

IP&R Framework

Fees and Charges

2023 to 2024



PORT STEPHENS
COUNCIL

Table Of Contents

Port Stephens Council..... 4

Environmental & Health Services 4

 Animal Management 4

 Companion Animal – Lifetime Registration Fee..... 5

 Unattended..... 6

 Unattended Vehicles Taken into Possession 6

 Unattended Items 7

 Impounding Cats/Dogs 7

 Miscellaneous 7

Mortuaries 8

 Inspections 8

Onsite Sewerage Management Systems..... 8

 Septic Tanks..... 8

Public Safety 9

 Food Safety 9

 Other Commercial Premises or Applications 10

Legionella Control 11

Swimming Pool/Spa Inspections – Public Swimming Pool Program (Public Health Act) 11

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Year 23/24 Fee (incl. GST)	Unit	Legislation	Pricing Policy
------	-------------	----------------------------------	----------------------------------	-------------------	----------------------------------	------	-------------	-------------------

Port Stephens Council

Environmental & Health Services

Animal Management

Annual permit - Dangerous/Restricted Dog	These fees are indicative only and fee may be adjusted annually in accordance with the prescribed fee set by the Office of Local Government.	\$206.00	\$221.00	\$0.00	\$221.00			Statutory pricing
Annual permit - Undesexed Cat	These fees are indicative only and fee may be adjusted annually in accordance with the prescribed fee set by the Office of Local Government.	\$85.00	\$92.00	\$0.00	\$92.00			Statutory pricing
Late Fee	Applicable if a permit is not paid for by 28 days after the permit requirement took effect. This fee is indicative only and fee may be adjusted annually in accordance with the prescribed fee set by the Office of Local Government.	\$19.00	\$21.00	\$0.00	\$21.00	Per Annual Permit Fee		Statutory pricing
Anti Barking Collars	Hire Anti Barking Collars	\$51.50	\$50.45	\$5.05	\$55.50			Full cost pricing
Refund on return of anti-bark collar	Refund on return of item in working order/ undamaged	\$175.50	\$172.27	\$17.23	\$189.50			Full cost pricing
Dangerous Dogs (declared under legislation)	Collar (medium)	\$48.50	\$47.73	\$4.77	\$52.50	Per collar		Full cost pricing

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Year 23/24 Fee (incl. GST)	Unit	Legislation	Pricing Policy
------	-------------	----------------------------------	----------------------------------	-------------------	----------------------------------	------	-------------	-------------------

Animal Management [continued]

Dangerous Dogs (declared under legislation)	Collar (Large)	\$54.00	\$53.18	\$5.32	\$58.50	Per collar		Full cost pricing
Dangerous Dogs (declared under legislation)	Collar (Extra-large)	\$69.50	\$68.18	\$6.82	\$75.00	Per collar		Full cost pricing
Dangerous Dogs (declared under legislation)	Signage	\$43.50	\$42.73	\$4.27	\$47.00	Per sign		Full cost pricing

Companion Animal – Lifetime Registration Fee

Cat - Desexed	Sold by pound/shelter This fee is indicative only and fee may be adjusted annually in accordance with the prescribed fee set by the Office of Local Government.	\$0.00	\$0.00	\$0.00	\$0.00	Per Cat		Statutory pricing
Cat - Desexed or Not Desexed	Not recommended, recognised breeder This fee is indicative only and fee may be adjusted annually in accordance with the prescribed fee set by the Office of Local Government.	\$59.00	\$65.00	\$0.00	\$65.00	Per Cat		Statutory pricing
Dog - Desexed	By relevant age, not recommended, recognised breeder. This fee is indicative only and fee may be adjusted annually in accordance with the prescribed fee set by the Office of Local Government.	\$69.00	\$75.00	\$0.00	\$75.00	Per Dog		Statutory pricing

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Year 23/24 Fee (incl. GST)	Unit	Legislation	Pricing Policy
------	-------------	----------------------------------	----------------------------------	-------------------	----------------------------------	------	-------------	----------------

Companion Animal – Lifetime Registration Fee [continued]

Dog - Desexed	Sold by pound/shelter This fee is indicative only and fee may be adjusted annually in accordance with the prescribed fee set by the Office of Local Government.	\$0.00	\$0.00	\$0.00	\$0.00	Per Dog		Statutory pricing
Dog - Not Desexed or Desexed	After relevant age This fee is indicative only and fee may be adjusted annually in accordance with the prescribed fee set by the Office of Local Government.	\$234.00	\$252.00	\$0.00	\$252.00	Per dog		Statutory pricing
Dog - Working dog, Service of the State, Assistance Animal	This fee is indicative only and fee may be adjusted annually in accordance with the prescribed fee set by the Office of Local Government.	\$0.00	\$0.00	\$0.00	\$0.00	Per dog		Statutory pricing
Dog/Cat - Desexed	By relevant age eligible pensioner. This fee is indicative only and fee may be adjusted annually in accordance with the prescribed fee set by the Office of Local Government	\$29.00	\$32.00	\$0.00	\$32.00	Per Animal		Statutory pricing

