

Appendix A - Fees and Charges Schedule

This appendix presents the fees and charges of a statutory and non-statutory nature which will be charged in respect to various goods and services provided during the 2025/26 year.

Fees and charges are based on information available at the time of publishing and may vary during the financial year subject to any changes in Council's policy or legislation.

The Fees and Charges are grouped by functional area and include:

- Emergency Management
- Environmental Health
- Town Planning
- Building Services
- Domestic and Commercial Waste
- Infrastructure
- Compliance
- Visitor Information Centres & Swimming Pools
- Libraries
- Functions in Council Reserves and Facilities
 - All Reserves and Facilities
 - Victoria Park, Daylesford
 - Wombat Hill Botanic Gardens
 - Lake Daylesford Foreshore
 - Doug Lindsay Reserve
 - Creswick Town Hall
 - Clunes Town Hall
 - Daylesford Town Hall
 - Clunes Community Centre
 - Creswick Hub
 - The Warehouse – Clunes
- Photocopying/Printing
- Rates Information
- Freedom of Information
- Dishonoured Payments

All items include GST, except where denoted with an *

Shading denotes statutory fees as determined by legislation and therefore subject to any change in legislation. Fees for 2025/26 are yet to be determined and will be advised once available.

		Rounded
Fee Unit effective from 1 July 2024 - 30 Jun 2025	16.33	16.40
Penalty Unit effective from 1 July 2024 - 30 Jun 2025	197.59	198.00
Fee Unit effective from 1 July 2023 - 30 Jun 2024	15.90	15.90
Penalty Unit effective from 1 July 2023 - 30 Jun 2024	192.31	193.00

Description of Charge	Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)
Fire Prevention		
Private grass slashing administration fee which is in addition to the contractor's charge	\$200.00	\$209.00
Costs of works to clear property	At contractors cost	At contractors cost
Failing to comply with notice	10 penalty units	10 penalty units

Description of Charge	Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)
Environmental Health Food Act 1984		
New Registrations		
CLASS 1: High risk unpackaged food supplied to vulnerable people Premises include: Child Care, Kindergartens, Aged Care and Nursing Homes	\$685.00	\$1,520.00
CLASS 2: Handling unpackaged high risk potentially hazardous foods		
2(A) Premises include: Large function centres, Manufacturers, Supermarkets, and restaurants employing more than 20 staff	\$615.00	\$1,034.00
2(B) Premises include: Restaurants, cafes, caterers, supermarkets, home based manufacturer, takeaway outlets employing less than 20 staff	\$615.00	\$1,034.00
2(C) Premises include: Prep and cooking of potentially hazardous foods for immediate consumption at accommodation getaway premises.	\$414.00	\$850.00
2(D) Premises include: Community groups, sporting clubs serving full meals	\$216.00	\$265.00
CLASS 3: Handling and supplying low risk unpackaged foods		
(A) Milk Bars, Convenience Stores, Fruit Stall, Pre-packaged and home based manufacturer.	\$365.00	\$400.00
(B) Seasonal Kiosks, Community Groups, Sporting Clubs (½ Annual Fee of Class 3(A))	\$155.00	\$265.00
(C) Food distribution, manufacturer, large warehouse	\$567.00	\$1,034.00
CLASS 3A: Handling and supplying low risk unpackaged foods and high risk packaged foods		
(A) (A) Accommodation Getaways - premises who cook and serve potentially hazardous food. Must not be prepared >2hrs in advance	\$414.00	\$657.00
(B) (B) Home based or temporary food premises making chutneys, jams and relishes	\$365.00	\$400.00

Description of Charge	Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)
CLASS 4: Low risk to public health packaged food (includes Newsagents, Pharmacies, Video Stores)(Notification Form required to be completed and submitted to Council	Fee Exempt	Fee Exempt
Non-Compliant Food Premises – Inspection Fees		
Inspection Fee for Non-Compliant Food Premises – Class 2	\$253.00	\$264.00
Inspection Fee for Non-Compliant Food Premises – Class 3	\$253.00	\$264.00
Inspection Fee for Non-Compliant Food Premises – Class 3A	\$253.00	\$264.00
FoodTrader (Temporary and Mobile Premises)		
Class 2 Food Vehicle or Stall (community group)	\$197.00	\$250.00
Class 2 Food Vehicle or Stall (Business)	\$475.00	\$550.00
Class 2 (second food vehicle or stall of the same nature)	\$238.00	\$265.00
Class 2 (food vehicle or stall linked to a fixed premises)	\$238.00	\$265.00
Class 3 Food Vehicle or Stall (business)	\$305.00	\$425.00
Class 3 Food Vehicle or Stall (community group)	\$152.00	\$190.00
Business (1 event for no more than 2 consecutive days)	\$104.00	\$200.00
Community Group/Fundraiser (1 event for no more than 2 consecutive days)	\$52.00	\$60.00
Other Fees		
New Business Registration	150% of annual registration fee	150% of annual registration fee
New Business Fast Track - registration required in 5 business days or less	\$253.00	\$500.00
Food Sampling Fee - requests from businesses and resample of non-compliant samples	\$200.00	\$250.00
Late Fee - applicable to renewal of registration if renewal fee is not received within 14 days of the due date	50% of annual registration fee	50% of annual registration fee

Description of Charge	Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)
Renewal of Registrations		
Failure to Renew from 30 days of expiry	2024/25 Charge (determined by Penalty Units)	5 Penalty Units for a person and 10 Penalty Units for a Body Corporate. 2025/2026 Penalty unit TBA
CLASS 1: High risk unpackaged food supplied to vulnerable people Premises include: Child Care, Kindergartens, Aged Care and Nursing Homes	\$685.00	\$1,010.00
CLASS 2: Handling unpackaged high risk potentially hazardous foods		
2(A) Premises include: Large function centres, Manufacturers, Supermarkets, and restaurants employing more than 20 staff	\$615.00	\$677.00
2(B) Premises include: Restaurants, cafes, caterers, supermarkets, home based manufacturer, takeaway outlets employing less than 20 staff	\$615.00	\$677.00
2(C) Premises include: Prep and cooking of potentially hazardous foods for immediate consumption at accommodation getaway premises.	\$414.00	\$455.00
2(D) Premises include: Community groups, sporting clubs serving full meals	\$216.00	\$238.00
CLASS 3: Handling and supplying low risk unpackaged foods		
(A) Milk Bars, Convenience Stores, Fruit Stall, Pre-packaged and home based manufacturer.	\$365.00	\$402.00
(B) Seasonal Kiosks, Community Groups, Sporting Clubs (½ Annual Fee of Class 3(A))	\$155.00	\$171.00
(C) Food distribution, manufacturer, large warehouse	\$567.00	\$624.00
CLASS 3A: Handling and supplying low risk unpackaged foods and high risk packaged foods		
(A) (A)Accommodation Getaways - premises who cook and serve potentially hazardous food. Must not be prepared >2hrs in advance	\$414.00	\$455.00

