

CITY OF WEST TORRENS



# **FEES AND CHARGES**

**Pursuant to Section 188 of  
the Local Government Act 1999**

**EFFECTIVE 1 JULY 2022**

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# CITY OF WEST TORRENS



## **City Assets and City Works**

## **Roads and Related Construction Works**

Pursuant to Sections 212 and 213 of the Local Government Act 1999, the maximum charges are to be made for all roads and related construction works.

### **Private Works**

The cost of work carried out by Council for private residents is recoverable by Council under Sections 212, 213, 218, 221 and 254 of the Local Government Act 1999. It is Council policy that private works are the responsibility of the individual resident. Council will however, provide information as to contractor options for residents requesting assistance.

Where the distance across the footpath and crossing places exceeds 4 metres, Council will meet the cost of constructing the additional length, except in the case of crossings into industrial and commercial premises.

The full cost of reinforced concrete crossings into industrial or commercial properties is to be paid by owners.

Fees are calculated on the basis of contractor cost plus Council overheads.

Refer to schedules later in this paper.

### **Road Reinstatement**

Council reinstates roads that have been opened or broken up by statutory authority. Costs are recoverable pursuant to Section 213 of the Local Government Act 1999.

Road reinstatement charges are made up of the recovery to Council of charges for labour, materials and overheads.

### **Application Forms**

Application fee to undertake private works on Council land.    ^ \$ 31.00

E.g. for permission pursuant to Section 221 of the Local Government Act 1999 to install a vehicular crossing, to install a drain or drains in any street for the purpose of removing stormwater from the adjacent property or to lay underground cables in a road reserve.

### **Contract Concrete Works**

All contract work includes Council overheads and goods and services tax (GST). The following rates are inclusive of excavation and placement costs.

^ Fee is GST free

All fees include GST unless otherwise indicated

The minimum charge rate for the following concrete kerbing works is two (2) linear metres (m).

Kerbing and guttering	\$ 274.80 per metre
Vehicular Invert	\$ 274.80 per metre
Spoon drain	\$ 274.80 per metre
Mountable kerb	\$ 174.60 per metre

The minimum charge rate for concrete paving type works is five (5) square metres (m<sup>2</sup>).

Concrete 75mm depth	\$ 124.00 per metre
Concrete 100mm depth	\$ 140.50 per metre
Concrete 125mm depth	\$ 160.10 per metre
Placement F82 reinforcing steel mesh	\$ 38.20 per metre

### Concrete Block Paving Works

All contract work includes Council overheads and goods and services tax (GST). The following rates are inclusive of excavation and placement costs.

The minimum charge rate for block paving type work is five (5) square metres (m<sup>2</sup>).

Paving 60mm (no base)	\$ 124.00 per metre
Paving 60mm (100mm base)	\$ 140.50 per metre
Paving 80mm (150mm base)	\$ 166.30 per metre

### Household Stormwater Connection Repairs

Repair and replacement only of stub end of the household stormwater connection at the road kerb and gutter	\$ 160.10
Replacement of the household stormwater pipe from the property boundary to the road kerb and gutter, including replacement of footpath	\$ 672.50
Stormwater Adaptor - 90mm to 125x75mm	\$ 79.50

### Road Pavement (Bitumen)

All contract work includes Council overheads and goods and services tax (GST). The following rate is inclusive of excavation and placement costs.

The minimum charge rate for road pavement works is two (2) square metres (m<sup>2</sup>).

Road pavement repair	\$ 187.00 per metre
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^ Fee is GST free

All fees include GST unless otherwise indicated

### **Verge Material**

Council may replace nature strips with a suitable quarry crushed rock material free of charge.

### **Road Verge Maintenance**

There is no charge for road verge maintenance.

### **Tree Removal for Driveway Construction**

The tree is dead, dying, diseased, disfigured or dangerous, reference to the Council Policy, Urban Tree Management, Section 5.0	No charge
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All Other Trees	\$ 258.30 per metre
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At the discretion of the Council Officer, for trees less than or equal to two (2) metres in height, an inspection fee of \$ 88.00 may be charged.

### **Directional Signs**

#### ***Directional signs relating to community facilities***

Signs approved to Council standard are purchased by the individual organisation and are erected by Council at no cost to the applicant.

#### ***Directional signs relating to commercial facilities***

Location approvals and the processing of these types of installations are carried out by the City Assets department.

The applicant is charged a set fee for the purchase and erection by Council of each sign.

The cost of purchase and erection of each directional sign is determined by the Manager City Assets.

#### ***Replacement signs***

Deterioration due to natural causes	Cost to applicant
Damage due to other causes	Cost to Council

### **Road Sweeper**

Normal business hours	\$ 227.30 per hour
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A minimum charge out of three (3) hours applies for each site. Costs are charged from depot to depot. Staff penalty rates will apply for afterhours work and call outs. Consumables and waste disposal costs are charged in addition to the hourly rate.

^ Fee is GST free

All fees include GST unless otherwise indicated

### **Encroaching Vegetation from Private Property**

Where encroaching vegetation from private property is required to be removed by Council after due notice in accordance with Section 254 of the Local Government Act 1999, a charge of \$ 93.00 per person per hour shall apply, with a minimum charge of \$ 186.00.

### **Arboriculture Services**

Where vegetation from private property is required to be removed by Council after due notice in accordance with Section 254 of the Local Government Act 1999, and requires use of specialist arboriculture plant and equipment, a charge of \$ 141.50 per person per hour shall apply with a minimum charge of \$ 283.00.

### **General Gardening Services**

General gardening activities including mowing \$ 93.00 per hour

The charge is per person per hour. A minimum charge of two (2) hours applies. Consumables are charged in addition to the hourly rate. Penalty rates for after hours and call outs will apply.

### **Irrigation Works**

Repair and installation \$ 93.00 per hour

The charge is per person per hour. A minimum charge of two (2) hours applies. Components and consumables are charged in addition to the hourly rate. Penalty rates for after hours and call outs will apply.

### **Line Marking (Sports Field and Pavement Marking)**

New and remarking \$ 93.00 per hour

The charge is per person per hour. A minimum charge of two (2) hours applies. Materials and consumables are charged in addition to the hourly rate. Penalty rates for after hours and call outs will apply.

