

# Fees and Charges

2025 to 2026



Council charges and recovers approved fees for any services it provides — all fees are outlined in our schedule of fees and charges.



**PORT STEPHENS**  
COUNCIL

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## Pricing Policy

Sections 608-610 of the Local Government Act 1993 authorise Council to charge and recover fees for any service it provides apart from services for which the charging of a fee is prohibited. Council may waive all or part of a fee unless it is a fee regulated directly by the State Government. In determining whether a fee should be charged for a service Council will consider a number of principles, firstly, whether the service provides a public benefit or a private benefit.

A 'public' service is one where there is a general benefit to the community and where there is limited opportunity of collecting a fee, for example, roads and parks.

A 'private' service is one which provides a discernible private benefit to persons and which offers an opportunity of collecting a fee, for example processing a rezoning application. Where a service generates a private benefit then recovery of costs through a fee is appropriate.

## Pricing Methods

Fees and charges made by Council will be classified according to the pricing structures as outlined below. Full cost pricing will apply to all of Council's fees and charges, except in the circumstances outlined in the alternative pricing structures.

### Full cost pricing

Council will recover all direct and indirect costs of the service (including on-costs, overheads and depreciation of assets employed).

### Partial cost pricing

Council will recover less than the full cost (as defined above).

Partial cost pricing may be used if shared benefits are derived from the provision of the service that accrue to the community as a whole as well as to individual users. It may also be applied where charging full cost recovery pricing will result in widespread evasion.

The price structure may also be used to stimulate demand for a service in the short term, although foregoing full cost recovery must be for a defined term only.

### Statutory pricing

The price of this service is determined by legislation and dependent on that price, Council may or may not recover its full costs, but has no discretion to do so.

Statutory fees and charges are not required to follow the same approval process as other fees and charges as Council is not responsible for setting the price.

The release date for statutory fees and charges varies dependent on the governing body and often does not align with Council's time frame for releasing its fees and charges each year, in this instance Council will endeavor to update the fee or charge once pricing for the relevant period is made available.

**DISCLAIMER:** Where a fee (or charge) is a statutory one and where the amount is set outside of Council, then the actual statutory fee (or charge) shall prevail if it is different to the fee (or charge) contained within this schedule.



## Pricing Methods (continued)

### Market pricing

The price of the service is determined by examining alternative prices of surrounding service providers (this also may or may not recover the full cost of the service).

This pricing structure should apply in cases where the service is in competition with that provided by another council, agency or commercial provider and there is consequent pressure to set a price that will attract adequate usage of the service.

Market pricing should also apply where a service is predominantly provided for Council's in- house use, but sale to external markets will defray costs.

### Free (zero priced)

Some services may be provided free of charge and the whole cost determined as a community service obligation and may fall within the class of a public good. This price structure may be used where the services provide a broad community benefit; and/or it is impractical or inconceivable to charge for the service on a user basis.

This price structure may also apply where the service is a minor part of the overall operation of Council and the potential for revenue is minimal.

Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (excl. GST)	Year 25/26 GST	Year 25/26 Fee (incl. GST)	Unit	Legislation	Pricing Policy
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## Port Stephens Council

### Community Services and Events

Graffiti wipes	Fee for packet of wipes	\$11.37	\$10.70	\$1.07	\$11.77			
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### Administration Building – Hire of Rooms

Security	Security must be present when Administration Building rooms are hired. Charged at four hours minimum.	\$79.50	\$75.00	\$7.50	\$82.50	Hourly rate		Market pricing
Committee Room Hire (Double room) – First four hours	Minimum charge for up to four hours	\$252.50	\$237.73	\$23.77	\$261.50			Market pricing
Committee Room Hire (Double room) – Per hour thereafter	Charged in hourly increments Per hour or part thereof	\$121.50	\$114.55	\$11.45	\$126.00	Hourly rate		Market pricing
Committee Room Hire (Single room) – First four hours	Minimum charge for up to four hours	\$127.50	\$120.00	\$12.00	\$132.00			Market pricing
Committee Room Hire (Single room) – Per hour thereafter	Charged in hourly increments Per hour or part thereof	\$62.00	\$58.64	\$5.86	\$64.50	Hourly rate		Market pricing
Training Room Hire – First four hours, or \$245.00 (+ GST) per day 9am to 5pm		\$163.00	\$153.64	\$15.36	\$169.00			Market pricing
Cleaning Fee	Charged in hourly increments. Per hour or part thereof COVID-19 extra service included	\$205.50	\$193.64	\$19.36	\$213.00	Per hour		Market pricing
Kitchen Cleaning Fee	Charged in hourly increments Per hour or part thereof	\$193.50	\$182.27	\$18.23	\$200.50	Per hour		Market pricing

Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (excl. GST)	Year 25/26 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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## Administration Building – Hire of Rooms [continued]

Kitchen Facilities Hire	Hirers must use Council caterer – charged in hourly increments Per hour or part thereof	\$193.50	\$182.27	\$18.23	\$200.50	Per hour		Market pricing
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## Cemetery Operations

### Bushland Garden Fees – Carumbah Memorial Gardens

Plaque	10 line bottle green bronze gumleaf motif plaque including installation	\$1,255.00	\$1,246.82	\$124.68	\$1,371.50	Per plaque		Market pricing
Extra line inscription on plaque	Extra line inscription on plaque	\$114.00	\$113.18	\$11.32	\$124.50	Per extra line		Market pricing
Niche	For interment of ashes	\$853.00	\$803.00	\$0.00	\$803.00	Per niche		Market pricing

