding	36	3.00%	37	3.00%	< 10%
Rates, annual and extra charges collectible	1,200		1,218		
6. Cash expense cover ratio					
Current year's cash and cash equivalents plus all term deposits	9,165	4.97	9,427	6.75	> 3 mths
Monthly payments from cash flow of operating	1,844		1,396		

Schedule of Fees and Charges

In Legislation and Regulations, and
Charges for Council services and hire fees



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Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Norfolk Island Regional Council

Legislated Fees and Charges

Administration and Probate Act 2006

Commission of executors etc. and curator Commission	5% on money in the estate collected, including money received as income or from the realisation of assets of the estate; and (a) 1% on the value, as fixed by the curator, of unrealised real and personal property in the estate transferred or delivered unconverted into money to a person entitled to the property under the will or intestacy, or (b) of \$100	C
	Last YR Fee 5% on money in the estate collected, including money received as income or from the realisation of assets of the estate; and (a) 1% on the value, as fixed by the curator, of unrealised real and personal property in the estate transferred or delivered unconverted into money to a person entitled to the property under the will or intestacy, or (b) of \$100	

Administrative Review Tribunal Regulations 2002

Application for review	\$485.00	\$485.00	C
Application for review – social service recipient	\$48.00	\$48.00	C
Other applications	\$28.00	\$28.00	C

Airport Act 1991

Landing and Take Off Fees – 3 per passenger or 1.5 per 1,000kgs		\$85 or \$43	E
		Last YR Fee \$85 or \$43	

Airport Regulations 1992

Regular Passenger Transport Services (RPT Services) (Embarking and Disembarking Passengers)	\$45.00	\$45.00	E
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Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Airport Regulations 1992 [continued]

Regular Passenger Transport Services (RPT Services) (Embarking and Disembarking Passengers) – Unserviced Route Concession	Unserviced route concession, percentage of the RPT as negotiated with individual airlines		E
After hours' attendance between 1500 hours and 0700 hours	\$45.00	\$45.00	D
Fuel spill clean up	\$51.35 minimum or actual costs		D
Passenger and baggage screening per departing flight	\$380.00	\$380.00	D
Delay fees (unscheduled and ongoing)	\$2.70	\$2.70	D
Delay fees (diversions)	\$2.70	\$2.70	D
Sorting and disposal of waste (not including lavatory waste)	\$100.00	\$100.00	D
ARFFS per flight (movement fee)	\$2.60	\$2.60	D
Coverage for delayed RPT flights	\$2.70	\$2.70	D
Non RPT charter (5 passengers or more)	\$45.00	\$45.00	D
After hours' attendance between 1500 hours and 0700 hours	\$45.00	\$45.00	D
Non RPT passenger and baggage screening services	\$700.00	\$700.00	D
ARFFS coverage requested per CAT 6 and below Non-ETOPS (one off callout fee)	\$1,000.00	\$1,000.00	D
In addition to other service fees			
Movement fees – Non RPT charter with (less than 5 passengers)	\$33.80	\$33.80	D
Movement fee – General Aviation Aircraft including helicopters	\$33.80	\$33.80	D
Movement fee – Military Aircraft	\$33.80	\$33.80	D
Parking fee MTOW in excess of 20,000 kgs per hour or part thereof	\$64.50	\$64.50	D
Permanent parking fee per annum	\$215.00	\$215.00	D
Runway light per hour or part thereof	\$60.00	\$60.00	D
Apron security lighting charge per hour or part thereof	\$60.00	\$60.00	D
ASIC Application and processing	\$190.00	\$190.00	D
Commercial activity – lease per square metre per week (short term lease)	\$25.00	\$25.00	D
Security Deposit – Regular public passenger transport service; or Regular Public Transport service by charter	Sum equal to the total of 3 months estimated landing charges payable by the operator under these regulations, or \$50,000, whichever is the greater amount		C

Animals (Importation) Regulations 1985

Dog	\$85.00	\$85.00	C
Cat	\$85.00	\$85.00	C
Bird	\$85.00	\$85.00	C
Fish	\$140.00	\$140.00	C
All other animals	\$85.00	\$85.00	C

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Aparies Regulations 1976

Registration of Apiary	\$85.00	\$85.00	C
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Associations Incorporations Regulations 2005

Approval of Notice	\$28.00	\$28.00	C
Approval of an application	\$28.00	\$28.00	C
Approval of an application	\$55.00	\$55.00	C
Issue of a certificate of incorporation s11	\$85.00	\$85.00	C
Issue of a certificate of incorporation s21	\$28.00	\$28.00	C
For filing a copy of a balance sheet with the Registrar	\$28.00	\$28.00	C
Lodging an application for exemption from filing a copy balance sheet	\$28.00	\$28.00	C
Certificate of the Registrar	\$28.00	\$28.00	C
Filing a notice	\$28.00	\$28.00	C
Filing a document with the Registrar within the time specified by the Act	\$28.00	\$28.00	C
Filing a document with the Registrar where the time specified by the Act for filing the document has expired	\$55.00	\$55.00	C
Inspection of all or any of the documents filed with the Registrar in respect of an incorporated association	\$28.00	\$28.00	C
Issuing a document relating to an incorporated association by post or by facsimile transmission or other electronic means	\$28.00	\$28.00	C

Auctioneers Act 1926

Annual licence – Charitable	\$28.00	\$28.00	C
Annual licence – all others	\$200.00	\$200.00	C
Licence – Less than 12 months		Pro Rata	C
Temporary licence to clerk or deputy of licensed auctioneer	\$55.00	\$55.00	C

Brands and Marks Act 1949

Inspection of Register	\$14.00	\$14.00	C
Registration of brand or mark	\$14.00	\$14.00	C

Business Transactions (Administration) Act 2006

Reduction of leivable value of leivable property if conveyed to partner on retirement or dissolution of partnership	\$20.00	\$20.00	C
Interest payable on refunded levy	Interest per annum. Prescribed rate of repayment – if not prescribed 13%		C
	Last YR Fee Interest per annum. Prescribed rate of repayment – if not prescribed 13%		

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Business Transactions (Administration) Act 2006 [continued]

Levy to be rounded down	Levy to be in multiple of 5 cents	C
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Schedule 1 – Sections 4 and 5 – Rates of levy

Conveyance of Leviable Property

(1) Conveyance other than a conveyance of leviable property to which the Land Administration Fees Act 1996 applies, and other than a conveyance of a description referred to in paragraph (2), (3), (4) or (5).	Where the amount of the consideration or the unencumbered value of the property the subject of the conveyance or transfer (whichever is the higher) – levy on the amount or the unencumbered value (the value), calculated in accordance with the formula – $D = 4 \times V$ Where: D = the levy payable in \$ and V = the value 100 Note for a value of \$150,000 the formula becomes: $D = 4 \times 150,000/100 = \$6,000$	C	
(2) Conveyance to or by persons as joint tenants where one or more of those persons retains an interest in the property the subject of the conveyance	Where the amount of the consideration or the unencumbered value of the property the subject of the conveyance or transfer (whichever is the higher) – levy on the amount or the unencumbered value (the value), calculated in accordance with the formula – $D = 4 \times V$ Where: D = the levy payable in \$ and V = the value 100 Note for a value of \$150,000 the formula becomes: $D = 4 \times 150,000/100 = \$6,000$	C	
(3) Conveyance made subsequent to and in conformity with an agreement or agreements for the conveyance and the agreement or agreements has or have been stamped with ad valorem levy	\$14.00	\$14.00	C
(4) A transfer of, or an agreement to transfer, leviable property subject to a declaration of trust to a trustee if ad valorem levy has been paid on the declaration of trust in respect of the same leviable property	\$14.00	\$14.00	C
(5) A declaration of trust that declares the same trusts as those on which and subject to which the same leviable property was transferred to the person declaring the trust if ad valorem levy has been paid on the transfer or the agreement to transfer	\$14.00	\$14.00	C

Cheques (Duty) Act 1983

Duty per cheque	\$0.20	\$0.20	C
Duty – using stamps	\$0.20	\$0.20	C
Authority to bankers	20 cents for each cheque form		C

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Community Title Act 2015

Application to amend schedule of lot entitlements	\$140.00	\$140.00	C
Filing of copy of certified scheme description as amended	\$140.00	\$140.00	C
Filing of certified copy of rules as varied	\$140.00	\$140.00	C
Maximum fee for purchase from body corporate of copy of rules	\$28.00	\$28.00	C
Fee for purchase from Registrar of copy of rules filed with plan of community division	\$55.00	\$55.00	C
Filing of certified copy of development contract as varied or agreement to terminate development contract	\$140.00	\$140.00	C
Maximum fee for purchase from body corporate of copy of development contract	\$28.00	\$28.00	C
Fee for purchase from Registrar of copy of development contract filed with plan of community division	\$55.00	\$55.00	C
Fee for re-examination of plan when amended after approval for deposit is given	\$115.00	\$115.00	C
Lodgement of any other document required by this Act	\$140.00	\$140.00	C

Preliminary examination of plan to be lodged with application before application is lodged

(a) for application for division of land by plan of community division

(i) if there are 6 lots or less	\$455.00	\$455.00	C
(ii) if there are more than 6 lots	\$910.00	\$910.00	C

(b) for any other application

Fee	\$455.00	\$455.00	C
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Application for division of land by plan of community division

(a) for examination of application

Fee	\$370.00	\$370.00	C
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(b) for examination of plan of community division not subject to prior approval under

(i) if there are 6 lots or less	\$455.00	\$455.00	C
(ii) if there are more than 6 lots	\$910.00	\$910.00	C

(c) for deposit of plan of community division

Fee	\$115.00	\$115.00	C
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(d) for each lot requiring issue of certificate of title

Fee	\$55.00	\$55.00	C
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Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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(e) for filing of scheme description

Fee	\$140.00	\$140.00	C
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(f) for filing of rules

Fee	\$140.00	\$140.00	C
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(g) for filing of development contract

Fee	\$140.00	\$140.00	C
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Application for amendment of deposited community plan

(a) for examination of application	\$285.00	\$285.00	C
(b) for examination of plan to be substituted or sheets of plan to be substituted or added if plan not subject to prior approval under	\$455.00	\$455.00	C
(c) for each lot requiring issue of certificate of title	\$55.00	\$55.00	C
(d) for filing of amended scheme description	\$140.00	\$140.00	C

Application for division of development lot in pursuance of development contract and consequential amendment of community plan

(a) for examination of application	\$285.00	\$285.00	C
(b) for examination of plan to be substituted or sheets of plan to be substituted or added if plan not subject to prior approval	\$455.00	\$455.00	C
(c) for each lot requiring issue of certificate of title	\$55.00	\$55.00	C

Application for amalgamation of deposited community plans

(a) for examination of application	\$285.00	\$285.00	C
(b) for examination of plan of community division not subject to prior approval	\$455.00	\$455.00	C
(c) for deposit of plan of community division	\$115.00	\$115.00	C
(d) for each lot requiring issue of certificate of title	\$55.00	\$55.00	C
(e) for filing of scheme description	\$140.00	\$140.00	C
(f) for filing of rules	\$140.00	\$140.00	C

Application for cancellation of deposited community plan

(a) for examination of application

Fee	\$285.00	\$285.00	C
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Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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(b) if application is for cancellation of primary plan

(i) for examination of plan that delineates outer boundaries of primary parcel	\$455.00	\$455.00	C
(ii) for filing of plan	\$115.00	\$115.00	C

(c) for each certificate of title to be issued

Fee	\$55.00	\$55.00	C
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Application to note Court order for cancellation of community plan

(a) for noting the order

Fee	\$285.00	\$285.00	C
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(b) if application is for cancellation of primary plan

(i) for examination of plan that delineates outer boundaries of primary parcel	\$455.00	\$455.00	C
(ii) for filing of plan	\$115.00	\$115.00	C

(c) for each certificate of title to be issued

Fee	\$55.00	\$55.00	C
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Filing of notice of appointment, removal or replacement of administrator

Fee	\$140.00	\$140.00	C
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Submission of outer boundary plan

(a) for examination of plan	\$910.00	\$910.00	C
(b) for filing of plan	\$115.00	\$115.00	C

Companies Regulation 1986

Prescribed fees	\$28.00	\$28.00	C
Lodging an application for registration as auditor or liquidator	\$28.00	\$28.00	C
Lodging an application 42(1)(c) for registration as a liquidator of a specified corporation	\$28.00	\$28.00	C
Lodging a statement	\$14.00	\$14.00	C
Lodging a statement made in the capacity of auditor or liquidator	\$28.00	\$28.00	C
Lodging a statement	\$28.00	\$28.00	C
A search as to the availability of any names proposed to be adopted or used by a corporation or intended corporation, in respect of each name searched	\$28.00	\$28.00	C
Lodging an application for the reservation of a name or for the extension of a reservation	\$28.00	\$28.00	C

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Companies Regulation 1986 [continued]