### **Tender Documentation**

Sets of documentation for City of West Torrens projects are presently available free of charge or as determined by the Manager City Assets from time to time. A fee of up to ^ \$ 52.00 may be charged for voluminous sets of tender documentation.

^ Fee is GST free

All fees include GST unless otherwise indicated

## Road Traffic Act - Ministers Notice

### ***Temporary Parking Controls***

Subject to temporary changes of parking needs within an area, Temporary Parking Control signs can be installed.

Application Fee	^ \$ 52.00 *
Authorisation Fee	^ \$ 53.00

### ***Road Events - Temporary Road Closures***

For specific public events temporary road closures are permitted.

Application Fee	^ \$ 52.00 *
Authorisation Fee	^ \$ 158.00
Newspaper Advertising	price on application (POA)

## Private Parking Areas Act 1986

### ***Agreements by owner of private parking area and Council for the area***

To draw up plans and an agreement between applicant and Council for the enforcement of the provisions of Part III of the Act and the provisions of Part IV of the Act extend to the enforcement of these Regulations.

Application Fee	^ \$ 52.00 *
Authorisation Fee	^ \$ 145.00

## Refunds

Application fees marked \* are not refundable when the application has been rejected or not authorised.

^ Fee is GST free

All fees include GST unless otherwise indicated



# CITY OF WEST TORRENS



## **City Development**

Note: The majority of City Development fees are set by legislation and are not included in this document.

### Public Notification - Sign on Land Fee

For performance assessed development applications lodged in accordance with the *Planning, Development and Infrastructure Act 2016* where the applicant has nominated for the relevant authority to place the notice on the land pursuant to *Practice Direction 3 – Notification of Performance Assessed Development Applications 2019* shall attract a fee determined by the relevant authority.

Sign on land fee	\$ 330.00
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Applicable for new PDI Act applications from 19 March 2021.

### Development Application / File Recovery

A \$ 30.00 fee will apply to any enquiry requiring Development Application (DA) file recovery from secure storage.

### Certificates of Title

A \$ 38.25 fee will apply to obtain a copy of a Certificate of Title upon an applicant's request.

### Development Approvals - Fees to Provide Information

Fees associated with supplying copies of plans and other documentation from development approval files are shown below. Copying of Council documents is GST free, however copying other documents is subject to GST.

A4 Black and white copies per page	\$ 0.20
A4 Colour copies for page	\$ 1.00
A3 Black and white copies per page	\$ 0.40
A3 Colour copies for page	\$ 2.00
A2 Black and white copies per page	\$ 10.00
A2 Colour copies for page	\$ 10.00
A1 Black and white copies per page	\$ 12.50
A1 Colour copies for page	\$ 12.50
A0 Black and white copies per page	\$ 15.00
A0 Colour copies for page	\$ 15.00

^ Fee is GST free

All fees include GST unless otherwise indicated

# CITY OF WEST TORRENS



## Community Services

- **West Torrens Library Service**
- **Community Development**
- **Facility Hire**

## General

The following applies in relation to all Community Services' fees and charges:

- Fee rate changes (e.g. resulting from external changes such as the review of Commonwealth policy) must be authorised by the General Manager Business and Community.
- Some fees may be reduced (or waived) if the Manager Community Services is satisfied that payment would result in financial hardship for the client.
- The borrowing of the community resource collection is free of charge however if resources are broken, damaged or missing the hirer will be charged for the replacement or repair cost of the item.

## Services to the community provided free of charge

### ***For community groups:***

- Use of community resource collection

### ***For all residents:***

- Annual "Summer Festival Entertainment"
- Community Garden Plots
- Loans from any public library in South Australia
- Library membership card
- Wireless access to the internet (within boundaries of the Hamra Centre)
- Access to loan of material from all library collections, printed and digital
- Reservations on items
- Notification when reserved items are available for collection
- Public access to computers in Hamra Centre Library
- Afterhours access to the Library catalogue, ebooks and electronic databases via the City of West Torrens website
- Access to exhibitions in the West Torrens Auditorium Gallery
- Library and several Community Development programs and events

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated

### **West Torrens Library Service**

Council administers a free lending library (Hamra Centre Library) as well as a mobile library service for the City of West Torrens.

Fees for services are determined in accordance with the guidelines set out by the Libraries Board and are charged pursuant to Section 188 of the Local Government Act 1999. Some fees may be reduced (or waived) if the Manager Community Services is satisfied that payment would result in financial hardship for the client.

#### ***Fees***

USB Memory stick	Cost Recovery
Printing/photocopies (b&w)	\$ 0.20 / A4 page
Printing/photocopies (b&w)	\$ 0.40 / A3 page
Printing/photocopies (colour)	\$ 1.00 / A4 page
Printing/photocopies (colour)	\$ 2.00 / A3 page
Replacement membership card	\$ 2.50
Headphones	Cost Recovery

Library merchandise, including USBs and headphones - prices vary according to the costs incurred by the Library, and are authorised by the Manager Community Services. Note that USB capacity may vary according to available stock.

#### ***Inter Library Loans***

Inter library loans from outside the South Australia public library network are charged at the rate set by the Australian Library & Information Association plus any associated costs e.g. postage.

#### ***Lost Items***

Items 28 days overdue are classified as lost items.

Replacement cost of the item is charged, based on the original purchase price or where unknown, on the average book price issued by the State Library - Public Library Services, a processing fee of \$ 5.00 may apply.

If the outstanding item/s are not returned, and the replacement amount due is not paid, the matter may be placed in the hands of debt collectors.

#### ***IT Training***

The Learning Centre offers training in various software packages and one-on-one assistance from the Learning Centre tutors and volunteers. The majority of courses are free however there may be a cost dependent on resources involved in delivery.

Courses	Free to \$ 75.00
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^ Fee is GST free

All fees include GST unless otherwise indicated

### ***Book Sales***

Items no longer required by the library are offered for sale to the public at prices considered appropriate for the item.

Fees are determined and authorised by the Manager Community Services. Current sale prices are between \$ 0.10 and \$ 15.00, but on occasions items may be offered at more than \$ 15.00 if appropriate.

### ***Special Programs and Functions***

A fee is sometimes charged for special functions and programmes offered through the library.

