

Title: **Revenue - Fees and Charges**
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1	20\2501	23/02/10	Adopted
2	21\2655	30/09/14	Adopted

1 Policy Summary

The policy sets forth the basis used by the City of Darwin in determining fees and charges made for the provision of a range of services provided by the Council. The policy also provides guidance for revenue management procedures within Council. In this regard the policy is not prescriptive by nature but provides management with guidance in developing a structured approach to setting an appropriate fee for individual services.

(For the avoidance of doubt the policy is not limited to fees and charges and can also be used as a general guide to revenue funding in the absence of any other more specific or relevant Council revenue policies or procedures. Ultimately Council should make the decisions on fees and charges based on what it sees as the particular merits at the time after considering the principles and rationale in this policy. The issues may be complex.)

2 Policy Objectives

The purpose of this policy is to inform users, general public and other stakeholders of the purpose of charging for services and the rationale used in determining those charges.

3 Background

The Council will levy a range of fees and charges each year as detailed within the Annual Schedule of Fees and Charges. In accordance with “user pays” principles, fees are introduced to offset the cost of service provision, or in the case of commercial activities to realise a reasonable rate of return on assets employed by Council, in order to support the provision of services and to alleviate the burden that would otherwise be unfairly placed upon general ratepayers.

The legislative basis for fees is found in the Local Government Act (S157), and associated Regulations and By-Laws, which provide that Council may charge and recover an approved fee for any service it provides, including the following:

- Supplying a service, facility, product or commodity;
- Giving information;

- Providing a service in connection with the exercise of the Council's regulatory functions – including receiving an application for approval, granting an approval or consent, making an inspection and issuing a certificate, licence or registration;
- Allowing admission to any structure or place; and
- Undertaking private works.

4 Policy Statement

Guidelines for Fee Setting

In accordance with “user pays” principles, fees are introduced to offset the cost of service provision, or in the case of commercial activities to realise a reasonable rate of return on assets employed by Council, in order to support the provision of services and to alleviate the burden that would otherwise be unfairly placed upon general ratepayers.

Therefore, in setting the price for each fee or charge, Council will give due consideration to the following factors:

- Whether or not the service is for private works;
- Whether or not the price is dictated by legislation;
- Whether or not the primary purpose is to promote law and order;
- Whether the goods or services are provided on a commercial basis and if so market prices for similar services; and
- Whether or not the goods and services are provided on a non-commercial basis i.e. as part of a normal function of Council.

In all cases Council will give regard to:

- The importance of the service to the community;
- The capacity of the user to pay; and
- The actual cost of providing the service including both direct and indirect costs.

Council will then classify the fee or charge in accordance with the following pricing policies:

- Legislative - Prices are dictated by legislation
- Market - Council provides the good/service in a competitive environment. Market Price in relation to Council is normally full cost recovery plus an element of profit to a prescribed level (however it is not precluded that the Council may not achieve full cost recovery and based on the particular merits it may make a decision to continue with that particular service).
- Full Cost - Council intends to fully recover the direct, indirect and overhead cost of provision
- Partial Cost - Council intends to partially recover the cost of provision
- Free Cost - The good/service will be delivered free of charge

The pricing policy (see immediately above) adopted in each case is disclosed each year in the Schedule of Fees and Charges.

All fees are quoted in “GST inclusive” terms as this is the relevant price to the customer. However many fees have been specifically exempted by the GST legislation or have been assessed under the Australian Taxation Office guidelines as being exempt from GST.

Fees that are exempted from GST are disclosed each year in the Schedule of Fees and Charges.

Classification of Fees and Charges and Pricing Policies

The following provides information for stakeholders and guidance for Council revenue management procedures as to the general classification of fees and charges and the pricing policy that generally is adopted for each classification. In general, the quantum of each fee reflects as far as, and as accurately as possible, the actual cost of providing the services and facilities.

Fees for the provision of Private Works

Council can undertake limited works on private land in relation to clearance of overgrown allotments. Whilst council does such work when requested, it does not openly solicit such business. Other works are the initial installation or remediation of existing driveways, although these works provide a benefit to private land they are usually carried out on Council controlled land adjacent to private land.

Pricing Policy

Council will recover the Full Cost of performing such services.

Fees for services that are Legislated

Legislated fees are those that are set by an Act or Regulation. Examples are the exclusive right of burial fee which is governed by the Cemeteries Act, or provision of information (Freedom of Information) governed under the Information Act.

Council has no option but to charge the prescribed rate for these charges. However, Council should attempt to ensure that costs in relation to the administration of the fee and performance of the underlying service are recovered. If the cost of the service exceeds the total fees earned Council will consider lobbying the Government or relevant statutory authority to increase the fee.

Pricing Policy

Council will charge the legislated fee

Fees for services that are related to Public Law and Order

These fees relate to services provided primarily to maintain law and order. An example of this type of fee is animal registration and related fees. In setting these fees Council will consider need to consider the effectiveness of the existing fees in regulating behaviour and maintaining law and order and the balance between each of the fees charged.

Pricing Policy

Council will recover the Full Cost of administering and enforcing the related laws.

Fees for services that can be provided by alternate Commercial Providers

These fees relate to services provided by Council but the public can obtain similar services from commercial service operators. These services can be further classified as:

Core Services

These are services which the Council is legally required to provide but which can also be outsourced to competitively priced local commercial operators. Council will need to give consideration to the full cost of providing the service compared with the costs of outsourced service provision.

Pricing Policy

Council will charge a Market Price aimed where possible to recover full cost plus an element of profit.

Non-core Services

These are discretionary services that can also be provided directly to the public by a number of commercial organisations. Examples are the photocopying, and faxing services offered by the Library. Council needs to review the need for continuation of non-core services and the equivalent commercial fees when setting prices.