Lodging an application for the approval of the Registrar to the change of name of a company, other than a change of name directed by the Registrar under subsection 85(3) or a change of name under subsection 86(2)	\$140.00	\$140.00	C
Submission of a memorandum and articles for the registration of an intended company having a share capital	\$1,136.00	\$1,136.00	C
Additional fee – memorandum and articles consist of more than 20 pages, for each page in excess of 20	\$9.00	\$9.00	C
Each whole amount of \$1,000 by which the share capital exceeds \$10,000	\$9.00	\$9.00	C
Submission of a memorandum and articles for the registration of an intended company not having a share capital	\$850.00	\$850.00	C
Additional fee – memorandum and articles consist of more than 20 pages, for each page in excess of 20	\$3.00	\$3.00	C
Lodging a copy of a resolution altering a provision or provisions of the memorandum or articles of a company, or the memorandum and articles of a company	\$28.00	\$28.00	C
Additional fee – where the resolution alters the memorandum of a company by increasing its share capital, for each whole amount of \$1,000 by which the share capital is increased beyond \$10,000	\$3.00	\$3.00	C
Application for licence	\$70.00	\$70.00	C
Lodging an application for the approval of the alteration or proposed alteration of the memorandum or articles of a company	\$28.00	\$28.00	C
Lodging an annual return of a proprietary company that is not an exempt proprietary company	\$995.00	\$995.00	C
Lodging an annual return of an exempt proprietary company	\$995.00	\$995.00	C
Lodging with the Registrar an annual return for a company that has been granted local company status	\$215.00	\$215.00	C
Lodging an annual return or a balance sheet and profit and loss account of a registered foreign company	\$995.00	\$995.00	C
Lodging an application for transfer for incorporation	\$1,420.00	\$1,420.00	C
Lodging any document for the lodging of which a fee is not provided by any other item	\$28.00	\$28.00	C
Defunct companies – lodging an application to the Registrar to exercise the powers conferred	\$28.00	\$28.00	C
An act done by the Registrar as representing a defunct company or its liquidator	\$28.00	\$28.00	C
An act done by the Registrar	\$28.00	\$28.00	C
Inspection of documents that are lodged by or in relation to a particular corporation or other person	\$14.00	\$14.00	C
For any enquiry, other than an enquiry in person, involving an inspection to which Item 48 refers	\$14.00	\$14.00	C
Supply of a photocopy of a document, for each page in addition to the fee payable under Item 48 or 49	\$6.00	\$6.00	C
For a certificate issued by the Registrar other than a certificate in section 70(2) or 590(7)	\$28.00	\$28.00	C
Supply of a certified copy of, or the supply of a certified copy of an extract from, a document filed or lodged with the Registrar – for one page	\$28.00	\$28.00	C
Supply of a certified copy of an extract from, a document filed or lodged with the Registrar – Additional page	\$28.00	\$28.00	C
Production by the Registrar pursuant to a subpoena, of a document in its custody	\$28.00	\$28.00	C
In addition, for each 2 pages or less of the document produced	\$6.00	\$6.00	C

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Companies Regulation 1986 [continued]

Act that the Registrar is required or authorised to do upon the request of a person and for which a fee is not prescribed by any other item	\$28.00	\$28.00	C
Lodging with the Registrar a copy of the notice and of the statement referred to in paragraph 193	\$28.00	\$28.00	C

Lodging an application for a change of status

(a) in respect of an application by a company limited by guarantee to convert to a company limited both by shares and guarantee	\$625.00	\$625.00	C
(b) in respect of an application other than an application referred to in paragraph (a)	\$28.00	\$28.00	C

Lodging a copy of a special resolution

Fee	\$28.00	\$28.00	C
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Return of allotment of shares

On lodging a return of allotment of shares, for each whole \$1,000, or incomplete part thereof, of the nominal amount of the shares allotted	\$9.00	\$9.00	C
Paragraph of item 7 or the second paragraph of item 9			
Note: No fee is payable under this item where the shares referred to in the return are an allotment of share capital in respect of which a fee was paid under the third			

Lodging documents for the registration of a foreign company

Fee	\$570.00	\$570.00	C
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Fundraising

Lodging an application for the approval of a trustee for debenture holders	\$28.00	\$28.00	C
Lodging an application to the Registrar	\$140.00	\$140.00	C
Lodging an application to the Registrar	\$140.00	\$140.00	C

Charges

Lodging a notice	\$140.00	\$140.00	C
Lodging a notice	\$140.00	\$140.00	C
Lodging a memorandum	\$140.00	\$140.00	C

Annual returns and accounts

Annual returns and accounts – lodging an application to the Registrar 339(4)	\$28.00	\$28.00	C
Annual returns and accounts – lodging an application to the Registrar s343	\$140.00	\$140.00	C

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Lodging an annual return of a public company, not being a company referred to in Item 24

Fee	\$995.00	\$995.00	C
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Item 24

(a) is formed for a purpose referred to in paragraph 86(1)(a)	\$70.00	\$70.00	C
(b) applies its profits (if any) or other income in promoting its purpose; and		As above	C
(c) prohibits the distribution of its income or property among its members		As above	C

Late lodgement of a document

(a) if lodged within one month after the prescribed time	\$43.00	\$43.00	C
(b) if lodged more than one month, but within 3 months, after the prescribed time	\$130.00	\$130.00	C
(c) if lodged more than 3 months after the prescribed time	\$170.00	\$170.00	C

Dangerous Drugs Regulations 1998

Fee payable for the grant of a licence	\$28.00	\$28.00	C
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Dogs Registration 1936

Dog – Certificate of registration	\$14.00	\$14.00	C
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Dogs Registration Regulations 1994

Registration of a dog

Male dog (entire)	\$85.00	\$85.00	C
Male dog (neutered)	\$28.00	\$29.00	C
Female dog (entire)	\$85.00	\$85.00	C
Female dog (spayed)	\$28.00	\$29.00	C
Registration made after 30 June in any year, is 50% of the above fee		50% of normal fee	C

Electricity (Licensing and Registration)

Issue of electrical contractor's licence	\$30.00	\$30.00	C
Renewal of electrical contractor's licence	\$20.00	\$20.00	C
Duplicate electrical contractor's licence	\$5.00	\$5.00	C
Issue of certificate of registration as electrical mechanic	\$20.00	\$20.00	C
Duplicate certificate of registration as an electrical mechanic	\$5.00	\$5.00	C

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Electricity Supply Act 1985

Charges for electricity	\$0.71	\$0.70	D
General infrastructure Charge (Grid Access) (per quarter)	\$37.00	\$37.00	D
Development Charge (Photovoltaic access to grid fee) Solar infrastructure Access	\$26.00 multiplied by total Kw capacity each quarter or part thereof		D
	Last YR Fee \$26.00 multiplied by total Kw capacity each quarter or part thereof		
Electricity Rebate – Seniors	\$25 per quarter - Seniors 65 years and above (one per residence)		B

Electricity Supply Regulations 1986

Single phase meter	\$2.00	\$2.00	C
0.06 fee units per three months or part if read three monthly; and if read monthly one third of that sum per month or part rounded up to the nearest ten cents			
3-phase meter	\$6.00	\$6.00	C
0.2 fee units per three months or part if read three monthly; and if read monthly one third of that sum per month or part rounded up to the nearest ten cents			
Reading fee for meters requested to be read on a monthly basis	\$17.00	\$17.00	C
Reading fee for termination of supply	\$17.00	\$17.00	C
Meter testing	\$48.00	\$48.00	C
New installation where time for inspection and connection does not exceed one hour	\$85.00	\$85.00	C
New installation where time for inspection and connection exceeds one hour – at the rate, for each authorised officer and assistant required	\$48.00	\$48.00	C
Addition to existing installation where time for inspection and connection does not exceed one hour	\$55.00	\$55.00	C
Addition to existing installation where time for inspection and connection exceeds one hour – at the rate, for each authorised officer and assistant required	\$48.00	\$48.00	C
Inspection only at the rate, for each authorised officer and assistant required	\$48.00	\$48.00	C
Reconnection	\$48.00	\$48.00	C
Re-inspection	\$48.00	\$48.00	C
Inspection and connection of generator	\$28.00	\$28.00	C
Service call during hours 7 a.m. to 3.30 p.m. Monday to Friday at the rate, for each authorised officer and assistant required	\$48.00	\$48.00	C
Service calls at other times	\$85.00	\$85.00	C

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Electricity Supply Regulations 1986 [continued]

Installation of service mains; alterations to the supply of electricity to a consumer; alterations resulting from the failure of a consumer to comply with the terms and conditions of supply of electricity; and alterations to the supply of electricity made at the request of a consumer	140% of the sum of: (i) the cost of materials; and (ii) the cost of labour charged at a rate of \$25 per hour		C
	Last YR Fee 130% of the sum of: (i) the cost of materials; and (ii) the cost of labour charged at a rate of \$25 per hour		
The charge per unit of electricity measured by a meter shall be varied by determination	Measured by a meter and shall be varied by determination		C
Inspection and connection of solar energy generation facilities – new installation where time for inspection and connection does not exceed one hour	\$85.00	\$85.00	C
Fee for an accredited installer's certificate of compliance under regulation 34A – where time for inspection and connection exceeds one hour – at the rate, for each authorised officer and assistant required	\$48.00	\$48.00	C
Addition to existing solar installation	\$55.00	\$55.00	C
Where time for inspection and connection does not exceed one hour	\$48.00	\$48.00	C
Where time for inspection and connection exceeds one hour – at the rate, for each authorised officer and assistant required	\$48.00	\$48.00	C

Minimum charge where electricity supplied and read

(a) once per three monthly charging period	\$28.00	\$28.00	C
(b) monthly	\$28.00	\$28.00	C

Employment Regulations 1991

Workers Compensation Levy	\$0.30	\$0.30	C
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Fencing Act 1913

Registration of fence	\$60.00	\$60.00	C
Inspect Register	\$14.00	\$14.00	C

Firearms and Prohibitive Weapons Regulations 1998

Application for licence	\$55.00	\$55.00	C
Prescribed form and fee for application for permit	\$55.00	\$55.00	C
Permit application fee	\$55.00	\$55.00	C

Fuel Levy Act 1987

Fuel Levy	\$0.25	\$0.25	C
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Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Health (Hairdressors) Regulations

Application to register premises	\$14.00	\$14.00	C
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Land Administration Fees Act 1996

Land Administration fee	\$250 or 2% of the value up to \$250,000, 3% of the value between \$251,000 - \$500,000 and 4% thereafter or \$250 or 3% of the value make BTL the same when a decision is made.		C
	Last YR Fee \$935 or 4% of the value		
Registration fee	\$95.00	\$95.00	C

Land Administration Fees Regulations 1997

Fee for registration of subdivision	\$140.00	\$140.00	C
Fee to search register	\$14.00	\$14.00	C
Obtaining a copy of a document referred to in section 30 of Land Titles Act	\$1.00	\$1.00	C
Certified copy of a registered title	\$28.00	\$28.00	C
Fee for inspection of documents	\$14.00	\$14.00	C
Obtaining a copy of a document referred to in section 148	\$1.00	\$1.00	C

Lighterage Act 1961

General Cargo	\$40m3 or per tonne whichever is the greater		F
All cargo not otherwise expressly specified [commences after the discharge of Norfolk Guardian Voyage 155, eta July 2018]			
Timber in excess of 3 metres in length	\$48m3 or per tonne whichever is the greater		F
Timber 3 metres or less in length	\$40m3 or per tonne whichever is the greater		F
Provided the importer identifies the cargo to be charged at this rate to the Lighterage Manager at the time the cargo is landed [commences after the discharge of Norfolk Guardian Voyage 155, eta July 2018]			
Carriage of Passengers by Lighterage Service	\$264.00	\$264.00	D
Charge when less than 300 tonnes	Difference between the actual tonnage handled and 300 tons multiplied by \$23.23 commencing Norfolk Guardian Voyage 152		D
This charge is in addition to any other charges specified			

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Livestock containers (whether occupied or not) for the carriage of

(i) Equine or bovine animals	\$105.00	\$105.00	F
(ii) Animals other than equine or bovine	\$35.00	\$35.00	F

Goods in bags

Fee	\$40.00	\$40.00	F
The following items contained in bags: flour, bran, pollard, wheatmeal, potatoes, onions, stock food, fertiliser			

Backloading of empty collapsible reusable containers

Fee	\$14.40	\$14.40	F
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Heavy lift surcharge

2.001 to 2.500 tonnes (inclusive)	\$10.50	\$10.50	F
2.501 to 3.000 tonnes (inclusive)	\$13.50	\$13.50	F
3.001 to 3.500 tonnes (inclusive)	\$16.70	\$16.70	F
3.501 to 4.000 tonnes (inclusive)	\$19.80	\$19.80	F
4.001 to 4.500 tonnes (inclusive)	\$28.50	\$28.50	F
4.501 to 5.000 tonnes (inclusive)	\$43.40	\$43.40	F
5.001 to 6.000 tonnes (inclusive)	\$58.30	\$58.30	F
6.001 and over	\$69.40	\$69.40	F

Other charges

Length Surcharge	\$3.90	\$3.90	F
A length surcharge shall apply on each complete metre by which the cargo exceeds 12 metres in length			
1. Double Lighters	Charge payable is twice the charges that would otherwise be payable		F
Where cargo is of a nature, size or weight that requires its carriage by two lighters joined together			
2. Double Lighters	\$300 per day		F
3 metre carrier frame hire			

Charges for lighterage service employees

Penalty rates

Monday to Friday – more than 8 hours worked in a day	\$23.75	\$23.75	D
Saturday – less than 8 hours worked in a day	\$23.75	\$23.75	D
Saturday – more than 8 hours worked in a day	\$30.00	\$30.00	D

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Penalty rates [continued]

Sunday and Public Holidays	\$30.00	\$30.00	D
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Waiting time

Paid for the period when a machinery on board the vessel or rain prevents discharge	\$23.75	\$23.75	D
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Standby time

(i) Paid for the period of standby when the vessel fails to arrive at the advised time and labour is asked to standby	\$30.00	\$30.00	D
(ii) Paid for the period of standby when the first inspection of sea conditions is unfavourable and labour is asked to standby until a second broadcast is made	\$30.00	\$30.00	D

Callout time

Paid for the period when labour is called for work but sea conditions prevent discharge	\$30.00	\$30.00	D
Subject to a minimum of 4 hours being paid			