Description of Charge	Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)
(B) (B) Home based or temporary food premises making chutneys, jams and relishes	\$365.00	\$402.00
CLASS 4: Low risk to public health packaged food (includes Newsagents, Pharmacies, Video Stores) (Notification Form required to be completed and submitted to Council)	Fee Exempt	Fee Exempt
Non-Compliant Food Premises – Inspection Fees		
Inspection Fee for Non-Compliant Food Premises – Class 2	\$253.00	\$264.00
Inspection Fee for Non-Compliant Food Premises – Class 3	\$253.00	\$264.00
Inspection Fee for Non-Compliant Food Premises – Class 3A	\$253.00	\$264.00
FoodTrader (Temporary and Mobile Premises)		
Class 2 Food Vehicle or Stall (Community Group)	\$197.00	\$217.00
Class 2 Food Vehicle or Stall (Business)	\$475.00	\$523.00
Class 2 (second food vehicle or stall of the same nature)	\$238.00	\$262.00
Class 2 (food vehicle or stall linked to a fixed premises)	\$238.00	\$262.00
Class 3 Food Vehicle or Stall (business)	\$305.00	\$336.00
Class 3 Food Vehicle or Stall (community group)	\$152.00	\$167.00
Business (1 event for no more than 2 consecutive days)	\$104.00	\$114.00
Community Group/Fundraiser (1 event for no more than 2 consecutive days)	\$52.00	\$57.00
Other Fees		
Late Fee - applicable to renewal of registration if the renewal fee is not received within 14 days of the due date	50% of annual registration fee	50% of annual registration fee

Description of Charge	Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)
Public Health and Wellbeing Act 2008		
Beauty premises, day spa, nails and hair removal premises *	\$357.00	\$500.00
Skin Penetration - tattooing and piercing *	\$420.00	\$500.00
Prescribed Accommodation – hotels/motels, recreation camps, B&Bs (NOT self contained or exclusive use of Units, Villas, Houses)*		
6 to 10 persons*	\$347.00	\$450.00
Over 50 persons*	\$417.00	\$1,000.00
New Hair Dresser registration	\$303.00	\$450.00
New Business Registration	150% of annual registration fee	150% of annual registration fee
Transfer of Registration of Public Health and Wellbeing Premises	50% of annual registration fee	50% of annual registration fee
Late Fee - applicable to renewal of registration if the renewal fee is not received within 14 days of the due date	50% of the annual registration fee	50% of the annual registration fee
Residential Tenancies Act 1970		
Caravan Parks* (3 Yearly Fee)	As per Schedule 5 of the Residential Tenancies Act	As per Schedule 5 of the Residential Tenancies Act
Transfer of Registration*	\$81.60 (5 Fee Units)	TBA (5 Fee Units)
Public Health and Wellbeing Regulations 2019		
Category 1 Aquatic Facilities annual registration fee	\$227.00	\$237.00
Transfer of Registration Category 1 Aquatic Facilities	50% of annual registration fee	50% of annual registration fee

Description of Charge	Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)
Environment Protection Act 2017		
Special Visit – Pre-purchase inspections *	\$300.00	\$314.00
Special Visit – Pre-purchase inspections within 48 hours*	\$450.00	\$470.00
New Septic Tank systems* Regulation 196 (1)b	\$798.20 48.88 Fee Units	TBA 48.88 Fee Units
Major alteration to septic system N/A see New Septic tank systems e.g. increasing wastewater field, replacing an existing system	\$798.20 48.88 Fee Units	TBA 48.88 Fee Units
Minor alteration to septic system. Regulation 196 (1)a e.g. connecting new internal plumbing fixtures	\$608.30 37.25 Fee Units	TBA 37.25 Fee Units
Transfer onsite wastewater management system permit, Regulation 197	\$162.20 9.93 Fee Units	TBA 9.93 Fee Units
Fee to amend onsite wastewater management system permit. Regulation 198	\$169.50 10.38 Fee Units	TBA 10.38 Fee Units
Exception Fee for onsite wastewater management system permit. Regulation 199	\$239.60 14.67 Fee Units	TBA 14.67 Fee Units
If Council assessment exceeds 2.6 hours, an additional fee of 5.94 fee units for each hour os assessment over. Regulation 199	5.94 fee units per additional hour	5.94 fee units per additional hour
Renewal Fee for onsite wastewater management system permit Regulation 200	\$135.70 8.31 Fee Units	TBA 8.31 Fee Units
Extension of Time for Septic Permit	\$302.00	\$316.00

Description of Charge	Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)
General Fees		
Property Enquiries/Plan Search – Commercial (site history/copies of permits/copies of endorse plans/etc)*	\$248.00	\$259.00
Property Enquiries/Plan Search – Residential (site history/copies of permits/copies of endorse plans/etc)*	\$112.00	\$117.00
Written request for General Advice	\$300.00	\$314.00
Special request for inspection – septic, food premises	\$300.00	\$314.00
Note: Full registration fees are to be paid up until 31 August. Registrations after this date, i.e. from 1 September onwards are only required to pay 50% of the full fee.		

UNIT FEE FOR JULY 2025 TBA

Description of Charge		Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)
Part 1: Prescribed Statutory Fees (subject to change by State Government)			
Fees for amendment to planning scheme (regulation 6)			
Stage			
1	For: a) considering a request to amend a planning scheme; and b) taking action required by Division 1 of Part 3 of the Act; and c) considering any submissions which do not seek a change to the amendment; and d) if applicable, abandoning the amendment	(206 fees units)	(206 fees units)
	(i) up to and including 10 submissions which seek a change to an amendment and where necessary referring the submissions to a panel; or	(1021 fee units)	(1021 fee units)
	(ii) 11 to (and including) 20 submissions which seek a change to an amendment and where necessary referring the submissions to a panel; or	(2040 fee units)	(2040 fee units)
	(iii) Submissions that exceed 20 submissions which seek a change to an amendment, and where necessary referring the submissions to a panel; and	(2727 fee units)	(2727 fee units)
	b) providing assistance to a panel in accordance with section 158 of the Act; and c) making a submission to a panel appointed under Part 8 of the Act at a hearing referred to in section 24(b) of the Act; and d) considering the panel's report in accordance with section 27 of the Act; and e) after considering submissions and the panel's report, abandoning the amendment.		
3	For: a) adopting the amendment or part of the amendment in accordance with section 29 of the Act; and b) submitting the amendment for approval by the Minister in accordance with section 31 of the Act; and c) giving the notice of the approval of the amendment required by section 36(2) of the Act.	\$530.70 (32.5 fee units) if the Minister is not the planning authority	TBA (32.5 fee units) if the Minister is not the planning authority
Applications for Permits under section 47 of the Planning and Environment Act (Regulation 9)			
Class	Type of Application		
1	Amendment to a permit to change the use of land allowed by the permit or allow a new use of land	(89 fee units)	(89 fee units)
2	To develop land for a single dwelling per lot or use and develop land for a single dwelling per lot and undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 7 permit or a permit to subdivide or consolidate land) if the estimated cost of development is \$10,000 or less	(13.5 fee units)	(13.5 fee units)
3	To develop land for a single dwelling per lot or use and develop land for a single dwelling per lot and undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 8 permit or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$10,000 but not more than \$100,000	(42.5 fee units)	(42.5 fee units)
4	To develop land for a single dwelling per lot or use and develop land for a single dwelling per lot and undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 8 permit or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$100,000 but not more than \$500,000	(87 fee units)	(87 fee units)
5	To develop land for a single dwelling per lot or use and develop land for a single dwelling per lot and undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 8 permit or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$500,000 but not more than \$1,000,000	(94 fee units)	(94 fee units)
6	To develop land for a single dwelling per lot or use and develop land for a single dwelling per lot and undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 8 permit or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$1,000,000 but not more than \$2,000,000	(101 fee units)	(101 fee units)
7	VicSmart application if the estimated cost of development is \$10,000 or less	(13.5 fee units)	(13.5 fee units)