### Columbarium Wall Fees – Raymond Terrace (including Granite Wall), Carumbah Memorial Gardens, Karuah & Anna Bay

Niche	For interment of ashes	\$796.00	\$749.00	\$0.00	\$749.00	Per niche		Market pricing
Plaque	8 line bronze niche plaque including installation	\$966.00	\$959.09	\$95.91	\$1,055.00	Per plaque		Market pricing
Extra line inscription on plaque	Excluding black granite plaque for granite wall Maximum of 2 additional lines	\$114.00	\$113.17	\$11.32	\$124.48	Per line		Market pricing
Black granite plaque for granite wall at Raymond Terrace Cemetery ONLY	Black granite with gold lettering and attached vase – including installation	\$966.00	\$909.09	\$90.91	\$1,000.00	Per plaque		Market pricing



Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (excl. GST)	Year 25/26 GST	Year 25/26 Fee (incl. GST)	Unit	Legislation	Pricing Policy
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## Columbarium Wall Fees – Raymond Terrace (including Granite Wall), Carumbah Memorial Gardens, Karuah & Anna Bay [continued]

Plaque (Terrazzo Walls) Carumbah Memorial Gardens and Karuah Cemetery ONLY	Oval bronze gum motif niche plaque with vase – including installation	\$1,365.00	\$1,286.36	\$128.64	\$1,415.00	Per plaque		Market pricing
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## Cemetery – Burial Plots

Burial Plot – Anna Bay – Concrete Beams	Includes "Right of Interment"	\$1,650.00	\$1,555.00	\$0.00	\$1,555.00	Per plot		Market pricing
Burial Plot – Karuah, Nelson Bay, Seaham, Raymond Terrace	Includes "Right of Interment"	\$1,595.00	\$1,505.00	\$0.00	\$1,505.00	Per plot		Market pricing

## Cemetery – Other fees

Additional emblem for bronze plaques (e.g. RAAF, Girl Guides, Scouts etc.)	As per special request from customer	\$136.50	\$135.72	\$13.57	\$149.30	Per item		Market pricing
Vase (Optional)	Only available for an 8 line bronze plaque	\$182.00	\$180.78	\$18.08	\$198.86	Per item		Market pricing
Ceramic 5x7 Colour Plaque Phototile	As per special request from customer	\$0.00	\$283.05	\$28.31	\$311.36	Per item		Market pricing
Interment fee	Burial fee (including ashes in plot)	\$284.50	\$277.73	\$27.77	\$305.51	Per burial		Market pricing
Monumental Permit	Headstone permit application fee	\$284.50	\$304.50	\$0.00	\$304.50	Per monument		Market pricing
Permit for exhumation of remains	Subject to approval by Public Health Authority and associated administration costs	\$739.00	\$765.00	\$0.00	\$765.00	Per occurrence		Market pricing
Cancellation & Transfer of "Right of Interment" Certificate	Fee for Cancellation & transfer of ownership of plot or niche	\$227.50	\$235.50	\$0.00	\$235.50	Per transfer		Market pricing
Administration Search Fee		\$85.50	\$88.50	\$0.00	\$88.50	Per search		Full cost pricing
Funeral Director/Grave Digger levied fee for incorrect burial	Funeral Director/ Grave Digger levied fee for incorrect burial	\$2,845.00	\$2,677.27	\$267.73	\$2,945.00	Per occurrence		Market pricing

Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (excl. GST)	Year 25/26 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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## Cemetery – Other fees [continued]

Removal of ashes and plaque from gardens and walls	Removal of ashes and plaque from gardens and walls	\$284.50	\$267.73	\$26.77	\$294.50	Per occurrence		Market pricing
Monumental Mason levied fee for placement of headstone on incorrect grave	Monumental Mason levied fee for placement of headstone on incorrect grave	\$2,845.00	\$2,677.27	\$267.73	\$2,945.00	Per occurrence		Market pricing
Unauthorised placement of headstone on grave		\$2,635.00	\$2,481.82	\$248.18	\$2,730.00	Per occurrence		Market pricing
Weekend Interment Fee	Burial fee for weekend and public holiday interments. Including ashes in plot.	\$398.00	\$384.55	\$38.46	\$423.01	Per occurrence		Market pricing
Cemetery garden, wall or plot or introduction of a new Cemetery Product or Service		Subject to size, material type and installation costs				Per Service		Market pricing

## NSW Government Interment Services Levy

Levy not applicable to interment services of destitute people, for children under the age of 12, stillborn children and miscarriages.

Interment Services Levy - Ash Interments		\$69.30	\$63.00	\$6.30	\$69.30	Per Service	Cemeteries and Crematoria Act 2013	Statutory pricing
Interment Services Levy - Burial		\$171.60	\$156.00	\$15.60	\$171.60	Per Service	Cemeteries and Crematoria Act 2013	Statutory pricing

## Children's Services

### Activity Van

#### Outside School Hours Care

Before School Care 2 hours care – Casual position		\$24.15	\$25.00	\$0.00	\$25.00	Per session		Full cost pricing
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Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (excl. GST)	Year 25/26 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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### Outside School Hours Care [continued]