Liquor Regulations 2006

Application for general licence	\$570.00	\$570.00	C
Renewal of a general licence	\$570.00	\$570.00	C
If there is a period of less than 12 months between the grant of a general licence and the application for renewal, the licence fee payable by the licensee for the renewal	\$570.00	\$570.00	C
Application for restaurant Licence	\$570.00	\$570.00	C
Renewal of restaurant licence	\$570.00	\$570.00	C
Application for Club licence	\$570.00	\$570.00	C
Renewal of Club licence	\$570.00	\$570.00	C
If there is a period of less than 12 months between the grant of a restaurant licence and the application for renewal, the licence fee payable by the licensee for the renewal	\$570.00	\$570.00	C
Application for manufacturer's licence	\$570.00	\$570.00	C
Renewal of manufacturer's licence	\$570.00	\$570.00	C
Application BYO licence	\$570.00	\$570.00	C
Renewal BYO licence	\$570.00	\$570.00	C
Variation of licence	\$85.00	\$85.00	C
Relocation of licence	\$570.00	\$570.00	C
Transfer of licence	\$85.00	\$85.00	C
Objection to application	\$85.00	\$85.00	C

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Special event permit

Annual	\$285.00	\$285.00	C
7 days	\$225.00	\$225.00	C
1 night	\$55.00	\$55.00	C
Any other event	\$55.00	\$55.00	C

Local Government Act 1993 (NSW)(NI)

Certificate as to Rates and Charges	\$80.00	\$85.00	C
Interest charge on unpaid rates		7.50%	C

Lotteries and Fundraising Regulations 1987

Application for registration as registered association	\$28.00	\$28.00	C
Application to conduct prescribed scheme	\$6.00	\$6.00	C
Application to conduct prescribed scheme	\$6.00	\$6.00	C

Mediation Regulations 2005

Application to be registered as a mediator	\$85.00	\$85.00	C
Application to renew registration as a mediator	\$43.00	\$43.00	C

Mercentaile Law Act 1959

Registration of Bill of Sale	\$140.00	\$140.00	C
Renewal of registration	\$70.00	\$70.00	C
Filing of memorandum of satisfaction	\$28.00	\$28.00	C
Registration of a lien on a crop	\$140.00	\$140.00	C
Search of registers, etc.	\$14.00	\$14.00	C
Copy of extract	\$6.00	\$6.00	C

Migratory Birds Act 1980

Grant of Permit	\$100.00	\$100.00	C
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Norfolk Island Broadcasting Regulations 2002

For lodging an application for a Broadcasting Licence – Radio

(i) open	\$655.00	\$655.00	C
(ii) limited	\$655.00	\$655.00	C

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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For lodging an application for a Broadcasting Licence Television

(i) open	\$655.00	\$655.00	C
(ii) limited	\$655.00	\$655.00	C

Annual renewal fee for a Broadcasting Licence Radio

(i) open	\$655.00	\$655.00	C
(ii) limited	\$655.00	\$655.00	C

Annual renewal fee for a Broadcasting Licence Television

(i) open	\$0.00	\$655.00	C
(ii) limited	\$0.00	\$655.00	C

Pasturage and Enclosure Regulations 1949

Charges for rights of pasturage	\$145.00	\$145.00	C
Issue of tag for each horse or head of cattle over the age of 6 months			
The charge for a right of pasturage (including the issue of a tag) for a period of less than 6 months shall be half of the charge	\$75.00	\$75.00	C

Pharmacy Regulations

Fee for certificate of registration	\$55.00	\$55.00	C
Fee for amendment of the Register	\$28.00	\$28.00	C
Fee for removal of name from Register	\$28.00	\$28.00	C

Planning Regulations 2004

Fees – Planning certificate	\$115.00	\$115.00	C
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Poisons and Dangerous Substances Regulations

Grant of Licence to sell poison	\$10.00	\$10.00	C
Renewal of Licence to sell poison	\$10.00	\$10.00	C

Pounds Regulations

Impounded animal	\$20.00	\$20.00	C
Ongoing impounded animal	\$10.00	\$10.00	C

Public Reserves Act 1997

Permit to Extract Sand From Cemetery Reserve	\$55.00	\$55.00	C
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Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Registration of Births Deaths and Marriages Act 1963

Search Register and issue copy of entry	\$28.00	\$28.00	C
Search in Register of Births and issue of extract from entry containing only the name, and date and place of birth, of person	\$14.00	\$14.00	C
Search in Register of Births and issue of extract from entry containing particulars in addition to name, and date and place of birth, of person	\$14.00	\$14.00	C
Search in register, other than Register of Births, and issue of extract from entry	\$14.00	\$14.00	C
Where correct particulars of entry not stated in application, additional fee for searching for and identifying correct entry	\$0.50	\$1.00	C
Registration of change of name by Deed Poll	\$28.00	\$28.00	C
Search of name on the register of Deed Poll	\$6.00	\$6.00	C
Celebrant Services	\$200.00	\$200.00	C
Copy of a Registered Marriage Certificate	\$28.00	\$28.00	C

Sale of Food Act 1950

Licence	\$380.00	\$350.00	C
Renewal of Licence	\$185.00	\$175.00	C
Licence – issued after 30 June in any year	\$185.00	\$175.00	C

Sale of Tobacco Regulations 2004

Fee for Licence to sell Tobacco	\$170.00	\$175.00	C
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Slaughtering Act 1913

Reinspection of non-compliant properties	\$100.00	\$100.00	C
Licence	\$380.00	\$350.00	C
Examination of sheep or swine	\$11.00	\$10.00	C
Examination of other stock	\$17.00	\$15.00	C

Surveys Act 1937

Authorisation	\$200.00	\$200.00	C
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Traffic Act 2010

Administrator may prescribe fee in Regulations for controlling or regulating vehicular and other traffic (including pedestrian traffic)	Not Exceeding \$140		C
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Traffic Fees Regulations

Registration of a Special Purpose Vehicle	\$31.00	\$35.00	C
Veteran, vintage and historic motor vehicles	\$85.00	\$80.00	C

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Traffic Fees Regulations [continued]

Administration fee on cancellation and reassignment of identifying number for motor vehicle	\$14.00	\$15.00	C
Transfer of registration of motor vehicles	\$28.00	\$25.00	C
Administration fee on cancellation of registration of motor vehicle	\$0.00	\$5.00	C
Assignment of general identification mark to dealer in motor vehicles	\$14.00	\$15.00	C
Issue of learners licence	\$14.00	\$15.00	C
Issue of drivers licence for each year of validity, or part thereof	\$14.00	\$15.00	C
Taking of blood sample (except where analysis of the sample does not indicate that the person was under the influence of intoxicating liquor or a drug)	\$140.00	\$150.00	C
Issue of an Inspectors Authority	\$85.00	\$90.00	C
Issue of a duplicate Inspectors Authority	\$43.00	\$45.00	C
Certificate of Inspection	\$28.00	\$25.00	C
Issue of Proprietors Authority	\$170.00	\$175.00	C
Issue of duplicate Proprietors Authority	\$43.00	\$45.00	C
Registrar may issue rules	\$28.00	\$45.00	C
Books of Inspection Reports	\$14.00	\$15.00	C
Fee for Inspection at NIRC Works Depot	\$55.00	\$55.00	C
Probationary Licence	\$28.00	\$30.00	C

Registration of motor vehicles

Motor cycles – other than motor cycles for hire (seniors 65 years and above)	\$0.00	\$40.00	C
Motor cycles – other than motor cycles for hire	\$95.00	\$80.00	C
Motor cycles for hire	\$180.00	\$180.00	C
Trailers or side cars that, when in use, are attached to motor cycles	\$60.00	\$50.00	C

Motor vehicles (other than trailers and motor cycles)

Private Vehicles – Seniors 65 years and above	\$0.00	\$80.00	C
Private vehicles	\$180.00	\$180.00	C
Omnibuses	\$720.00	\$750.00	C
Private hire vehicles	\$540.00	\$550.00	C
Public hire vehicles	\$595.00	\$600.00	C

Commercial vehicles

Commercial vehicles having a load carrying capacity of less than 1 tonne	\$510.00	\$500.00	C
Commercial vehicles having a carrying capacity of 1 tonne or more	\$765.00	\$750.00	C

Trailers – other than trailers referred to in (3)

(a) less than 1 tonne in weight unladen	\$31.00	\$30.00	C
(b) 1 tonne or more in weight unladen	\$60.00	\$60.00	C

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Issue of number plates

Motor cycles	\$30.00	\$30.00	C
Motor vehicles – other than motor cycles	\$30.00	\$30.00	C

Issue of replacement number plates

Motor cycles	\$45.00	\$45.00	C
Motor vehicles – other than motor cycles	\$45.00	\$45.00	C

Trees Regulations 1999

Application for permit to take protected tree	\$28.00	\$28.00	C
Application for timber licence	\$28.00	\$28.00	C
Application for authority pinecones	\$28.00	\$28.00	C

Waste Management Regulation 2004

Waste Levy imported Motor Vehicles	\$100.00	\$100.00	D
Levy if imported by Sea (excluding motor vehicles)	\$41.00	\$40.00	D
Levy if imported by Air (excluding motor vehicles)	\$40 per cubic metre or per tonne which ever is the greater		D
	Last YR Fee \$41 per cubic metre or per tonne which ever is the greater		
Levy for livestock container by air or sea	\$150.00	\$150.00	D

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Water Assurance Fees and Charges

Special Use – a premise used by 50 or more persons where food and drink is not provided		POA	D
Annual Charge per premise – 1 base unit; Calculation Methodology – 1 base unit by the expected number of persons to use that facility			

Water Assurance Charges Act 1991

General Connection	\$420.00	\$420.00	D
Annual Charge per premise – 14 base units; Calculation Methodology – Set Rate			
Restaurant in which liquor is sold		POA	D
Annual Charge per premise – 2 base units; Minimum Annual Charge – 40 base units; Calculation Methodology – 2 base units by the occupancy rate or 40 base units, whichever is greater			
Restaurant in which liquor is not sold		POA	D
Annual Charge per premise – 0.8 base units; Minimum Annual Charge – 40 base units; Calculation Methodology – 0.8 base units by the occupancy rate or 40 base units, whichever is greater			
Bar room (other than bar room forming		POA	D
Annual Charge per premise – 2 base units; Minimum Annual Charge – 40 base units; Calculation Methodology – 2 base units by the occupancy rate or 40 base units, whichever is greater			
Food shop	\$1,200.00	\$1,200.00	D
Minimum Annual Charge – 40 base units; Calculation Methodology – Set Rate			
Specialty shop	\$810.00	\$810.00	D
Minimum Annual Charge – 27 base units; Calculation Methodology – Set Rate			
Shop other than food or specialty shop		POA	D
Annual Charge per premise – 3 base units; Minimum Annual Charge – 13 base units; Calculation Methodology – 3 base units by the number of staff or 13 base units, whichever is the greater			
Garage or service station	\$1,200.00	\$1,200.00	D
Minimum Annual Charge – 40 base units; Calculation Methodology – Set Rate			
Tourist accommodation house – hotel		POA	D
Annual Charge per premise – 13 base units; Calculation Methodology – 10 base units by the number of licenced rooms			
Tourist accommodation house – other than hotel		POA	D
Annual Charge per premise – 15 base units; Calculation Methodology – 13 base units by the number of licenced rooms			

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Water Assurance Charges Act 1991 [continued]

Tourist accommodation house – staff accommodation		POA	D
Annual Charge per premise – 10 base units; Calculation Methodology – 5 base units by the number of rooms			
Commercial Laundry		POA	D
Annual Charge per premise – 1 base unit; Calculation Methodology – 1 base unit by the expected number of persons to use that facility			

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Telecom Fees and Charges

1. Line charges

Business	\$37.00	\$35.00	F
Private	\$23.00	\$20.00	F
Toll Free 1800	\$57.00	\$50.00	F
Silent (CLI Restricted)	\$11.00	\$10.00	F
Number on Hold (inactive service)	\$6.00	\$10.00	F
Parallel Service	\$11.00	\$15.00	F
Leased Circuit – Point to Point single pair – 24-hour Support	\$23.00	\$25.00	F
Leased Circuit Bundled – Point-to-Point single pair – Bundled with a Norfolk Telecom ADSL Service	\$11.00	\$10.00	F
Leased Circuit Emergency/Essential – Point-to-Point single pair – Connects to emergency /essential services facilities – 24- hour Support	\$11.00	\$10.00	F

2. Telephone landline charges

IDD to Australian Landline – Peak	\$0.46	\$0.50	F
IDD to Australian Landline – Off-Peak	\$0.23	\$0.20	F
IDD to Australian Mobile – Peak	\$0.92	\$0.90	F
IDD to Australian Mobile – Off-Peak	\$0.46	\$0.45	F
IDD to New Zealand Landline – Peak	\$0.46	\$0.50	F
IDD to New Zealand Landline – Off-Peak	\$0.23	\$0.20	F
IDD to New Zealand Mobile – Peak	\$1.15	\$0.90	F
IDD to New Zealand Mobile – Off-Peak	\$0.57	\$0.45	F
IDD to Rest of World Landline and Mobile – Peak	\$1.15	\$1.00	F
IDD to Rest of World Landline and Mobile – Off-Peak	\$0.56	\$0.50	F
Local call Landline to Landline	\$0.23	\$0.20	F
Local Landline to Local Mobile – Peak	\$1.15	\$0.40	F
Local Landline to Local Mobile – Off-Peak	\$0.56	\$0.20	F

3. Minutes per month

0-2,499	\$0.23	\$0.20	F
Volume Based Discount (Outward IDD Traffic) – None			
2,500-4,999	\$0.18	\$0.16	F
Volume Based Discount (Outward IDD Traffic) – Discount 20%			
5,000-9,999	\$0.16	\$0.14	F
Volume Based Discount (Outward IDD Traffic) – Discount 30%			
10,000-19,999	\$0.10	\$0.09	F
Volume Based Discount (Outward IDD Traffic) – Discount 55%			

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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3. Minutes per month [continued]