Pricing Policy

Council will charge a Market Price aimed to recover full cost plus an element of profit.

Fees for services provided as a normal function of Council

These fees relate to services provided by Council for which there are no viable commercial operators.

These services can be further classified as:

Compulsory Services – Requiring Significant Council Infrastructure

These are services that require the support of significant infrastructure and which the public are required to use as there are no significant commercially operated alternatives.

An example is the residential waste disposal service which is charged as part of the City's rates. In setting fees for this service Council needs to be mindful of the ultimate cost of replacement of the asset and the utilization of the service provided by the facility.

Pricing Policy

Council will charge Full Cost including a provision for asset replacement.

Elective Services – Requiring Significant Council Infrastructure

Elective services are those which members of the public use as a matter of choice. Examples are fees charged for the use of the Council's sporting facilities. Council needs to take into account the long term replacement of these facilities as well as the need to encourage or limit the use such facilities.

Pricing Policy

Council will charge Full Cost up to a level of perceived fee resistance. If Full Cost is not recovered, then the fee is classified as Partial Cost.

Community Service Obligations

Many of the services provided by Council are by way of community service obligations and as such are funded by rates, grants or contributions. The public uses these services on an elective basis and as such there is the opportunity to recover a portion of the cost of providing these services by implementing user charges. An example is the provision of public swimming pool facilities. Council will consider the full costs of delivering the services, the level of usage, the opportunity for grants or other subsidies, alternative service providers and comparability with other jurisdictions when setting charges for these services.

Pricing Policy

Council will charge Full Cost up to a level of perceived fee resistance. If Full Cost is not recovered, then the fee is classified as Partial Cost.

The Council provides a broad range of services and has developed a suite of over 450 separate charges designed to ensure that the overall cost of service delivery is covered or subsidised. Many services can be described under more than one of the categories discussed in this section.

Guidance provided in this policy as to the classification and pricing policy should be used as a flexible tool for developing a structured approach to setting an appropriate fee for individual services, rather than a prescriptive methodology.

Procedures for Proposing and Reviewing Fees and Charges

Fees and Charges will be reviewed annually to coincide with the preparation of Council's Municipal Plan and Annual Budget.

To assist in this process the following Schedules are attached:

- Schedule 1 – Classification of Fees and Charges – Defines the classification of each of the existing fees and Charges in accordance with this policy and whether or not GST is applicable

The process for determination of Annual Fees will be:

ACTION	RESPONSIBILITY
1. Finance Section will initiate the review of Fees and Charges as part of the Business Plan/Annual Budget Process	Manager Finance
2. Schedule 1 – Classification of Fees and Charges will be reviewed for modification to the proposed classification of individual charges	Manager Finance
4. Officers will review the charges for which they are responsible in accordance with the classification of the charge and with reference to previous years' charges	Responsible Officer
5. Schedule 3 – Guidelines for Developing Fees Strategies will provide assistance to responsible persons of the considerations that should be made when determining the appropriate fee for the coming year.	Responsible Officer
6. If a new fee is proposed, or if it proposed that an old fee be discontinued, then the responsible person will make a proposal justifying the action which will be endorsed by their General Manager and forwarded to the General Manager City Performance for review by the Executive Leadership Team and recommendation to Council.	Responsible Officer
7. When completed the Finance Section review the proposed charges and compile the Schedule of Fee and Charges for endorsement as part of the Budget Approval process.	Manager Finance
8 Assistance should be sought from the Manager Finance at any time during the year in determining appropriate fees, particularly in relation to inclusion of appropriate asset replacement costs	Manager Finance

Schedule 1

CLASSIFICATION OF FEES AND CHARGES CLASSIFICATION OF FEES AND CHARGES

Service Description	Pricing Code	GST
Administration Fees		
Assessment Record Inspection Fee	Free	0%
Rate Search Fee	Full Cost	0%
Urgent Rate Search Fee	Full Cost	0%
Reprint of Rate Notice – Current rating year	Full Cost	10%
Reprint of Rate Notice – Prior Rating Years	Full Cost	10%
Provision of written confirmation	Full Cost	
Sale of Municipal Plan	Free	0%
Dishonoured cheque/direct debit fees	Full Cost	
Preparation of Licence & Agreement Conditions –Prepared By Solicitor	Solicitor Costs	10%
Preparation of Licence & Agreement Conditions –In-house	Full Cost	10%
Research/Retrieval of Council Records	Full Cost	10%
Cancellation of Hire of Council Facilities	Full Cost	10%
Sale of Council Minutes	Full Cost	10%
Applications Under Freedom of Information		
FOI Personal Information – Application Fee	Free	0%
FOI Personal Information – Supervised Inspection – First 2 Hours	Free	0%
FOI Personal Information – Supervised Inspection – Per Hour Thereafter	Full Cost	10%
FOI Non Personal Information – Application Fee	Full Cost	10%
FOI Non Personal Information – Processing Fee	Full Cost	10%
FOI No Personal Information – Packaging, Postage Costs	Full Cost	10%
FOI Non Personal Information – Documentation Copies	Full Cost	10%
Advertising Signs		
Signs on Private/Public Land Requiring a Permit - Application	Full Cost	10%
Signs on Private/Public Land Requiring a Permit – Removal/Custody/Release	Full Cost	10%
Signs on Public Land Requiring a Permit – Rate per Year	Full Cost	0%
Banner sites – Permit Fee per Week- Commercial	Market	0%
Banner sites – Permit Fee per Week – Non Profit Organisation	Full Cost	0%
Banner sites – Release Fee for unauthorised signs	Full Cost	10%
Banner sites – Cancellation Fee	Full Cost	10%
Street Light Banners – Erect Maintain & Remove per banner	Full Cost	0%
Mindil Carnival Area		
Mindil Beach Flood Lights – per day	Full Cost	10%
Mindil Beach per day	Full Cost	10%
Mindil Beach Security & Cleaning deposit	Full Cost	0%
Bins – Additional Domestic Manual Service		
Supply of Additional Domestic Manual Service – per year	Market	10%