Before School Care 2 hours care – Permanent position		\$22.75	\$23.55	\$0.00	\$23.55	Per session		Full cost pricing
After School Care 3 hours care – Casual position		\$35.70	\$36.95	\$0.00	\$36.95	Per session		Full cost pricing
After School Care 3 hours care – Permanent position		\$33.90	\$35.09	\$0.00	\$35.09	Per session		Full cost pricing
Declined payment fee		\$14.40	\$15.00	\$0.00	\$15.00	Per transaction		Full cost pricing
Failure to notify of child absence	Failure to notify service that child will be absent for afternoon session	\$22.00	\$23.00	\$0.00	\$23.00	Per occurrence		Full cost pricing
Fee reminder		\$22.00	\$23.00	\$0.00	\$23.00	Per notice		Full cost pricing
Late collection of child	For every 10 minutes child remains after service closing time	\$35.50	\$37.00	\$0.00	\$37.00	Per 10 minutes late		Partial cost pricing
Pupil Free Day – per child		\$89.25	\$92.37	\$0.00	\$92.37	Per day		Market pricing
Hall Hire		\$19.45	\$18.32	\$1.83	\$20.15	Per hour		Full cost pricing
Attendance without booking		\$18.20	\$19.00	\$0.00	\$19.00	Per occurrence		Partial cost pricing
Refund Application - Vacation Care		\$22.00	\$23.00	\$0.00	\$23.00	Per occurrence		Full cost pricing
Vacation Care full day		\$89.25	\$92.37	\$0.00	\$92.37	Per session		Market pricing
Vacation Care weekly at one centre		\$420.00	\$434.70	\$0.00	\$434.70	Per week		Market pricing

### Pre-School

Fee reminder		\$12.40	\$13.00	\$0.00	\$13.00	Per notice		Partial cost pricing
Declined payment fee		\$14.40	\$15.00	\$0.00	\$15.00	Per transaction		Full cost pricing

Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (excl. GST)	Year 25/26 GST	Year 25/26 Fee (incl. GST)	Unit	Legislation	Pricing Policy
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## Pre-School [continued]

Late collection of child	For every 10 minutes child remains after service closing time.	\$23.00	\$24.00	\$0.00	\$24.00	Per 10 minutes late		Partial cost pricing
Pre-school session 6 hours Tier 1	All 4 year olds (Turns 4 before 31/7/23) and equity 3 year olds  Equity child  An "equity" child is classified by the state government as a child who is either indigenous or the holder of a Health Care Card	\$37.00	\$38.50	\$0.00	\$38.50	Per session		Partial cost pricing
Pre-school session 6 hours standard fee	Three year old "non-equity" child An "equity" child is classified by the state government as a child who is either indigenous or the holder of a Health Care Card	\$42.50	\$44.00	\$0.00	\$44.00	Per session		Partial cost pricing
Pre-school session Tier 2	Child attending 4th or 5th session in one week	\$21.50	\$22.50	\$0.00	\$22.50	Per session		Market pricing

## Family Day Care

Administration fee – per child	Charge per hour per child	\$1.80	\$1.85	\$0.00	\$1.85	Per hour		Partial cost pricing
Educator Levy	Fee charged each week Educator works	\$20.00	\$20.70	\$0.00	\$20.70	Per week of operation		Partial cost pricing
Educator Levy if using Harmony Web		\$14.30	\$14.80	\$0.00	\$14.80	Per week of working		Market pricing

Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (excl. GST)	Year 25/26 GST	Year 25/26 Fee (incl. GST)	Unit	Legislation	Pricing Policy
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### Family Day Care [continued]

Enrolment – New family	Once off non-refundable fee to enrol a new family. Does not apply to families already enrolled with a transferring Educator Fee to be paid prior to commencing care	\$80.00	\$82.80	\$0.00	\$82.80	Per occurrence		Market pricing
Late Attendance Record processing	Attendance records incomplete, incorrect, or submitted after 12pm on processing day	\$7.20	\$7.50	\$0.00	\$7.50	Per attendance record		Partial cost pricing
Workshop / Training		Charged for educator workshops at cost on the day				Per workshop		Full cost pricing
Standard Hours Fee Range	The Standard Fee is for care between 8.00am and 6.00pm Monday to Friday	\$10.00 – \$20.00				Per child per hour		Market pricing
Non Standard Hours Fee Range	For care before 8.00am and after 6.00pm Monday to Friday	\$10.00 – \$30.00				Per child per hour		Market pricing
Before and After School Hours Care Fee Range		\$10.00 – \$20.00				Per child per hour		Market pricing
Weekend Care / Overnight Care Fee Range		\$10.00 – \$50.00				Per child per hour		Market pricing
Public Holiday Fee Range	For Gazetted Public Holidays. Applicable when care is provided	\$10.00 – \$60.00				Per child per hour		Market pricing

### Disability Services

#### Miscellaneous

MLAK Keys	Amenities access keys	\$23.00	\$21.82	\$2.18	\$24.00	Per key		Full cost pricing
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Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (excl. GST)	Year 25/26 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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Miscellaneous [continued]

MLAK Key	Amenities access key				First key			Free (zero priced)
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Event Site Hire

Access Community Land application	Fee for Council owned land. Fee to access Council owned land for casual short term use. Bond of \$1,000.00 is payable prior to access	\$181.50	\$170.77	\$17.08	\$187.85			Full cost pricing
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Category A – Regional Open Space (regional recreation space has the capacity to attract people from the wider Port Stephens Community):

High Impact Event

Venue Hire		\$11,555.00	\$10,872.73	\$1,087.27	\$11,960.00	Per day		Market pricing
Bond		\$19,840.00	\$20,535.00	\$0.00	\$20,535.00	Per event		Market pricing

Medium Impact Event

Venue Hire		\$3,780.00	\$3,559.09	\$355.91	\$3,915.00	Per day		Market pricing
Bond		\$10,580.00	\$10,955.00	\$0.00	\$10,955.00	Per event		Market pricing