20,000-49,999	\$0.08	\$0.07	F
Volume Based Discount (Outward IDD Traffic) – Discount 65%			
Over 50,000	\$0.06	\$0.05	F
Volume Based Discount (Outward IDD Traffic) – Discount 75%			

4. Option extras

Extra Handset	\$2.30	\$2.50	F
Additional Socket	\$1.15	\$1.00	F
Local Calls Itemised on Invoice	\$5.75	\$5.00	F
Subscriber facilities	\$1.55	\$1.50	F
External alarm	\$5.75	\$10.00	F
240 Volt large alarm	\$6.90	\$10.00	F

5. Connection fees for new service

Non-Intact (minimum)	\$125.00	\$130.00	F
Intact	\$57.00	\$65.00	F

6. Relocation fee

Non-Intact (minimum)	\$105.00	\$110.00	F
Intact	\$57.00	\$55.00	F
Reconnection fee	\$17.00	\$25.00	F

7. Miscellaneous

Provision of Interim IDD Printout	\$6.00	\$5.00	F
Under road Borer	\$400.00	\$400.00	F
Trencher	\$95.00	\$100.00	F
Crane Truck	\$72.00	\$75.00	F
Telecom Labour Rate	As per private works		F
Telephone Directory	\$12.00	\$15.00	F
Service Fee for all Telecom services (ADSL Priority Support)	\$150.00	\$150.00	F

8. Internet – ADSL Service (20.1)

Installation Fees	Per Hour Labour equipment (minimum fee applies)		E
Minimum Establishment Fee	\$50.00	\$50.00	E
Minimum Contract Term	1 Month		E
Free Services	Mail, local Web, DNS, NTP		E

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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9. Internet – ADSL Plan ADSL 10

Data Rate	3 Mbps Download / 1 Mbps Upload		E
Service Fee	\$0.00	\$10.00	E
Data Allowance (20.3)	10 Gigabytes Peak and 30 Gigabytes Off Peak, per month		E
Additional Usage (after allowance) (20.3)	Peak: Excess per Gigabyte: \$10.00 per Gigabyte		E

10. Internet – ADSL Plan ADSL 30

Data Rate	5 Mbps Download / 1 Mbps Upload		E
	Last YR Fee 3 Mbps Download / 1 Mbps Upload		
Service Fee	\$30.00	\$30.00	E
Data Allowance (20.3)	30 Gigabytes Peak and Unlimited Off Peak, per month		E
Additional Usage (after allowance) (20.3)	Peak: Excess per Gigabyte: \$10.00 per Gigabyte		E

11. Internet – ADSL Plan ADSL 50

Data Rate	10 Mbps Download / 1 Mbps Upload		E
Service Fee	\$50.00	\$50.00	E
Data Allowance (20.3)	50 Gigabytes Peak and Unlimited Off Peak, per month		E
Additional Usage (after allowance) (20.3)	Peak: Excess per Gigabyte: \$10.00 per Gigabyte		E
	Last YR Fee Peak: Excess per Gigabyte: \$9.80 per Gigabyte		

12. Internet – ADSL Plan ADSL 90

Data Rate	20 Mbps Download / 1 Mbps Upload		E
Service Fee	\$90.00	\$90.00	E
Data Allowance (20.3)	90 Gigabytes Peak and Unlimited Off Peak, per month		E

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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12. Internet – ADSL Plan ADSL 90 [continued]

Additional Usage (after allowance) (20.3)	Peak: Excess per Gigabyte: \$10.00 per Gigabyte		E
	Last YR Fee Peak: Excess per Gigabyte: \$9.50 per Gigabyte		

13. Internet – ADSL Plan ADSL 180

Data Rate	20 Mbps Download / 1 Mbps Upload		E
Service Fee	\$180.00	\$180.00	E
Data Allowance (20.3)	180 Gigabytes Peak and Unlimited Off Peak, per month		E
Additional Usage (after allowance) (20.3)	Peak: Excess per Gigabyte: \$10.00 per Gigabyte		E
	Last YR Fee Peak: Excess per Gigabyte: \$5.00 per Gigabyte		

14. Internet – ADSL On Hold (20.4)

Data Rate	Service Disabled		E
Service Fee	\$10.00	\$10.00	E
Data Allowance (20.3)		N/A	E
Additional Usage (after allowance) (20.3)		N/A	E

15. Internet – ADSL Plan Priority Support (20.5)

Internet – ADSL Plan	\$0.00	\$150.00	E
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16. Internet – ADSL Option Multisite (20.6)

Installation Fees	Per Hr Labour plus equipment (minimum fee applies)		E
Minimum Install Fee	\$25.00	\$25.00	E
Service Fee per extra link (maximum = 2)	\$10.00	\$10.00	E

17. Internet – ADSL Modem Lease

Modem – UE (USB/Eth Modem)	\$4.00	\$5.00	E
Modem – 4E (4 x Eth Modem)	\$4.00	\$5.00	E
Modem – 4EW (4 x Eth/Wireless Modem)	\$6.50	\$6.50	E

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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18. Internet – Hotspot (20.7)

1 Hour Access	\$5.00	\$5.00	E
5 Hour Access	\$20.00	\$20.00	E
10 Hour Access	\$35.00	\$35.00	E
Data Only – 1 Gig Valid 6 months	\$25.00	\$25.00	E
Data Only – 2 Gig Valid 6 months	\$40.00	\$40.00	E
Data Only – 4 Gig Valid 6 months	\$70.00	\$70.00	E

19. Internet – Accommodation Service HotSpot (20.8)

Installation Fees	Per Hr Labour plus equipment (minimum fee applies)		E
Service Fees	\$10.00	\$10.00	E
Internet – HotSpot	Home Service		E
	Last YR Fee Home Service 20.12		
Home Hotspot bundled with ADSL plan	Once only \$10 installation fee		E
	Last YR Fee Once only \$10 installation fee 20.12		
Home Hotspot Pre-paid only includes standard installation fees	\$10 per month plus modem rental		E
	Last YR Fee \$10 per month plus modem rental 20.13		

20. Internet – Other Services

Web page hosting

Private – 5 meg (Local Host)	Free		E
Business – 5 meg (Local Host)	Free		E
Network Engineering	\$60.00	\$60.00	E

21. ISP Notes

20.1 ISP Notes	Charges may apply	E
During the term of the ADSL Service contract, you can choose (and move between) any of the listed plans. Changes to plans are implemented on the 1st day of a new month and an application for change must be submitted at least two working days prior to start of that month.		
20.2 ISP Notes	Free services	E
Free services are services provided by Norfolk Telecom that will not be included in data usage calculations and are therefore free of charge. Please contact Norfolk Telecom for further information.		

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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21. ISP Notes [continued]

20.3 ISP Notes	Allowances and data charges	E
Allowances and Data charges (MB and GB) are calculated on combined upload and download data transfer (except for some traffic provided from time to time by Norfolk Telecom at no cost). Unused usage forfeited.		
20.4 ISP Notes	On hold plans	E
The On Hold plan is only available for periods greater than one month and must include a full calendar month. The service will be disabled whilst this plan is in effect.		
20.5 ISP Notes	Priority support	E
Priority Support provides 24/7 callout on all your Telecom services at no further cost, excluding existing lease agreements. Standard support is provided during Norfolk Telecom normal technical staffing hours only.		
20.6 ISP Notes	Multisite	E
Multisite provides for multiple locations to be included under the one rate plan up to a total of three sites		
20.7 ISP Notes	HotSpot wireless access	E
HotSpot wireless access is available at participating Norfolk Telecom Hotspot locations. Access dockets can be purchased from the HotSpot location or at Norfolk Telecom.		
20.8 ISP Notes	Hotspot accommodation service	E
HotSpot Accommodation Service is available for Tourist Resorts, Hotels, Apartments and Units to access and on sell the Norfolk Telecom Hotspot service to their guests		
20.9 ISP Notes	Multilink	E
Multilink provides for multiple locations to be included under the one rate plan up to a total of three sites. All premises must belong to the common business.		
20.10 ISP Notes	HotSpot wireless access	E
HotSpot wireless access is available at participating Norfolk Telecom Hotspot locations. Access dockets can be purchased from the HotSpot location or at Norfolk Telecom.		
20.11 ISP Notes	Hotspot accommodation service	E
HotSpot Accommodation Service is available for Tourist Resorts, Hotels, Apartments and Units to access and on sell the Norfolk Telecom Hotspot service to their guests		
20.12 ISP Notes	Home Hotspot	E
Home Hotspot – available to existing ADSL customers includes a once only \$10 install fee		
20.13 ISP Notes	Home Hotspot Pre-paid only is a service that is not bundled with an ADSL plan	E

22. Prepaid GSM Mobile

Local – Peak	\$0.55	\$0.50	F
Local – Off Peak	\$0.28	\$0.25	F
Local – SMS Peak/Off Peak	\$0.14	\$0.15	F
Australia – Peak	\$1.05	\$1.00	F
Australia – Off Peak	\$0.70	\$0.75	F
Australia – SMS Peak/Off Peak	\$0.40	\$0.25	F

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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22. Prepaid GSM Mobile [continued]

New Zealand – Peak	\$1.05	\$1.00	F
New Zealand – Off Peak	\$0.70	\$0.75	F
New Zealand – SMS Peak/Off Peak	\$0.40	\$0.25	F
Rest of World – Peak	\$1.40	\$1.50	F
Rest of World – Off Peak	\$0.85	\$0.75	F

23. Telephone Landline & GSM Mobile – Peak/Off-Peak Times

Monday – Friday

Peak: 07:00-20:00

Off Peak: 20:00-07:00

Saturday

Peak: 08:00-12:00

Off Peak: 12:00-08:00

Sunday

Off Peak: All Day

Public Holidays

Off Peak: All Day

Rest of the World – SMS Peak / Off Peak	\$0.00	\$0.35	
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Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Planning & Building (development) Fees and Charges

Use or Development

Agriculture – Permitted	\$255.00	\$255.00	C
Agriculture – Permissible with Consent	\$655.00	\$655.00	C
Airport – Permitted	\$655.00	\$655.00	C
Airport – Permissible with Consent	\$1,305.00	\$1,305.00	C
Business premises – Permitted	\$400.00	\$400.00	C
Business premises – Permissible with Consent	\$910.00	\$910.00	C
Car Park (sole development proposal) – Permitted	\$400.00	\$400.00	C
Car Park (sole development proposal) – Permissible with Consent	\$910.00	\$910.00	C
Child Care Centre – Permitted	\$255.00	\$255.00	C
Child Care Centre – Permissible with Consent	\$655.00	\$655.00	C
Club – Permitted	\$400.00	\$400.00	C
Club – Permissible with Consent	\$910.00	\$910.00	C
Concrete Batching Plant – Permitted	\$910.00	\$910.00	C
Concrete Batching Plant – Permissible with Consent	\$1,305.00	\$1,305.00	C
Dangerous Goods Store – Permitted	\$910.00	\$910.00	C
Dangerous Goods Store – Permissible with Consent	\$1,305.00	\$1,305.00	C
Depot – Permitted	\$910.00	\$910.00	C
Depot – Permissible with Consent	\$1,305.00	\$1,305.00	C
Educational Establishment – Permitted	\$255.00	\$255.00	C
Educational Establishment – Permissible with Consent	\$655.00	\$655.00	C
Filling / Earthworks (sole development proposal) – Permitted	\$400.00	\$400.00	C
Filling / Earthworks (sole development proposal) – Permissible with Consent	\$910.00	\$910.00	C
Food Premises – Permitted	\$400.00	\$400.00	C
Food Premises – Permissible with consent	\$910.00	\$910.00	C
Forestry – Permitted	\$400.00	\$400.00	C
Forestry – Permissible with consent	\$910.00	\$910.00	C
Garden Centre – Permitted	\$400.00	\$400.00	C
Garden Centre – Permissible with consent	\$910.00	\$910.00	C
Home Industry – Permitted	\$140.00	\$140.00	C
Home Industry – Permissible with consent	\$400.00	\$400.00	C
Home Occupation – Permitted	\$140.00	\$140.00	C
Home Occupation – Permissible with consent	\$400.00	\$400.00	C
Hospital – Permitted	\$400.00	\$400.00	C
Hospital – Permissible with consent	\$910.00	\$910.00	C
Hotel – Permitted	\$910.00	\$910.00	C
Hotel – Permissible with consent	\$1,305.00	\$1,305.00	C
Indoor Sport and Recreation Facility – Permitted	\$400.00	\$400.00	C
Indoor Sport and Recreation Facility – Permissible with consent	\$910.00	\$910.00	C
Industry (rural, general & light) – Permitted	\$655.00	\$655.00	C

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Use or Development [continued]