Car Parks		
West Lane Car Park Casual Parking – Mon to Fri up to 7 hrs	Market	10%
Car Parks		
West Lane Car Park Casual Parking – Mon to Fri up to 7 hrs	Market	10%
West Lane Car Park Casual Parking – Mon to Fri over 7 hrs	Market	10%
West Lane Car Park Casual Parking – Mon to Fri Early Bird	Market	10%
West Lane Car Park Casual Parking – Mon to Thurs overnight	Market	10%
West Lane Car Park Casual Parking – Saturday, Sunday, Pub hols	Free	0%
West Lane Car Park Parking – 6 Months Lease	Market	10%
West Lane Car Park Parking – Annual Lease	Market	10%
West Lane Car Park – Additional, Replacement Permit/Card	Full Cost	10%
West Lane Car Park – Release of Vehicle	Full Cost	10%
Car Parks Cav, Nicholls, McLachlan Stott, Darwin Oval – Daily	Market	10%
Car Parks Cav, Nicholls, McLachlan Stott, Darwin Oval – Annual	Market	10%
Car Parks Cav, Nicholls, McLachlan Stott, Darwin Oval – Additional/Replacement Permit	Full Cost	10%
Car Parks Cav, Nicholls, McLachlan Stott, Darwin Oval – Permit Parking 6 mths	Market	10%
Car Parks McMinn, Daly, Mitchell – Entrance Fee	Market	10%
Car Parks McMinn, Daly, Mitchell – Permit Parking /annum	Market	10%
Car Parks McMinn, Daly, Mitchell – Additional/Replacement Permit	Full Cost	10%
Car Parks McMinn, Daly, Mitchell – Permit Parking 6 months	Market	10%
Chinatown Car Park Casual Parking – Mon to Fri up to 7 hrs	Market	10%
Chinatown Car Park Casual Parking – Mon to Fri over 7 hrs	Market	10%
Chinatown Car Park Casual Parking – Mon to Fri Early Bird	Market	10%
Chinatown Car Park Casual Parking – Saturday, Sunday	Free	0%
Chinatown Car Park Casual Parking – Mon to Thurs overnight	Market	10%
Chinatown Car Park Casual Parking – 6 Months Lease	Market	10%
Chinatown Car Park Casual Parking – Annual Lease	Market	10%
Chinatown Car Park Casual Parking – Additional/Replacement Permit	Full Cost	10%
Chinatown Car Park Casual Parking – Motorcycles	Free	0%
Chinatown Car Park Casual Parking – Release of Vehicle	Full Cost	10%
Chinatown Car Park Casual Parking – Bicycle Pod Access per key	Market	10%
Chinatown Car Park Casual Parking – Bicycle Pod Access key Dep	Full Cost	10%
Metered on Street Car Parking Zone A	Market	10%
Metered on Street Car Parking Zone B	Market	10%
Metered on Street Car Parking Zone C	Market	10%
Metered on Street Car Parking Maximum Daily Charge	Market	10%
Metered on Street Car Parking All Day Public Holidays and Weekends	Free	0%
Cemetery Charges		
Reserved Graves - 1st Internment – Excavation & ground maint	Full Cost	10%
Reserved Graves – 2nd Internment – Excavation & ground maint	Full Cost	10%
Extra Depth	Full Cost	10%
Internment of Ashes	Full Cost	10%
Issue of Exclusive Right of Burial Certificate – Reservation only	Full Cost	0%
Issue of Exclusive Right of Burial Certificate – Admission Fee	Full Cost	0%
Transfer of Exclusive Rights Certificate/Reservation – Administration Fee	Full Cost	10%
Exhumation Fee of Remains	Full Cost	10%
Rock Breaker Charge	Full Cost	10%
Erection of Headstone – Permit Fee	Full Cost	0%