Description of Charge		Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)
8	VicSmart application if the estimated cost of development is more than \$10,000	(29 fee units)	(29 fee units)
9	VicSmart application to subdivide or consolidate land	(13.5 fee units)	(13.5 fee units)
10	VicSmart application other than class 7, class 8 or class 9 permit	(13.5 fee units)	(13.5 fee units)
11	To develop land (other than a class 2, class 3, class 7 or class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is less than \$100,000	(77.5 fee units)	(77.5 fee units)
12	To develop land (other than a class 4, class 5, or class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$100,000 and not more than \$1,000,000	(104.5 fee units)	(104.5 fee units)
13	To develop land (other than a class 6 or class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$1,000,000 and not more than \$5,000,000	(230.5 fee units)	(230.5 fee units)
14	To develop land (other than a class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$5,000,000 and not more than \$15,000,000	(587.5 fee units)	(587.5 fee units)
15	To develop land (other than a class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$15,000,000 and not more than \$50,000,000	(1,732.5 fee units)	(1,732.5 fee units)
16	To develop land (other than a class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$50,000,000	(3,894 fee units)	(3,894 fee units)
17	To subdivide an existing building (other than a class 9 permit)	(89 fee units)	(89 fee units)
18	To subdivide land into 2 lots (other than a class 9 or class 16 permit)	(89 fee units)	(89 fee units)
19	To effect a realignment of a common boundary between lots or consolidate 2 or more lots (other than a class 9 permit)	(89 fee units)	(89 fee units)
20	Subdivide land (other than a class 9, class 16, class 17 or class 18 permit)	Per 100 lots created (89 fee units per 100 lots created)	Per 100 lots created (89 fee units per 100 lots created)
21	To: a) create, vary or remove a restriction within the meaning of the Subdivision Act 1988; or b) create or remove a right of way; or c) create, vary or remove an easement other than a right of way; or d) vary or remove a condition in the nature of an easement (other than right of way) in a Crown grant.	(89 fee units)	(89 fee units)
22	All items include GST, except where denoted with an *	(89 fee units)	(89 fee units)

Description of Charge		Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)
Applications to amend permits under section 72 of the Planning and Environment Act 1987 (Regulation 11)			
Class	Type of Application		
1	Amendment to a permit to change the use of land allowed by the permit or allow a new use of land	(89 fee units)	(89 fee units)
2	Amendment to a permit (other than a permit to develop land for a single dwelling per lot or to use and develop land for a single dwelling per lot or to undertake development ancillary to the use of land for a single dwelling per lot) to change the statement of what the permit allows or to change any or all of the conditions which apply to the permit.	(89 fee units)	(89 fee units)
3	Amendment to a class 2, class 3, class 4, class 5 or class 6 permit, * if the cost of any additional development permitted by the amendment is \$10,000 or less	(13.5 fee units)	(13.5 fee units)
4	Amendment to a class 2, class 3, class 4, class 5 or class 6 permit, * if the cost of any additional development permitted by the amendment is more than \$10,000 but not more than \$100,000	(42.5 fee units)	(42.5 fee units)
5	Amendment to a class 2, class 3, class 4, class 5 or class 6 permit, * if the cost of any additional development permitted by the amendment is more than \$100,00 but not more than \$500,000	(87 fee units)	(87 fee units)
6	Amendment to a class 2, class 3, class 4, class 5 or class 6 permit, * if the cost of any additional development permitted by the amendment is more than \$500,000	(94 fee units)	(94 fee units)
7	Amendment to a permit * that is the subject of VicSmart application, if the estimated cost of the additional development is \$10,000 or less	(13.5 fee units)	(13.5 fee units)
8	Amendment to a permit * that is the subject of VicSmart application, if the estimated cost of the additional development is more than \$10,000	(29 fee units)	(29 fee units)
9	Amendment to a class 9 permit	(13.5 fee units)	(13.5 fee units)
10	Amendment to a class 10 permit	(13.5 fee units)	(13.5 fee units)
11	Amendment to a class 11, class 12, class 13, class 14, class 15 or class 16 permit * if the estimated cost of the additional development to be permitted by the amendment is \$100,000 or less	(104.5 fee units)	(104.5 fee units)
12	Amendment to a class 12, class 13, class 14, class 15 or class 16 permit * if the estimated cost of any additional development to be permitted by the amendment is more than \$100,000 but not more than \$1,000,000	(230.5 fee units)	(230.5 fee units)
13	Amendment to a class 11, class 12, class 13, class 14, class 15 or class 16 permit * if the estimated cost of any additional development to be permitted by the amendment is more than \$1,000,000	(89 fee units)	(89 fee units)
14	Amendment to a class 17 permit	(89 fee units)	(89 fee units)
15	Amendment to a class 18 permit	(89 fee units)	(89 fee units)
16	Amendment to a class 19 permit	(89 fee units)	(89 fee units)
17	Amendment to a class 20 permit	(89 fee units)	(89 fee units)
18	Amendment to a class 21 permit	(89 fee units)	(89 fee units)
19	Amendment to a class 22 permit	(89 fee units)	(89 fee units)