## **Community Development**

### ***Community Activities***

Community classes / workshops / activities  
(Including Active Ageing activities) Free to \$ 40.00 per person  
Prices vary according to the nature of the activity

### ***Community Bus Service***

Regular Routes, Recreational, Shopping, Meals Programs	\$ 4.00 per person return trip
Specialty Tours (Op Shops, Cemetery, History etc)	\$ 5.00 to \$ 10.00 per person/ trip
Children's, Youth & Disability Programs	Free

^ Fee is GST free

All fees include GST unless otherwise indicated

**Commonwealth Home Support Program (CHSP) and Active Ageing Program**

The CHSP (Commonwealth funded) and the Active Ageing Program (Council funded) have the same fees to ensure consistency and lessen confusion for service users. The income from these fees is used to provide more services within the same programs.

Clients are charged an hourly fee or part thereof after the first hour, with the minimum fee being the hourly rate.

There are three tiers to the funding structure which differentiate between those receiving a government pension (single), households with two /double pension and those who are self-funded retirees. Any external costs will be on-charged to the client e.g.: costs of materials, refuse disposal etc.

<b>CHSP Service Type (Commonwealth funded)</b>	<b>Single Pensioner Fee</b> <small>(rate per hour for the 1<sup>st</sup> hour / part thereof for additional hours)</small>	<b>Couple/ two per household Pensioner Fee</b> <small>(rate per hour for the 1<sup>st</sup> hour / part thereof for additional hours)</small>	<b>Self-Funded Retiree Fee</b> <small>(rate per hour for the 1<sup>st</sup> hour / part thereof for additional hours)</small>
Domestic Assistance (Cleaning - up to 12 visits)	^ \$ 12.50	^ \$ 15.00	^ \$ 17.50
Domestic Assistance (Shopping by List - up to 12 visits)	^ \$ 5.00	^ \$ 5.00	^ \$ 5.00
Social Support- individual (Escorted Shopping - up to 12 visits)	^ \$ 10.00	^ \$ 12.50	^ \$ 15.00
Social Support - group (Meal, activities and entertainment)	^ \$ 10.00 each event	^ \$ 10.00 each event	^ \$ 10.00 each event
Minor Maintenance Minor essential gardening and green waste removal (safety or security only)	^ \$ 20.00 <small>(+ dump service &amp; dump charges)</small>	^ \$ 25.00 <small>(+ dump service &amp; dump charges)</small>	^ \$ 30.00 <small>(+ dump service &amp; dump charges)</small>
Minor Maintenance (tap washers , globe replacements, smoke alarm batteries etc.)	^ \$ 10.00 <small>(+ cost of materials)</small>	^ \$ 12.50 <small>(+ cost of materials)</small>	^ \$ 15.00 <small>(+ cost of materials)</small>
Minor Maintenance Hard Waste rubbish removal	^ \$ 15.00 <small>(+ dump fee)</small>	^ \$ 17.50 <small>(+ dump fee)</small>	^ \$ 20.00 <small>(+ dump fee)</small>
Modifications Electrical hard wired smoke alarms and installation*	50% of cost <small>(up to \$ 300 annually)</small>	50% of cost <small>(up to \$ 300 annually)</small>	50% of cost <small>(up to \$ 300 annually)</small>

^ Fee is GST free

All fees include GST unless otherwise indicated

Modifications Grab rails, ramps, steps, key safes, hand held showers, non-hard wired smoke alarms, and magnetic door catches etc.*	50% subsidy/material cost (up to \$ 300 annually) (Installation cost additional)	50% subsidy/material cost (up to \$ 300 annually) (Installation cost additional)	50% subsidy/material cost (up to \$ 300 annually) (Installation cost additional)
<b>Active Ageing Program Service Type (Council funded)</b>	<b>Single Pensioner Fee</b> (rate per hour for the 1 <sup>st</sup> hour / part thereof for additional hours)	<b>Couple/ two per household Pensioner Fee</b> (rate per hour for the 1 <sup>st</sup> hour / part thereof for additional hours)	<b>Self-Funded Retiree Fee</b> (rate per hour for the 1 <sup>st</sup> hour / part thereof for additional hours)
Minor Maintenance Spring cleans	^ \$ 15.00	^ \$ 17.50	^ \$ 20.00
Minor Maintenance Window cleaning	^ \$ 15.00	^ \$ 17.50	^ \$ 20.00
Minor Maintenance Gutter cleans	^ \$ 30.00	^ \$ 35.00	^ \$ 40.00
Hard Waste kerbside assist (helping to move items from your property for hard waste to pick up)	^ \$ 10.00	^ \$ 12.50	^ \$ 15.00

\*Subsidised costs are limited to a total maximum subsidy per client per financial year.

### **Special Programs and Functions**

A fee is sometimes charged for special functions and programs offered through the CHSP and Active Ageing programs. Prices vary according to the costs incurred and are authorised by the Manager Community Services.

^ Fee is GST free

All fees include GST unless otherwise indicated



### Facility Hire

Room hire fee structure is based on category of user and their use as follows:

- A: City of West Torrens community based groups or provision of services for the community, with no fees or charges involved
- B: As above, but fees or charges for participants
- C: Corporate / Government / Private hire

**All weekend hire charged at Category C - Corporate / Government / Private hire rates**

<b><i>Plympton Community Centre</i></b>			
<b>Room</b>	<b>User Category A</b>	<b>User Category B #</b>	<b>User Category C #</b>
Plympton Hall	Free*	\$ 15.00 / hr	\$ 25.00 / hr
Kitchen	Free *	\$ 10.00 / hr	\$ 15.00 / hr
Meeting Room	Free*	\$ 5.00 / hr	\$ 10.00 / hr
Sewing Room	Free*	\$ 5.00 / hr	\$ 10.00 / hr
Plympton Hall - Event Block - Lunch <small>Note 1</small>	N/A	N/A	\$170.00
Plympton Hall - Event Block - Dinner <small>Note 2</small>	N/A	N/A	\$210.00
Plympton Community Centre - Whole Centre <small>Note 3</small>	\$ 500.00	\$ 500.00	\$ 500.00
Setup Service Fee	\$ 200.00	\$ 200.00	\$ 200.00