Erection of Headstone – Installation on Standard Site	Full Cost	10%
Concrete Head beam (Foundation)	Full Cost	10%
Funeral Service Provider Annual Permit Fee	Full Cost	0%
Miscellaneous Labour Rate – per hour	Full Cost	10%
Commission Paid to Funeral Directors for fee collection	Full Cost	10%
After Hours Surcharge	Full Cost	10%
Ministerial Approved Burials – Second Internment	Full Cost	10%
Ministerial Approved Burials – Third Internment	Full Cost	10%
Ministerial Approved Burials – Concrete Seal	Full Cost	10%
Ministerial Approved Burials – Grave Investigation	Full Cost	10%
Ministerial Approved Burials – Administration Charge	Full Cost	10%
Memorial/Niche Wall - Reservation	Full Cost	10%
Memorial/Niche Wall – Interment of Ashes & Plaque Permit	Full Cost	10%
Memorial/Niche Wall – Remove/Instal for 2 nd Interment	Full Cost	10%
Memorial/Niche Wall – Transfer of Reservation	Full Cost	10%
Memorial/Niche Wall – Supply of Plaque	Full Cost	10%
Memorial/Niche Wall – Alterations to Plaque for 2 nd Interment	Full Cost	10%
Community Events		
Healthy Darwin – Program Participation Fee	Full Cost	10%
Community Centre Charges		
Lyons Community Centre – Entire Centre – Private Functions	Full Cost	10%
Lyons Community Centre – Hall Area Hire	Full Cost	10%
Lyons Community Centre – Outdoor Area Hire	Full Cost	10%
Lyons Community Centre – Cleaning/Security/Key Deposit	Full Cost	10%
Lyons Community Centre – Storage Area	Full Cost	10%
Malak Community Centre – Entire Centre	Full Cost	10%
Malak Community Centre – Large Area Hire – 2 hour minimum charge	Full Cost	10%
Malak Community Centre – Large Area Hire – per hour thereafter	Full Cost	10%
Malak Community Centre – Large Area Hire – all day any until 5.00pm	Full Cost	10%
Malak Community Centre – Small Area Hire – 2 hour minimum charge	Full Cost	10%
Malak Community Centre – Small Area Hire – per hour thereafter	Full Cost	10%
Malak Community Centre – Small Area Hire – all day any until 5.00pm	Full Cost	10%
Malak Community Centre –Cleaning & Security Deposit	Full Cost	0%
Malak Community Centre – Small Area Hire – Key Deposit	Full Cost	0%
Malak Community Centre – Storage Area	Full Cost	10%
Nightcliff Community Centre – Hall Hire	Full Cost	10%
Nightcliff Community Centre – Meeting Room – 2 hour minimum charge	Full Cost	10%
Nightcliff Community Centre – Meeting Room – per hour thereafter	Full Cost	10%
Nightcliff Community Centre – Meeting Room – all day any day until 5.00pm	Full Cost	10%
Nightcliff Community Centre – Outdoor Area Hire – 2 hour minimum charge	Full Cost	10%
Nightcliff Community Centre – Outdoor Area Hire – per hour thereafter	Full Cost	10%
Nightcliff Community Centre – Office Tenancies – Office rental per annum	Full Cost	10%
Nightcliff Community Centre – Office Tenancies – use of meeting room for office users	Full Cost	10%
Nightcliff Community Centre – Cleaning & Security Deposit	Full Cost	0%

Nightcliff Community Centre – Key Deposit	Full Cost	0%
Nightcliff Community Centre – Storage Cages	Full Cost	10%
Nightcliff Community Centre – Storage Rooms per m2 per annum	Full Cost	10%
Dog/Cat Fees & Charges		
Dog Registration – Entire Dog	Full Cost	0%
Dog Registration De-Sexed Dog	Partial Cost	0%
Dog Registration – Declared Dog Category 1	Full Cost	0%
Dog Registration – Declared Dog Category 2	Full Cost	0%
Dog Registration – Declared Dog Category 3	Full Cost	0%
Cat Registration – Entire Cat	Full Cost	0%
Cat Registration – De-sexed Cat	Partial Cost	0%
Concessions – Guide Dog (Entire & De-sexed)	Full Cost	0%
Concession – Pensioners (Aged Invalid only), TPI – Entire Dog/Cat	Full Cost	0%
Concession – Pensioners (Aged Invalid only), TPI – De-sexed Dog/Cat	Full Cost	0%
Concession – NACA Members – Entire Dog	Full Cost	0%
Dog Licence Fee – Licence to keep more than 2 dogs	Full Cost	0%
Cat License Fee – License to keep more than 2 cats	Full Cost	0%
Microchipping Fee – Dogs and Cats	Full Cost	10%
Cat Trap – Refundable Deposit	Full Cost	0%
Impounding – Registered Dogs Release Fee	Full Cost	0%
Impounding – Unregistered Dogs Release Fee	Full Cost	0%
Impounding – Additional Fee if dog impounding is outside Council hours	Full Cost	0%
Impounding – Seizure fee for unregistered dogs	Full Cost	0%
Impounding – Registered Cat Release Fee	Full Cost	0%
Impounding – Unregistered Cat Release Fee	Full Cost	0%
Impounding – Additional Fee if cat impounding is outside Council hours	Full Cost	0%
Impounding – Maintenance Fee for each Cat after 4 days	Full Cost	0%
Impounding – Maintenance Fee for each Dog after 4 days	Full Cost	0%
Impounding – Seizure Fee for Unregistered Cat	Full Cost	0%
Dangerous Dog Identification – Small Collar	Full Cost	10%
Dangerous Dog Identification – Medium Collar	Full Cost	10%
Dangerous Dog Identification – Large Collar	Full Cost	10%
Entertainment Equipment Hire		
Fun and Games Equipment - Loan	Free	0%
Fun and Games Equipment – Security Deposit	Full Cost	0%
Youth Stage Kit - Loan	Full Cost	10%
Youth Stage Kit – Security Deposit	Full Cost	0%
Gig Gear – Loan	Full Cost	10%
Gig Gear – Security Deposit	Full Cost	0%
Small PA System – Loan	Full Cost	10%
Small PA System – Security Deposit	Full Cost	0%

Gardens Amphitheatre

Booking Fee – Non Profit Organisations- Performance	Partial Cost	10%
Booking Fee – Non Profit Organisations- Rehearsal	Partial Cost	10%
Booking Fee – Commercial Operations- Rehearsal	Market	10%
Booking Fee – Commercial Operations – First Performance – night/day	Market	10%
Booking Fee – Commercial Operations – Sequential Performance – nights/days	Market	10%
Wedding Receptions/Ceremonies Private Functions	Partial Cost	10%
Local Hirers Fee – Audiences <500 persons	Partial Cost	10%
Cancellation Fee – within 6 months of event date	Full Cost	10%
Security Deposit – Non –Profit Organisation	Full Cost	0%
Security Deposit – Commercial Operations	Market	0%
Key Deposit – Non Profit Organisation	Full Cost	0%
Key Deposit – Commercial Operations	Market	0%
Electricity in Advance Deposit	Full Cost	0%
Cleaning Deposit – Non Profit and Commercial Organisations	Full Cost	0%