Description of Charge		Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)
Other Statutory Fees			
Regulation	Type of Application		
10	For combined permit applications	Sum of the highest of the fees which would have applied if separate applications were made and 50% of each of the other fees which would have applied if separate applications were made.	
12	Amend an application for a permit or an application to amend a permit	a) Under section 57A(3)(a) of the Act the fee to amend an application for a permit after notice is given is 40% of the application fee for that class of permit set out in the Table at regulation 9 b) Under section 57A(3)(a) of the Act the fee to amend an application to amend a permit after notice is given is 40% of the application fee for that class of permit set out in the Table at regulation 11 and any additional fee under c) below c) If an application to amend an application for a permit or amend an application to amend a permit has the effect of changing the class of that permit to a new class, having a higher application fee set out in the Table to regulation 9. the applicant must pay an additional fee being the difference the original class of application and the amended class of permit	
13	For a combined application to amend permit	The sum of the highest of the fees which would have applied if separate applications were made and 50% of each of the other fees which would have applied if separate applications were made.	
14	For a combined permit and planning scheme amendment	Under section 96A(4)(a) of the Act: The sum of the highest of the fees which would have applied if separate applications were made and 50% of each of the other fees which would have applied if separate applications were made.	
15	For a certificate of compliance	(22 fee units)	(22 fee units)
16	For an agreement to a proposal to amend or end an agreement under section 173 of the Act	(44.5 fee units)	(44.5 fee units)
17	Where a planning scheme specifies that a matter must be done to the satisfaction of a responsible authority, Minister, public authority or municipal council		

Description of Charge	Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)
Part 2: Administrative Charges (Non Statutory Fees)		
Enquiries		
Written request for Heritage Control advice	\$185.00	\$194.00
Written request for Demolition Control advice (Section 29A – Form 8)	\$185.00	\$194.00
Written request for General Planning advice	\$185.00	\$194.00
Request a copy of a planning permit (on site archives - From 2012 onwards)	\$57.00	\$60.00
Request a copy of a planning permit (off site archives - Pre 2012)	\$239.00	\$347.00
Pre application advice including written response		\$250.00
Extension		
Extension of time (first request)	\$304.00	\$318.00
Extension of time (second request)	\$452.00	\$473.00
Extension of time (third and subsequent requests)	\$677.00	\$708.00
Refunds		
Cancellation/withdrawal of application when no work carried out	Refund ¾ of application fee	Refund ¾ of application fee
Cancellation/withdrawal after direction to advertise but before commenced	Refund ½ of application fee	Refund ½ of application fee
Cancellation/withdrawal after advertising commenced	No Refund	No Refund
Cancellation/withdrawal due to prohibited proposal (written planning advice will be provided)	\$175.00	\$183.00
Other fees		
Condition Plan assessment - First Submission (plans submitted for endorsement as required by conditions of a planning permit)	\$0.00	\$0.00
Condition Plan assessment - Second and subsequent submission (plans submitted for endorsement as required by conditions of a planning permit)	\$114.00	\$120.00
Preparation and registration of section 173 agreement	\$1,408.00	\$2,500.00
Review of Section 173 Agreement not prepared by Council	Invoice to applicant Re-coup full costs	Invoice to applicant Re-coup full costs
Secondary Consent (first request)	\$304.00	\$318.00
Secondary Consent (subsequent requests)		\$467.00
Miscellaneous Planning Consent	\$452.00	\$473.00
Advertising		
Advertising – A3 Notice	\$125.00	\$131.00
Advertising – Letters to adjoining owners	\$66.00	\$69.00
Advertising – Notice in Newspaper	Invoice to applicant Re-coup full costs	Invoice to applicant Re-coup full costs

NOTES**Statutory Fees**

These fees are cumulative unless otherwise stated.

If your application or request falls into several categories the highest fee and half the lower fee are payable.

Administrative charges for photocopying and printing

These charges are in accordance with those published by Hepburn Shire Council and subject to amendment.

Please contact the Planning Customer Service for the list of charges.

The preceding sections are a summary of the fees prescribed under the Planning and Environment (Fees) Regulations 2016, and is not a complete representation of these Regulations or other legislative provisions. Reference should be made to the Regulations to obtain the complete wording of individual fee Regulations and other Regulations (which include waiving and rebating provisions). Please visit www.planning.vic.gov.au for more details on the Planning and Environment (Fees) Regulations 2016 setting out the new fees and the Planning and Environment Act 1987.

Shading denotes statutory fees as determined by legislation and therefore subject to any change in legislation.

Fee for amending a planning permit application depends on the Schedule of fees as per the Planning & Environment Regulations (Fees).

Fee for lodging amended subdivision plans at certification stage depends on the schedule of fees as per the Planning & Environment Regulations (Fees).

The non-statutory fees are above the benchmark for the surrounding municipalities. A policy is to be formed to determine future non stat fees rises.

Description of Charge	Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)
Residential		
New Dwelling	\$648.00 plus \$6.15 per m ² (plus levy & lodgement fee) (Minimum \$1,104.00)	\$648.00 plus \$6.15 per m ² (plus levy & lodgement fee) (Minimum \$1,154)
Alteration to Dwelling	\$648.00 plus \$6.15 per m ² (plus levy & lodgement fee) (Minimum \$1,104.00)	\$648.00 plus \$6.15 per m ² (plus levy & lodgement fee) (Minimum \$1,154)
Addition to a Dwelling	\$648.00 plus \$6.15 per m ² (plus levy & lodgement fee) (Minimum \$1,104.00)	\$648.00 plus \$6.15 per m ² (plus levy & lodgement fee) (Minimum \$1,154)
Garages/Carports up to \$10,000	\$621.00 (plus lodgement fee)	\$ 649.00 (plus lodgement fee)
Garages/Carports over \$10,000	\$702.00 (plus lodgement fee & levy)	\$733.00 (plus lodgement fee & levy)
Swimming Pools	\$688.00	\$719.00
Restump	\$434.00	\$454.00
Building Reg 326 (2) statutory fee	\$52.10 (3.19 fee units)	TBA (3.19 fee units)
Lodgement Fees (Payable on Council & Private Building Surveyor Projects)*	\$134.40 (8.23 fee units)	TBA (8.23 fee units)
Conducting an assessment for compliance under AS3959 (Bushfire Code)	\$380.00	\$398.00
Commercial/Industrial		
All works under \$5,000	\$603.00	\$631.00
Works valued \$5,000 – \$30,000	\$900.00	\$941.00
Works valued \$30,000 – \$250,000	\$Cost x 0.4% plus \$1,035	\$Cost x 0.4% plus \$1,082
Works valued \$250,000 – \$500,000	\$Cost x 0.25% plus \$2,070	\$Cost x 0.25% plus \$2,164
Works valued over \$500,000	\$Cost x 0.25% plus \$2,070	\$Cost x 0.25% plus \$2,164
Lodgement Fees (Commercial/Industrial)*	\$44.90 (2.75 fee units)	TBA (2.75 fee units)
Demolition		
Single Storey Building	\$782.00 plus Sec 29A fee \$75.10 (4.6 fee units)	\$782.00 plus Sec 29A fee TBA (4.6 fee units)
Any other building more than one storey	\$1252.00 plus Sec 29A fee \$75.10 (4.6 fee units)	\$1252.00 plus Sec 29A fee TBA (4.6 fee units)
Other Permits/Services		
Fences and signs	\$363.00	\$380.00
Swimming Pool Reports (Existing)	\$345.00	\$361.00
Request for variation of siting*	\$320.20 (19.61 fee units)	TBA (19.61 fee units)
Any other service not otherwise provided for (per Hour)	\$293.00	\$307.00
Extension of Time for a Permit	\$304.00	\$318.00
Amendment to a Building Permit	\$333.00	\$348.00
Inspection associated with lapsed permits (per inspection)	\$243.00	\$254.00
State Government Building Levy	\$1.28 per	TBA per
Cost recovery of levy*	\$1,000 of construction value	\$1,000 of construction value