**Note 1** Includes Plympton Hall and kitchen from 9am - 3pm.

**Note 2** Includes Plympton Hall and kitchen from 3.30pm - 11pm.

**Note 3** Includes Plympton Hall, meeting room, sewing room and kitchen from 8am - 1am.

^ Fee is GST free

All fees include GST unless otherwise indicated

<b>Lockleys Community Room</b>			
<b>Room</b>	<b>User Category A</b>	<b>User Category B #</b>	<b>User Category C #</b>
Lockleys Community Room Hall	Free*	\$ 15.00 / hr	\$ 25.00 / hr
Kitchen	Free *	\$ 10.00 / hr	\$ 15.00 / hr
Lockleys Community Room - Whole Centre <sup>note 1</sup>	\$ 500.00	\$ 500.00	\$ 500.00
Setup Service Fee	\$ 200.00	\$ 200.00	\$ 200.00

<sup>note 1</sup> Includes: Lockleys CR Hall and kitchen from 8am - 11pm.

<b>Cowandilla Community Room</b>			
<b>Room</b>	<b>User Category A</b>	<b>User Category B #</b>	<b>User Category C #</b>
Cowandilla Hall	Free *	\$ 25.00 / hr	\$ 55.00 / hr
Kitchen	Free *	\$ 10.00 / hr	\$ 15.00 / hr
Setup Service Fee	\$ 200.00	\$ 200.00	\$ 200.00

<b>CaFHS Hut</b>			
<b>Room</b>	<b>User Category A</b>	<b>User Category B #</b>	<b>User Category C #</b>
Hut with Kitchen	Free*	\$ 10.00 / hr	\$ 15.00 / hr

^ Fee is GST free

All fees include GST unless otherwise indicated

<b>Apex Park Community Facility</b>			
<b>Room</b>	<b>User Category A</b>	<b>User Category B #</b>	<b>User Category C #</b>
Apex Hall 1	Free*	\$ 15.00 / hr	\$ 30.00 / hr
Apex Hall 2	Free*	\$12.00 / hr	\$25.00 / hr
Kitchen	Free *	\$ 10.00 / hr	\$ 15.00 / hr
Apex Hall - Event Block - Lunch <sup>Note 1</sup>	N/A	N/A	\$300.00
Apex Hall - Event Block - Dinner <sup>Note 2</sup>	N/A	N/A	\$370.00
Setup Service Fee	\$ 200.00	\$ 200.00	\$ 200.00

<sup>Note 1</sup> Includes Apex Hall 1, 2, and kitchen from 9am - 3pm.

<sup>Note 2</sup> Includes Apex Hall 1, 2, and kitchen from 3.30pm - 11pm.

<b>Weigall Oval Community Facility</b>			
<b>Room</b>	<b>User Category A</b>	<b>User Category B #</b>	<b>User Category C #</b>
Weigall Hall	Free*	\$ 25.00 / hr	\$ 55.00 / hr
Setup Service Fee	\$ 250.00	\$ 250.00	\$ 250.00

<b>Lockleys Sporting Facility</b>			
<b>Room</b>	<b>User Category A</b>	<b>User Category B #</b>	<b>User Category C #</b>
Meeting Room 1	Free*	\$ 10.00 / hr	\$ 15.00 / hr
Meeting Room 2	Free*	\$ 10.00 / hr	\$ 15.00 / hr
Setup Service Fee	\$ 250.00	\$ 250.00	\$ 250.00

^ Fee is GST free

All fees include GST unless otherwise indicated

<b>Thebarton Community Centre</b>			
<b>Room</b>	<b>User Category A</b>	<b>User Category B</b>	<b>User Category C</b>
Meeting Room 2	Free *	\$ 10.00 / hr	\$ 15.00 / hr
Meeting Room 3	Free *	\$ 15.00 / hr	\$ 25.00 / hr
Meeting Room 4	Free *	\$ 10.00 / hr	\$ 15.00 / hr
Tea Area - Light refreshment preparation	Free with room hire	Free with room hire	Free with room hire
Thebarton Hall A	Free *	\$ 35.00 / hr	\$ 65.00 / hr
Thebarton Hall B	Free *	\$ 25.00 / hr	\$ 55.00 / hr
Kitchen	Free *	\$ 10.00 / hr	\$ 15.00 / hr
Thebarton Hall - Event Block - Lunch <sup>note 1</sup>	N/A	N/A	\$ 600.00
Thebarton Hall - Event Block - Dinner <sup>note 2</sup>	N/A	N/A	\$ 900.00
Thebarton Community Centre - Whole Centre <sup>note 3</sup>	N/A	N/A	\$ 2,400.00
Setup Service Fee	\$ 200.00	\$ 200.00	\$ 200.00

**Note 1** Includes Thebarton Hall A, B, front foyer and the main kitchen from 9am - 3pm.

**Note 2** Includes Thebarton Hall A, B, front foyer and the main kitchen from 3.30pm - 1am.

**Note 3** Includes Thebarton Hall A, B, kitchen, room 2, 3, 4, front foyer and tea area from 6am - 4am.

^ Fee is GST free

All fees include GST unless otherwise indicated

Note 6 Services incurring additional fees:

• Bond - High risk (applicable to all hiring facilities)	\$ 1,000.00
• Emergency staff assistance	\$ 150.00 / call-out
• Service provider attendance	Cost recovery
• Security call out (fault of hirer)	\$ 85.00
• Access FOB replacement	\$ 80.00 / item
• Master-type key replacement	\$ 65.00 / item
• General-type key replacement	\$ 10.00 / item
• Key-tag replacement	\$ 5.00 / item
• Room re-set weekday 8.30am - 5pm <sup>Note 2</sup>	\$ 40.00 / hr
• Room re-set weekday after 5pm <sup>Note 2</sup>	\$ 50.00 / hr
• Room re-set weekend <sup>Note 2</sup>	\$ 100.00 / hr
• Hire Items	Cost recovery
• Tea and Coffee - fresh option with filter coffee <sup>Note 3</sup>	\$ 3.50 / pp
• Tea and Coffee - stored option with stored coffee <sup>Note 3</sup>	\$ 3.00 / pp
• Tea and Coffee - fresh or stored option with Nespresso <sup>Note 3</sup>	\$ 2.50 / pp

Note 1 Weekend rate for Halls is always combined hall and kitchen rate.