Libraries

Library Meeting Rooms – Non Profit Organisations – Up to 3 hrs	Partial Cost	10%
Library Meeting Rooms – Non Profit Organisations – Full Day	Partial Cost	10%
Library Meeting Rooms – Commercial Use – Up to 3 hours	Full Cost	10%
Library Meeting Rooms – Commercial Use – Full Day	Full Cost	10%
Library Meeting Rooms – Cleaning Security Deposit	Full Cost	0%
Library Meeting Rooms – Loss of Keys Deposit	Full Cost	0%
Inter Library Loans - Standard	Full Cost	10%
Inter Library Loans – Journal Articles – up to 50 pages	Full Cost	10%
Inter Library Loans – Journal Articles – each additional 50 pages	Full Cost	10%
Fast Track Rates – Rush in addition to core service (24 hours)	Full Cost	10%
Fast Track Rates – Express in addition to core service (2 hours)	Full Cost	10%
Replacement of Lost or Damaged Articles – if original purchase price is available	Purchase Price	10%
Replacement of Lost or Damaged Articles – Adult Fiction Paperback	Full Cost	10%
Replacement of Lost or Damaged Articles – Adult Fiction Hardcover	Full Cost	10%
Replacement of Lost or Damaged Articles – Adult Non Fiction Paperback	Full Cost	10%
Replacement of Lost or Damaged Articles – Adult Non Fiction Hardcover	Full Cost	10%
Replacement of Lost or Damaged Articles – Adult Video	Full Cost	10%
Replacement of Lost or Damaged Articles – Adult DVD	Full Cost	10%
Replacement of Lost or Damaged Articles – Junior Fiction Paperback	Full Cost	10%
Replacement of Lost or Damaged Articles – Junior Fiction Hardcover	Full Cost	10%
Replacement of Lost or Damaged Articles – Junior Picture Book	Full Cost	10%
Replacement of Lost or Damaged Articles – Junior Non Fiction Paperback	Full Cost	10%
Replacement of Lost or Damaged Articles – Junior Non Fiction Hardcover	Full Cost	10%
Replacement of Lost or Damaged Articles – Junior Graphic Novel	Full Cost	10%
Replacement of Lost or Damaged Articles – Junior DVD	Full Cost	10%
Replacement of Lost or Damaged Articles – Large Print Hard Cover	Full Cost	10%
Replacement of Lost or Damaged Articles – Large Print Book	Full Cost	10%

Paperback		
Replacement of Lost or Damaged Articles – Spoken Word (per cassette)	Full Cost	10%
Replacement of Lost or Damaged Articles – Spoken Word (per CD)	Full Cost	10%
Replacement of Lost or Damaged Articles – Music Audio CD	Full Cost	10%
Replacement of Lost or Damaged Articles – CD/DVD Lockable	Full Cost	10%
Security Case		
Replacement of Lost or Damaged Articles – Playaway	Full Cost	10%
Replacement of Lost or Damaged Articles – Playaway Security Case	Full Cost	10%
Replacement of Lost or Damaged Articles – Powermate	Full Cost	10%
Replacement of Lost or Damaged Articles – Audio Navigator	Full Cost	10%
Replacement of Lost or Damaged Articles – World Language Books	Full Cost	10%
Replacement of Lost or Damaged Articles – World Language Newspaper	Full Cost	10%
Replacement of Lost or Damaged Articles – Magazines	Full Cost	10%
Replacement of Lost or Damaged Articles – Laptop	Full Cost	10%
Inter Library Loan Replacement – lost or damaged	Replacement Cost	10%
Inter Library Loan Replacement – lost or damaged – Search/Processing Fee	Full Cost	10%
Invoice for overdue loans – Processing Fee	Full Cost	10%
Recovery Fee – Debt Collection & Processing Fee	Full Cost	10%
Print products from Personal Computers	Full Cost	10%
Photocopying	Full Cost	10%
Public e-mail / internet per 30 minutes for non permanent library members	Full Cost	10%
Temporary Library Membership – Security Deposit & Admin Fee	Full Cost	10%
Mall		
Mall Permits – Commercial displays – per day	Full Cost	0%
Mall Permits – Commercial displays – per week	Full Cost	0%
Mall Permits – Shopkeepers Trestles – per day	Full Cost	0%
Mall Permits – Shopkeepers Trestles – per week	Full Cost	0%
Mal Permits – Stall Holders – per day	Full Cost	0%
Mall Permits - Stall Holders – per day – non profit organizations	Partiall Cost	0%
Mall Permits – Entertainment Buskers per day	Full Cost	0%
Mall Permits – access to power in Public Place – per day	Full Cost	0%
Miscellaneous Permit Fees		
Conduct Business in a Public Place - Commercial	Full Cost	0%
Conduct Business in a Public Place – Non Profit Organisation	Partial Cost	0%
Filming in a Public Place – Half Day Filming	Full Cost	0%
Filming in a Public Place – Full Day Filming	Full Cost	0%
Outdoor Dining – Footpath Dining within CBD	Full Cost	0%
Outdoor Dining – Footpath Dining Outside CBD	Full Cost	0%
Alfresco Dining – Within CBD Cafe	Full Cost	0%
Alfresco Dining – Within CBD Licensed Bar/Hotel	Full Cost	0%
Alfresco Dining – Within CBD Loss of Car Parking Bays	Full Cost	0%
Alfresco Dining – Outside CBD Cafe	Full Cost	0%
Alfresco Dining – Outside CBD Licensed Hotel/Bar	Full Cost	0%
Miscellaneous Permit Fees		
Mobile Food Stall – Foreshore – Per Day	Full Cost	0%
Mobile Food Stall – Foreshore – Per Month	Full Cost	0%
Mobile Food Stall – Foreshore – Per Quarter	Full Cost	0%
Mobile Food Stall – Foreshore – Per Annum	Full Cost	0%