Industry (rural, general & light) – Permissible with consent	\$1,305.00	\$1,305.00	C
Industry (extractive, noxious, hazardous & offensive) Permitted	\$910.00	\$910.00	C
Industry (extractive, noxious, hazardous & offensive) Permissible with consent	\$1,305.00	\$1,305.00	C
Intensive Animal Husbandry – Permitted	\$655.00	\$655.00	C
Intensive Animal Husbandry – Permissible with consent	\$1,305.00	\$1,305.00	C
Licensed Club – Permitted	\$910.00	\$910.00	C
Licensed Club – Permissible with consent	\$1,305.00	\$1,305.00	C
National Park – Permitted	\$0.00	\$0.00	C
National Park – Permissible with consent	\$0.00	\$0.00	C
Open space – Permitted	\$255.00	\$255.00	C
Open space – Permissible with consent	\$655.00	\$655.00	C
Outdoor Sport and Recreation Facility – Permitted	\$400.00	\$400.00	C
Outdoor Sport and Recreation Facility – Permissible with consent	\$910.00	\$910.00	C
Park – Permitted	\$255.00	\$255.00	C
Park – Permissible with consent	\$655.00	\$655.00	C
Place of Assembly – Permitted	\$400.00	\$400.00	C
Place of Assembly – Permissible with consent	\$910.00	\$910.00	C
Place of Public Worship – Permitted	\$400.00	\$400.00	C
Place of Public Worship – Permissible with consent	\$910.00	\$910.00	C
Public Building – Permitted	\$0.00	\$0.00	C
Public Building – Permissible with consent	\$0.00	\$0.00	C
Public Works (major) – Permitted	\$0.00	\$0.00	C
Public Works (major) – Permissible with consent	\$0.00	\$0.00	C
Public Works (minor) – Permitted	\$0.00	\$0.00	C
Public Works (minor) – Permissible with consent	\$0.00	\$0.00	C
Residence/Resort (new: fee per each net additional residence) – Permitted	\$400.00	\$400.00	C
Residence/Resort (new: fee per each net additional residence) – Permissible with consent	\$910.00	\$910.00	C
Residence/Resort (extension, alteration, garage, deck, etc) – Permitted	\$255.00	\$255.00	C
Residence/Resort (extension, alteration, garage, deck, etc) – Permissible with consent	\$655.00	\$655.00	C
Road (sole development proposal) – Permitted		Nil	C
Road (sole development proposal) – Permissible with consent		Nil	C
Salvage Yard – Permitted	\$400.00	\$400.00	C
Salvage Yard – Permissible with consent	\$910.00	\$910.00	C
Service Station – Permitted	\$910.00	\$910.00	C
Service Station – Permissible with consent	\$1,305.00	\$1,305.00	C
Shop (local) – Permitted	\$410.00	\$410.00	C
Shop (local) – Permissible with consent	\$910.00	\$910.00	C
Shop – Permitted	\$400.00	\$400.00	C
Shop – Permissible with consent	\$910.00	\$910.00	C
Tourist Facility – Permitted	\$655.00	\$655.00	C

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Use or Development [continued]

Tourist Facility – Permissible with consent	\$1,305.00	\$1,305.00	C
Vehicle Sales or Hire Yard – Permitted	\$400.00	\$400.00	C
Vehicle Sales or Hire Yard – Permissible with consent	\$910.00	\$910.00	C
Veterinary Establishment – Permitted	\$655.00	\$655.00	C
Veterinary Establishment – Permissible with consent	\$1,305.00	\$1,305.00	C
Warehouse Premises – Permitted	\$400.00	\$400.00	C
Warehouse Premises – Permissible with consent	\$910.00	\$910.00	C
Wharf – Permitted	\$910.00	\$910.00	C
Wharf – Permissible with consent	\$1,305.00	\$1,305.00	C
Subdivision involving net additional lots – Permitted	\$655.00	\$655.00	C
Subdivision involving net additional lots – Permissible with consent	\$655.00	\$655.00	C
Subdivision involving consolidation/boundary realignment – Permitted	\$400.00	\$400.00	C
Subdivision involving consolidation/boundary realignment – Permissible with consent	\$400.00	\$400.00	C
Demolition (sole development proposal) – Permitted	\$255.00	\$255.00	C
Demolition (sole development proposal) – Permissible with consent	\$655.00	\$655.00	C
Change of use (i.e no development activity) – Permitted	\$255.00	\$255.00	C
Change of use (i.e no development activity) – Permissible with consent	\$655.00	\$655.00	C
Sign (sole development proposal) – Permitted	\$55.00	\$55.00	C
Sign (sole development proposal) – Permissible with consent	\$140.00	\$140.00	C
Application to modify a development approval shall be the greater of – Permitted	(1) if the value of the work in the modification is less than or equal to the value of the work in the original plans, 30% of the original application fee; or (2) if the value of the work in the modification is higher than the value of the work in the original plans, an amount equal to the difference between the original fees paid and the fee that would have been payable if the modified plans had been submitted for approval as the original plans.		C

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Use or Development [continued]

Application to modify a development approval shall be the greater of – Permissible with consent	(1) if the value of the work in the modification is less than or equal to the value of the work in the original plans, 30% of the original application fee; or (2) if the value of the work in the modification is higher than the value of the work in the original plans, an amount equal to the difference between the original fees paid and the fee that would have been payable if the modified plans had been submitted for approval as the original plans.		C
Application to vary The Norfolk Island Plan – Permitted	\$1,305.00	\$1,305.00	C
Application to vary The Norfolk Island Plan – Permissible with consent	\$1,305.00	\$1,305.00	C
Add charge for significant development – Permitted	\$1,305.00	\$1,305.00	C
Add charge for significant development – Permissible with consent	\$1,305.00	\$1,305.00	C

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Waste Management

Waste and environment

Hi Temperature Incinerator (hazardous waste)	\$100.00	\$100.00	D
Charges are per use up to a maximum of 20kg per load *contact Waste and Environment regarding the limitations of the incinerator*			

Environment (non-commercial)

Non-recyclable waste disposal fee – box or bag/bin for volume up to 120 litres	\$2.00	\$2.00	D
Non-recyclable waste disposal fee – small truck/ute/trailer	\$10.00	\$10.00	D
Non-recyclable waste disposal fee – medium truck	\$15.00	\$15.00	D
Non-recyclable waste Disposal fee – large truck	\$20.00	\$20.00	D
Unsorted mixed truck load disposal fee	\$100.00	\$100.00	D

Environment (commercial)

Non-recyclable waste disposal fee – box or bag/bin for volume up to 120 litres	\$4.00	\$4.00	D
Non-recyclable waste disposal fee – small truck/ute/trailer	\$15.00	\$15.00	D
Non-recyclable waste disposal fee – medium truck	\$20.00	\$20.00	D
Non-recyclable waste Disposal fee – large truck	\$25.00	\$25.00	D
Recyclable waste Disposal fee – box or bag/bin for volume up to 120 litres	\$2.00	\$2.00	D
Recyclable waste Disposal fee small truck	\$5.00	\$5.00	D
Recyclable waste Disposal fee medium truck	\$10.00	\$10.00	D
Recyclable waste Disposal fee large truck	\$15.00	\$15.00	D
Unsorted mixed truck load disposal fee	\$100.00	\$100.00	D

Events bin hire

240 Litre includes drop off, pick up and waste disposal	\$20.00	\$20.00	D
1,100 Litre includes drop off, pick up and waste disposal	\$40.00	\$40.00	D

Crushed glass (purchase)

200kg load	\$20.00	\$20.00	D
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Environment – asbestos charges

Small domestic loads – one cubic metre or less	\$1,500.00	\$1,500.00	D
Medium domestic loads – one to two cubic metres	\$1,500.00	\$1,500.00	D
Large domestic loads – first two cubic metres	\$1,500.00	\$1,500.00	D
Commercial loads – small, medium and large	\$1,500.00	\$1,500.00	D

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Green waste disposal (bulk)

Garden clippings	\$0.00	\$10.00	D
Branches and trees	\$0.00	\$10.00	D

Compost charge resale

20 Litre bag	\$0.00	\$5.00	F
Bulk	\$0.00	\$40.00	F

Disposal of vehicles

Disposal of vehicle up to 13m3	\$0.00	\$200.00	
Disposal of vehicle over 13m3	\$0.00	\$600.00	

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Fire service

Level 1 inspection – extinguisher	\$9.50	\$10.00	D
Level 2 inspection – extinguisher	\$9.50	\$15.00	D
Level 4 inspection – extinguisher	\$30.00	\$30.00	D
Hose Reel Inspection	\$9.50	\$10.00	D
Fire Blankets	\$6.50	\$7.00	D

Gas / air recharge

9 Litre Water	\$22.00	\$22.00	D
9 Litre Foam	\$27.00	\$28.00	D
9 Kg DCP	\$33.00	\$34.00	D
1.0 Kg DCP	\$11.00	\$11.00	D

Extinguishers

3.4 CO2 Ext	Price + Freight + 40%		D
9 Kg DCP	Price + Freight + 40%		D
9 Litre water ext	Price + Freight + 40%		D
1 DCP	Price + Freight + 40%		D
4.5 Kg DCP	Price + Freight + 40%		D
Fire blanket	Price + Freight + 40%		D
9 Litre foam	Price + Freight + 40%		D
9 Litre wet chemical	Price + Freight + 40%		D

Agents recharge

A Class Foam	\$5.95	\$6.00	D
Dry Chemical Powder	\$16.25	\$17.00	D
Foam	\$7.30	\$7.00	D

Equipment

Chubb gauge DCP	\$25.75	\$37.00	D
Pressure Gauge Water/Foam	\$47.30	\$47.00	D
Operating head	\$61.50	\$89.00	D
Valve stem assembly	\$11.45	\$16.00	D
Decals	\$1.60	\$2.50	D
Tags	\$0.40	\$0.55	D
Anti-tamp seals	\$2.50	\$3.50	D
Split Rings	\$2.50	\$3.50	D
Red Plastic Safety pin	\$8.90	\$13.00	D
Safety Pins	\$2.60	\$3.50	D

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Community fire service

Fire / alarm reports

Copy of a fire report	\$50.00	\$50.00	D
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Fire permits

Building and Development Application Processing Fee	\$0.00	\$35.00	
A legal requirement during times of high fire danger periods.	\$100.00	\$100.00	D
Extinguishing a fire not notified or left unattended	\$250.00	\$255.00	D

Fire system monitoring

Fee	\$140.00	\$140.00	D
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Fire standby

Private properties request manned vehicle standby while scrub heaps are burnt	\$100.00	\$100.00	D
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Training

Fire Safety Theoretical & Practical Training	\$20.00	\$20.00	D
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Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Call Outs to Deliberate/Unattended Fires

Non Etops charge – increase from January 2019 2017/18 Fee: \$155.40 Per hour during core times (MTuF)	\$340.00	\$345.00	D
Non Etops charge – increase from January 2019 2017/18 Fee: \$233.10 Outside of core hours (1.5 x \$155.40)	\$510.00	\$520.00	D
Non Etops charge – increase from January 2019 2017/18 Fee: \$310.80 At double time	\$680.00	\$695.00	D
Non Etops charge – increase from January 2019 2017/18 Fee: \$288.50 During P/H	\$850.00	\$865.00	D
Non Etops charge – increase from January 2019 2017/18 Fee: \$194.25 On Saturday	\$510.00	\$520.00	D
Non Etops charge – increase from January 2019 2017/18 Fee: \$217.56 On Sunday	\$595.00	\$605.00	D

Call outs to automatic fire alarms

Call outs to automatic fire alarms	Wed, Thu (ROD) to reset and investigate an alarm	D
Call outs to automatic fire alarms	On a Public Holiday to reset and investigate an alarm	D
Call outs to automatic fire alarms	Saturday during core hours to reset and investigate an alarm	D
Call outs to automatic fire alarms	Sundays to reset and investigate an alarm	D
Call outs to automatic fire alarms	Outside Core hours to reset and investigate an alarm	D
Call outs to automatic fire alarms	Mon, Tue, Fri during core hours to reset and investigate the alarm	D

Call Outs to Deliberate/Unattended Fires

Call Outs to Deliberate/Unattended Fires. Full crew turn out includes 2 Vehicles from time of call + additional Aux Fire Fighters if required

Call Outs to Deliberate/Unattended Fires. Full crew turn out includes 2 Vehicles from time of call + additional Aux Fire Fighters if required

Call Outs to Deliberate/Unattended Fires	Public Holiday - minimum charge \$1,010 + \$410 per hour after first 2 hours or part thereof. Additional Aux Fire Fighters \$70.00 per Fire Fighter	D
Call Outs to Deliberate/Unattended Fires	Sunday minimum \$810.00 + \$328 per hour after the	D

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Call Outs to Deliberate/Unattended Fires [continued]

Call Outs to Deliberate/Unattended Fires	Sunday minimum \$810.00 + \$328 per hour after the first 2 hours or part thereof. Additional Aux Fire Fighters \$70.00 per Fire Fighter	D
	Last YR Fee Sunday minimum \$806.00 + \$328 per hour after the first 2 hours or part thereof. Additional Aux Fire Fighters \$70.00 per Fire Fighter	
Call Outs to Deliberate/Unattended Fires	Saturday during core hours \$246/hour or part thereof. Additional Aux Fire Fighters \$53.00 per Fire Fighter	D
Call Outs to Deliberate/Unattended Fires	Wed, Thu (ROD) Minimum charge \$605.00 + \$246.00 per hour after the first 2 hours or part thereof. Additional Aux Fire Fighters \$35.00 per Fire Fighter	D
Call Outs to Deliberate/Unattended Fires	Mon, Tue, Fri during core hours \$164.00/hour or part thereof. Additional Aux Fire Fighters \$35.00 per Fire Fighter	D

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Hydrant Testing

Actual testing and report to airport OIC	\$150.00	\$155.00	D
Fuel through put fee		As agreed	F

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Works Depot

Weighbridge

Weighbridge Use – multiple loads per day within a 7 hour time limit	\$110.00	\$110.00	E
Weighbridge Use – single load	\$30.00	\$30.00	D
Weighbridge Use – multiple loads within a 2 hour time limit	\$50.00	\$55.00	D

Rock (Portion 44a) – add weighbridge use charge to these fees

Second grade unsorted rock	\$20/tonne + weighbridge fee	F
Hard fill	\$20/tonne + weighbridge fee	F
Screened hard fill	\$66/tonne + weighbridge fee	F
	Last YR Fee \$65/tonne + weighbridge fee	
100mm scalpings (unscreened)	\$30/tonne + weighbridge fee	F
	Last YR Fee \$28.95/tonne + weighbridge fee	
25mm scalpings (non-conforming)	\$20/tonne + weighbridge fee	F
Screened rock	\$51/tonne + weighbridge fee	F
	Last YR Fee \$50/tonne + weighbridge fee	