Description of Charge	Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)
Requests for Information		
Property Certificates (last 10 years information)*		
Temporary Structures	\$333.00	\$348.00
Copies of Plans from Building files*	\$243.00	\$254.00
Written Advice	\$184.00	\$193.00
Any other service	\$125.00	\$131.00
Swimming Pools and Spas		
Pool or Spa registration fee	\$35.10	TBA
Information Search fee	\$52.10	TBA
Lodgement of a certificate of compliance	\$22.55	TBA
Lodgement of a certificate of non-compliance	\$395.20	TBA
Other Fees		
Issue Building Notice	No Charge	No Charge
Issue Building Order	\$900.00	\$941.00

2025/26 Statutory Fees: The value of a fee unit is TBA and the value of a penalty unit is \$TBA

NOTES:

1. Square metres calculated on total floor
2. Cost of works determined by Relevant Building Surveyor, unless contract applies.
3. All fees quoted (unless determined by legislation) are a minimum basis.

Shading denotes statutory fees as determined by legislation and therefore subject to any change in legislation.

Description of Charge	Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)
Domestic Waste & Recyclables		
Standard Garbage Bag (approx. 120 litre)	\$11.00	\$12.00
Car/Boot Load (½ m³ max)	\$33.00	\$35.00
Utility/Small Trailer (1.0 m³ max)	\$66.00	\$70.00
Other Loads that are non-commercial / m³ *	\$66.00	\$70.00
Commercial or Industrial Waste	Not accepted	Not accepted
Clean Green Waste up to 240L bin	\$7.00	\$8.00
Clean Green Waste up to ½ m³	\$14.00	\$16.00
Clean Green Waste / m³	\$28.00	\$32.00
Food Organics up to 12L bucket	\$5.00	\$6.00
Food Organics 120L bin	\$7.00	\$8.00
Woody Weeds / m³	Not accepted	Not accepted
Comingled recyclables - up to 240L bin	\$11.00	\$12.00
Comingled recyclables - ½ m³	\$22.00	\$23.00
Comingled recyclables - per m³	\$44.00	\$46.00
Glass up to 120L	\$5.00	\$6.00
Separated recyclable cardboard & paper	No charge	No charge
Tyres		
Car	\$10.00	\$12.00
Light Truck	\$38.00	\$40.00
Truck	\$74.00	\$78.00
Tractor – Small	\$154.00	\$161.00
Tractor – Large	\$236.00	\$247.00
Rims only	No charge	No charge
Other		
Paint 4L container or smaller #	\$4.00	\$5.00
Paint 5L container or smaller #	\$7.00	\$8.00
Empty paint containers - Recyclable	No charge	No charge
Oil	No charge	No charge
Batteries	No charge	No charge
Scrap steel	No charge	No charge
Non ferrous metals	No charge	No charge
Car bodies	No charge	No charge
Refrigerators and freezers (Degassed/Gassed)	\$23.00	\$25.00
Televisions / Computer *	No charge	No charge
Other E-Waste Item	No charge	No charge
Concrete Rubble - per Cubic Metre	\$83.00	\$87.00
Mattresses	\$34.00	\$36.00

*Note: loads are charged pro-rata based on cubic cost

Council has delegated to the CEO the ability to reduce charges for paint drop off to zero subject to a suitable paint disposal scheme being implemented. This change would be reflected in the salvaging guidelines.

Description of Charge	Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)
Legal Point of Discharge*	TBC (9.77 fee units)	TBA (9.77 fee units)
Consent to Work on Road where speed greater than 50 kph		
Works on road, shoulder or pathway (max speed greater than 50 kph)	TBC (43.1 fee units)	TBA (43.1 fee units)
Road but NOT on roadway, shoulder or pathway	TBC (23.5 fee units)	TBA (23.5 fee units)
Minor works but NOT on a road, shoulder or pathway	TBC (6 fee units)	TBA (6 fee units)
Consent to Work on Road where speed not more than 50 kph		
Works on road, shoulder or pathway	\$373.65 (23.5 fee units)	TBA (23.5 fee units)
Road but NOT on roadway, shoulder or pathway	\$95.40 (6 fee units)	TBA (6 fee units)
Minor works on a road, shoulder or pathway	\$147.85 (9.3 fee units)	TBA (9.3 fee units)
Minor works but NOT on a road, shoulder or pathway	\$95.40 (6 fee units)	TBA (6 fee units)
Street Signage (Tourist Accommodation)		
Blade supply and installation	\$265.00	\$277.00
Blade plus pole supply and installation	\$333.00	\$348.00
Road Discontinuance Fee		
Road Discontinuance Fee	\$750.00	\$784.00
Vic Roads signage installation		
One pole	\$239.00	\$276.00
Two poles	\$260.00	\$272.00
Land Use Activity Agreements LUAA		
Facilitation fee - Advisory	\$431.00	\$451.00
Facilitation fee - Negotiation and other	\$1,615.00	\$1,688.00
Water Sensitive Urban Design Contribution WSUD		
Standard sizes subdivision 450 sq/m to 2000 sq/m. Minimum contribution \$1,600.00	\$8.30 per sq/m	\$8.70 per sq/m
High density subdivision less than 450 sq/m. Minimum contribution \$1,600.00	\$10.40 per sq/m	\$10.90 per sq/m
Industrial/Commercial development. Minimum contribution \$1,600.00	\$10.40 per sq/m	\$10.90 per sq/m
Low density subdivision larger than 2000 sq/m. Minimum contribution \$1,600.00	\$1.05 per sq/m	\$1.10 per sq/m
Minimum contribution fee is \$1,600 including when a partial contribution is made		
Partial contributions will be based on the amount of treatment that will not be met with proposed stormwater treatment infrastructure. For example, if a treatment will achieve 80% then the partial contribution will be 20% of the rate based on the development type.		
Shading denotes statutory fees as determined by legislation and therefore subject to any change in legislation.		