Low Impact Event

Venue Hire		\$1,655.00	\$1,559.09	\$155.91	\$1,715.00	Per day		Market pricing
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Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (excl. GST)	Year 25/26 GST	Year 25/26 Fee (incl. GST)	Unit	Legislation	Pricing Policy
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## Category B – District Open Space (district recreation spaces typically have the capacity to draw people from more than one planning precinct area):

### High Impact Event

Venue Hire		\$5,755.00	\$5,418.18	\$541.82	\$5,960.00	Per day		Market pricing
Bond		\$9,915.00	\$10,265.00	\$0.00	\$10,265.00	Per event		Market pricing

### Medium Impact Event

Venue Hire		\$2,860.00	\$2,695.45	\$269.55	\$2,965.00	Per day		Market pricing
Bond		\$3,975.00	\$4,115.00	\$0.00	\$4,115.00	Per event		Market pricing

### Low Impact Event

Venue Hire		\$1,390.00	\$1,309.09	\$130.91	\$1,440.00	Per day		Market pricing
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## Category C – Local Open Space (local recreation spaces will generally cater for people within the local area within one or two suburbs):

### High Impact Event

Venue Hire		\$3,430.00	\$3,231.82	\$323.18	\$3,555.00	Per day		Market pricing
Bond		\$4,635.00	\$4,800.00	\$0.00	\$4,800.00	Per event		Full cost pricing

### Medium Impact Event

Venue Hire		\$2,585.00	\$2,436.36	\$243.64	\$2,680.00	Per day		Market pricing
Bond		\$1,265.00	\$1,310.00	\$0.00	\$1,310.00	Per event		Full cost pricing

Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (excl. GST)	Year 25/26 GST	Fee (incl. GST)	Unit	Legislation	Pricing Policy
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## Low Impact Event

Venue Hire		\$1,090.00	\$1,027.27	\$102.73	\$1,130.00	Per day		Market pricing
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## Event Administration Fees

Bin Hire		Additional Fees may apply for bin hire and additional service fees						
Event Administration Charge – Filming and Commercial Photography	Charge calculated based on disruption to Council's stakeholders, retailers or motorists or other events in the vicinity of the activities. Charge will be advised by Council after receipt of application. Refer to the Local Government Filming Protocol for further details.	Ultra low impact - no charge Low impact - \$0 to \$150 (inc. GST) Medium impact - \$0 to \$300 (inc. GST) High impact - \$0 to \$500 (inc. GST)				Per event		Statutory pricing
Event Site Preparation and/or assistance	Quotation will be based on an estimated cost of labour, plant, materials, organisational overheads and allowance for profit to complete the works	Inclusive of GST						Market pricing
Event Site Remediation or Cleaning	Quotation will be based on an estimated cost of labour, plant, materials, organisational overheads and allowance for profit to complete the works	Inclusive of GST						Market pricing

Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee GST Fee (excl. GST) (incl. GST)			Unit	Legislation	Pricing Policy
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### Event Administration Fees [continued]

Not for Profit Fee Discount	This discount may be applicable to applicants who identify as Not for Profit organisations or Schools and are applying for a licence to stage an event on council owned or managed land.	Eligibility is based on the Not for Profit Fee Discount Assessment Matrix						
Tomaree Sport Fields – Field Maintenance Levy	Field Maintenance Levy to be charged to all external users, for all bookings through Events and payable to Tomaree Sports Council	Sliding scale, the fee per person depends on the number of participants: \$3.50 (31-99), \$3.00 (100-249), \$2.50 (250-499), \$2.00 (500+)				Market pricing		
Event Administration Charge – Private ceremonies (including weddings and christenings)		\$263.50	\$248.18	\$24.82	\$273.00	Per event		Market pricing

### Event Fee - Other

#### Commercial Events (over 5 days in length)

Venue Hire		By negotiation				Market pricing		
Bond		By negotiation				Market pricing		

Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (excl. GST)	Year 25/26 GST	Year 25/26 Fee (incl. GST)	Unit	Legislation	Pricing Policy
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## Helicopter Landing Sites

### Designated Sites

Helicopter landing licence fee	No fees are applicable for the landing of a helicopter for emergency services. All other landings will require a Development Assessment/Events Application	\$1,290.00	\$1,340.00	\$0.00	\$1,340.00	Per licence		Market pricing
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## Library Services

### e-Resources

Internet Access					Core library service			Free (zero priced)
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## Inter-Library Loans

Fast-Track Loan			Fee will be as per charge set by the lending institution			Per item		Partial cost pricing
Inter-Library Loan from reciprocal libraries			Fee will be as per charge set by the lending institution			Per item		Partial cost pricing
Inter-Library Loan from non-reciprocal libraries			Fee will be as per charge set by the lending institution			Per item		Partial cost pricing
International			Fee will be as per charge set by the lending institution			Per item		Partial cost pricing
Photocopying			Fee will be as per charge set by the lending institution					Partial cost pricing

### Miscellaneous

Meeting room hire: Raymond Terrace Library	Registered Charities & Community Groups	\$12.00	\$10.91	\$1.09	\$12.00	Per hour		Market pricing
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Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (excl. GST)	Year 25/26 GST	Year 25/26 Fee (incl. GST)	Unit	Legislation	Pricing Policy
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## Miscellaneous [continued]

Meeting room hire: Raymond Terrace Library	For profit organisations, private, funded, government (including Council for Council business)	\$24.00	\$21.82	\$2.18	\$24.00	Per hour		Market pricing
Membership card replacement		Fee will be as per charge set by Newcastle City Council				Each		Partial cost pricing
Merchandise – library bags	Indicative fee only	\$1.65	\$1.50	\$0.15	\$1.65	Each		Market pricing