Parking Exemption Permit – Conduct Works	Full Cost	0%
Parking exemption Permit – Delivery Vehicles	Full Cost	0%
Tourist Coach Parking Permit – Per Quarter	Full Cost	10%
Hiring of Parking Bay For Construction – Up to 3 months/week	Full Cost	10%
Hiring of Parking Bay For Construction – Up to One Week	Full Cost	10%
Mini Bus Locations – Signage Costs	Full Cost	10%
Organised Commercial Recreation in Open Space – 1-2 Sess/wk	Full Cost	0%
Organised Commercial Recreation in Open Space – 3-4 Sess/wk	Full Cost	0%
Organised Commercial Recreation in Open Space – 5-7 Sess/wk	Full Cost	0%
Organised Commercial Recreation in Open Space – Commercial	Full Cost	0%
Segway Tours	Full Cost	0%
Bin Rental – Per Week	Full Cost	10%
Authorised Parking Zone – Per Week	Full Cost	10%
Authorised Parking Zone _ Per Annum	Full Cost	10%
Street Parade Permit	Full Cost	0%
Handbill Poster Permit – Per Day	Full Cost	0%
Handbill Security Deposit	Full Cost	0%
Road Closure	Full Cost	0%
Road Closure Equipment Hire – Barricades & Misc	Full Cost	10%
Road Closure Equipment Hire – Stands, Flashing Lights	Full Cost	10%
Road Closure Equipment Hire – Delivery Fee	Full Cost	10%
Road Closure Equipment Hire – Security Deposit	Full Cost	0%
Parap Recreation Facility		
Office Tenancies – Office Rental Per Annum	Full Cost	10%
Office Tenancies – Use of Meeting Area/Common Room for Offices	Full Cost	10%
Office Tenancies – Electricity Fee Large Upstairs Area – pa.	Full Cost	10%
Office Tenancies – Electricity Fee Other Offices – pa.	Full Cost	10%
Parks		
Park Hire – Less than 20 persons - Commercial	Full Cost	10%
Park Hire – Less than 20 persons – Non Commercial	Full Cost	10%
Park Hire – 20 to 100 persons - Commercial	Full Cost	10%
Park Hire – 20 to 100 persons – Non Commercial	Full Cost	10%
Park Hire – Greater than 100 persons - Commercial	Full Cost	10%
Park Hire – Greater than 100 persons – Non Commercial	Full Cost	10%
Park Hire - Access to Power – Commercial & Non Commercial	Full Cost	10%
Park Hire – Security Dep – Less than 20 persons	Full Cost	0%
Park Hire – Security Dep – 20 to 100 persons	Full Cost	0%
Park Hire – Security Dep – Greater than 100 persons	Full Cost	0%
Cleaning Away Rubbish – Mon to Fri (exl pub hols) per pers/hr	Full Cost	10%
Cleaning Away Rubbish – After Hours (incl weekends & pub hol)	Full Cost	10%
After Hours Call Outs – Per hour	Full Cost	10%
Public Swimming Pools		
Public Sessions – Adults	Partial	10%
Public Sessions – Children	Partial	10%
Public Sessions – Carers Accompanying a person with disability	Free	0%
Public Sessions – Children under 4 (must be supervised in the water by an adult)	Free	0%
Public Sessions – concession	Partial	10%
Public Sessions – Seniors Card Holders	Partial	10%
Public Sessions – Family concession 2 adults/2 children	Partial	10%
Public Session - Spectators	Free	0%
Public Session – Persons accompanying NT Companion cardholder	Free	0%
30 Swim Card – Adult	Partial	10%
30 Swim Card – Seniors Card Holders	Partial	10%

30 Swim Card – Concession (12 month)	Partial	10%
Yearly Ticket – Adult	Partial	10%
Yearly Ticket - Seniors Card Holder	Partial	10%
Yearly Ticket - Concession	Partial	10%
Half Yearly Ticket – Adult	Partial	10%
Half Yearly Ticket – Seniors Card Holder	Partial	10%
Half Yearly Ticket - Concession	Partial	10%
Swim Club Ticket - Adult	Partial	10%
Swim Club Ticket – Seniors Card Holder	Partial	10%
Swim Club Ticket – Concession/Child	Partial	10%
Replacement Pool Pass	Full Cost	10%
School Swim Concession	Partial	10%
Commercial Pool Lane Hire – Per Lane/hour	Partial	10%
General Hire – During public hours Mon to Fri – per day (exclusive use of pool)	Partial	10%
General Hire – During public hours Mon to Fri per hour (exclusive use of pool)	Partial	10%
General Hire - During public hours Sat, Sun & Public Holidays per hour (exclusive use)	Partial	10%
General Hire – Outside public hours	Partial	10%
General Hire – Commercial Use of Grounds Only	Partial	10%
General Hire – Risk Management (after hours only)	Partial	10%
General Hire – Security Deposit	Partial	0%
Water Sport Assoc – per lane per hour (in opening hours)	Partial	10%
Water Sport Assoc – any day in non opening hours per hour (exclusive use)	Partial	10%
Water Sport Assoc – Hire of Half the Pool per hour	Partial	10%
Water Sport Assoc – Any day during opening hours per hour (exclusive use)	Partial	10%
Water Sport Assoc – Any Day for any over run on booked time per hour	Partial	10%
Inflatable Pool Toy – Per Child for 2 hour Block	Partial	10%
Inflatable Pool Toy – Party/Group Hire per hour	Partial	10%
Royal Life Saving Society – Lane use	Partial	10%
Royal Life Saving Society – Lane use – half learners pool at Casuarina	Partial	10%
Regulatory Services Fees and Charges		
Long Grass Clearance Costs	Full Cost	10%
Long Grass Allotments Inspection	Full Cost	10%
Loading Zone Permit	Full Cost	0%
General Permit Fee – various	Full Cost	0%
Shopping trolley Release – (left in public place)	Full Cost	0%
Vehicle Impounding fee (release fee)	Full Cost	0%
Parking Permit – TPI Soldier Assoc Member	Partial Cost	0%
Parking Permit – Disabled Persons	Partial Cost	0%
Court Costs		
Motor Vehicle registry (118) certificate (Proof of ownership)	Legislated	0%
Lodgement of the Complaint and Summons with the Court of Summary Jurisdiction	Legislated	0%
Administration	Full Cost	10%
Private Works Within Road Reserve And Development		
Works Within Verge/Nature Strip – Max 1 week	Full Cost	0%
Works Within Road Pavement – No Road Closure – Max 1 week.	Full Cost	0%
Works Within Road Pavement – No Road Closure – Per Week	Full Cost	0%