Unattended

Unattended Vehicles Taken into Possession

Collection Fee	Includes towing	\$250 or actual cost if greater than \$250 incurred in securing, towing, transporting vehicle to holding yard by contractor						Full cost pricing
----------------	-----------------	---	--	--	--	--	--	-------------------

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
------	-------------	----------------------------------	----------------------------------	-------------------	--------------------	------	-------------	-------------------

Unattended Vehicles Taken into Possession [continued]

Storage		\$59.00	\$64.00	\$0.00	\$64.00	Per day		Full cost pricing
---------	--	---------	---------	--------	---------	---------	--	-------------------

Unattended Items

Large item		\$196.00	\$211.50	\$0.00	\$211.50	Per item		Full cost pricing
Small item		\$64.00	\$69.00	\$0.00	\$69.00	Per item		Full cost pricing
Storage fee	Daily fee for up to 20 small articles or each large article.	\$59.00	\$64.00	\$0.00	\$64.00	Per day		Full cost pricing

Impounding Cats/Dogs

Impounding fee (Initial)	First occurrence within 12 month period	\$85.50	\$92.50	\$0.00	\$92.50			Full cost pricing
Impounding fee	Subsequent impounding within 12 month period	\$116.50	\$126.00	\$0.00	\$126.00			Full cost pricing
Each additional cat/dog	\$35.00 for each animal thereafter	\$45.50	\$49.50	\$0.00	\$49.50			Full cost pricing
Surrender of Dog/Cat	Fee for first dog/cat	\$125.00	\$170.00	\$0.00	\$170.00			Full cost pricing
Sustenance / maintenance fee		\$43.50	\$47.00	\$0.00	\$47.00	Per day		Full cost pricing
Veterinary costs		Actual cost incurred						Full cost pricing
Cat trap hire		\$40.00 per trap per week with an \$80.00 refundable deposit. The \$80.00 deposit will be refunded upon return of cat trap in working order and undamaged				Per occurrence		Market pricing

Miscellaneous

Advertising fee	Mostly for auctions or sale of vehicles	Actual cost incurred						Full cost pricing
-----------------	---	----------------------	--	--	--	--	--	-------------------

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Year 23/24 Fee (incl. GST)	Unit	Legislation	Pricing Policy
------	-------------	----------------------------------	----------------------------------	-------------------	----------------------------------	------	-------------	-------------------

Miscellaneous [continued]

Outstanding Notices	For outstanding notices issued under Local Government Act and Environmental Planning and Assessment Act Section 735A/121ZP Certificate	\$102.00	\$110.00	\$0.00	\$110.00	Per property		Full cost pricing
Ranger Services	Outsourcing	\$138.50	\$149.50	\$0.00	\$149.50	Per hour or part thereof		Full cost pricing

Mortuaries

Inspections

Inspection Fee – Holding Room and Mortuary		\$175.00	\$200.00	\$0.00	\$200.00	Per inspection		Market pricing
--	--	----------	----------	--------	----------	----------------	--	----------------

Onsite Sewerage Management Systems

Septic Tanks

Approval to Operate	Fee charged on initial approval and annual renewal	\$140.00	\$140.00	\$0.00	\$140.00			Market pricing
Application Fee – Residential		\$324.00	\$350.00	\$0.00	\$350.00			Market pricing
Application Amendment – Residential		\$165.00	\$178.00	\$0.00	\$178.00			Market pricing
Application Fee – Commercial	Less than 10kl per day treatment capacity	\$676.00	\$729.00	\$0.00	\$729.00			Market pricing
Application Amendment – Commercial	Less than 10kl per day treatment capacity	\$360.00	\$388.00	\$0.00	\$388.00			Market pricing
Application Amendment – Commercial	Greater than 10kl per day treatment capacity	By quotation prior to application lodgement. Quotation based on staff costs.						Market pricing
Application Fee – Commercial	Greater than 10kl per day treatment capacity	By quotation prior to application lodgement. Quotation based on staff costs.						Market pricing

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Year 23/24 Fee (incl. GST)	Unit	Legislation	Pricing Policy
------	-------------	----------------------------------	----------------------------------	-------------------	----------------------------------	------	-------------	----------------

Septic Tanks [continued]

Inspection Fee – when associated with an application to install (residential or commercial)		\$175.00	\$200.00	\$0.00	\$200.00	Per inspection		Market pricing
Inspection Fee – Commercial (per hour, minimum 30 minutes)		\$327.00	\$353.00	\$0.00	\$353.00	Per hour or part thereof		Market pricing
Pre-purchase inspection (Residential only)		\$350.00	\$378.00	\$0.00	\$378.00			Market pricing
Laboratory analysis					Actual costs incurred			Market pricing
Peer Review – On Site Management System Application					Actual costs incurred			Market pricing