Rock (Portion 5a1) – add weighbridge use charge to these fees

Screened rock	\$49/tonne + weighbridge fee	F
	Last YR Fee \$48.25/tonne + weighbridge fee	
Unsorted rock (unscreened)	\$44/tonne + weighbridge fee	F
	Last YR Fee \$43.45/tonne + weighbridge fee	
Second grade unsorted rock	\$25/tonne + weighbridge fee	F
	Last YR Fee \$20/tonne + weighbridge fee	
Hard fill	\$20/tonne + weighbridge fee	F
100mm scalpings (unscreened)	\$30/tonne + weighbridge fee	F
	Last YR Fee \$28.95/tonne + weighbridge fee	
25mm scalpings (non-conforming)	\$20/tonne + weighbridge fee	F

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Airport

Concrete Saw	\$65.00	\$66.00	F
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Electricity

Trencher	\$70.00	\$75.00	F
Cherry Picker	\$100.00	\$100.00	F
Portable lights		\$50 / light unit	F
		Last YR Fee \$48 / light unit	

Water assurance – use of effluent disposal pit

Annual amount unlimited loads	\$550.00	\$560.00	D
Per load charge	\$20.00	\$25.00	D

Marquees / Furniture

Hire per week – large marquee

Marquee x 4 pole	\$3,500.00	\$3,500.00	D
Marquee x 3 pole	\$3,000.00	\$3,000.00	D
Marquee x 2 pole	\$2,000.00	\$2,000.00	D
Marquee x 1 pole	\$1,000.00	\$1,000.00	D

Hire per week – small marquee

7.3m x 7.3m – 35 person – self assembly	\$100.00	\$100.00	D
7.3m x 7.3m – 35 person – assembled	\$400.00	\$400.00	D
7.3m x 7.3m – Marquee hire for School sporting events	\$0.00	\$200.00	B
7.3m x 10.9m – 68 persons – self assembly	\$100.00	\$150.00	D
7.3m x 10.9m – 68 persons – assembled	\$400.00	\$450.00	D
10.9m x 10.9m – 120 persons – self assembly	\$100.00	\$200.00	D
10.9m x 10.9m – 120 persons – assembled	\$400.00	\$500.00	D
Chairs (private functions other than at Rawson Hall)	\$0.50	\$0.50	D
Wooden stools (collected/returned by hirer)	\$20.00	\$20.00	D
Wooden stools delivered by Council	\$30.00	\$30.00	D

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Plant

Utility with tray 2 wheel drive	\$8.00/hr or \$60.00 minimum charge day		F
	Last YR Fee \$7.50/hr or \$56.25 minimum charge day		
Utility with tray 4 wheel drive, 2 or 4 door cab	\$9.00/hr or \$67.50 minimum charge day		F
	Last YR Fee \$9.00/hr or \$67.50 minimum charge		
Truck (under 4T)	\$12.00/hr or \$90.00 minimum charge day		F
	Last YR Fee \$11.50/hr or \$86.25 minimum charge		
Truck (over 4T)	\$13.00/hr or \$97.50 minimum charge		F
Bitumen Truck	\$125.00	\$130.00	F
Gallion grader	\$100.00	\$100.00	F
Fork lift	\$95.00	\$100.00	F
Bobcat	\$110.00	\$110.00	F
Volvo Loader	\$160.00	\$165.00	F
Launch	\$120.00	\$120.00	F
Lighter	\$120.00	\$120.00	F
Kato Crane 25T	\$160.00	\$165.00	F

Private works

Materials	Cost + 40%		F
	Last YR Fee Cost + 15%		
Labour	Cost + 40%		F
	Last YR Fee Cost + 67.5%		
Plant hire	As per fees and charges		F
Large contracts and Government works – request for quote	As quoted		F

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Miscellaneous

Photo ID Cards	\$0.00	\$15.00	D
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Library

Donations of old Library Publications to charity	Free of Charge		
Photocopying	\$0.30	\$1.50	D
Sale of Donated Books	Minimum fee is \$2.00 maximum fee is \$5.00 per book		B
Sale of Old and Damaged Library Publications	Gold coin donation		

Subscription rates

Basic Plus – 10 items on loan	\$0.00	\$25.00	
Basic – 6 items on loan	\$20.00	\$20.00	B
Family – 15 items on loan	\$40.00	\$40.00	B
Child – 5 items on loan	\$10.00	\$10.00	B
Family Plus – 20 items on loan	\$50.00	\$50.00	B
Visitor Subscriptions One month – 5 items on loan	\$10.00	\$10.00	B

Liquor bond

Liquor Bond – Retail Items	Commercial Retail Price	F
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Museums

Entry Fee all Museums and Tag Along Tour – multiple entry	\$35.00	\$35.00	D
School age children	Free		D
Entry Fee individual museums	\$10.00	\$10.00	D
Cemetery Tour	\$20.00	\$20.00	D
Cemetery Tour – with Museum Pass	\$15.00	\$15.00	D
Museums – Retail Items	Normal Retail Price		F
Group Tours (through wholesale companies and tour operators)	Commercial Retail Price		F
Conservation Materials (as part of Conservation Workshops)	Wholesale Price		F

Radio sponsorship

Outside Broadcast Unit (Van)	\$0.00	\$0.00	
Tour visits to Radio Station	As negotiated with individual tour companies		
Time Calls (usually 2 seconds)	\$2.00	\$2.00	B
2-liners (usually 5 seconds)	\$5.00	\$5.00	B
Live Reads (usually 15 seconds of text)	\$15.00	\$15.00	B

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Radio sponsorship [continued]

Interview (telephone or in person)	\$25.00	\$25.00	B
Production Recording (using announcer's voice)	\$50.00	\$50.00	B
Professional Voice-overs (minimum 30 seconds)	\$1.00	\$1.00	B

Rawson hall

Refundable bond	\$200.00	\$200.00	D
Hall Only	\$90.00	\$90.00	D
Supper Room Only	\$45.00	\$45.00	D
Hall & Supper Room	\$135.00	\$120.00	D

Research centre (No.9 quality row)

Annex & Courtyard – Commercial (up to 3 hours)	\$6 per head or minimum charge \$72		D
Annex & Courtyard – Non-commercial (up to 3 hours)	\$8 per head or minimum charge \$72		D
Kitchen hire – Commercial and Private / Non-commercial (up to 3 hours)	\$55.00	\$55.00	D
For usage above 3 hours – Commercial and non-commercial	\$40.00	\$40.00	D
House access requiring KAVHA supervising staff – Commercial and non-commercial	\$50.00	\$50.00	D
Entry Fee	\$0 (combined into Museum Pass ticket)		D
Assisted Research and/or use of KRIC resources	\$15.00	\$15.00	D
(Includes entry fee) Plus Photocopy Charges			
Research Request completed by Research Officer – 2 hours (includes report and documentation)	\$50.00	\$50.00	D
Plus Photocopy Charges			
Additional hours	\$20.00	\$20.00	D
Postage Charges if recipient off Island	\$5.00	\$5.00	D
Research Centre – Retail Items	Normal Retail Price		F

Copying and printing

A4 Black & White	\$1.00	\$1.00	D
A3 Black & White	\$2.00	\$2.00	D

Visitors Information Centre

Tourism bookeasy commission	15%		B
Visitors Information Centre – Retail Items	Normal Retail Price		F

Name	Year 18/19 Fee	Year 19/20 Fee	Pricing Policy Category
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Information Technology (IT) Services

Airport

Airside Drivers Permit	\$0.00	\$150.00	F
Airside Drivers Permit Training	\$0.00	\$150.00	F
Airside Key Bond Charge	\$100.00	\$100.00	F
Airside Vehicle Permit	\$0.00	\$250.00	F
Airside Work Permit Induction	\$0.00	\$150.00	F
ARO supervision of Airside Workers without ASIC cards	\$0.00	\$100.00	F
ASIC Card Application	\$170.00	\$380.00	A

Hire Fees

Hire fees for items not identified in other schedules

Hire fees for Council buildings not identified in other schedules	\$0.00	\$50.00	D
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Finance

Credit Card Surcharge	Credit Card surcharge fee is 0.88% on each transaction		D
Interest on outstanding debt	Post judgement interest fee as specified in the Court Procedures Rules 2006 (ACT) of 4% above the variable cash rate set by the Reserve Bank of Australia at any time.		

Index of all fees

Other

(1) Conveyance other than a conveyance of leviable property to which the Land Administration Fees Act 1996 applies, and other than a conveyance of a description referred to in paragraph (2), (3), (4) or (5).	[Conveyance of Leviable Property]	10
(2) Conveyance to or by persons as joint tenants where one or more of those persons retains an interest in the property the subject of the conveyance	[Conveyance of Leviable Property]	10
(3) Conveyance made subsequent to and in conformity with an agreement or agreements for the conveyance and the agreement or agreements has or have been stamped with ad valorem levy	[Conveyance of Leviable Property]	10
(4) A transfer of, or an agreement to transfer, leviable property subject to a declaration of trust to a trustee if ad valorem levy has been paid on the declaration of trust in respect of the same leviable property	[Conveyance of Leviable Property]	10
(5) A declaration of trust that declares the same trusts as those on which and subject to which the same leviable property was transferred to the person declaring the trust if ad valorem levy has been paid on the transfer or the agreement to transfer	[Conveyance of Leviable Property]	10
(a) for examination of application	[Application for amendment of deposited community plan]	12
(a) for examination of application	[Application for division of development lot in pursuance of development contract and consequential amendment of community plan]	12
(a) for examination of application	[Application for amalgamation of deposited community plans]	12
(a) for examination of plan	[Submission of outer boundary plan]	13
(a) if lodged within one month after the prescribed time	[Late lodgement of a document]	16
(a) in respect of an application by a company limited by guarantee to convert to a company limited both by shares and guarantee	[Lodging an application for a change of status]	15
(a) is formed for a purpose referred to in paragraph 86(1)(a)	[Item 24]	16
(a) once per three monthly charging period	[Minimum charge where electricity supplied and read]	18
(a) less than 1 tonne in weight unladen	[Trailers – other than trailers referred to in (3)]	25
(b) 1 tonne or more in weight unladen	[Trailers – other than trailers referred to in (3)]	25
(b) applies its profits (if any) or other income in promoting its purpose; and	[Item 24]	16
(b) for examination of plan of community division not subject to prior approval	[Application for amalgamation of deposited community plans]	12
(b) for examination of plan to be substituted or sheets of plan to be substituted or added if plan not subject to prior approval	[Application for division of development lot in pursuance of development contract and consequential amendment of community plan]	12
(b) for examination of plan to be substituted or sheets of plan to be substituted or added if plan not subject to prior approval under	[Application for amendment of deposited community plan]	12
(b) for filing of plan	[Submission of outer boundary plan]	13
(b) if lodged more than one month, but within 3 months, after the prescribed time	[Late lodgement of a document]	16
(b) in respect of an application other than an application referred to in paragraph (a)	[Lodging an application for a change of status]	15
(b) monthly	[Minimum charge where electricity supplied and read]	18
(c) for deposit of plan of community division	[Application for amalgamation of deposited community plans]	12
(c) for each lot requiring issue of certificate of title	[Application for amendment of deposited community plan]	12

Other [continued]

(c) for each lot requiring issue of certificate of title	[Application for division of development lot in pursuance of development contract and consequential amendment of community plan]	12
(c) if lodged more than 3 months after the prescribed time	[Late lodgement of a document]	16
(c) prohibits the distribution of its income or property among its members	[Item 24]	16
(d) for each lot requiring issue of certificate of title	[Application for amalgamation of deposited community plans]	12
(d) for filing of amended scheme description	[Application for amendment of deposited community plan]	12
(e) for filing of scheme description	[Application for amalgamation of deposited community plans]	12
(f) for filing of rules	[Application for amalgamation of deposited community plans]	12
(i) Equine or bovine animals	[Livestock containers (whether occupied or not) for the carriage of]	20
(i) for examination of plan that delineates outer boundaries of primary parcel	[(b) if application is for cancellation of primary plan]	13
(i) for examination of plan that delineates outer boundaries of primary parcel	[(b) if application is for cancellation of primary plan]	13
(i) if there are 6 lots or less	[(a) for application for division of land by plan of community division]	11
(i) if there are 6 lots or less	[(b) for examination of plan of community division not subject to prior approval under]	11
(i) open	[For lodging an application for a Broadcasting Licence – Radio]	22
(i) open	[For lodging an application for a Broadcasting Licence Television]	23
(i) open	[Annual renewal fee for a Broadcasting Licence Radio]	23
(i) open	[Annual renewal fee for a Broadcasting Licence Television]	23
(i) Paid for the period of standby when the vessel fails to arrive at the advised time and labour is asked to standby	[Standby time]	21
(ii) Animals other than equine or bovine	[Livestock containers (whether occupied or not) for the carriage of]	20
(ii) for filing of plan	[(b) if application is for cancellation of primary plan]	13
(ii) for filing of plan	[(b) if application is for cancellation of primary plan]	13
(ii) if there are more than 6 lots	[(a) for application for division of land by plan of community division]	11
(ii) if there are more than 6 lots	[(b) for examination of plan of community division not subject to prior approval under]	11
(ii) limited	[For lodging an application for a Broadcasting Licence – Radio]	22
(ii) limited	[For lodging an application for a Broadcasting Licence Television]	23
(ii) limited	[Annual renewal fee for a Broadcasting Licence Radio]	23
(ii) limited	[Annual renewal fee for a Broadcasting Licence Television]	23
(ii) Paid for the period of standby when the first inspection of sea conditions is unfavourable and labour is asked to standby until a second broadcast is made	[Standby time]	21