Works Within Road Reserve – No Road Closure – Multi Locales	Full Cost	0%
Works Within Road Pavement – Road Closure – Per Day	Full Cost	0%
Hoarding or Fenced Area Within Verge/Nature Strip – No ped acc	Full Cost	0%
Hoarding or Fenced Area Within Verge/Nature Strip – Ped acc	Full Cost	0%
Additional Inspections	Full Cost	10%
Security Deposit	Full Cost	0%
Construction – Min Charge	Full Cost	10%
Asphalt 25mm per sq metre	Full Cost	10%
Asphalt 26-50mm per sq metre	Full Cost	10%
Asphalt 51-100mm per sq metre	Full Cost	10%
Concrete 75mm plain unreinforced – per sq metre	Full Cost	10%
Concrete 75mm exposed aggregate unreinforced – per sq metre	Full Cost	10%
Concrete 100mm exposed aggregate or colour unreinforced psm	Full Cost	10%
Concrete 100mm plain unreinforced – per sq metre	Full Cost	10%
Concrete 100mm plain reinforced – per sq metre	Full Cost	10%
Concrete 150mm plain reinforced – per sq metre	Full Cost	10%
Concrete 150mm exposed aggr or colour reinforced – per sq mtr	Full Cost	10%
Brick Paving – Remove or Relay – per sq metre	Full Cost	10%
Concrete Kerb/Crossover – per lineal metre	Full Cost	10%
Kerb & Gutter – Per lineal metre	Full Cost	10%
Concrete Invert – 600mm wide	Full Cost	10%
Concrete/asphalt demolition – per sq metre	Full Cost	10%
Kerb & Gutter demolition – per lineal metre	Full Cost	10%
Construction Value over \$10k	Full Cost	10%
Plan Approvals – With Development Permit – SD, MD (3 units),RR, CP	Full Cost	0%
Plan Approvals – With Development Permit – MD (4 or more units)	Full Cost	0%
Plan Approvals – With Development Permit – MR, CV, C, TC, LI, GI, DV, all other zones	Full Cost	0%
Plan Approvals – With Development Permit – HR, CB	Full Cost	0%
Plan Approvals – With Development Permit –	Full Cost	0%
Subdivision/Consolidation – No construction		
Plan Approvals – With Development Permit – Subdivision Plan Approval Fee	Partial Cost	0%
Plan Approvals – With Development Permit – Subdivision Handover	Full Cost	0%
Plan Approval – No Development Permit	Full Cost	0%
Plan Approval – No Development Permit – Clearance Letter	Full Cost	0%
Plan Approval – No Development Permit – Additional Inspection	Full Cost	10%
Use of Council Road Reserve – Commercial – Per 24 hrs (up to 100 lineal metres)	Full Cost	10%
Use of Council Road Reserve – Commercial - >100 lineal metres (per lineal metre)	Full Cost	10%
Display Goods on Public Land – Commercial – Per sq metre	Full Cost	10%
Display Goods on Public Land – Commercial – Min Charge	Full Cost	10%
Sporting Ovals		
Gardens Oval Hire – Sporting or Territory & National Championships – per day	Partial Cost	10%
Gardens Oval Hire – Fund raising/Community Events – per day	Partial Cost	10%
Gardens Oval Hire – Commercial Events (admission ticket charge at 0.50/head)per day	Full Cost	10%
Gardens Oval Hire – Seasonal Group Allocation – per annum seasonal usage	Partial Cost	10%
Gardens Oval Hire – seasonal Group Allocation – per annum signage	Partial Cost	10%