Note 2 Room re-set fees charged per hour in 15 minute increments

Note 3 Fresh option includes fresh milk and juice, stored option includes UHT milk and long life juice.

If setting up equipment the night prior: A minimum booking time of 4 hours must be made with end time no earlier than 9pm - charges to cease when hirer leaves the building. The following day will be charged from 12pm at the latest with a 4 hour minimum.

Unless otherwise specified, hourly rates have been quoted above.

\* Fee is not applicable unless extra costs are incurred by Council

(e.g: extra cleaning or call out costs).

Terms and conditions apply. For further information and application forms, please see [Council's website](#).

### **West Torrens Auditorium and Gallery**

Special use only - determined by the Manager Community Services.

^ Fee is GST free

All fees include GST unless otherwise indicated

# CITY OF WEST TORRENS



## **Compliance**

Within the Compliance area, Regulations and / or Acts set the majority of the fees and charges; only the fees and charges set by Council are included in this document.

## Animal Control

Section 26 of the Dog and Cat Management Act 1995 assigns administrative responsibility for dog control to Council.

Fees and charges are prescribed in Schedule 2 of the Regulations under the Act. Fines and expiation fees for offences under the Act are prescribed in the Appendix to the Act.

## Dog Registrations

### Registration Category

- |     |   |  |
|-----|---|--|
| (a) | If the assistance dog is accredited by the Dog and Cat Management Board or prescribed accreditation body;   | No fee   |
| (b) | Maximum registration fee for non-standard dogs - meaning a dog that is not desexed and microchipped in accordance with the Dog and Cat Management Act 1995; | ^ \$ 90.00   |
| (c) | Maximum registration fee for standard dog - meaning a dog that is microchipped and desexed in accordance with the Dog and Cat Management Act 1995;          | ^ 50% of maximum non-Standard dog registration fee |
| (d) | Replacement registration discs  | ^ Cost Recovery                                    |

### Rebate Category

- |     |  |                              |
|-----|--|------------------------------|
| (e) | If the dog is obedience trained;   | 10% of the maximum fee       |
| (f) | If the dog is owned by a person eligible for a pensioner rebate and that the rebate shall be applied after the deduction of all other qualifying rebates ( Not including late payment fee/replacement disc); | 50% of fee otherwise payable |
| (g) | If the dog is registered for the first time between 1 <sup>st</sup> January and 30 <sup>th</sup> May, and are at the mandatory registration age of 3 months when registered; a 50% discount will apply:      | 50% of fee otherwise payable |
| (h) | If the dog is registered for the first time between 1 <sup>st</sup> June and 30 <sup>th</sup> June, and are at the mandatory registration age of 3 months when registered no fee will apply:                 | No Fee                       |

^ Fee is GST free

All fees include GST unless otherwise indicated

- (i) Registration, or renewal of registration, of a business consisting of or involving a kennel at which dogs are bred or trained or the provision of security or other services involving the use of dogs shall be the maximum registration fee per dog multiplied by the maximum number of dogs that it is intended will be kept or used in connection with the business at any one time during the period of registration;

Annual fee

^ \$ 90.00 per dog

Pursuant to Section 26(6)(b)(i) of the Dog and Cat Management Act 1995, a differential fee for dog registration, being a pensioner rebate, shall apply to a person who holds a current Centrelink Concession Card; or

Pursuant to Section 26(6)(b)(ii) of the Dog and Cat Management Act 1995, a late payment fee will apply after the grace period has expired - 25% of the maximum fee, in addition to the fee that would otherwise be due for registration.

Pursuant to Section 26(6)(b)(iii) of the Dog and Cat Management Act 1995, the fee for the initial seizure and detention of a **dog registered** with Council, and the dog is returned to its owner during business hours, is ^ \$ 80.00 and ^ \$110.00 (after hours). If the seized and detained dog is taken to an approved impoundment facility the fee shall be cost recovery for the period which the dog is detained at a facility for the detention of dogs; or the dog is detained at Council facility for detention of dogs - \$55.00 per day for the period which the dog is detained.

Pursuant to Section 26(6)(b)(iii) of the Dog and Cat Management Act 1995, the fee for the initial seizure and detention of a **dog unregistered** with Council, and the dog is returned to its owner during business hours, is ^ \$ 90.00 and ^ \$150.00 (after hours). If the seized and detained dog is taken to an approved impoundment facility the fee shall be cost recovery for the period which the dog is detained at a facility for the detention of dogs; or the Dog is detained at Council facility for detention of dogs - \$55.00 per day for the period which the dog is detained.

Fees for offences against the Dog and Cat Management Act 1995 are prescribed within the Act and Regulations.

#### Other Fees and Charges

Printed extract from Register (per A4 page, single sided)	^ \$ 6.00
Surrender of dogs	^ Cost recovery
Surrender of cats or kittens	^ Cost recovery
Microchipping	^ Cost recovery
Desexing	^ Cost recovery
Veterinarian - Medical	^ Cost recovery
Dog Collars - Dangerous/Menacing/Guard Dogs	^ Cost recovery
Signs - Dangerous/Guard Dogs	^ Cost recovery

^ Fee is GST free

All fees include GST unless otherwise indicated



### **Possums/Cat Cages**

Trap cages deposit ^ \$ 80.00 #

# Deposit will be refunded if the cage is returned by the hire return due date and not damaged.

### **Parking Expiation Fees**

Fees for offences against the Australian Road Rules are prescribed in Schedule 9 of the Road Traffic (Miscellaneous) Regulations 1999.

Fees for offences against the Private Parking Areas Act 1986 are prescribed within the Act.