## Fees

Lost stock items		Fee will be as per charge set by Newcastle City Council				Per item		Partial cost pricing
Lost CD/DVD/Video Covers	Processing fee for replacing covers etc.	Fee will be as per charge set by Newcastle City Council				Per item		Partial cost pricing

## Production Services

Printing/Photocopying A4	A4 Exempt from GST if Council-controlled document	\$0.25	\$0.23	\$0.02	\$0.25	Per page/ copy		Market pricing
Printing/Photocopying A4 Colour	A4 (colour) Exempt from GST if Council-controlled document	\$0.65	\$0.59	\$0.06	\$0.65	Per page/ copy		Market pricing
Printing/Photocopying A3	A3 Exempt from GST if Council-controlled document	\$0.45	\$0.41	\$0.04	\$0.45	Per page/ copy		Market pricing
Printing/Photocopying A3 Colour	A3 (colour) Exempt from GST if Council-controlled document	\$1.30	\$1.18	\$0.12	\$1.30	Per page/ copy		Market pricing
Laminating A4	A4	\$3.00	\$2.73	\$0.27	\$3.00	Per sheet		Market pricing

Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (excl. GST)	Year 25/26 GST	Year 25/26 Fee (incl. GST)	Unit	Legislation	Pricing Policy
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## Production Services [continued]

Laminating A3	A3	\$6.00	\$5.45	\$0.55	\$6.00	Per sheet		Market pricing
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## Programs/Activities

Author visits				Determined by supplier cost		Per person		Market pricing
Children's programs/activities				Determined by supplier cost		Per person		Partial cost pricing

## Halls & Community Centres

### For Profit Hirers & Private Bookings:

The Facility is hired for irregular use, either as a one-off event or on an ad-hoc basis, by a profit making business or for private bookings such as birthday parties. This includes Council hire for Council business.

### Registered Charities and Community Groups:

The Facility is hired for use by a charitable or not-for-profit organisation or community group. Evidence must be provided detailing charity or not-for-profit status.

### Regular Hirers:

The Facility is hired for regular use, either on an ongoing basis or for a predetermined period of time on a predetermined schedule.

## Bonds (no GST on Bonds)

Bond – Event Category A	Low risk (Small gathering, no alcohol)	\$85.00	\$85.00	\$0.00	\$85.00			Market pricing
Bond – Event Category B	Medium risk (medium numbers, no alcohol)	\$150.00	\$150.00	\$0.00	\$150.00			Market pricing
Bond – Event Category C	Medium risk (facility capacity, no alcohol)	\$250.00	\$250.00	\$0.00	\$250.00			Market pricing
Bond – Event Category D	Event with alcohol (Low risk)	\$500.00	\$500.00	\$0.00	\$500.00			Market pricing
Bond – Event Category E	Event with alcohol (High risk)	\$1,250.00	\$1,250.00	\$0.00	\$1,250.00			Market pricing



Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (excl. GST)	Year 25/26 GST	Year 25/26 Fee (incl. GST)	Unit	Legislation	Pricing Policy
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## Ancillary Costs

Carpet Cleaning Fee	Carpet cleaning fee to be deducted from the bond or charged if required	Maximum carpet cleaning fee is \$200.00				Each		Market pricing
Cleaning Fee	Cleaning fee to be deducted from the bond or charged if the facility is not cleaned to a satisfactory standard after use	\$100.00	\$90.91	\$9.09	\$100.00	Per hour		Market pricing
Lost Key	All Hirers	\$50.00	\$45.45	\$4.55	\$50.00	Per key		Market pricing
Storage Cupboard - Small	Where applicable - Regular hirers only	\$32.00	\$29.09	\$2.91	\$32.00	Per Year		Full cost pricing
Storage Cupboard - Medium	Where applicable - Regular hirers only	\$47.50	\$43.18	\$4.32	\$47.50	Per Year		Full cost pricing
Storage Cupboard - Large	Where applicable - Regular hirers only	\$74.00	\$67.27	\$6.73	\$74.00	Per Year		Full cost pricing
Election Day Hire		\$510.00	\$481.82	\$48.18	\$530.00	Per event		Full cost pricing

## Anna Bay/Birubi Point Hall

Hourly Rate	For-profit hirers & private bookings	\$26.00	\$23.64	\$2.36	\$26.00	Per hour		Market pricing
Hourly Rate	Registered charities, community groups & regular hirers	\$14.00	\$12.73	\$1.27	\$14.00	Per hour		Market pricing

## Corlette Community Hall

Hourly Rate	For-profit hirers & private bookings	\$27.00	\$24.55	\$2.45	\$27.00	Per hour		Market pricing
Hourly Rate	Registered charities, community groups & regular hirers	\$16.00	\$14.55	\$1.45	\$16.00	Per hour		Market pricing

Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (excl. GST)	Year 25/26 GST	Year 25/26 Fee (incl. GST)	Unit	Legislation	Pricing Policy
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## Fern Bay Community Centre

Hourly Rate	For-profit hirers & private bookings	\$30.00	\$27.27	\$2.73	\$30.00	Per hour		Market pricing
Hourly Rate	Registered charities, community groups & regular hirers	\$18.00	\$16.36	\$1.64	\$18.00	Per hour		Market pricing
Tennis Clubhouse	Casual hirer	\$5.80	\$5.45	\$0.55	\$6.00	Per hour		Market pricing
Tennis Court Hire	Casual hirer Day time	\$8.95	\$8.41	\$0.84	\$9.25	Per hour/ court		Market pricing
Tennis Court Hire	Casual hirer Night time	\$18.00	\$17.09	\$1.71	\$18.80	Per hour/ court		Market pricing
Tennis Court Hire	Regular hirer Day time	\$5.80	\$5.45	\$0.55	\$6.00	Per hour/ court		Market pricing
Tennis Court Hire	Regular hirer Night time	\$11.60	\$10.91	\$1.09	\$12.00	Per hour/ court		Market pricing