Description of Charge	Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)
Animal Registration Fees		
Dog – Full fee*	\$166.00	\$174.00
Dog – Discounted fee*#	\$48.00	\$51.00
Pension- 50% of the category the dog is in	\$24.00	\$26.00
Dog - Dangerous / restricted breed fee	\$434.00	\$454.00
Dog - Kept for breeding at a registered domestic animal business	\$166.00	\$174.00
Dog - 1st year registration 50% of fee	\$83.00	\$87.00
Dog - 1st year registration free Discounted fee*#	\$0.00	\$0.00
Cat – Full fee*	\$149.00	\$156.00
Cat – Discounted fee*#	\$44.00	\$46.00
Pension- 50% of the category the cat is in	\$22.00	\$23.00
Cat - 1st year registration 50% of fee	\$74.00	\$78.00
Cat - 1st year registration free Discounted fee*#	\$0.00	\$0.00
Cat - Kept for breeding at a registered domestic animal business	\$149.00	\$156.00
Replacement Tag	\$10.00	\$11.00
Domestic animal business registration*	\$284.00	\$297.00
Domestic animal business - New Registration*	150% of annual registration fee	150% of annual registration fee
Animal Reclaim Fee* (From Pound)	\$0.00	\$300.00
Community Foster Care Network Registration	\$41.00	\$43.00
#The discounted fees only apply if the animal meets eligibility criteria (ie. Micro-chipped and desexed)		
Medium animals (sheep/goats)*	\$17.00 per day, per animal	\$30.00 per day, per animal
Large animals (cows/horses)*	\$23.00 per day, per animal	\$50.00 per day, per animal
Sustenance fees	At cost	At cost
Identification tags	At cost	At cost
Transport contractor fees	At cost	At cost
Other incurred expenses (vet care, euthanasia, carcass disposal etc)	At cost	At cost
Live Stock Impounding - Release Fees		
Medium animals (sheep/goats)*	up to 3: \$65.00 4 or over: \$125.00	up to 3: \$90.00 4 or over: \$200.00
Large animals (cows/horses)*	up to 3: \$125.00 4 or over: \$340.00	up to 3: \$131.00 4 or over: \$355
Abandoned Vehicles		
Impounded vehicle release fee	\$179.00	\$250.00
Towing contractor fees	At contractors cost	At contractors cost
Parking Fines		
Overstaying time*	\$39.50 (0.2 penalty unit)	TBA (0.2 penalty unit)
In No Parking area*	N/A	N/A
Not within parking bay*	N/A	N/A
Not completely within parking bay*	N/A	N/A
Stopped in a No Stopping area*	\$197.60 (1 penalty unit)	TBA (1 penalty unit)
Stopped in a parking area for the charging of electric vehicles*	\$118.60 (0.6 penalty unit)	TBA (0.6 penalty unit)
Stopped in a parking area for people with disabilities*	\$197.60 (1 penalty unit)	TBA (1 penalty unit)

Description of Charge	Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)
Other		
Tradesperson Parking Permit*	\$33.00 per day	\$40.00 per day
A-Frame Signage*	\$93.00 per year	\$100.00 per year
Outdoor Dining - Seating*	CBD & Non CBD Seating up to 6 seats \$187 per year	CBD & Non CBD Seating up to 6 seats \$195 per year
	CBD & Non CBD Seating 7-12 seats \$341 per year	CBD & Non CBD Seating 7-12 seats \$357 per year
	CBD & Non CBD Seating over 13 seats \$566 per year	CBD & Non CBD Seating over 13 seats \$592 per year
Goods for Display or Sale*	CBD & Non CBD \$156 per year	CBD & Non CBD \$163 per year
Wind Barriers*	CBD & Non CBD \$92 per year	CBD & Non CBD \$96 per year
Other items - such as planter boxes, heaters, umbrellas, decorative items etc	\$88 per year	\$92 per year
Late Fee - Applicable to renewal of permits if the renewal fee is not received within 14 days of the due date	50% of annual permit fee	50% of annual permit fee
Cat Cage Hire*	\$100 Bond refundable on return of cage \$5.00 per day late fee if kept beyond 5 business days	N/A
Skip Bin Permit	\$135.00 per week or part thereof	\$145.00 per week or part thereof
Busking Permit	\$25.00 per day \$125.00 per year	\$30.00 per day \$140.00 per year
Street Stalls ⁺	\$50.00 per day	\$50.00 per day
Hoarding / Fencing Permit	\$135.00 per week or part thereof	\$150.00 per week or part thereof
Excess Animals Permit	\$132.00	\$140.00
Itinerant Trader - other than Policy 19	\$540 (annual) \$180 (up to 1 week)	\$565 (annual) \$190 (up to 1 week)
Occupation of Road for Works	\$135 per week or part thereof	\$150 per week or part thereof
Roadside Grazing Permit (per year)	\$122	\$130
Droving for a Distance > 2km	\$189	\$200
Realestate agent directional sign (per franchise/year)	\$230	\$250
Other Advertising Signs (per event) - includes event signage, election signage, or other temporary signage	\$37	\$40
Clothing Bins	\$145	\$150
Open Air Burning (per day)	\$27	\$30

Description of Charge	Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)
Camping in a public place (per day/per campsite)	\$26	\$30
Camping on private land (for a period not exceeding 12 months) - includes camping, caravans and removable dwellings	\$118	\$250
Other Local Law Permits (not separately identified) issued in accordance with the provisions of General Local Law No 2	\$145	\$152
Firewood Collection	No Charge	No Charge
Firewood Collection - Non Residents	\$32.00	\$34
Planting Vegetation	No Charge	No Charge
Farm Gate Sale	No Charge	No Charge
Late Fee - applicable if application is received with less than 5 business days to process the permit	50% of permit fee	50% of permit fee
+ Fees will be waived for Community Not for Profit organisations on application		

2025/26 Penalty Unit is TBA

Description of Charge	Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)
VISITOR INFORMATION CENTRES		
Basic	\$0.00	\$0.00
Premium	\$185.00	\$194.00
<i>Premium website listing with multiple categories and multiple VIC brochure display</i>		
<i>Previous membership options will be simplified, with the new "Visit Hepburn Shire website", businesses will need to sign up to the Australia Tourism data Warehouse (ATDW) (external site) to list on this site. This sign up will also provide them with a listing on many other tourism sites (the cost of this is \$295.00 paid directly to ATDW, which will mean once this is implemented there will be no fee/charge in Hepburn schedule).</i>		
SWIMMING POOLS		
Child Day Entry	\$0.00	\$0.00
Adults Day Entry		\$0.00
Spectators Day Entry	\$0.00	\$0.00
Private Function Per Day	\$1,139.00	\$1,200.00
School Entry per student	\$5.00	\$5.20