### **Parking Permits, Exemptions and Vouchers**

#### Residential Permits:

Transitional (1 year)	^ \$ 16.00
Transitional (2 year)	^ \$ 26.00
Zone Permit Vehicle Specific (1 year)	^ \$ 31.00
Zone Permit Vehicle Specific (2 year)	^ \$ 51.00
Zone Permit Vehicle Specific Pensioners	^ 50% discount
Zone Permit Vehicle Transferrable (1 year)	^ \$ 31.00
Zone Permit Vehicle Transferrable (2 year)	^ \$ 51.00
Zone Permit Vehicle Transferrable Pensioners	^ 50% discount
Street Permit Vehicle Specific (1 year)	^ \$ 31.00
Street Permit Vehicle Specific (2 year)	^ \$ 51.00
Street Permit Vehicle Specific Pensioners	^ 50% discount
Street Permit Transferrable (1 year)	^ \$ 31.00
Street Permit Transferrable (2 year)	^ \$ 51.00
Street Permit Transferrable Pensioners	^ 50% discount

#### Business Permits:

Transferrable (1 year)	^ \$ 203.00
Transferrable (2 year)	^ \$ 386.00

Visitor Parking Permits (12 per book)	^ \$ 16.00 per book
Temporary Tradesperson Parking Permit	No charge
Community Services Parking Permit	No charge
Replacement Permit	^ \$ 11.00

^ Fee is GST free

All fees include GST unless otherwise indicated

## By-Laws

Pursuant to Section 794a(1) of the Local Government Act 1934 and Section 246(5) of the Local Government Act 1999, expiation fees may be fixed by regulation for offences against the regulations, and or offences against by-laws.

Council By-Law No. 1 Permits and Penalties stipulates that the maximum amount is to be paid, pursuant to Section 794a of the Local Government Act 1934 and may be set by Council resolution for by-law offences of a continuing nature.

Expiation fee	^ \$ 185.00
Continuous offence	^ \$ 12.50
Permit to display a banner/sign in accordance with By-Law No. 4 Moveable Signs	
- Application Fee	^ \$ 61.00 *
- Permit Fee	^ \$ 61.00
Release impounded banner/sign/election signs	^ \$ 65.00
Permit for any activity requiring permission under By-Law No. 2 Local Government Land and By-Law 3 Roads	
- Application Fee	^ \$ 80.00 *
- Permit Fee	^ \$ 44.00
Exemption to keep more than the limit on dog numbers in accordance with By-Law No. 5 Dogs	
- Application fee	^ \$ 80.00 *
- Permit fee	^ \$ 20.00

## Local Government Act - Section 221

Under Section 221 of the Local Government Act 1999, Council may authorise to make an alteration to a public road.

### Skip Bins

Application fee	^ \$ 80.00 *
Permit fee	^ \$ 11.00 per day
Extension of duration of permit	^ \$ 30.00 Administration fee plus Permit fee per day for extension duration

### Hoardings

Application fee	^ \$ 80.00 *
Permit fee	^ \$ 11.00 per day
Extension of duration of permit	^ \$ 30.00 Administration fee plus Permit fee per day for extension duration

^ Fee is GST free

All fees include GST unless otherwise indicated

### Local Government Act - Section 222

Under Section 222 of the Local Government Act 1999, Council may authorise by a permit to conduct business on a public road.

Expiation fee for using the public road for business purposes without authorisation is prescribed in Section 222.

#### **Outdoor Dining**

Application fee	Free
Annual permit fee (Setting 1 table and up to 4 chairs)	Free
Transfer fee	Free

#### **Temporary Trading Stands**

Application fee	^ \$ 80.00 *
Permit fee	^ \$ 24.00 duration of authorisation

#### **Mothers Day Flower Sales from Side of Road**

Authorisation fee	^ \$ 80.00 *
Permit Fee	^ \$ 24.00 duration of authorisation

#### **Real Estate Advertising Signs**

Authorisation fee:	
- Residential properties	^ \$ 270.00 duration of authorisation
- Commercial properties	^ \$ 640.00 duration of authorisation

#### **Goods on the Footpath**

Application fee	^ \$ 80.00 *
Annual fees:	
- Up to 2.5 square metres	^ \$ 92.00
- 2.6 - 5.0 square metres	^ \$ 132.00
- 5.1 - 10.0 square metres	^ \$ 183.00
- 10.1 + square metres	^ \$ 301.00
Transfer fee	^ \$ 64.00

#### **Mobile Food Vending Permits**

Application fee	^ \$ 53.00 *
Monthly fee	^ \$ 146.00
Annual fee	^ \$ 1,460.00
Transfer fee	^ \$ 65.00

^ Fee is GST free

All fees include GST unless otherwise indicated

### **Local Government Act *Abandonment of Vehicles***

Expiation fees for abandoning a vehicle are prescribed in Section 236(1) of the Local Government Act 1999.

### ***Removal of Vehicles***

Pursuant to Section 237 of the Local Government Act 1999 Council has the authority to remove a vehicle after 24 hours has expired since placement of a prescribed warning notice.

The fees to be charged for the release of an impounded vehicle will be the actual expenses incurred by Council in connection with the:

- Removal, custody and maintenance of vehicles;
- Motor Vehicle Search - Registered Owner Details;
- Personal Property Security Register;
- Serving, posting or publishing of notices required by the Local Government Act 1999;
- Sale or attempted sale, or otherwise disposal, of vehicles.

### **Road Traffic Act - Section 40N**

Pursuant to Section 40N of the Road Traffic Act 1961 Council has the authority to remove a vehicle unattended or broken down if the vehicle and is in a dangerous position or obstructing:

- causing harm, or creating a risk of harm, to public safety, the environment or road infrastructure
- Causing or likely to an obstruction to traffic or any event lawfully authorised to be held on a road
- Obstructing or hindering, or likely to obstruct or hinder, vehicles from entering or leaving land adjacent to the road

The fees to be charged for the release of an impounded vehicle will be the actual expenses incurred by Council in connection with the:

- Removal, custody and maintenance of vehicles;
- Serving, posting or publishing of notices required by the Road Traffic Act 1961; and
- Sale or attempted sale, or otherwise disposal, of vehicles

### **Environment Protection (Burning) Policy**

Pursuant to Schedule 1 of the Environment Protection (Burning) Policy 1994, burning on domestic premises is prohibited in the City of West Torrens.

Fines and expiation fees are prescribed in Section 34 of the Environment Protection Act 1993. The divisional penalties and expiation fees are, as provided by Section 28A of the *Acts Interpretation Act 1915*.

Clause 5 of the Environment Protection (Burning) Policy 1994 prohibits burning under specific circumstances.