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0-2,499	[3. Minutes per month]	29
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1 DCP	[Extinguishers]	42
1 Hour Access	[18. Internet – Hotspot (20.7)]	33
1 night	[Special event permit]	22
1,100 Litre includes drop off, pick up and waste disposal	[Events bin hire]	40
1. Double Lighters	[Other charges]	20
1.0 Kg DCP	[Gas / air recharge]	42
10 Hour Access	[18. Internet – Hotspot (20.7)]	33
10,000-19,999	[3. Minutes per month]	29
10.9m x 10.9m – 120 persons – assembled	[Hire per week – small marquee]	48
10.9m x 10.9m – 120 persons – self assembly	[Hire per week – small marquee]	48
100mm scalping (unscreened)	[Rock (Portion 44a) – add weighbridge use charge to these fees]	47

Fee Name	Parent	Page
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100mm scalplings (unscreened)	[Rock (Portion 5a1) – add weighbridge use charge to these fees]	47
2		
2,500-4,999	[3. Minutes per month]	29
2. Double Lighters	[Other charges]	20
2.001 to 2.500 tonnes (inclusive)	[Heavy lift surcharge]	20
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20 Litre bag	[Compost charge resale]	41
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3		
3.001 to 3.500 tonnes (inclusive)	[Heavy lift surcharge]	20
3.4 CO2 Ext	[Extinguishers]	42
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4.001 to 4.500 tonnes (inclusive)	[Heavy lift surcharge]	20
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5		
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7		
7 days	[Special event permit]	22
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7.3m x 10.9m – 68 persons – self assembly	[Hire per week – small marquee]	48
7.3m x 7.3m – 35 person – assembled	[Hire per week – small marquee]	48
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9 Kg DCP	[Extinguishers]	42
9 Litre foam	[Extinguishers]	42
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A Class Foam	[Agents recharge]	42
A legal requirement during times of high fire danger periods.	[Fire permits]	43
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Additional fee – memorandum and articles consist of more than 20 pages, for each page in excess of 20	[Companies Regulation 1986]	14
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B		
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Call outs to automatic fire alarms	[Call outs to automatic fire alarms]	44
Call outs to automatic fire alarms	[Call outs to automatic fire alarms]	44
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Call Outs to Deliberate/Unattended Fires	[Call Outs to Deliberate/Unattended Fires]	45
Call Outs to Deliberate/Unattended Fires	[Call Outs to Deliberate/Unattended Fires]	45
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Child – 5 items on loan	[Subscription rates]	50
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Club – Permitted	[Use or Development]	36
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Commercial loads – small, medium and large	[Environment – asbestos charges]	40
Commercial vehicles having a carrying capacity of 1 tonne or more	[Commercial vehicles]	25
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D		
Dangerous Goods Store – Permissible with Consent	[Use or Development]	36
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Data Allowance (20.3)	[10. Internet – ADSL Plan ADSL 30]	31
Data Allowance (20.3)	[11. Internet – ADSL Plan ADSL 50]	31
Data Allowance (20.3)	[12. Internet – ADSL Plan ADSL 90]	31
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Data Allowance (20.3)	[14. Internet – ADSL On Hold (20.4)]	32
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Depot – Permitted	[Use or Development]	36
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Dog – Certificate of registration	[Dogs Registration 1936]	16
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E		
Each whole amount of \$1,000 by which the share capital exceeds \$10,000	[Companies Regulation 1986]	14
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Fee	[(a) for noting the order]	13
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Filing a document with the Registrar where the time specified by the Act for filing the document has expired	[Associations Incorporations Regulations 2005]	9
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Grant of Permit	[Migratory Birds Act 1980]	22
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Inspection of documents that are lodged by or in relation to a particular corporation or other person	[Companies Regulation 1986]	14
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Inspection only at the rate, for each authorised officer and assistant required	[Electricity Supply Regulations 1986]	17
Installation Fees	[8. Internet – ADSL Service (20.1)]	30
Installation Fees	[16. Internet – ADSL Option Multisite (20.6)]	32
Installation Fees	[19. Internet – Accommodation Service HotSpot (20.8)]	33
Installation of service mains; alterations to the supply of electricity to a consumer; alterations resulting from the failure of a consumer to comply with the terms and conditions of supply of electricity; and alterations to the supply of electricity made at the request of a consumer	[Electricity Supply Regulations 1986]	18
Intact	[5. Connection fees for new service]	30
Intact	[6. Relocation fee]	30
Intensive Animal Husbandry – Permissible with consent	[Use or Development]	37
Intensive Animal Husbandry – Permitted	[Use or Development]	37
Interest charge on unpaid rates	[Local Government Act 1993 (NSW)(NI)]	22
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Interest payable on refunded levy	[Business Transactions (Administration) Act 2006]	9
Internet – ADSL Plan	[15. Internet – ADSL Plan Priority Support (20.5)]	32
Internet – HotSpot	[19. Internet – Accommodation Service HotSpot (20.8)]	33
Interview (telephone or in person)	[Radio sponsorship]	51
Issue of a certificate of incorporation s11	[Associations Incorporations Regulations 2005]	9
Issue of a certificate of incorporation s21	[Associations Incorporations Regulations 2005]	9
Issue of a duplicate Inspectors Authority	[Traffic Fees Regulations]	25
Issue of an Inspectors Authority	[Traffic Fees Regulations]	25
Issue of certificate of registration as electrical mechanic	[Electricity (Licensing and Registration)]	16
Issue of drivers licence for each year of validity, or part thereof	[Traffic Fees Regulations]	25
Issue of duplicate Proprietors Authority	[Traffic Fees Regulations]	25
Issue of electrical contractor's licence	[Electricity (Licensing and Registration)]	16
Issue of learners licence	[Traffic Fees Regulations]	25
Issue of Proprietors Authority	[Traffic Fees Regulations]	25
Issuing a document relating to an incorporated association by post or by facsimile transmission or other electronic means	[Associations Incorporations Regulations 2005]	9

K

Fee Name	Parent	Page
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Kato Crane 25T	[Plant]	49
Kitchen hire – Commercial and Private / Non-commercial (up to 3 hours)	[Research centre (No.9 quality row)]	51
L		
Labour	[Private works]	49
Land Administration fee	[Land Administration Fees Act 1996]	19
Landing and Take Off Fees – 3 per passenger or 1.5 per 1,000kgs	[Airport Act 1991]	7
Large contracts and Government works – request for quote	[Private works]	49
Large domestic loads – first two cubic metres	[Environment – asbestos charges]	40
Launch	[Plant]	49
Leased Circuit – Point to Point single pair – 24-hour Support	[1. Line charges]	29
Leased Circuit Bundled – Point-to-Point single pair – Bundled with a Norfolk Telecom ADSL Service	[1. Line charges]	29
Leased Circuit Emergency/Essential – Point-to-Point single pair – Connects to emergency /essential services facilities – 24–hour Support	[1. Line charges]	29
Length Surcharge	[Other charges]	20
Level 1 inspection – extinguisher	[Fire service]	42
Level 2 inspection – extinguisher	[Fire service]	42
Level 4 inspection – extinguisher	[Fire service]	42
Levy for livestock container by air or sea	[Waste Management Regulation 2004]	26
Levy if imported by Air (excluding motor vehicles)	[Waste Management Regulation 2004]	26
Levy if imported by Sea (excluding motor vehicles)	[Waste Management Regulation 2004]	26
Levy to be rounded down	[Business Transactions (Administration) Act 2006]	10
Licence	[Sale of Food Act 1950]	24
Licence	[Slaughtering Act 1913]	24
Licence – issued after 30 June in any year	[Sale of Food Act 1950]	24
Licence – Less than 12 months	[Auctioneers Act 1926]	9
Licensed Club – Permissible with consent	[Use or Development]	37
Licensed Club – Permitted	[Use or Development]	37
Lighter	[Plant]	49
Liquor Bond – Retail Items	[Liquor bond]	50
Live Reads (usually 15 seconds of text)	[Radio sponsorship]	50
Local – Off Peak	[22. Prepaid GSM Mobile]	34
Local – Peak	[22. Prepaid GSM Mobile]	34
Local – SMS Peak/Off Peak	[22. Prepaid GSM Mobile]	34
Local call Landline to Landline	[2. Telephone landline charges]	29
Local Calls Itemised on Invoice	[4. Option extras]	30
Local Landline to Local Mobile – Off-Peak	[2. Telephone landline charges]	29
Local Landline to Local Mobile – Peak	[2. Telephone landline charges]	29
Lodgement of any other document required by this Act	[Community Title Act 2015]	11
Lodging a copy of a resolution altering a provision or provisions of the memorandum or articles of a company, or the memorandum and articles of a company	[Companies Regulation 1986]	14
Lodging a memorandum	[Charges]	15
Lodging a notice	[Charges]	15
Lodging a notice	[Charges]	15
Lodging a statement	[Companies Regulation 1986]	13
Lodging a statement	[Companies Regulation 1986]	13
Lodging a statement made in the capacity of auditor or liquidator	[Companies Regulation 1986]	13

L [continued]

Lodging an annual return of a proprietary company that is not an exempt proprietary company	[Companies Regulation 1986]	14
Lodging an annual return of an exempt proprietary company	[Companies Regulation 1986]	14
Lodging an annual return or a balance sheet and profit and loss account of a registered foreign company	[Companies Regulation 1986]	14
Lodging an application 42(1)(c) for registration as a liquidator of a specified corporation	[Companies Regulation 1986]	13
Lodging an application for exemption from filing a copy balance sheet	[Associations Incorporations Regulations 2005]	9
Lodging an application for registration as auditor or liquidator	[Companies Regulation 1986]	13
Lodging an application for the approval of a trustee for debenture holders	[Fundraising]	15
Lodging an application for the approval of the alteration or proposed alteration of the memorandum or articles of a company	[Companies Regulation 1986]	14
Lodging an application for the approval of the Registrar to the change of name of a company, other than a change of name directed by the Registrar under subsection 85(3) or a change of name under subsection 86(2)	[Companies Regulation 1986]	14
Lodging an application for the reservation of a name or for the extension of a reservation	[Companies Regulation 1986]	13
Lodging an application for transfer for incorporation	[Companies Regulation 1986]	14
Lodging an application to the Registrar	[Fundraising]	15
Lodging an application to the Registrar	[Fundraising]	15
Lodging any document for the lodging of which a fee is not provided by any other item	[Companies Regulation 1986]	14
Lodging with the Registrar a copy of the notice and of the statement referred to in paragraph 193	[Companies Regulation 1986]	15
Lodging with the Registrar an annual return for a company that has been granted local company status	[Companies Regulation 1986]	14

M

Male dog (entire)	[Registration of a dog]	16
Male dog (neutered)	[Registration of a dog]	16
Marquee x 1 pole	[Hire per week – large marquee]	48
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Maximum fee for purchase from body corporate of copy of development contract	[Community Title Act 2015]	11
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Medium domestic loads – one to two cubic metres	[Environment – asbestos charges]	40
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Minimum Contract Term	[8. Internet – ADSL Service (20.1)]	30
Minimum Establishment Fee	[8. Internet – ADSL Service (20.1)]	30
Minimum Install Fee	[16. Internet – ADSL Option Multisite (20.6)]	32
Modem – 4E (4 x Eth Modem)	[17. Internet – ADSL Modem Lease]	32
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Modem – UE (USB/Eth Modem)	[17. Internet – ADSL Modem Lease]	32
Monday to Friday – more than 8 hours worked in a day	[Penalty rates]	20

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Motor cycles – other than motor cycles for hire	[Registration of motor vehicles]	25
Motor cycles for hire	[Registration of motor vehicles]	25
Motor cycles – other than motor cycles for hire (seniors 65 years and above)	[Registration of motor vehicles]	25
Motor vehicles – other than motor cycles	[Issue of number plates]	26
Motor vehicles – other than motor cycles	[Issue of replacement number plates]	26
Movement fee – General Aviation Aircraft including helicopters	[Airport Regulations 1992]	8
Movement fee – Military Aircraft	[Airport Regulations 1992]	8
Movement fees – Non RPT charter with (less than 5 passengers)	[Airport Regulations 1992]	8
Museums – Retail Items	[Museums]	50
N		
National Park – Permissible with consent	[Use or Development]	37
National Park – Permitted	[Use or Development]	37
Network Engineering	[Web page hosting]	33
New installation where time for inspection and connection does not exceed one hour	[Electricity Supply Regulations 1986]	17
New installation where time for inspection and connection exceeds one hour – at the rate, for each authorised officer and assistant required	[Electricity Supply Regulations 1986]	17
New Zealand – Off Peak	[22. Prepaid GSM Mobile]	35
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Non Etops charge – increase from January 2019	[Call Outs to Deliberate/Unattended Fires]	44
Non Etops charge – increase from January 2019	[Call Outs to Deliberate/Unattended Fires]	44
Non Etops charge – increase from January 2019	[Call Outs to Deliberate/Unattended Fires]	44
Non Etops charge – increase from January 2019	[Call Outs to Deliberate/Unattended Fires]	44
Non Etops charge – increase from January 2019	[Call Outs to Deliberate/Unattended Fires]	44
Non Etops charge – increase from January 2019	[Call Outs to Deliberate/Unattended Fires]	44
Non Etops charge – increase from January 2019	[Call Outs to Deliberate/Unattended Fires]	44
Non RPT charter (5 passengers or more)	[Airport Regulations 1992]	8
Non RPT passenger and baggage screening services	[Airport Regulations 1992]	8
Non-Intact (minimum)	[5. Connection fees for new service]	30
Non-Intact (minimum)	[6. Relocation fee]	30
Non-recyclable waste disposal fee – box or bag/bin for volume up to 120 litres	[Environment (non-commercial)]	40
Non-recyclable waste disposal fee – box or bag/bin for volume up to 120 litres	[Environment (commercial)]	40
Non-recyclable waste Disposal fee – large truck	[Environment (non-commercial)]	40
Non-recyclable waste Disposal fee – large truck	[Environment (commercial)]	40
Non-recyclable waste disposal fee – medium truck	[Environment (non-commercial)]	40
Non-recyclable waste disposal fee – medium truck	[Environment (commercial)]	40
Non-recyclable waste disposal fee – small truck/ute/trailer	[Environment (non-commercial)]	40
Non-recyclable waste disposal fee – small truck/ute/trailer	[Environment (commercial)]	40
Number on Hold (inactive service)	[1. Line charges]	29