## Hinton School of Arts

Hourly Rate	For-profit hirers & private bookings	\$25.50	\$24.09	\$2.41	\$26.50	Per hour		Market pricing
Hourly Rate	Registered charities, community groups & regular hirers	\$16.85	\$15.91	\$1.59	\$17.50	Per hour		Market pricing

## Karuah Community Hall

Hourly Rate	For-profit hirers & private bookings	\$11.00	\$10.45	\$1.05	\$11.50	Per hour		Market pricing
Hourly Rate	Registered charities, community groups & regular hirers	\$9.00	\$8.64	\$0.86	\$9.50	Per hour		Market pricing
Meeting Room	All hirers	\$9.00	\$8.64	\$0.86	\$9.50	Per hour		Market pricing
Other Hire – Shed	For-profit hirers & private bookings Per half shed – user to hold own insurance	\$46.50	\$44.09	\$4.41	\$48.50	Per month		Market pricing

Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (excl. GST)	Year 25/26 GST	Year 25/26 Fee (incl. GST)	Unit	Legislation	Pricing Policy
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## Karuah Community Hall [continued]

Other Hire – Shed	Registered charities & community groups Per half shed – user to hold own insurance	\$29.00	\$27.73	\$2.77	\$30.50	Per month		Market pricing
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## Lemon Tree Passage Old School Centre

Hourly Rate	For-profit hirers & private bookings	\$11.60	\$11.36	\$1.14	\$12.50	Per hour		Market pricing
Hourly Rate	Registered charities, community groups & regular hirers	\$8.50	\$8.18	\$0.82	\$9.00	Per hour		Market pricing

## Mallabula Community Centre

Hourly Rate	For-profit hirers & private bookings	\$26.00	\$23.64	\$2.36	\$26.00	Per hour		Market pricing
Hourly Rate	Registered charities, community groups & regular users/hirers	\$14.00	\$12.73	\$1.27	\$14.00	Per hour		Market pricing

## Medowie Community Centre

Banksia or Acacia Hall Hire	For-profit hirers & private bookings	\$30.00	\$27.27	\$2.73	\$30.00	Per hour		Market pricing
Banksia or Acacia Hall Hire	Registered charities, community groups & regular users	\$18.00	\$16.36	\$1.64	\$18.00	Per hour		Market pricing
Waratah, Tougher or Boronia Office / Room Hire	For-profit hirers & private bookings	\$26.00	\$23.64	\$2.36	\$26.00	Per hour		Market pricing
Waratah, Tougher or Boronia Office / Room Hire	Registered charities, community groups & regular hirers	\$14.00	\$12.73	\$1.27	\$14.00	Per hour		Market pricing

## Nelson Bay Community Hall

Hourly Rate	For-profit hirers & private bookings	\$23.00	\$21.82	\$2.18	\$24.00	Per hour		Market pricing
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Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (excl. GST)	Year 25/26 GST	Year 25/26 Fee (incl. GST)	Unit	Legislation	Pricing Policy
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## Nelson Bay Community Hall [continued]

Hourly Rate	Registered charities, community groups & regular hirers	\$17.00	\$15.91	\$1.59	\$17.50	Per hour		Market pricing
Other hire	Table Tennis & Snooker group	\$4.50	\$4.09	\$0.41	\$4.50	Per player per attendance		Market pricing
Other Hire - Garage	For-profit hirers and private bookings	\$55.50	\$52.27	\$5.23	\$57.50	Per month		Market pricing
Other Hire - Garage	Registered charities & community groups	\$45.00	\$42.73	\$4.27	\$47.00	Per month		Market pricing

## Raymond Terrace Senior Citizens Hall

Hourly Rate	For-profit casual / regular hirers & private bookings	\$25.50	\$24.09	\$2.41	\$26.50	Per hour		Market pricing
Hourly Rate	Registered charities, community groups & not for profit hirers	\$16.00	\$15.00	\$1.50	\$16.50	Per hour		Market pricing

## Salt Ash Community Hall

Hourly Rate	For-profit hirers & private bookings	\$25.50	\$24.09	\$2.41	\$26.50	Per hour		Market pricing
Hourly Rate	Registered charities & community groups	\$18.45	\$17.27	\$1.73	\$19.00	Per hour		Market pricing
Hourly Rate	Regular hirers	\$14.75	\$14.09	\$1.41	\$15.50	Per hour		Market pricing
Other hire	Crockery hire	\$28.50	\$26.82	\$2.68	\$29.50	Per event		Market pricing

## Seaham School of Arts & Community Hall

Hourly Rate	For-profit hirers & private bookings	\$26.00	\$24.55	\$2.45	\$27.00	Per hour		Market pricing
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Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (excl. GST)	Year 25/26 GST	Year 25/26 Fee (incl. GST)	Unit	Legislation	Pricing Policy
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## Seaham School of Arts & Community Hall [continued]

Hourly Rate	Registered charities, community groups & regular hirers	\$14.00	\$12.73	\$1.27	\$14.00	Per hour		Market pricing
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## Seaham Scout Hall