^ Fee is GST free

All fees include GST unless otherwise indicated

**Fire Prevention** (Fire and Emergency Services Act 2005)

Council requires owners or occupiers of property to destroy all inflammable undergrowth.

In the event of non-compliance with a Council order to destroy undergrowth, Council may carry out the requirements and recover costs from the owner or occupier.

To recover costs, each block will be individually assessed.

Expiation fees are prescribed in the Fire and Emergency Services Act 2005.

**Local Nuisance and Litter Control Act 2016 - Orders**  
**Local Nuisance**

Pursuant to Section 18 of the Local Nuisance and Litter Control Act 2016, a person who carries on an activity intentionally or recklessly and with the knowledge that local nuisance will result is guilty of an offence or a person who carries on an activity that results in local nuisance is guilty of an offence.

Expiation fees are prescribed in the Local Nuisance and Litter Control Act 2016.

**Local Nuisance and Litter Control Act 2016 - Anti Pollution Measures**

***Deposit of Litter***

Pursuant to Section 22 of the Local Nuisance and Litter Control Act 2016, any person who deposits litter or goods on any land or into any waters is guilty of an offence.

Expiation fees are prescribed in the Local Nuisance and Litter Control Act 2016.

**Unclaimed Goods Act 1987 - Release of Goods Found in Vehicles**

Where Council has commenced proceedings for the sale or disposal of goods under the Act which were found in a vehicle removed under the authority of Section 237 of the Local Government Act 1999, the fees to be charged for the release of goods will be the actual expenses incurred by Council in connection with the storage and maintaining the goods.

**Late Payment Fee**

Regulation 5(a) of the Expiation of Offences Regulations 1993 prescribes a fee for the late payment of an expiation fee.

**Refunds**

Application fees marked ( \* ) are not refundable when the application has been rejected or not authorised.

^ Fee is GST free

All fees include GST unless otherwise indicated

# CITY OF WEST TORRENS



## **Corporate Publicity and Promotion**

## Commercial Advertising

Council has the ability to receive income from local businesses advertising in its newsletter 'Talking Points'.

Talking Points is published quarterly in January/February, April/May, July/August, October/November and is circulated to households within the City of West Torrens.

Talking Points is A4, full colour, and predominantly features between 20 - 24 pages, however this can be decreased to 16 should the need arise.

Advertising is limited to the following sizes and costs:

### Advertising rates

- Full page - 264mm (height ) x 190mm (width) \$ 460.00
- Half page - 132mm (height) x 190mm (width) \$ 230.00
- Sixth of a page - 132mm (height) x 60mm (width) \$ 77.00

All artwork must be provided as high resolution pdf or eps file.

Council does not allow advertorial to be published in Talking Points.

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated

# CITY OF WEST TORRENS



## **Council Documents**



### Access to Council Documents under the *Local Government Act 1999*

Section 132 and Schedule 5 of the *Local Government Act 1999*, requires Council to allow public access to certain Council documents. These documents are available to the public for inspection free of charge or may be purchased at the charges shown below.

A4 Black and white copies per page	^ \$ 0.20
A4 Colour copies for page	^ \$ 1.00
A3 Black and white copies per page	^ \$ 0.40
A3 Colour copies for page	^ \$ 2.00
A2 Black and white copies per page	^ \$ 10.00
A2 Colour copies for page	^ \$ 10.00
A1 Black and white copies per page	^ \$ 12.50
A1 Colour copies for page	^ \$ 12.50
A0 Black and white copies per page	^ \$ 15.00
A0 Colour copies for page	^ \$ 15.00

A charge of ^ \$ 6.00 applies per individual extract / entry from the following records / registers:

- Assessment Record
- Register of Remuneration, Salaries and Benefits
- Elected Member Register of Returns
- Register of Community Land
- Public Roads Register
- Register of By-laws and Certified Copies
- Register of Delegations / Sub-delegations
- Campaigns Donation Register
- Register of Elected Member Allowances and Benefits
- Elected Members Gifts, Benefits and Hospitality Register
- Council Employees Gifts, Benefits and Hospitality Register

Documents to be made available:

Reviews of Council constitution, wards and boundaries

- Reports on reviews of Council composition or ward structure (Chapter 3 Part 1 Division 2)

Registers and returns

- Registers required under the *Local Government Act 1999* or the *Local Government (Elections) Act 1999*, other than the Register of Interests kept for the purposes of Chapter 7 Part 4 Division 2
- Campaign donation returns under the *Local Government (Elections) Act 1999*

Codes

- Code of Conduct for Assessment Panel Members
- Code of Conduct for Elected Members (Section 63)
- Code of Conduct for Employees (Section 110)
- Code of Practice - Access to Meetings and Documents (Section 92)

^ Fee is GST free

All fees include GST unless otherwise indicated

#### Information and briefing session papers

- Record made by council or chief executive officer relating to an order under section 90(2) (in accordance with section 90A(4)) made at or in relation to an information or briefing session
- Record made by council or chief executive officer of the information that is required to be published as soon as practicable after the holding of an information or briefing session in accordance with section 90A(7)(b)

#### Meeting papers

- Notice and agenda for meetings of the Council, Council Committees and electors
- Minutes of meetings of the Council and Council Committees
- Documents and reports (including attachments and any information or material referred to in the documents or reports) to the Council or a Council Committee that are able to be supplied to members of the public
- Recommendations adopted by resolution of the council
- Schedule of dates, times and places set for meetings of the council or council committee

#### Policy and administrative documents

- Record of delegations under the *Local Government Act 1999* (other than delegations made by the Minister)
- Procurement Council Policy (Section 49)
- Sale and Disposal of Assets Council Policy (section 49)
- Policy for reimbursement of members' expenses
- Strategic management plans
- Annual budget (after adoption by Council)
- Audited financial statements
- Annual report
- Extracts from the Council's assessment record
- List of fees and charges
- Public Consultation Policy (Section 50)
- Management plans for community land
- Order-making policy (Section 259)
- Procedure for Internal Review of Council Decisions (Section 270)
- Charter for subsidiaries established by the Council or for which Council is a constituent Council
- The most recent information statement of the Council under the *Freedom of Information Act 1991*
- Any policy document of the Council within the meaning of the *Freedom of Information Act 1991* (if not already referred to above)

#### By-laws

- By-laws made by the Council (Section 252)
- Any determination in respect of by-law (Section 246(3)(e))

<sup>^</sup> Fee is GST free

All fees include GST unless otherwise indicated

# CITY OF WEST TORRENS



## **Environmental Health Services**

## Local Nuisance and Litter Control Act 2016 - Orders

### Local Nuisance

Pursuant to Section 18 of the Local Nuisance and Litter Control Act 2016, a person who carries on an activity intentionally or recklessly and with the knowledge that local nuisance will result is guilty of an offence or a person who carries on an activity that results in local nuisance is guilty of an offence.