Description of Charge	Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)
LIBRARIES		
Fines	N/A	N/A
Holds	Free (Maximum of 30 holds)	Free (Maximum of 30 holds)
Inter Library Loans	\$4.70 plus other charges	\$ 4.91 plus other charges incurred*
Inter Library Loans - Universities	\$26.00	\$28.00
Photocopying A3 per side	\$0.65	\$0.65
Photocopying A4 per side	\$0.35	\$0.35
Colour printing A4 per side	\$0.55	\$0.55
Colour printing A3 per side	\$1.10	\$1.10
Scanning	Free	Free
Lost or damaged items	Cost of replacement plus processing fee	Cost of replacement plus processing fee
Processing fee	\$7.40	\$8.00
Debt Collection charge	\$19.20	\$21.00
Book Club Package		
• Private Book Club	\$185 per club per year	N/A
• Library Book Club	\$70.00 per person per year	\$73.15 per person per year
Book Sales	From \$0.60 per item	From \$0.60 per item
Events	Variable fee from Free to \$100.00	Variable fee from Free to \$105.00
Note: GST is applicable unless it is the copying of official documents.		

Description of Charge	Fee/Charge 2024/25 (inc GST)			Fee/Charge 2025/26 (inc GST)		
ALL RESERVES AND FACILITIES						
	* Community	Not for Profit / Government	Private or Commercial	* Community	Not for Profit / Government	Private or Commercial
BONDS						
Insurance admin fee (if no Certificate of Currency is provided) {charged once per annum for regular users}	\$67.00	\$67.00	\$67.00	\$71.00	\$71.00	\$71.00
ALL RESERVES						
	* Community	Not for Profit / Government	Private or Commercial	* Community	Not for Profit / Government	Private or Commercial
	Hourly	Hourly	Hourly	Hourly	Hourly	Hourly
Personal Training Subject to LTA	\$25.00	\$25.00	\$25.00	\$27.00	\$27.00	\$27.00
DOUG LINDSAY RESERVE						
No fee waiver is applicable to the hire of this venue - refer Council Policy 48						
	Local Community	Not for Profit / Government	Private or Commercial	Local Community	Not for Profit / Government	Private or Commercial
	Hourly	Hourly	Hourly	Hourly	Hourly	Hourly
Function + Kitchen	\$9.00	\$16.00	\$43.00	\$20.00	\$30.00	\$50.00
VICTORIA PARK DAYLESFORD						
No fee waiver is applicable to the hire of this venue - refer Council Policy 48						
	Local Community	Not for Profit / Government	Private or Commercial	Local Community	Not for Profit / Government	Private or Commercial
	Hourly	Hourly	Hourly	Hourly	Hourly	Hourly
Function + Kitchen	\$9.00	\$16.00	\$43.00	\$20.00	\$30.00	\$50.00
Function + Kitchen with alcohol	N/A	N/A	N/A	N/A	N/A	N/A
WOMBAT HILL BOTANIC GARDENS						
	Local Community	Not for Profit / Government	Private or Commercial	Local Community	Not for Profit / Government	Private or Commercial
	Hourly	Hourly	Hourly	Hourly	Hourly	Hourly
Wedding Hourly Rate	\$28.00	\$28.00	\$28.00	\$100.00	\$100.00	\$100.00
LAKE DAYLESFORD FORESHORE						
	Local Community	Not for Profit / Government	Private or Commercial	Local Community	Not for Profit / Government	Private or Commercial
Wedding Hourly Rate	\$28.00	\$28.00	\$28.00	\$100.00	\$100.00	\$100.00
CRESWICK TOWN HALL						
	* Community	Not for Profit / Government	Private or Commercial	* Community	Not for Profit / Government	Private or Commercial
Hepburn Shire Community Not for Profit						
	Hourly	Hourly	Hourly	Hourly	Hourly	Hourly
Rehearsals/Regular user	\$4.50	\$6.75	\$9.00	\$10.00	\$20.00	\$50.00
Regular User - Use of Kitchen	\$8.00	\$12.00	\$16.00	\$10.00	\$20.00	\$50.00
Meetings	\$8.00	\$12.00	\$16.00	\$10.00	\$20.00	\$50.00
Functions – Use of Kitchen	\$21.50	\$32.25	\$43.00	\$30.00	\$50.00	\$100.00

Description of Charge	Fee/Charge 2024/25 (inc GST)			Fee/Charge 2025/26 (inc GST)		
CLUNES TOWN HALL						
	* Community	Not for Profit / Government	Private or Commercial	* Community	Not for Profit / Government	Private or Commercial
Hepburn Shire Community Not for Profit						
	Hourly	Hourly	Hourly	Hourly	Hourly	Hourly
Rehearsals/Regular user (no Kitchen Use)	\$8.00	\$12.00	\$16.00	\$10.00	\$20.00	\$50.00
Regular User - Use of Kitchen	\$8.00	\$12.00	\$16.00	\$10.00	\$20.00	\$50.00
Meetings / Functions (no Kitchen Use)	\$8.00	\$12.00	\$16.00	\$20.00	\$30.00	\$50.00
Functions – Use of Kitchen	\$19.00	\$28.50	\$38.00	\$30.00	\$50.00	\$100.00
THE MECHANICS TRENTHAM						
	* Community	Not for Profit / Government	Private or Commercial	* Community	Not for Profit / Government	Private or Commercial
	Hourly	Hourly	Hourly	Hourly	Hourly	Hourly
Community Hall + Kit's Kitchen	\$37.00	\$55.50	\$74.00	\$40.00	\$60.00	\$100.00
Loddon River Room - Bulatjal Yaluk	\$15.00	\$22.50	\$30.00	\$16.00	\$25.00	\$40.00
Campaspe River Room - Yaluk	\$10.00	\$15.00	\$20.00	\$11.00	\$16.00	\$21.00
Coliban River Room - Dindilong Yaluk	\$7.50	\$11.25	\$15.00	\$10.00	\$15.00	\$30.00
Puggles Room - Bupuwuk Yulawila	\$10.00	\$15.00	\$20.00	\$11.00	\$16.00	\$21.00
Kit's kitchen - kitchen hire with room hire	\$5.00	\$7.50	\$10.00	\$10.00	\$10.00	\$20.00
Kit's kitchen - kitchen hire only	\$15.00	\$22.50	\$30.00	\$16.00	\$25.00	\$40.00
Insurance admin fee (if no Certificate of Currency is provided) {charged once per annum for regular users}	\$67.00	\$67.00	\$67.00	\$70.00	\$70.00	\$70.00
Function with alcohol	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DAYLESFORD TOWN HALL						
	*Community	Not for Profit / Government	Private or Commercial	*Community	Not for Profit / Government	Private or Commercial
Hepburn Shire Community - Not for Profit						
	Hourly	Hourly	Hourly	Hourly	Hourly	Hourly
Rehearsals	\$8.00	\$12.00	\$16.00	\$10.00	\$20.00	\$40.00
Meetings	\$8.00	\$12.00	\$16.00	\$8.00	\$12.00	\$16.00
Functions and set up days	\$19.00	\$28.50	\$38.00	\$25.00	\$35.00	\$50.00
Function with alcohol	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Senior Citizens Room	\$8.00	\$12.00	\$16.00	\$10.00	\$20.00	\$40.00
PA System	\$7.50	\$11.25	\$15.00	\$10.00	\$20.00	\$30.00
CLUNES COMMUNITY CENTRE						
	*Community	Not for Profit / Government	Private or Commercial	Local Community	Not for Profit / Government	Private or Commercial
No fee waiver is applicable to the hire of this venue - refer Council Policy 48						
Oval Lights (per hour)						
	Hourly	Hourly	Hourly	Hourly	Hourly	Hourly
Rehearsals/Regular User	\$8.00	\$12.00	\$16.00	\$10.00	\$20.00	\$50.00
Meetings	\$8.00	\$12.00	\$16.00	\$10.00	\$20.00	\$50.00
Functions	\$19.00	\$28.50	\$38.00	\$20.00	\$30.00	\$50.00
Function with alcohol (1 Day or part there of)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