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O		
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Obtaining a copy of a document referred to in section 30 of Land Titles Act	[Land Administration Fees Regulations 1997]	19
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Ongoing impounded animal	[Pounds Regulations]	23
Open space – Permissible with consent	[Use or Development]	37
Open space – Permitted	[Use or Development]	37
Operating head	[Equipment]	42
Other applications	[Administrative Review Tribunal Regulations 2002]	7
Outdoor Sport and Recreation Facility – Permissible with consent	[Use or Development]	37
Outdoor Sport and Recreation Facility – Permitted	[Use or Development]	37
Outside Broadcast Unit (Van)	[Radio sponsorship]	50
Over 50,000	[3. Minutes per month]	30
P		
Paid for the period when a machinery on board the vessel or rain prevents discharge	[Waiting time]	21
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Park – Permissible with consent	[Use or Development]	37
Park – Permitted	[Use or Development]	37
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Permit to Extract Sand From Cemetery Reserve	[Public Reserves Act 1997]	23
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Photocopying	[Library]	50
Place of Assembly – Permissible with consent	[Use or Development]	37
Place of Assembly – Permitted	[Use or Development]	37
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Place of Public Worship – Permitted	[Use or Development]	37
Plant hire	[Private works]	49
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Pressure Gauge Water/Foam	[Equipment]	42
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Private – 5 meg (Local Host)	[Web page hosting]	33
Private hire vehicles	[Motor vehicles (other than trailers and motor cycles)]	25
Private properties request manned vehicle standby while scrub heaps are burnt	[Fire standby]	43
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Private Vehicles – Seniors 65 years and above	[Motor vehicles (other than trailers and motor cycles)]	25
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Production Recording (using announcer's voice)	[Radio sponsorship]	51
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Provision of Interim IDD Printout	[7. Miscellaneous]	30
Public Building – Permissible with consent	[Use or Development]	37
Public Building – Permitted	[Use or Development]	37
Public hire vehicles	[Motor vehicles (other than trailers and motor cycles)]	25
Public Works (major) – Permissible with consent	[Use or Development]	37
Public Works (major) – Permitted	[Use or Development]	37
Public Works (minor) – Permissible with consent	[Use or Development]	37
Public Works (minor) – Permitted	[Use or Development]	37
R		
Reading fee for meters requested to be read on a monthly basis	[Electricity Supply Regulations 1986]	17
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Recyclable waste Disposal fee – box or bag/bin for volume up to 120 litres	[Environment (commercial)]	40
Recyclable waste Disposal fee large truck	[Environment (commercial)]	40
Recyclable waste Disposal fee medium truck	[Environment (commercial)]	40
Recyclable waste Disposal fee small truck	[Environment (commercial)]	40
Red Plastic Safety pin	[Equipment]	42
Reduction of leviable value of leviable property if conveyed to partner on retirement or dissolution of partnership	[Business Transactions (Administration) Act 2006]	9
Refundable bond	[Rawson hall]	51
Registrar may issue rules	[Traffic Fees Regulations]	25
Registration fee	[Land Administration Fees Act 1996]	19
Registration made after 30 June in any year, is 50% of the above fee	[Registration of a dog]	16
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Registration of brand or mark	[Brands and Marks Act 1949]	9
Registration of change of name by Deed Poll	[Registration of Births Deaths and Marriages Act 1963]	24
Registration of fence	[Fencing Act 1913]	18
Regular Passenger Transport Services (RPT Services) (Embarking and Disembarking Passengers)	[Airport Regulations 1992]	7
Regular Passenger Transport Services (RPT Services) (Embarking and Disembarking Passengers) – Unserviced Route Concession	[Airport Regulations 1992]	8
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Relocation of licence	[Liquor Regulations 2006]	21
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Renewal of a general licence	[Liquor Regulations 2006]	21
Renewal of Club licence	[Liquor Regulations 2006]	21
Renewal of electrical contractor's licence	[Electricity (Licensing and Registration)]	16
Renewal of Licence	[Sale of Food Act 1950]	24
Renewal of Licence to sell poison	[Poisons and Dangerous Substances Regulations]	23
Renewal of manufacturer's licence	[Liquor Regulations 2006]	21
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Residence/Resort (extension, alteration, garage, deck, etc) – Permissible with consent	[Use or Development]	37
Residence/Resort (extension, alteration, garage, deck, etc) – Permitted	[Use or Development]	37
Residence/Resort (new: fee per each net additional residence) – Permissible with consent	[Use or Development]	37
Residence/Resort (new: fee per each net additional residence) – Permitted	[Use or Development]	37
Rest of the World – SMS Peak / Off Peak	[23. Telephone Landline & GSM Mobile – Peak/Off-Peak Times]	35
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Rest of World – Peak	[22. Prepaid GSM Mobile]	35
Restaurant in which liquor is not sold	[Water Assurance Charges Act 1991]	27
Restaurant in which liquor is sold	[Water Assurance Charges Act 1991]	27
Road (sole development proposal) – Permissible with consent	[Use or Development]	37
Road (sole development proposal) – Permitted	[Use or Development]	37
Runway light per hour or part thereof	[Airport Regulations 1992]	8
S		
Safety Pins	[Equipment]	42
Sale of Donated Books	[Library]	50
Sale of Old and Damaged Library Publications	[Library]	50
Salvage Yard – Permissible with consent	[Use or Development]	37
Salvage Yard – Permitted	[Use or Development]	37
Saturday – less than 8 hours worked in a day	[Penalty rates]	20
Saturday – more than 8 hours worked in a day	[Penalty rates]	20
School age children	[Museums]	50
Screened hard fill	[Rock (Portion 44a) – add weighbridge use charge to these fees]	47
Screened rock	[Rock (Portion 44a) – add weighbridge use charge to these fees]	47
Screened rock	[Rock (Portion 5a1) – add weighbridge use charge to these fees]	47
Search in Register of Births and issue of extract from entry containing only the name, and date and place of birth, of person	[Registration of Births Deaths and Marriages Act 1963]	24
Search in Register of Births and issue of extract from entry containing particulars in addition to name, and date and place of birth, of person	[Registration of Births Deaths and Marriages Act 1963]	24
Search in register, other than Register of Births, and issue of extract from entry	[Registration of Births Deaths and Marriages Act 1963]	24
Search of name on the register of Deed Poll	[Registration of Births Deaths and Marriages Act 1963]	24
Search of registers, etc.	[Mercantile Law Act 1959]	22
Search Register and issue copy of entry	[Registration of Births Deaths and Marriages Act 1963]	24
Second grade unsorted rock	[Rock (Portion 44a) – add weighbridge use charge to these fees]	47
Second grade unsorted rock	[Rock (Portion 5a1) – add weighbridge use charge to these fees]	47
Security Deposit – Regular public passenger transport service; or Regular Public Transport service by charter	[Airport Regulations 1992]	8
Service call during hours 7 a.m. to 3.30 p.m. Monday to Friday at the rate, for each authorised officer and assistant required	[Electricity Supply Regulations 1986]	17
Service calls at other times	[Electricity Supply Regulations 1986]	17
Service Fee	[9. Internet – ADSL Plan ADSL 10]	31
Service Fee	[10. Internet – ADSL Plan ADSL 30]	31
Service Fee	[11. Internet – ADSL Plan ADSL 50]	31
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Service Fee	[14. Internet – ADSL On Hold (20.4)]	32
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Fee Name	Parent	Page
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Service Fee per extra link (maximum = 2)	[16. Internet – ADSL Option Multisite (20.6)]	32
Service Fees	[19. Internet – Accommodation Service HotSpot (20.8)]	33
Service Station – Permissible with consent	[Use or Development]	37
Service Station – Permitted	[Use or Development]	37
Shop – Permissible with consent	[Use or Development]	37
Shop – Permitted	[Use or Development]	37
Shop (local) – Permissible with consent	[Use or Development]	37
Shop (local) – Permitted	[Use or Development]	37
Shop other than food or specialty shop	[Water Assurance Charges Act 1991]	27
Sign (sole development proposal) – Permissible with consent	[Use or Development]	38
Sign (sole development proposal) – Permitted	[Use or Development]	38
Silent (CLI Restricted)	[1. Line charges]	29
Single phase meter	[Electricity Supply Regulations 1986]	17
Small domestic loads – one cubic metre or less	[Environment – asbestos charges]	40
Sorting and disposal of waste (not including lavatory waste)	[Airport Regulations 1992]	8
Special Use – a premise used by 50 or more persons where food and drink is not provided	[Water Assurance Fees and Charges]	27
Specialty shop	[Water Assurance Charges Act 1991]	27
Split Rings	[Equipment]	42
Subdivision involving consolidation/boundary realignment – Permissible with consent	[Use or Development]	38
Subdivision involving consolidation/boundary realignment – Permitted	[Use or Development]	38
Subdivision involving net additional lots – Permissible with consent	[Use or Development]	38
Subdivision involving net additional lots – Permitted	[Use or Development]	38
Submission of a memorandum and articles for the registration of an intended company having a share capital	[Companies Regulation 1986]	14
Submission of a memorandum and articles for the registration of an intended company not having a share capital	[Companies Regulation 1986]	14
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Supper Room Only	[Rawson hall]	51
Supply of a certified copy of an extract from, a document filed or lodged with the Registrar – Additional page	[Companies Regulation 1986]	14
Supply of a certified copy of, or the supply of a certified copy of an extract from, a document filed or lodged with the Registrar – for one page	[Companies Regulation 1986]	14
Supply of a photocopy of a document, for each page in addition to the fee payable under Item 48 or 49	[Companies Regulation 1986]	14
T		
Tags	[Equipment]	42
Taking of blood sample (except where analysis of the sample does not indicate that the person was under the influence of intoxicating liquor or a drug)	[Traffic Fees Regulations]	25
Telecom Labour Rate	[7. Miscellaneous]	30
Telephone Directory	[7. Miscellaneous]	30
Temporary licence to clerk or deputy of licensed auctioneer	[Auctioneers Act 1926]	9
The charge for a right of pasturage (including the issue of a tag) for a period of less than 6 months shall be half of the charge	[Pasturage and Enclosure Regulations 1949]	23

Fee Name	Parent	Page
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The charge per unit of electricity measured by a meter shall be varied by determination	[Electricity Supply Regulations 1986]	18
Timber 3 metres or less in length	[Lighterage Act 1961]	19
Timber in excess of 3 metres in length	[Lighterage Act 1961]	19
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Toll Free 1800	[1. Line charges]	29
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Tourism bookeasy commission	[Visitors Information Centre]	51
Tourist accommodation house – hotel	[Water Assurance Charges Act 1991]	27
Tourist accommodation house – other than hotel	[Water Assurance Charges Act 1991]	27
Tourist accommodation house – staff accommodation	[Water Assurance Charges Act 1991]	28
Tourist Facility – Permissible with consent	[Use or Development]	38
Tourist Facility – Permitted	[Use or Development]	37
Trailers or side cars that, when in use, are attached to motor cycles	[Registration of motor vehicles]	25
Transfer of licence	[Liquor Regulations 2006]	21
Transfer of registration of motor vehicles	[Traffic Fees Regulations]	25
Trencher	[7. Miscellaneous]	30
Trencher	[Electricity]	48
Truck (over 4T)	[Plant]	49
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U		
Under road Borer	[7. Miscellaneous]	30
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Unsorted mixed truck load disposal fee	[Environment (commercial)]	40
Unsorted rock (unscreened)	[Rock (Portion 5a1) – add weighbridge use charge to these fees]	47
Utility with tray 2 wheel drive	[Plant]	49
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V		
Valve stem assembly	[Equipment]	42
Variation of licence	[Liquor Regulations 2006]	21
Vehicle Sales or Hire Yard – Permissible with consent	[Use or Development]	38
Vehicle Sales or Hire Yard – Permitted	[Use or Development]	38
Veteran, vintage and historic motor vehicles	[Traffic Fees Regulations]	24
Veterinary Establishment – Permissible with consent	[Use or Development]	38
Veterinary Establishment – Permitted	[Use or Development]	38
Visitor Subscriptions One month – 5 items on loan	[Subscription rates]	50
Visitors Information Centre – Retail Items	[Visitors Information Centre]	51
Volvo Loader	[Plant]	49
W		
Warehouse Premises – Permissible with consent	[Use or Development]	38
Warehouse Premises – Permitted	[Use or Development]	38
Waste Levy imported Motor Vehicles	[Waste Management Regulation 2004]	26
Weighbridge Use – multiple loads per day within a 7 hour time limit	[Weighbridge]	47
Weighbridge Use – multiple loads within a 2 hour time limit	[Weighbridge]	47
Weighbridge Use – single load	[Weighbridge]	47
Wharf – Permissible with consent	[Use or Development]	38
Wharf – Permitted	[Use or Development]	38

Fee Name	Parent	Page
W [continued]		
Where correct particulars of entry not stated in application, additional fee for searching for and identifying correct entry	[Registration of Births Deaths and Marriages Act 1963]	24
Where time for inspection and connection does not exceed one hour	[Electricity Supply Regulations 1986]	18
Where time for inspection and connection exceeds one hour – at the rate, for each authorised officer and assistant required	[Electricity Supply Regulations 1986]	18
Wooden stools (collected/returned by hirer)	[Hire per week – small marquee]	48
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Workers Compensation Levy	[Employment Regulations 1991]	18