Expiation fees are prescribed in the Local Nuisance and Litter Control Act 2016.

## Local Nuisance and Litter Control Act 2016 - Exemptions

Pursuant to Section 19 of the Local Nuisance and Litter Control Act 2016, a person will be exempt from the application of Section 18 of the Act. A person is required to apply for a declaration under this section to Council for an exemption in respect of a specified activity.

Application Fee	^ \$100.00 *
Extras - e.g. Advertising etc	^ Cost recovery

## Environment Protection (Air Quality) Policy

Fines and expiation fees are prescribed in Section 34 of the Environment Protection Act 1993. The divisional penalties and expiation fees are, as provided by Section 28A of the *Acts Interpretation Act 1915*.

## Environment Protection (Water Quality) Policy

Fines and expiation fees are prescribed in Section 34 of the Environment Protection Act 1993. The divisional penalties and expiation fees are, as provided by Section 28A of the *Acts Interpretation Act 1915*.

## Supported Residential Facilities

Under Section 9 of the Supported Residential Facilities Act 1992, Council is responsible for licensing Supported Residential Facilities within the Council area.

Fees are prescribed and set out in Schedule 1 of the Supported Residential Facilities Regulations 2009.

## Supported Residential Facilities Indemnity Fund

Pursuant to Section 56 of the Supported Residential Facilities Act 1992, the minister must establish the Supported Residential Facilities Indemnity Fund. 10% of licensing fees, expiation fees and fines, will be remitted by Council to the Supported Residential Facilities Indemnity Fund (Regulation 26).

^ Fee is GST free

All fees include GST unless otherwise indicated

## Public Health

Council administers the provisions of various Acts in relation to public health:

- Food Act 2001
- South Australian Public Health Act 2011
- Environment Protection Act 1993

Fines and expiation fees for offences under these Acts are prescribed in the Acts. Fines plus any costs awarded against offenders are paid into Court and remitted to Council.

## High Risk Manufactured Water System

Under Regulation 5 of the South Australian Public Health (Legionella) Regulations 2013, all high risk manufactured water systems situated within the City of West Torrens are required to be registered with Council.

Fees are prescribed by Regulation 21 of the South Australian Public Health (Legionella) Regulations 2013, and set out in Schedule 1 of the Regulations.

The owner of premises where a high risk manufactured water system is installed, is liable to pay Council a fee equal to any expenses incurred by Council in arranging for microbiological testing of water samples from the system.

## Food Premises inspections

Under Regulation 13 of the Food Regulations 2017 a Council may impose an inspection fee for the carrying out of an inspection of any food premises or food transport vehicle. The Regulations impose a maximum inspection fee that must not be exceeded.

### Food Premises Inspections fees

Inspection fees for small businesses	^ \$ 90.50
Inspection fees for large businesses	^ \$ 228.00

### Food Safety Audits fees

Community and charitable organisations

On-site audit	^ \$ 86.00 per hour
Desk-top audit	^ \$ 43.50 per hour
Follow up audit	^ \$ 86.00 per hour

For all other organisations

On-site audit	^ \$ 171.50 per hour
Desk-top audit	^ \$ 86.00 per hour
Follow up audit	^ \$ 171.50 per hour

(Based on 15 minute increments rounded down to the nearest quarter hour)

Food Premises Inspections fees and Food Safety Audit fees are GST free.

^ Fee is GST free

All fees include GST unless otherwise indicated

### Sharps Containers

Council is reimbursed by the recipients of this service

1.4 litre	\$	6.00 per container
3.2 litre	\$	9.30 per container
8 litre	\$	14.30 per container

### Pest Control

Rat bait (6 x 25g packets)	\$	6.50
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### Late Payment Fee

Regulation 5(a) of the Expiation of Offences Regulations 1993 prescribes a fee for the late payment of an expiation fee.

### Refunds

Application fees marked ( \* ) are not refundable when the application has been rejected or not authorised.

^ Fee is GST free

All fees include GST unless otherwise indicated

# CITY OF WEST TORRENS



## **Sundry Fees and Charges**

## Council Overheads

An overheads allocation is included in the cost of works carried out by Council.

As the allocation of time becomes less specific, the overheads allocation percentage becomes greater due to the diversity of overhead charges which must be absorbed by users.

Where relevant the overheads rate includes a charge for:

- Employee on-costs (annual leave, sick leave, long service leave, public holidays, insurance premiums, workers compensation, superannuation)
- Engineering and infrastructure administration
- Depot infrastructure costs
- Other administration

## Overhead Rates

Council employees	80%
Contractors depot	45%
Contractors drainage	10%
Contractors capital works	10%
Contractors road reconstruction	10%
Materials ex store	25%
Direct materials – depot	25%
Fuel and oil	5%
Plant hire	Various

## Rates Arrears and Interest

### *Fine*

Pursuant to Section 181(8) of the Local Government Act 1999, if an instalment of rates is in arrears a fine may be made.

Fine 2% of the amount due

### *Interest*

Following the expiration of one month from the date of arrears, interest on the amount of arrears including the amount of any previous unpaid fine and interest is payable.

Interest is calculated at the “prescribed percentage” - see Section 181(8)(c) and 181(17) of the Local Government Act 1999.

### *Interest on Postponement of Rates - Seniors*

Pursuant to Section 182A(5) of the Local Government Act 1999, interest will accrue on the amount affected by the postponement at the prescribed rate as calculated under Section 182A(12).

### *Reprint of Rate Notices*

A charge of \$ 6.00 applies per reprint request per rate notice.

^ Fee is GST free

All fees include GST unless otherwise indicated