Gardens Oval Training – Oval No 1 – 1 session per week - Seniors	Partial Cost	10%
Gardens Oval Training – Oval No 1 – 1 session per week –Juniors	Partial Cost	10%
Gardens Oval Training – Oval No 1- 1 session per week – Combined Juniors & Seniors	Partial Cost	10%
Gardens Oval Training – Oval No 1 – Multiple Training - Seniors	Partial Cost	10%
Gardens Oval Training – Oval No 1 – Multiple Training –Juniors	Partial Cost	10%
Gardens Oval Training – Oval No 1- Multiple Training – Combined Juniors & Seniors	Partial Cost	10%
Gardens Oval Training – Oval No 1 – Competition & Training - Seniors	Partial Cost	10%
Gardens Oval Training – Oval No 1 – Competition & Training – Juniors	Partial Cost	10%
Gardens Oval Training – Oval No 1- Competition & Training – Combined Juniors & Seniors	Partial Cost	10%
Gardens Oval Training – Oval No 1 – Cleaning & Security Deposit	Full Cost	10%
Gardens Oval Training – Oval No 1 – Key Deposit	Full Cost	10%
Gardens Two & Other Ovals – 1 session per week – Seniors	Partial Cost	10%
Gardens Two & Other Ovals – 1 session per week – Juniors	Partial Cost	10%
Gardens Two & Other Ovals – 1 session per week – Combined Seniors & Juniors	Partial Cost	10%
Gardens Two & Other Ovals – Multiple Training Use – Seniors	Partial Cost	10%
Gardens Two & Other Ovals – Multiple Training Use – Juniors	Partial Cost	10%
Gardens Two & Other Ovals – Multiple Training Use – Combined Juniors & Seniors	Partial Cost	10%
Gardens Two & Other Ovals – Competition use only – Seniors	Partial Cost	10%
Gardens Two & Other Ovals – Competition use only – Juniors	Partial Cost	10%
Gardens Two Other Ovals – Competition use only – Combined Seniors & Juniors	Partial Cost	10%
Gardens Two & Other Ovals – Competition and Training use - Seniors	Partial Cost	10%
Gardens Two & Other Ovals – Competition and Training use - Juniors	Partial Cost	10%
Gardens Two & Other Ovals – Competition and Training use – Combined Juniors & Seniors	Partial Cost	10%
Gardens Two & Other Ovals – Pre Season – 1 Night per week	Partial Cost	10%
Gardens Two & Other Ovals – Pre Season – Multiple Training	Partial Cost	10%
Gardens Two & Other Ovals – Key Deposits	Partial Cost	0%
Gardens Two & Other Ovals - Casual Hire – Casual training per session	Full Cost	10%
Gardens Two & Other Ovals - Casual Hire – Charge per day	Partial Cost	10%
Malak Oval Lighting – Per Hour	Full Cost	10%
Staging		
Green Staging (10 Sections) – Hire staging – trailer unit	Full Cost	10%
Green Staging (10 Sections) – additional charge per section	Full Cost	10%
Green Staging (10 Sections) – Delivery Fee	Full Cost	10%
Green Staging (10 Sections) – Security deposit	Full Cost	0%
Aluminium Staging (10 sections) – Hire staging – per section	Full Cost	10%
Aluminium Staging (10 sections) – Security Deposit	Full Cost	0%
Tennis Courts		
Parap	Free	0%
Aralia Street	Free	0%
Chrisp Street	Free	0%
Trees, Shrubs etc		
Street tress & trees in parks	Full Cost	10%

Shrubs	Full Cost	10%
Palms, Cycads	Full Cost	10%
Unscheduled tree pruning or removal works on Council Property	Full Cost	10%
Waste Disposal Shoal Bay		
Domestic Darwin Users With Access Tag	Free	0%
Domestic Darwin Users Tag Replacement	Full Cost	10%
Domestic – Non Tag Users	Market	10%
Domestic Non Darwin Annual Tag Fee	Full Cost	10%
Commercial – Uncontaminated truckloads of foliage – per tonne	Market	10%
Commercial – Unshredded tyres – per tonne	Market	10%
Commercial – Partially shredded tyres – per tonne	Market	10%
Commercial – Commercial garbage (other vehicles per tonne)	Market	10%
Commercial – Minimum fee for commercial vehicles	Market	10%
Commercial – Liquid waste – per tonne	Not Accepted	10%
Commercial – car bodies – per body or part thereof	Market	10%
Commercial - Special Waste – per tonne	Market	10%
Commercial – Minimum fee for Special Waste	Market	10%
Commercial – Clean Fill (by arrangement)	Free	0%
Commercial – Recyclables – per tonne	Market	10%
Commercial – Asbestos – per tonne	Market	10%
Commercial – Asbestos – Minimum Fee	Market	10%

Schedule 2

GUIDELINES FOR DEVELOPING FEES AND CHARGES

TYPE					
Is the Fee Legislated	→	Y	→	Review the cost of providing the relevant service, including administration costs. If the cost of the service exceeds the total fees earned, consider lobbying the Government or authority for an increase Compare the equivalent fee and fee volume with other jurisdictions and consider using this information in the lobbying process	→ Attempt to obtain full cost recovery
↓					
N					
↓					
Is the primary purpose to promote law & order	→	Y	→	Consider the importance of guiding the behaviour of the public by evaluating the level of public nuisance or safety risk and the potential infringements in an unregulated environment Evaluate the effectiveness of the existing fee in regulating behaviour Identify the challenges and costs involved in regulating the behaviour Determine the costs of enforcement Consider the impact of penalties on limiting undesirable behaviour and balancing revenue between fee/charges/licences and fines or penalties	→ Attempt to obtain full cost recovery of administration and enforcement
↓					
N					
Are Commercial service providers competing to provide this service?	→	Y	→	Compare the costs of outsourced service provision with the direct costs of in-house service provision. Ensure that the in-house costs include directly allocated overheads and appropriate provisions for asset replacement Ensure that all potential users of the service are identified Develop pricing schedules based on service usage	→ Aim to recover full cost plus and element of profit

5 Legislation, terminology and references

The NT Local Government Act provides the basis for City of Darwin to occupy a broad role in promoting the social, economic, environmental, and cultural wellbeing of its local community and for community participation in such activities.

6 Implementation and delegation

The General Manager City Performance is responsible for managing implementation of this policy

7 Evaluation and review

This policy should be reviewed once in the term of each Council or more often as required.