Hourly Rate	For-profit hirers & private bookings	\$0.00	\$24.55	\$2.45	\$27.00	Per hour		Market pricing
Hourly Rate	Registered charities, community groups & regular hirers	\$0.00	\$12.73	\$1.27	\$14.00	Per hour		Market pricing

## Soldiers Point Hall

Hourly Rate	For-profit hirers & private bookings	\$25.50	\$23.18	\$2.32	\$25.50	Per hour		Market pricing
Hourly Rate	Registered charities & community groups	\$19.00	\$17.27	\$1.73	\$19.00	Per hour		Market pricing
Hourly Rate	Regular hirers	\$15.30	\$13.91	\$1.39	\$15.30	Per hour		Market pricing

## Tanilba Foreshore Hall

Hourly Rate	All hirers	\$13.50	\$12.73	\$1.27	\$14.00	Per hour		Market pricing
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## Tomaree Library & Community Centre

Meeting Room - Hourly Rate	Registered charities & community groups	\$12.00	\$10.91	\$1.09	\$12.00	Per hour		Market pricing
Meeting Room - Hourly Rate	For-profit users & private bookings	\$24.00	\$21.82	\$2.18	\$24.00	Per hour		Market pricing
Full Auditorium - Hourly Rate	Registered charities & community groups	\$22.00	\$20.00	\$2.00	\$22.00	Per hour		Market pricing
Full Auditorium - Hourly Rate	For-profit users & private bookings	\$44.00	\$40.00	\$4.00	\$44.00	Per hour		Market pricing

Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (excl. GST)	Year 25/26 GST	Year 25/26 Fee (incl. GST)	Unit	Legislation	Pricing Policy
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### Williamtown Hall

Hourly Rate	For-profit hirers & private bookings	\$30.00	\$27.27	\$2.73	\$30.00	Per hour		Market pricing
Hourly Rate	Registered charities, community groups & regular hirers	\$18.00	\$16.36	\$1.64	\$18.00	Per hour		Market pricing

### Recreation Services Administration

Park Seat without Plaque		\$3,005.00	\$2,831.82	\$283.18	\$3,115.00	Per unit		Full cost pricing
Park Seat with Plaque		\$3,140.00	\$2,954.55	\$295.45	\$3,250.00	Per unit		Full cost pricing
Tree without Plaque		\$877.00	\$825.45	\$82.55	\$908.00	Per unit		Full cost pricing
Tree with Plaque		\$1,010.00	\$954.55	\$95.45	\$1,050.00	Per unit		Full cost pricing

### Waste Management Services

#### Collection Services

##### Additional Bins/Bin Size Upgrades

Red bin		\$282.50	\$292.50	\$0.00	\$292.50	Per bin		Full cost pricing
Yellow bin		\$188.00	\$195.00	\$0.00	\$195.00	Per bin		Full cost pricing
Green Bin		\$188.00	\$195.00	\$0.00	\$195.00	Per bin		Full cost pricing
Upgrade bin size: yellow bin only		\$30.00	\$30.00	\$0.00	\$30.00	Per bin		Full cost pricing



Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (excl. GST)	Year 25/26 GST	Year 25/26 Fee (incl. GST)	Unit	Legislation	Pricing Policy
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### Holiday Rental Bin Service

Garbage bin (240 litres)	Per bin – covers the 6 week service period from 16 December 2024 to 27 January 2025	\$95.00	\$98.50	\$0.00	\$98.50	Per bin		Market pricing
Recycle bin (240 litres)	Per bin – covers the 6 week service period from 16 December 2024 to 27 January 2025	\$50.00	\$52.00	\$0.00	\$52.00	Per bin		Market pricing

### Special Events

Additional Collection Service of special event bin		\$22.00	\$20.68	\$2.07	\$22.75	Per service		Full cost pricing
Garbage bin (240 litres)	Minimum three bins per order	\$27.50	\$25.91	\$2.59	\$28.50	Per bin		Full cost pricing
Recycle bin (240 litres)	No minimum order applies if in conjunction with garbage bins – If ordered separately a minimum order of 3 bins applies	\$27.50	\$25.91	\$2.59	\$28.50	Per bin		Full cost pricing

### Kerbside Collection

For a kerbside collection, contact Council's contractor, Veolia, on 1300 734 470 or book on-line through PSC's website.

Userpay Kerbside Collection (Bulky)		\$137.00	\$141.80	\$0.00	\$141.80	Per collection		Market pricing
Userpay Kerbside Collection (Green)		\$87.50	\$91.00	\$0.00	\$91.00	Per collection		Market pricing

### General Processable Waste

Putrescible Waste (Food Waste) – minimum fee		\$30.00	\$27.27	\$2.73	\$30.00			Partial cost pricing
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Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (excl. GST)	Year 25/26 GST	Year 25/26 Fee (incl. GST)	Unit	Legislation	Pricing Policy
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### General Processable Waste [continued]

Putrescible Waste (Food Waste)		\$470.00	\$427.27	\$42.73	\$470.00	Per tonne		Partial cost pricing
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### Household Recyclables

Cardboard, paper, glass containers, plastic containers, steel cans, aluminium cans	Must be sorted. If unsorted the General Mixed Waste fee applies			No charge if sorted				Free (zero priced)
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### Garden Waste

Garden Waste – Minimum Fee	Must be sorted. If unsorted the General Mixed Waste fee applies	\$30.00	\$27.27	\$2.73	\$30.00			Market pricing
Garden Waste (Does not include any timber product)	Must be sorted. If unsorted the General Mixed Waste fee applies. Any tree stumps over 1 cubic metre, the General Mixed Waste fee applies.	\$260.00	\$245.45	\$24.55	\$270.00	Per tonne		Full cost pricing