*Community refers to groups located outside Hepburn Shire Council boundaries.

Description of Charge	Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)		
Djuwang Baring - Events		Event application fee	Peak Season (September to April)	Low Season (May to August) (subject to seasonal closure)
Community Event (any number of participants)	New Fee - 2025/26 Financial Year	\$65.00	\$0.00	\$0.00
Small Commercial Event (Up to 200 Participants)	New Fee - 2025/26 Financial Year	\$200.00	\$2,000.00	\$1,000.00
Medium Commercial Event (200 - 500 Participants)	New Fee - 2025/26 Financial Year	\$300.00	\$3,000.00	\$1,500.00
Large Commercial Event (Over 500 Participants)	New Fee - 2025/26 Financial Year	\$400.00	\$5,000.00	\$3,000.00
Major Event - National/State	New Fee - 2025/26 Financial Year	\$450.00	\$10,000.00	\$8,000.00

Description of Charge	Fee/Charge 2024/25 (inc GST)			Fee/Charge 2025/26 (inc GST)		
CRESWICK HUB - MEETING ROOM OFFICE HOURS ONLY						
	* Community	Not for Profit / Government	Private or Commercial	* Community	Not for Profit / Government	Private or Commercial
	Hourly	Hourly	Hourly	Hourly	Hourly	Hourly
No fee waiver is applicable to the hire of this venue - refer Council Policy 48						
Regular (per hour)	\$19.00	\$28.50	\$38.00	\$20.00	\$30.00	\$40.00
Casual (per hour)	\$31.00	\$46.50	\$62.00	\$33.00	\$49.00	\$65.00
Saturday Morning (per hour) Not Public Holidays	\$37.00	\$55.50	\$74.00	\$39.00	\$58.00	\$78.00
THE WAREHOUSE - CLUNES						
	* Community	Not for Profit / Government	Private or Commercial	* Community	Not for Profit / Government	Private or Commercial
	Hourly	Hourly	Hourly	Hourly	Hourly	Hourly
No fee waiver is applicable to the hire of this venue - refer Council Policy 48						
COMMUNITY MEETING ROOM - ULLUMBURRA						
Regular (per hour)	\$19.00	\$28.50	\$38.00	\$20.00	\$30.00	\$40.00
Casual (per hour)	\$31.00	\$46.50	\$62.00	\$33.00	\$49.00	\$65.00
Weekend (per hour) Fri evenings, Sat, Sun & Public Holidays	\$37.00	\$55.50	\$74.00	\$39.00	\$58.00	\$78.00
COMMUNITY ACTIVITY ROOM - ESMOND GALLERY						
Regular (per hour)	\$19.00	\$28.50	\$38.00	\$20.00	\$30.00	\$40.00
Casual (per hour)	\$31.00	\$46.50	\$62.00	\$33.00	\$49.00	\$65.00
Weekend (per hour) Fri evenings, Sat, Sun & Public Holidays	\$37.00	\$55.50	\$74.00	\$39.00	\$58.00	\$78.00
Weekly Hire	\$1,373.96	\$2,060.94	\$2,747.93	\$1,436.00	\$2,154.00	\$2,872.00
ALL OTHER FACILITIES NOT PREVIOUSLY LISTED						
Regular (per hour)	\$19.00	\$28.50	\$38.00	\$20.00	\$30.00	\$40.00
Casual (per hour)	\$31.00	\$46.50	\$62.00	\$33.00	\$49.00	\$65.00
Weekend (per hour) Fri evenings, Sat, Sun & Public Holidays	\$37.00	\$55.50	\$74.00	\$39.00	\$58.00	\$78.00

*Community refers to groups located outside Hepburn Shire Council boundaries.

A minimum hire of one hour will be charged to allow for set up and pack up.

Description of Charge	Fee/Charge 2024/25 (inc GST)	Fee/Charge 2025/26 (inc GST)
PHOTOCOPYING/PRINTING		
A4 per side – Black & White	\$0.35	\$0.40
A4 per side – Colour	\$0.55	\$0.60
A3 per side – Black & White	\$0.65	\$0.70
A3 per side – Colour	\$1.05	\$1.10
Note: GST is applicable unless copying official documents.		
RATES INFORMATION		
Land information certificate* 1.82 fee units	\$28.90 (1.82 fee units)	TBA (1.82 fee units)
Urgent Land information certificate	\$44.00	\$50.00
Duplicate/Reprint Rates Notice	\$19.00	\$25.00
Rate search 15 years	\$80.00	\$90.00
Rate search 30 Years	\$156.00	\$170.00
FREEDOM OF INFORMATION		
Online documentation, search time at the pay rate of the Council officer searching for documentation	Calculated per request	Calculated per request
Freedom of information access supervision fee (per ¼ hr)*	\$24.50 (1.5 fee units) per hour or part of an hour	TBA (1.5 fee units) per hour or part of an hour
Freedom of information search fee (per hr)*	\$24.50 (1.5 fee units) per hour or part of an hour	TBA (1.5 fee units) per hour or part of an hour
Photocopying Charge (Black & White A4)	\$0.20	\$0.20
Freedom of Information lodgement fee*	\$32.70 (2 fee units)	TBA (2 fee units)
Other charges may apply, as per the Freedom of Information (Access Charges) Regulations 2014		
DISHONoured PAYMENTS		
Direct Debit fee	\$11.00	\$15.00
Dishonoured Cheque Fee	\$11.00	\$15.00