Public Safety

Food Safety

Annual Administration Charge – food premises (small – up to 5 FTE food handlers)	FTE means full time equivalent; food handler means a person who directly engages in the handling of food for a food business	\$390.00	\$390.00	\$0.00	\$390.00	Per year	Food Regulation 2015 Clause 15	Statutory pricing
Annual Administration Charge – food premises (medium – more than 5 but not more than 50 FTE food handlers)	FTE means full time equivalent; food handler means a person who directly engages in the handling of food for a food business	\$800.00	\$800.00	\$0.00	\$800.00	Per year	Food Regulation 2015 Clause 15	Statutory pricing
Annual Administration Charge – food premises (large – more than 50 FTE food handlers)	FTE means full time equivalent; food handler means a person who directly engages in the handling of food for a food business	\$3,500.00	\$3,500.00	\$0.00	\$3,500.00	Per year	Food Regulation 2015 Clause 15	Statutory pricing

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Year 23/24 Fee (incl. GST)	Unit	Legislation	Pricing Policy
------	-------------	----------------------------------	----------------------------------	-------------------	----------------------------------	------	-------------	----------------

Food Safety [continued]

Food Business Registration	New food business, change of food business, change of details	\$55.00	\$55.00	\$0.00	\$55.00	Per occurrence		Statutory pricing
Food business inspection fee		\$175.00	\$200.00	\$0.00	\$200.00	Per inspection		Market pricing
Inspection Fee – Mobile Food Vehicles	Community and charitable organisations are exempt	\$175.00	\$200.00	\$0.00	\$200.00	Per vehicle		Market pricing
Inspection Fee – when associated with a DA (non-licensed premises)		\$175.00	\$200.00	\$0.00	\$200.00	Per inspection		Market pricing
Inspection Fee – all food premises types – extended inspection (per hour, minimum 30 minutes)		\$284.00	\$284.00	\$0.00	\$284.00	Per hour (minimum 30 minutes)	Food Regulation 2015 Clause 14	Statutory pricing
Pre-purchase inspection – Commercial Premises		\$461.00	\$497.00	\$0.00	\$497.00	Per inspection		Market pricing
Improvement Notice – Food Premises – Administration Fee		\$330.00	\$330.00	\$0.00	\$330.00	Per notice	Food Regulation 2015 Clause 11	Statutory pricing

Other Commercial Premises or Applications

Inspection Fee (Commercial Premises)	Routine Inspection	\$175.00	\$200.00	\$0.00	\$200.00	Per inspection		Market pricing
Business Registration (Commercial Premises)	New Business or change of business or change of details	\$100.00	\$108.00	\$0.00	\$108.00	Per occurrence		Market pricing
Inspection Fee – when associated with a DA (commercial premises)		\$248.50	\$268.00	\$0.00	\$268.00	Per inspection/occurrence		Market pricing
Underground Petroleum Storage System - Inspection		\$319.00	\$319.00	\$0.00	\$319.00			Market pricing
Open Burning Application		\$50.00	\$50.00	\$0.00	\$50.00			Market pricing

Name	Description	Year 22/23 Fee (incl. GST)	Year 23/24 Fee (excl. GST)	Year 23/24 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
------	-------------	----------------------------------	----------------------------------	-------------------	--------------------	------	-------------	----------------

Other Commercial Premises or Applications [continued]

Boarding House Initial Compliance Investigation		\$250.00	\$250.00	\$0.00	\$250.00			Market pricing
---	--	----------	----------	--------	----------	--	--	----------------

Legionella Control

Registration Fee		\$115.00	\$115.00	\$0.00	\$115.00	Per system	Public Health Regulation 2012 Clause 13T	Statutory pricing
Inspection Fee		\$319.00	\$344.00	\$0.00	\$344.00	Per hour or part thereof		Market pricing
Water Samples			Cost of analysis charged by supplier					Market pricing
Legionella Control – annual administration fee		\$106.50	\$115.00	\$0.00	\$115.00	Per occurrence		Market pricing

Swimming Pool/Spa Inspections – Public Swimming Pool Program (Public Health Act)

Inspection Fee (per pool or spa)		\$203.00	\$200.00	\$0.00	\$200.00	Per inspection (pool or spa)		Market pricing
Laboratory Analysis Fee			Cost of analysis charged by supplier					Full cost pricing
Registration Fee	S19(1) Public Health Regulation 2012	\$100.00	\$100.00	\$0.00	\$100.00	Per pool or spa	Public Health Regulation 2012 Clause 19(1)	Statutory pricing



PORT STEPHENS
COUNCIL