### Mixed Inert Waste

General Mixed Waste – Minimum Fee		\$30.00	\$27.27	\$2.73	\$30.00			Market pricing
General Mixed Waste	State government waste levy of \$170.10 included in fee	\$395.00	\$363.64	\$36.36	\$400.00	Per tonne		Partial cost pricing

### Mattresses & Bases

1 piece (mattress or base)		\$45.00	\$40.91	\$4.09	\$45.00	Per Item		Full cost pricing
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Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (excl. GST)	Year 25/26 GST	Year 25/26 Fee (incl. GST)	Unit	Legislation	Pricing Policy
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## Mattresses & Bases [continued]

Polystyrene - Clean	Clean polystyrene, must be sorted with no contaminants	\$10.00	\$9.09	\$0.91	\$10.00	Per load		Full cost pricing
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## Metals, Batteries, Motor Oil

Sorted metals, batteries, motor oil		No charge if sorted from other waste						Free (zero priced)
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## Concrete, Bricks, Roof Tiles

Concrete, bricks, roof tiles – minimum fee	Must be sorted. If unsorted the General Mixed Waste fee applies	\$30.00	\$27.27	\$2.73	\$30.00			Market pricing
Concrete, bricks, roof tiles – per tonne	Must be sorted. If unsorted the General Mixed Waste fee applies	\$215.00	\$200.00	\$20.00	\$220.00	Per tonne		Full cost pricing

## Tyres

Tyres	Car or motorbike tyre	\$10.00	\$9.09	\$0.91	\$10.00	Per tyre		Full cost pricing
Tyres	Car or motorbike tyre on rim	\$20.00	\$18.18	\$1.82	\$20.00	Per tyre		Full cost pricing
Tyres	4WD tyre	\$20.00	\$18.18	\$1.82	\$20.00	Per tyre		Full cost pricing
Tyres	4WD tyre on rim	\$35.00	\$31.82	\$3.18	\$35.00	Per tyre		Full cost pricing
Tyres	Truck tyre	\$40.00	\$45.45	\$4.55	\$50.00	Per tyre		Full cost pricing
Tyres	Truck tyre on rim	\$75.00	\$72.73	\$7.27	\$80.00	Per tyre		Full cost pricing
Tyres	Tractor tyre - Less than 1m	\$130.00	\$118.18	\$11.82	\$130.00	Per tyre		Full cost pricing

Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26 Fee (excl. GST)	Year 25/26 GST	Year 25/26 Fee (incl. GST)	Unit	Legislation	Pricing Policy
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## Tyres [continued]

Tyres	Tractor tyre - greater than 1m	\$300.00	\$272.73	\$27.27	\$300.00	Per tyre		Full cost pricing
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## e-Waste

Commercial		\$950.00	\$863.64	\$86.36	\$950.00	Per tonne		Full cost pricing
Residential		No charge if sorted from other waste						Free (zero priced)

## Charity Waste Disposal

Less than 20 tonnes	Registered charities	\$0.00	\$0.00	\$0.00	\$0.00	Per tonne		Free (zero priced)
20 to 60 tonnes	Registered charities Registered charities increased yearly by CPI	\$46.00	\$43.64	\$4.36	\$48.00	Per tonne		Partial cost pricing
60 to 150 tonnes	Registered charities	\$91.50	\$86.36	\$8.64	\$95.00	Per tonne		Partial cost pricing
Greater than 150 tonnes	Registered charities	Full gate rate at disposal facility				Per tonne		Full cost pricing

## Waste Sales

Weighbridge ticket		\$45.00	\$40.91	\$4.09	\$45.00	Per ticket		Market pricing
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## Wharves/Foreshores/Boat Ramps

### Recreational Berthing

Recreational/event berthing		\$58.00	\$55.00	\$5.50	\$60.50	Per day		Market pricing
Foreshore Dinghy storage	Fee to be charged pro rata (year or half year thereof)	\$121.50	\$126.00	\$0.00	\$126.00	Per annum		Full cost pricing

Name	Description	Year 24/25 Fee (incl. GST)	Year 25/26			Unit	Legislation	Pricing Policy
			Fee (excl. GST)	GST	Fee (incl. GST)			

## Visitor Information Centre

Commission - Accomodation bookings					10 - 20%	Per booking		Market pricing
Commission – Tour bookings					12.5 - 25%	Per booking		Market pricing
Online Accommodation Booking Fee					\$15 - \$25	Per booking		Partial cost pricing
Brochure display	Non-members of Destination Port Stephens	\$302.00	\$284.55	\$28.45	\$313.00	Per brochure		Market pricing
Second (2nd) brochure display	Non-members of Destination Port Stephens	\$175.00	\$165.00	\$16.50	\$181.50	Per brochure		Market pricing
Souvenirs		Prices as displayed on items in store						Market pricing
In Centre Advertising	Annual Fee	\$370.00	\$348.18	\$34.82	\$383.00			Market pricing
Booking Engine Training Fee		\$80.00	\$75.45	\$7.55	\$83.00	Per hour		Market pricing
Set up Fee		\$80.00	\$75.45	\$7.55	\$83.00	Per set up		Market pricing
Online Booking Fee – Tours		\$5.50	\$5.18	\$0.52	\$5.70	Per booking		Partial cost pricing
Amendments/Changes to Bookings		\$36.00	\$34.09	\$3.41	\$37.50	Per change		Market pricing
Cancellation Fee		\$60.00	\$54.55	\$5.45	\$60.00	Per booking		Partial cost pricing



**PORT STEPHENS**  
COUNCIL